

Approved by Lincoln County  
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# TRANSIT DEVELOPMENT PLAN

LINCOLN COUNTY  
TRANSIT SERVICE  
DISTRICT



April 2018

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

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# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

## PREFACE

The development of this plan was guided by the Project Management Team (PMT) and the Transit Advisory Committee (TAC). Each individual devoted their time/effort and their participation was instrumental in the development of the plan update.

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April 23, 2018

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## 1. INTRODUCTION

The Lincoln County Transit Service District (LCTSD) was established by a vote of County residents in May 1996 as an ORS 451 Public Transportation Service District. The services provided by LCTSD include four intra-county lines, two loop routes in Lincoln City and Newport, and Dial-A-Ride services within Lincoln City and Newport. The transit service area is primarily in the west portion of the county along the US 101 corridor, including communities along the beach from Lincoln City in the north to Yachats in the south, and inland to Toledo, Siletz, and Rose Lodge. Connecting service operated by Tillamook County Transportation District (TCTD) operates north into Tillamook County and east to Grand Ronde (with connections available to Yamhill County) and Salem (connecting with Cherriots, Greyhound, and Amtrak). The Coast-to-Valley intercity bus service connects Newport to Corvallis and Albany, where riders can connect to Greyhound and Amtrak.

This Transit Development Plan (TDP) evaluates a program of service improvement alternatives and presents with a series of options to pursue over the 20-year plan horizon, including planned service modifications and guidance as to when to add bus stops, Park-and-Ride facilities, or park-and-pool locations within the LCTSD service area.

### 1.1 PROJECT PROCESS

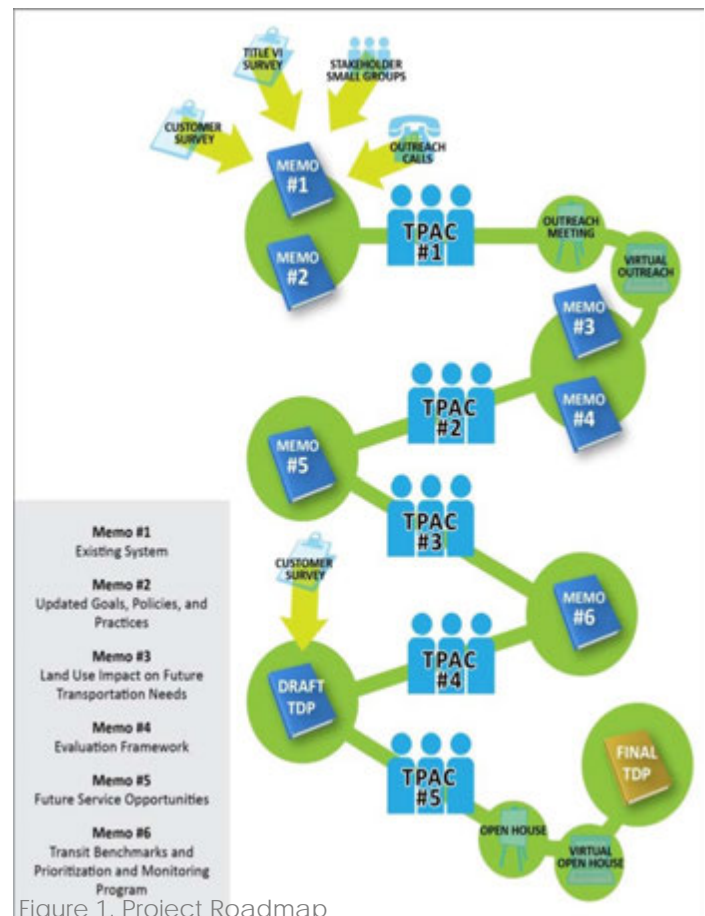
A series of technical memoranda were developed during the development of the TDP, as shown in Figure 1. The initial technical memoranda provided the building blocks for the project, addressing existing conditions and performance. As work progressed, future conditions were evaluated and mobility needs and opportunities were identified. The Project Management Team (PMT) guided the preparation of these technical memoranda in coordination with the Transit Advisory Committee (TAC) and community meetings. These interactions helped guide the development of the Transit Development Plan as well as build the necessary consensus and support. Members of these groups are listed below.

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## 1.2 PUBLIC INVOLVEMENT PROCESS

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As shown in the project roadmap on the preceding page, the project process included several touchpoints where stakeholders and the public could provide input.

### 1.2.1 STAKEHOLDER INTERVIEWS

Nearly 50 stakeholder interviews were conducted in 2016 for the Lincoln County Coordinated Human Services Public Transportation Plan. These interviews were supplemented by four additional interviews with transportation planning staff from Newport, Lincoln City, and Depoe Bay during the development of the TDP. These interviews were conducted to seek additional information about land use, population and business growth, and transit use within Lincoln County.

### 1.2.2 CUSTOMER SURVEY #1

LCTSD conducted a customer survey during September and October 2016 to better understand the state of the transit system. The survey was administered by LCTSD staff and volunteers. Each route and each run of the day was surveyed on both weekdays and weekends. A total of 596 surveys were collected, of which 187 came from the Newport–Lincoln City route, 159 from the Newport–Siletz route, 109 from the Newport City Loop, 61 from the Newport–Yachats route, 61 from the Lincoln City Loop, and 19 from the Coast-to-Valley route. Riders were surveyed about three overarching topics: rider profiles, transit usage, and trip origins and destinations. Their responses provided insights about the current transit market as well as potential areas for future improvements.

### 1.2.3 DRIVER SURVEY

LCTSD staff administered an anonymous driver survey to bus operators and Dial-A-Ride drivers to gain insights about their overall impression of the transit system, existing gaps and needs, areas for future improvement, and preferences for how future funding should be spent if it were to become available. Eight responses were received.

## 1.2.4 TITLE VI AND STAKEHOLDER SMALL-GROUP MEETINGS

To supplement Census data and enhance LCTSD's understanding of unmet transit needs, a series of four small-group meetings were held with Title VI populations (Title VI populations are defined by race, national origin, age, sex, disability status, and limited English proficiency) and a diverse group of project stakeholders to obtain insights about transit use, system benefits, barriers to using transit, communication and service needs, and general impressions of the LCTSD system. The four meetings were held at:

- ▶ Centro de Ayuda, Newport: 17 participants (including 6 children), all Spanish-speakers
- ▶ Yachats City Hall: 11 participants, including elected officials
- ▶ Ridge Apartments Low-Income Housing, Lincoln City: 6 participants, including residents and neighbors
- ▶ Siletz Tribal Community Center: 9 participants, all Tribal Elders

## 1.2.5 PUBLIC OUTREACH EVENTS

Consultant and LCTSD staff conducted three outreach events to reach existing and potential riders to better understand the system's unmet needs. Events were held at the Lincoln City Library, Fred Meyer in Newport, and the Hatfield Marine Science Center in Newport.

## 1.2.6 CUSTOMER SURVEY #2

LCTSD conducted a second customer survey in November 2017 to present the project's future route alternatives and to ask for feedback on implementation priorities. The survey was conducted on the intra-county routes and yielded approximately 135 responses. The survey responses were combined with other operational information in developing the TDP's recommendations for prioritizing improvements to public transit services in Lincoln County.

## 2. BACKGROUND AND STUDY AREA

Lincoln County Transportation Service District (LCTSD) provides fixed-route and demand response service connecting the main communities in Lincoln County. Services consist of four intra-county routes, Newport to Yachats, Newport to Lincoln City and Rose Lodge, Newport to Siletz, and the Coast-to-Valley route from Newport to Albany; two intracity loop routes in Lincoln City and Newport; and two Dial-A-Ride services that operate within Lincoln City and Newport.

### 2.1 LCTSD ORGANIZATIONAL STRUCTURE

LCTSD was established by public vote in November 1996 as a county transportation service district. Under the provisions of ORS 267.510 to 267.650, a transportation service district can operate public transit services within the district area and has the power to assess property taxes to help fund its operations. The district's voter-approved tax rate is \$0.0974 per \$1,000 of assessed property value. The district operates as a unit of Lincoln County government (the Transit Department), and the County Board of Commissioners acts as the district's governing board. The district's adopted budget for 2016–2017 provided for 20 full-time equivalent staff and had a total annual budget of approximately \$4 million.

### 2.2 HISTORY AND SUMMARY OF PREVIOUS PLANS

Several jurisdictions within Lincoln County (and the County itself) maintain transit-related goals and policies within their Transportation System Plans (TSPs) or land use plans. Table 1 summarizes these plans' transit-related goals and objectives.



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Table 1. Local Jurisdiction Goals and Objectives

Document	Transit Goals and Objectives
Depoe Bay TSP	Provide transit service and amenities that encourage ridership.
Lincoln City TSP	Transit service and amenities that encourage a higher level of ridership.
Lincoln County CTP	Better educate human and health services providers about available public transportation services.
	Advise public transportation providers of the human services sectors' public transportation needs.
Lincoln County TSP	Provide cost-effective and safe public transportation options and access to alternative transportation modes to county residents.
	Provide an accessible transportation system that serves the needs of all members of the community.
Newport TSP	Identify transit alternatives for local, intercity, and recreational users.
NWOTA Connector Management Plan	Improve Rider Access, Convenience, Regional Service Delivery; Promote Connector Awareness; Increase Organizational and Financial Stability; Enhance Community Livability.
Siletz Community Survey	Request for more public transportation within town, more intercity transit to Newport and Toledo and expanded service hours.
Toledo TSP	Seek for all its citizens a customer-based regionally coordinated public transit system that is efficient, effective, and founded on present and future needs.
	Encourage local and regional partners to explore long-term feasibility of water taxi or ferry service to Newport.
Waldport TSP	Increased public transit (bus and van) service between Waldport and other cities, e.g. Newport, Lincoln City, Corvallis, Salem, and Portland.
	Work with ODOT, Lincoln County, the Cities of Newport and Lincoln City, and transit service providers to study public transit needs and possibilities.
	Work with special service providers, ODOT, Lincoln County, and the cities of Newport and Lincoln City to secure additional funding and promote transit services that may currently be underutilized.
	Identify and monitor transportation needs of the elderly and disadvantaged, and attempt to fulfill those needs.
Yachats Comprehensive Land Use Plan	The City shall encourage and support alternative transportation where safe passage can be maintained.

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## 2.2.1 HISTORY AND SUMMARY OF THE PREVIOUS LCTSD 1993 TRANSIT DEVELOPMENT PLAN (TDP)

LCTSD adopted their previous TDP in 1993 which was prior to the formation of the service district. The plan identified five overarching goals and related objectives, which are listed in Table 2.

Table 2. LCTSD 1993 TDP Goals and Objectives

Goal	Objectives
Encourage multimodal approach to transportation development	Promote intermodal connections
	Reduce emissions and vehicle miles traveled in Lincoln County
Coordinate transportation throughout county	Empower local officials and committees to ensure local and regional planning documents include transit goals and needs
	Meet transit needs in all areas of Lincoln County
Operate a safe and efficient system	Maintain excellent safety record
	Measure performance
	Provide information to the public
Provide excellent customer service	Maintain excellent on-time performance
	Increase rider satisfaction and confidence
	Increase ridership on fixed route service
	Accommodate expected increase in need for demand-responsive services
	Attract both transportation disadvantaged riders and riders who make a choice to use the system instead of driving
Secure stable financial support	Gain local support of public transportation
	Secure federal and/or state financial support
	Stabilize local financial support

## 2.2.2 HISTORY AND SUMMARY OF THE NWOTA CONNECTOR MANAGEMENT PLAN

The October 2016 update to the NWOTA Connector Management Plan outlines long-range goals to support the Connector’s vision. The NWOTA Connector is an alliance of transit agencies in Northwest Oregon that coordinate their transit services. LCTSD is a partner agency of NWOTA, which has the following stated goals:

1. Improve Rider Access and Convenience
2. Promote Connector Awareness
3. Improve Regional Service Delivery
4. Increase Organizational and Financial Stability
5. Enhance Community Livability

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

## 2.2.3 HISTORY AND SUMMARY OF THE LINCOLN COUNTY COORDINATED TRANSPORTATION PLAN (CTP)

A Coordinated Transportation Plan is a planning document focused on the transportation needs of seniors and people with disabilities and contains strategies to address those needs. The Lincoln County CTP identifies strategies and potential actions to better educate and advise human and health service providers about available public transportation services and needs for seniors and people with disabilities in Lincoln County. The following seven strategies were identified in the CTP:

1. Seek funding to sustain existing levels of public transit service within the county as the highest priority.
2. As funding permits and as demand is demonstrated, expand access to and convenience of public transportation through expansion of and/or improvements to existing services.
3. Improve freedom of movement and quality of life for special needs and other transit dependent populations and focus transportation services on access to jobs, health care, education, and other basic services.
4. Support and increase the pool of paid and volunteer drivers for demand-response service only.
5. Continuously strive to coordinate the planning for and provision of public transportation services with the provision of human and health services.
6. Continue to pursue opportunities for regional collaboration and expansion of the regional public transportation system.
7. Expand efforts to inform the public of available public transportation services, including seniors, low income persons and non-English speaking populations.

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## 2.3 TRANSPORTATION SYSTEM, LAND USES, AND MAJOR ACTIVITY CENTERS

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### 2.3.1 ROADWAY TRANSPORTATION SYSTEM

Several highways serve Lincoln County. The main north-south route through the County is US 101, which serves all the major cities along the coast. At the north end of the County, OR 18 connects Lincoln City to Grande Ronde, McMinnville, and Portland. The central part of the County is served by US 20, which provides access from Newport to Corvallis and Albany. In the southern portion of the County, OR 34 connects Waldport to US 20 at Philomath. OR 229 provides north-south mobility from Toledo to Siletz and connects to US 101 just south of Lincoln City.

The cities of Lincoln County generally provide a network of arterial and collector streets that run parallel to US 101 and shorter east-west streets that connect to US 101. Given the location of Lincoln County's cities on and near the hilly Oregon Coast, many streets follow the topography of their terrain. As a result, many local streets are steep and windy, which can pose a challenge to providing easy access to transit service in many locations.

### 2.3.2 LAND USES

The cities of Lincoln City, Newport, Toledo, and Waldport provided current tax lot zoning data. This information shows existing development patterns and land uses, and provides a context for understanding existing transit alignments. Because Lincoln County has a lot of agricultural and forest land, it is important to understand zoning patterns, as future development is generally constrained to non-farm parcels. The tax lot data have been organized by current developed and vacant residential, commercial, and industrial uses, as well as farmland parcels.

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## Lincoln City

Current transit service covers the downtown area of Lincoln City fairly well. Most commercial and industrial sites are served by the North County line and many residences are within walking distance. Areas along the waterfront, US 101 and the east side of the City, which are anticipated to be the target of growth in the future, also have transit service via the Lincoln City Loop. A zoning map of Lincoln City is shown in Figure 2.

## Newport

Current transit service covers the main sections of Newport well due to the linear development patterns along the coast and Yaquina Bay. Centrally located in Lincoln County, Newport is served by all LCTSD transit lines, with the exception of the Lincoln City Loop and the Lincoln City Dial-A-Ride service. As a result, Newport the most service of any city in the county. Most commercial and industrial sites are served by the North County transit line and many residences are within walking distance of transit. Areas along the Pacific Ocean and Yaquina Bay waterfront, US 101, and the east and south sides of the city, which are anticipated to be the target of growth in future, currently have some transit service. A zoning map of Newport is provided in Figure 3.

## Toledo

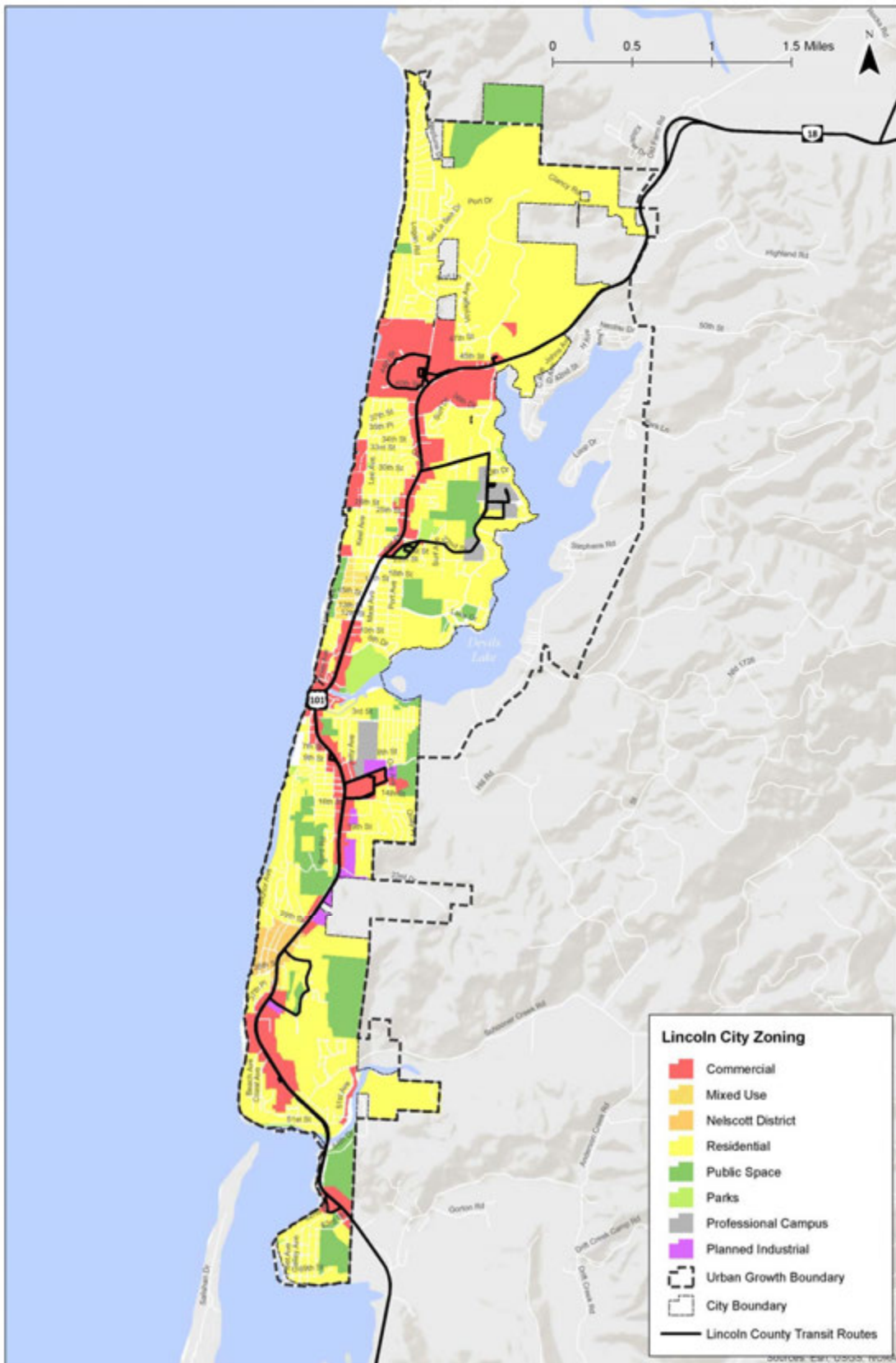
Current transit service covers downtown Toledo, but areas north of downtown and some areas east of the river are not served as well. Most commercial and industrial sites in downtown and along the Yaquina River are served by the East County transit line. Figure 4 provides a zoning map of Toledo .

## Waldport

The South County route travels through downtown Waldport and then heads east, before looping back toward Crestview Golf Club and US 101 to head south to Yachats. A zoning map of Waldport can be seen in Figure 5. Most of the city is located near the South County route. Future residential growth is anticipated in the south end of Waldport and could also occur off of US 101 along Crestline Drive. The latter area is located outside the tsunami zone and is becoming the location of essential services, including the Samaritan Waldport Clinic and Waldport High School. Intra-county transit service from Newport to Yachats was recently modified to provide an on call stop to the Samaritan Waldport Clinic.

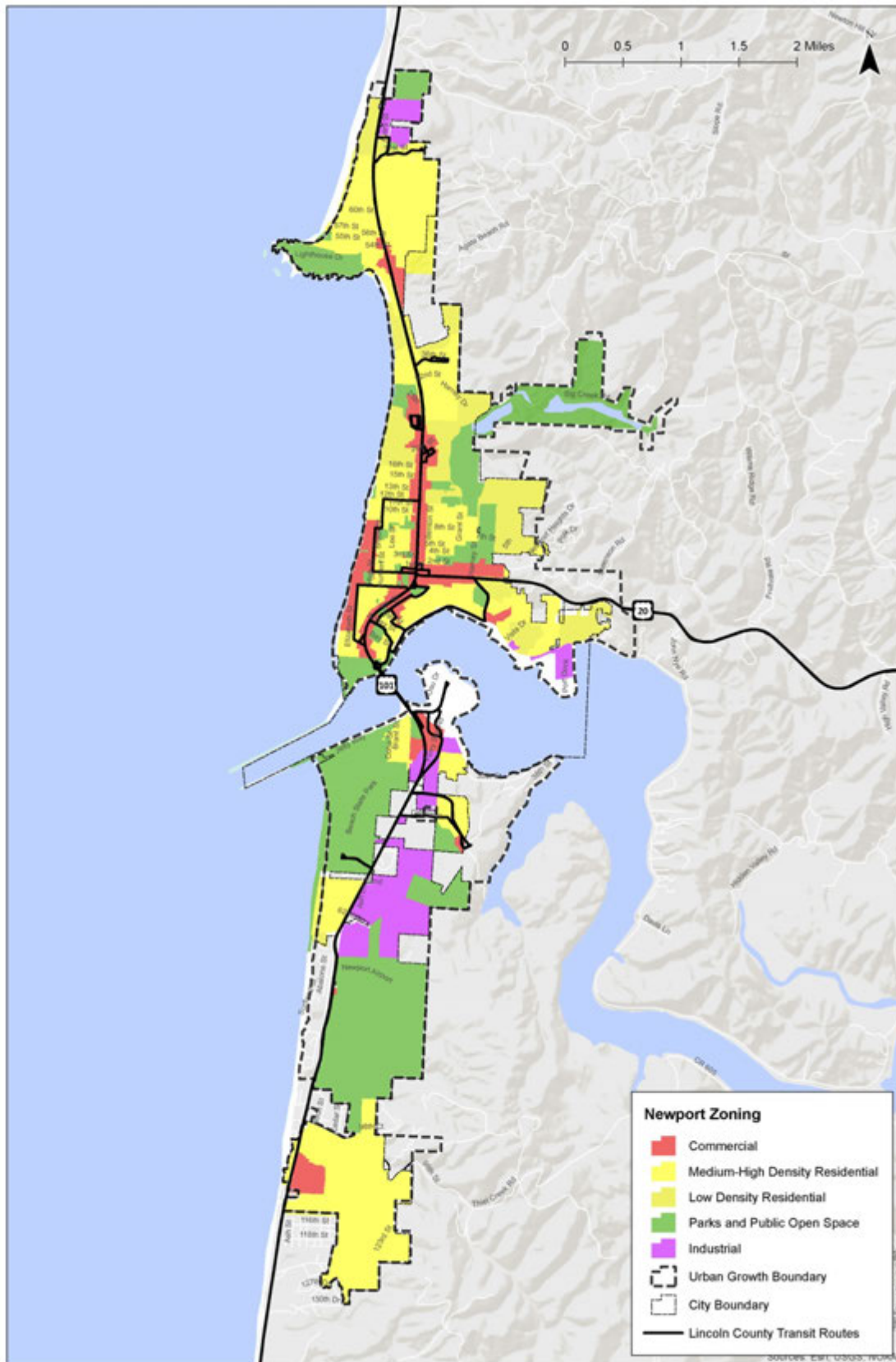
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Figure 2. Lincoln City Zoning



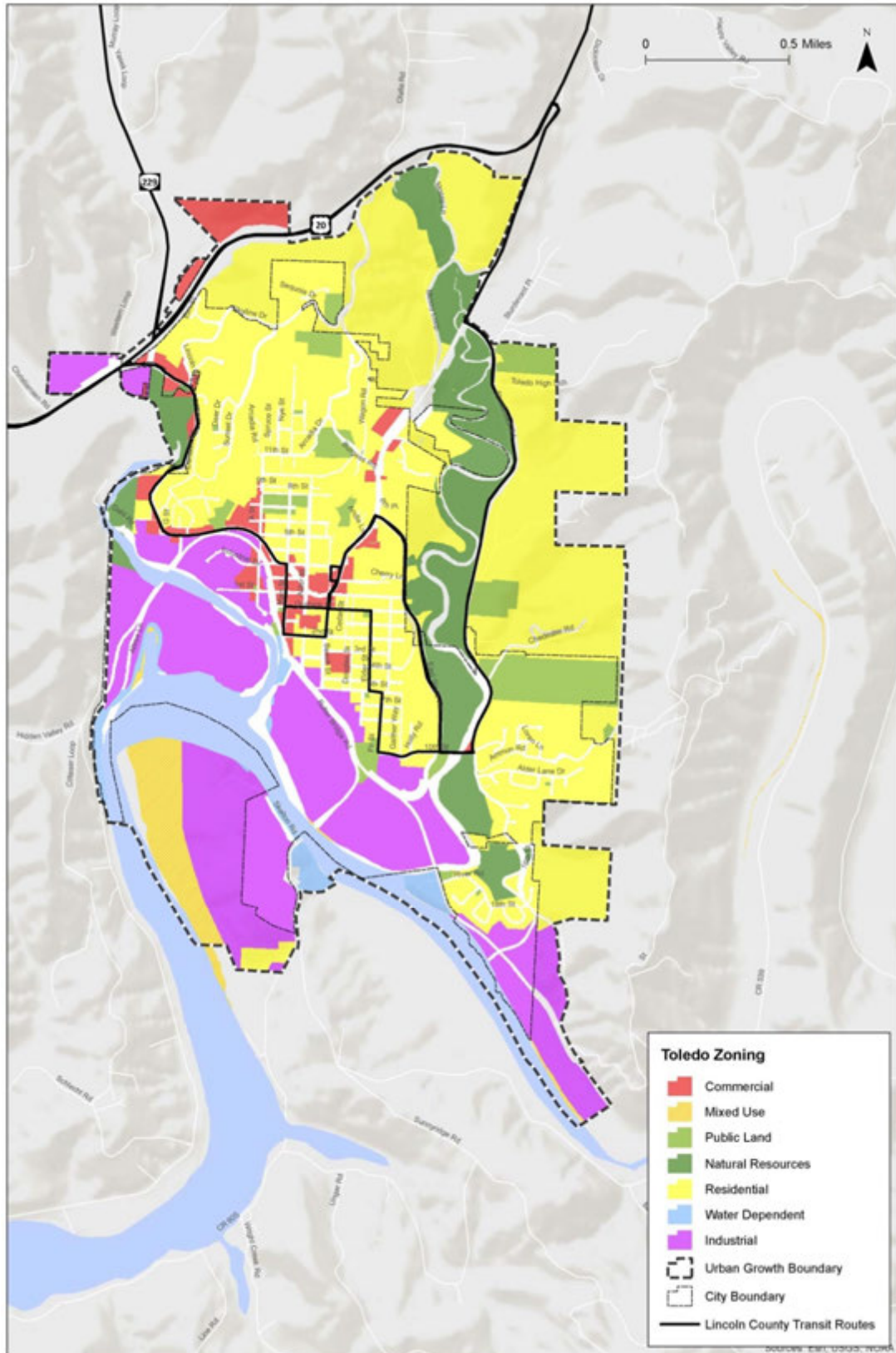
# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

Figure 3. Newport Zoning



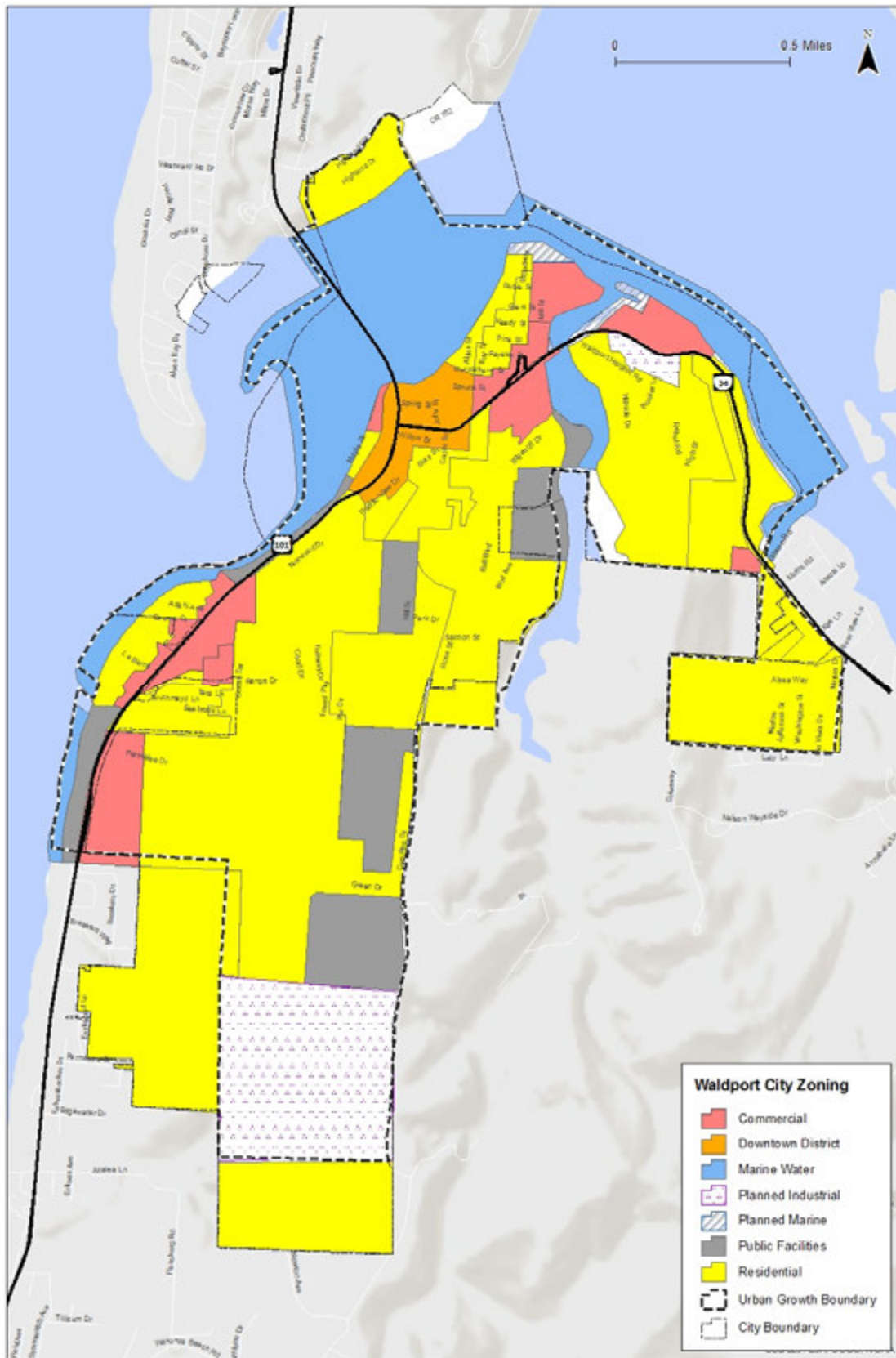
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Figure 4. Toledo Zoning



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Figure 5. Waldport Zoning



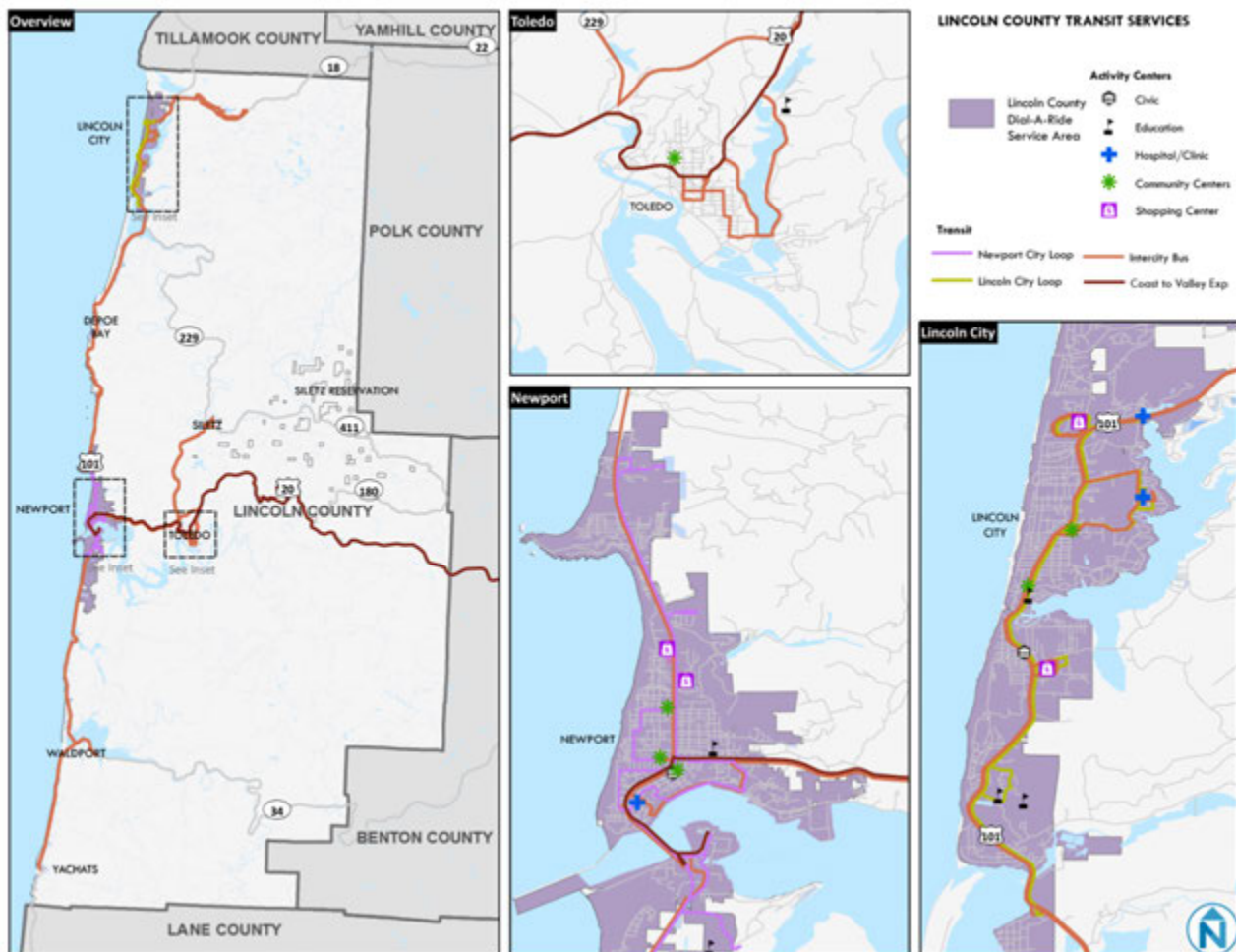
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## 2.4 POPULATION AND DEMOGRAPHICS

### 2.4.1 POPULATION CENTERS

Lincoln County is located along the scenic Oregon Coast about a two-hour drive southwest of Portland. The County is mostly rural, roughly 1,000 square miles in size, and had a population of approximately 48,000<sup>1</sup> in 2016. The County's population has grown at an average rate of 0.4 percent per year since 2000. Approximately 60 percent of the County's population lives in the major cities and other urbanized areas of the County. These areas include Newport (population 10,400) Lincoln City (8,700), Toledo (3,500), Waldport, Depoe Bay, Siletz, and Yachats. Figure 6 shows these population centers in relation to public transportation services within the County. The County's low average population density makes it challenging to serve the remaining 40 percent of the population, and there are some population centers not served well by transit, notably the neighborhood south of Devils Lake and north of SE Devils Lake Road in Lincoln City.

Figure 6. Lincoln County Population Centers and Transit Service



Source: Cogan Owens Greene, 2016

<sup>1</sup> Source: U.S. Census 2000 and 2010. 2014 Oregon Employment Department – “Northwest Oregon Population – Cities and Counties”

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## 2.4.2 TITLE VI POPULATION OVERVIEW

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-1) states that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” In combination with subsequent federal nondiscrimination statutes, agencies receiving federal financial aid are prohibited from discriminating based on race, color, national origin, age, economic status, disability, or sex (gender). Other relevant federal statutes include the Federal-Aid Highway Act, the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, and Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency.

LCTSD receives federal funding from the State of Oregon’s Transportation Growth Management Program, which is funded in part by monies from the Federal Highway Administration that flow through ODOT. As a result, LCTSD is also required to comply with ODOT’s Title VI guidance. In addition, LCTSD receives funding from the Federal Transit Administration (FTA). In 2012, FTA issued new guidance (FTA C 4702.1B) to help clarify civil rights requirements for recipients of FTA grant funding. The guidance specifically relates to complying with Department of Transportation (DOT) Title VI regulations, which require an evaluation of the impact of proposed service and fare changes on minority and limited English proficiency (LEP) riders.

Table 3 summarizes the Title VI populations<sup>2</sup> in Lincoln County. A given person may be considered part of the Title VI population in more than one category; thus the total Title VI population in the county is less than the total of the percentages in the table.

Table 3. Title VI Populations in Lincoln County

	Non-English Language Spoken at Home	Elderly (Over 60 years old)	Children and Youth (Under 18 years old)	Racial (Non-white)	Hispanic/Latino (Any race)	Low-Income	Disabled
Lincoln County	3.4%	22%	12.3%	12.3%	8%	28%	20%

Source: U.S. Census Bureau 2010 Decennial Census, Table S4 and Table P5; U.S. Census Bureau 2008-2012 ACS Estimate, Table B17021, Table B16001, and Table S1810.

<sup>2</sup> Title VI populations include individuals who identify as minorities (both racial and ethnic), low-income, disabled, elderly (65+), youth/children (under 18), veterans, and LEP (primary language is not English) (FTA. 2015. Title VI of the Civil Rights Act of 1964, available at <http://www.fta.dot.gov/civilrights/12328.html>).

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LCTSD's Limited English Proficiency (LEP) Plan states that:

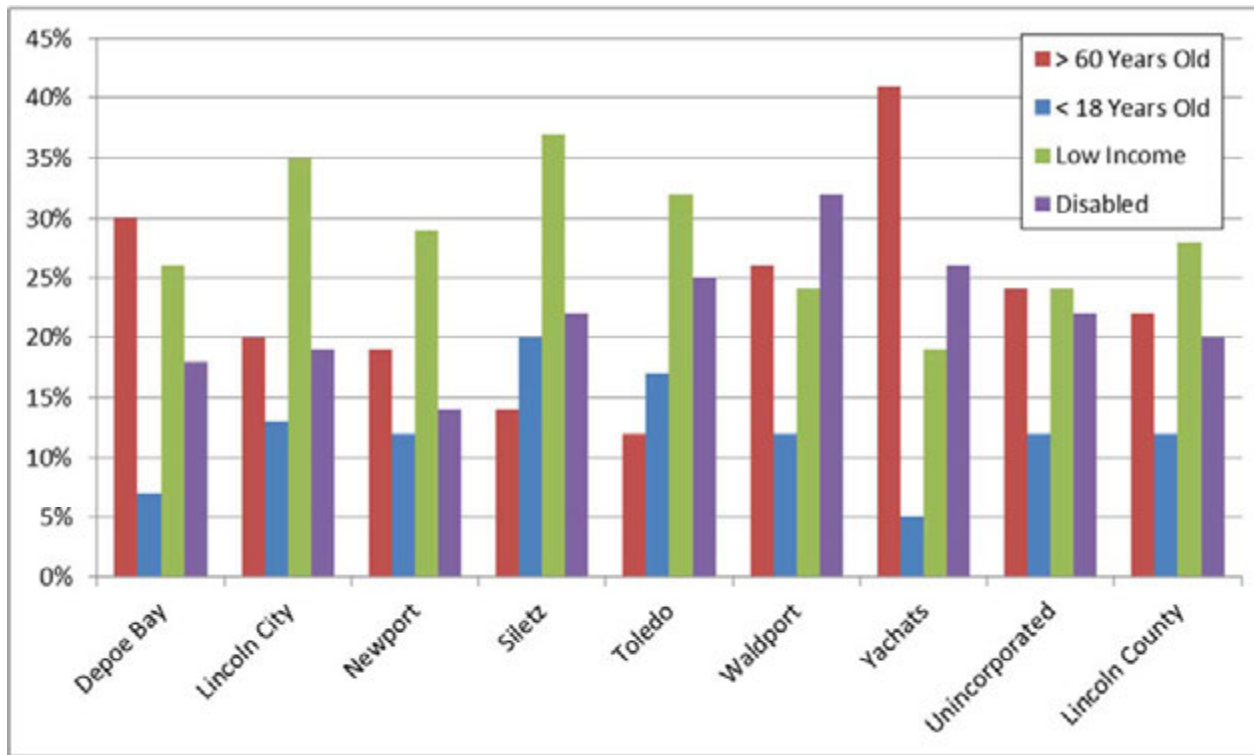
"Lincoln County Transportation Service District staff will contact the community organizations that serve LEP persons, as well LEP persons themselves, and perform a four factor analysis every three years to identify what, if any, additional information or activities might better improve transit services to assure non-discriminatory service to LEP persons. LCTSD will then evaluate the projected financial and personnel needed to provide the requested services and assess which of these can be provided cost-effectively."

Figure 7 provides population summaries for people 60 years and older, youth under 18 years old, people with low incomes, and people with disabilities, for incorporated cities, unincorporated areas, and Lincoln County as a whole. Some key facts about these population groups are:

- ▶ More than 20 percent of the County population is over 60 years old, and another 12 percent is under 18 years old. These two population groups are notable with respect to transit markets because they are more likely to rely on transit to get them to their destinations.
- ▶ The population of people 60 years and older is growing faster than the overall County population, and is expected to increase to more than 40 percent of the total population by the year 2050.
- ▶ The cities of Depoe Bay and Yachats have particularly large numbers of people 60 years and older, relative to other locations in Lincoln County.
- ▶ The cities of Siletz and Toledo have particularly large numbers of people younger than 18 years, relative to other locations in Lincoln County.
- ▶ Lincoln City, Siletz, Toledo, and Newport each have more than 30 percent of residents classified as low-income based on Census poverty status, defined as any household that has been below the poverty level for the last 12 months. Approximately 28 percent of Lincoln County residents overall live below the poverty level, which is based on income and household size.
- ▶ About 25 percent of the residents in Waldport, Yachats, and Toledo have a disability.
- ▶ One-quarter of households in Lincoln County earns less than \$25,000 annually.

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Figure 7. Lincoln County Demographic Details by Jurisdiction



Sources: 2009-2013 ACS, 2010 Census. Low income is based on the Census poverty status, which refers to any household that has been below the poverty level for the last 12 months. Disability status is a Census variable.

## 2.5 EMPLOYMENT AND ECONOMY

### 2.5.1 MAJOR EMPLOYERS

Approximately 17,000 people are employed at present in Lincoln County. As shown in Table 4, the largest employer in Lincoln County is the Confederated Tribes of Siletz Indians, with employment concentrations at the Siletz Community Health Clinic in Siletz and at Chinook Winds Casino Resort in Lincoln City. Other major employers include Samaritan Health Services, Lincoln County School District, Lincoln County, Georgia Pacific Toledo plant, OSU Hatfield Marine Science Center, Pacific Seafood, NOAA, Walmart, and Oregon Coast Brewing (Rogue Ales & Spirits).<sup>3</sup>

<sup>3</sup> Employment rankings provided by the Economic Development Alliance of Lincoln County's "Largest Employers in Lincoln County" webpage, accessed online: [http://www.coastbusiness.info/largest\\_employers.htm](http://www.coastbusiness.info/largest_employers.htm)

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Table 4. Top Employers in Lincoln County and Nearest Transit Service

Rank	Employer	Location	Transit Provider/Route(s)
1	Confederated Tribes of Siletz Indians	Siletz, Lincoln City	Lincoln City Loop, East County, North County, Tillamook County Route 6
2	Samaritan Health Services	Newport, Toledo, Lincoln City, Depoe Bay, Waldport	Lincoln City Loop, Newport City Loop, East County, North County, South County, Caravan Airport Shuttle
3	Lincoln County School District	Countywide	Countywide
4	Lincoln County	Countywide	Countywide
5	George Pacific Toledo	Toledo	East County
6	OSU Hatfield Marine Science Center	Newport	Coast-to-Valley Express, Newport City Loop
7	Pacific Seafood	Newport	East County, Newport City Loop
8	NOAA	Newport	Coast-to-Valley Express, Newport City Loop
9	Walmart	Newport	East County, North County, Newport City Loop
10	Oregon Coast Brewing (Rogue Ales & Spirits)	Newport	East County, Newport City Loop

Source: Economic Development Alliance of Lincoln County

## 2.5.2 COMMUTING PATTERNS

Longitudinal Employer-Household Dynamics (LEHD) employment data are a product of the Census Bureau, and provide valuable information about where workers live and work. Queries can be made for many employment variables, including place of work, place of residence, work industry, and commute distance. From the LEHD data, it was determined that slightly over half (57 percent) of Lincoln County employees both live and work in the County, while the rest of Lincoln County's employees commute in from the surrounding areas, primarily from Multnomah (Portland), Washington (Hillsboro and Beaverton), and Marion (Salem) counties. Approximately 5,000 Lincoln County residents travel outside the County for employment<sup>4</sup>, primarily to Lane (Eugene), Linn (Albany), Marion (Salem), and Benton (Corvallis) counties.

Within Lincoln County, the City of Newport has the largest concentration of jobs, followed by Lincoln City and Toledo. Personal motor vehicles represent 87 percent of the primary mode of travel for work, with trips by transit accounting for two percent of work trips. Almost all households in Lincoln County have access to a vehicle; seven percent of households do not have a vehicle available. Approximately half of workers commute less than 10 miles to work, with 25 percent commuting between 10 and 50 miles, and 25 percent commuting 50 miles or more to work. Approximately 45 percent of workers leave home between 6:30 and 8:30 AM.

<sup>4</sup> US Census Bureau, *LEHD On the Map, Inflow/Outflow Analysis*. Accessed online: <http://onthemap.ces.census.gov/>

## 2.6 TRANSIT SERVICE CHARACTERISTICS

### 2.6.1 INTRA-COUNTY BUS SERVICE

LCTSD provides intra-county transit service to every major city within Lincoln County. The LCTSD fare schedule is based on designated service zones; each travel zone entered requires a fare \$1.00. A 40-pass book is also available for \$30.00 (\$0.75 per travel zone). The intra-county bus routes are as follows:

- ▶ **Newport to Siletz** (East County) route serves 13 permanent stops and operates Monday through Saturday between 7:00 AM and 7:57 PM with six daily trips. This route spans two zones (Zones 8 and 9) for a maximum one-way fare of \$2.00.
- ▶ **Newport to Lincoln City/Rose Lodge** (North County) route serves 20 permanent stops and operates Monday through Sunday between 6:40 AM and 7:47 PM with three daily trips. This route spans four zones (Zones 4, 5, 6, and 7) for a maximum one-way fare of \$4.00.
- ▶ **Newport to Lincoln City/Rose Lodge Express** (North County Express) route operates Monday through Saturday with two daily trips, one in the early morning and one mid-afternoon. The express route serves limited transit stops along the same route as the non-express route.
- ▶ **Newport to Yachats** (South County) route serves seven permanent stops and operates Monday through Saturday between 7:00 AM and 6:30 PM with four daily trips. This route spans three service zones (Zones 1, 2, and 3) for a maximum one-way fare of \$3.00.

#### SERVICE DAYS AND TIMES

- ▶ **Lincoln City Loop** – 6 days/week, 8 trips/day
- ▶ **Lincoln City Dial-A-Ride** – 5 days/week
- ▶ **Newport City Loop** – 7 days/week, 6 trips/day
- ▶ **Newport Dial-A-Ride** – 5 days/week
- ▶ **Newport to Siletz** – 6 days/week, 6 trips/day
- ▶ **Newport to Lincoln City** – 7 days/week, 5 trips/day
- ▶ **Newport to Yachats** – 6 days/week, 4 trips/day

### 2.6.2 LINCOLN CITY LOOP (LINC)

The LINC provides intracity access to downtown Lincoln City businesses, the Lincoln City Chamber of Commerce, the Department of Motor Vehicles, Samaritan North Lincoln Hospital, the Community Center, City Hall, the public library, Lincoln City Outlets, Oregon Coast Community College, Lincoln City High School, and other destinations.

The LINC operates in a loop divided into northbound and southbound segments, making connections throughout Lincoln City, with 28 stops along the full loop. The service operates Monday through Saturday with fixed hours. Operation begins at 7:45 AM and ends at 5:43 PM and costs \$1.00 per trip, with 40-pass books available for \$30.00 (\$0.75 per trip).

The route connects to Tillamook County Route 4 to Pacific City and Tillamook, and to the Coastal Connector Route 6 to Grand Ronde and Salem, both connecting at Safeway in Lincoln City.

### 2.6.3 NEWPORT CITY LOOP

The Newport City Loop serves 41 stops and runs from 7:30 AM to 5:30 PM seven days a week, with each ride costing \$1.00. Free tourist passes are distributed to local lodging managers. The route includes schools, businesses, tourist attractions, lodging, and medical facilities. Depending on the location, service is provided to each stop five or six times per day, generally at 90- to 120-minute headways.

The service connects to the LCTSD's Newport-Siletz and Newport-Yachats routes, both connecting at Newport City Hall.

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## 2.6.4 DIAL-A-RIDE

Lincoln County Dial-A-Ride is an origin-to-destination coordinated and accessible transit service available without eligibility restrictions. Reservations are taken on a first-call, first-served basis. Same-day service is provided if space is available, but 24- to 48-hours' notice is recommended. Dial-A-Ride service covers Newport and Lincoln City only, and operates from 8:00 AM to 3:30 PM Monday through Friday, although LCTSD notes that later times may be available. Fares are \$1.00 for one-way trips, plus \$1.00 for each additional stop. Coupon books with 40 coupons are available for \$30.00 (\$0.75/ride).

On weekends, demand-response service is not provided. Instead, riders can use the City Loop services if feasible (Lincoln City Loop is available on Saturdays, Newport City Loop is available on Saturdays and Sundays). City Loop services will provide deviated route service on weekends up to ¾ mile from their designated routes if calls to request pickup are made by Friday at 5:00 PM.

Trips are restricted to a "two stop" limit per day, with additional stops scheduled for different days. While the Dial-A-Ride service may be used for connections to other regional services, the intent of the Dial-A-Ride service is to provide direct connections to local services.

## 2.6.5 COAST-TO-VALLEY EXPRESS

LCTSD and Benton County co-operate the Coast-to-Valley Express, connecting Newport to Albany/Corvallis seven days a week. Each agency provides two round trips per day. The service travels along US 20, making connections in Albany, Corvallis, Philomath, Eddyville, Toledo, and Newport. The Coast-to-Valley Express serves passengers accessing medical facilities, job training, shopping, recreation, and educational opportunities. The service is also marketed to visitors through the Northwest Connector Alliance. The service operates seven days a week from 6:20 AM to 7:30 PM, with four trips in each direction per day.

## 2.6.6 REGIONAL COORDINATION AND OTHER TRANSIT SERVICES

The Northwest Oregon Transit Alliance (NWOTA) is a public partnership between five transit agencies which implement the Northwest Connector system. The Connector is a program that supports and encourages interagency coordination to improve transit connections between communities. The partner agencies include LCTSD, Tillamook County Transit District (TCTD), Columbia County Rider, Sunset Empire Transportation District, and Benton County Rural and Special Transportation. The Connector program aims to increase transit use throughout the communities and provide a more interconnected system between agencies. As part of the Northwest Connector, LCTSD coordinates schedules with TCTD for stops in Tillamook and the Coastal Connector route from Lincoln City to Spirit Mountain and Salem (TCTD Route 6). LCTSD also offers 3-day and 7-day visitor passes that are valid on any of the Northwest Connector transit services. These passes are \$25 and \$30, respectively.

In addition, a one-year pilot of service providing connecting Florence to Yachats, the last public transportation gap on the Oregon Coast, received funding in 2017 through an ODOT grant to Lane Transit District (LTD). Service has not yet started, due to delays in finding an operator for the service. The likely transfer point with LCTSD's Newport to Yachats route would be at 3rd Street in Yachats. Pacific Crest Bus Lines provides service from Coos Bay to Eugene via Florence, serving the Amtrak station in Eugene, where a connection to LTD service to Eugene Airport is available.

NWOTA was formed after the completion of the NW Connector Study in August 2013. In October 2016, NWOTA published its Connector Management Plan, documenting a strategic approach to regional transit coordination.

## 2.7 RIDERSHIP ANALYSIS

### 2.7.1 RIDERSHIP SUMMARY

Overall, total LCTSD ridership has increased slightly over the last several years. Total ridership increased from 312,211 passengers in fiscal year 2011-12 to 317,724 in fiscal year 2015-16. Table 5 shows annual ridership by service type (Dial-A-Ride, intra-county, City Loop, and Coast-to-Valley). As shown, the majority of LCTSD riders use the intra-county services, which includes the Newport–Siletz, Newport–Lincoln City, and Newport–Yachats routes. For the most part, ridership on all service types has remained relatively constant, except on the Coast-to-Valley route, where ridership has increased seven-fold in the last five years.

Table 5: Annual Ridership

Service Type	2011-12	2012-13	2013-14	2014-15	2015-16	Growth (2011-12 to 2015-16)
Dial-A-Ride	22,195	21,781	22,516	22,063	22,241	0.2%
Intra-county	189,903	199,748	191,420	186,169	187,399	-1.3%
City Loop	99,188	105,074	102,211	101,483	101,650	2.5%
Coast-to-Valley	925	2,289	3,271	5,455	6,434	596%
<b>Total</b>	<b>312,211</b>	<b>328,892</b>	<b>319,418</b>	<b>315,170</b>	<b>317,724</b>	<b>1.8%</b>

Source: LCTSD Statistics Summary, 2016

### 2.7.2 EXISTING PASSENGER CHARACTERISTICS

Customer surveys were conducted on board transit vehicles in September and October 2016. Detailed results are provided in the Appendices of Technical Memorandum #1. Key findings from these surveys are as follows:

- ▶ More than half of all LCTSD riders work either full- or part-time, and an additional eight percent are students. Almost 20 percent of riders are retirees, which may be a demographic that could be further enticed to use transit by modifying or enhancing routes and service.
- ▶ Lincoln County has approximately seven percent zero-car households; however, 66 percent of LCTSD riders live in zero-car households.
- ▶ Approximately 95 percent of riders that responded to the survey live within Lincoln County. Because the on-board survey was administered during the fall, it may underrepresent the number of visitors or tourists from outside the county.
- ▶ If transit was not available to the riders who answered the survey, 72 percent would have elected to not make their trip, 15 percent would have carpooled, 12 percent would have opted to walk or bike to their destination, and two percent would have driven or hailed a taxi.
- ▶ Approximately one-third of Lincoln County residents are younger than 18 years or older than 65 years, but only 15 percent of riders fall into one of those demographics groups. This disparity suggests that there may be an opportunity to capture more riders within those age groups, especially as people in those age cohorts may be transit-dependent.
- ▶ Approximately 90 percent of existing LCTSD trips originate from or are destined to home. The remaining ten percent of trips are work-, shopping-, or other-based trips.
- ▶ Approximately 70 percent of existing riders walk five minutes or less to and from transit stops, approximately 25 percent walk between 6 and 20 minutes, and five percent walk more than 20

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minutes. This result highlights both the relatively linear geography of Lincoln County cities as well as the proximity of existing transit routes to origins and destinations.

As part of the on-board survey, most riders indicated the origins and destinations for their trips. These points were geo-coded and mapped onto figures that include LCTSD transit routes. Technical Memorandum #1 in the *Appendix includes a set of six figures showing the clusters of origins and destinations, as well as stop location for boardings and alightings throughout Lincoln County.*

## 2.7.3 FIXED- ROUTE STATISTICS AND PERFORMANCE DATA

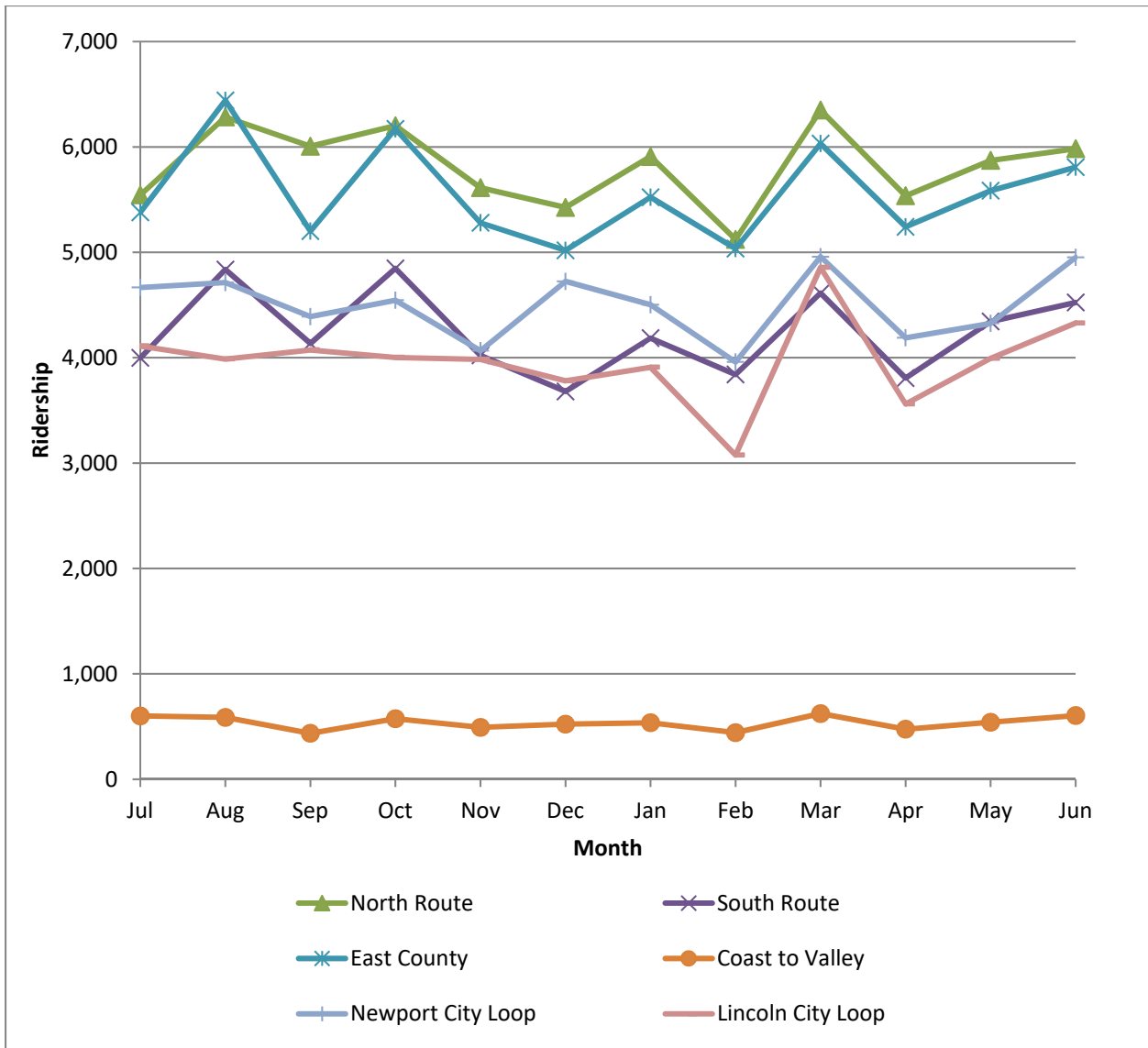
This subsection provides statistics and route performance data for the four intra-county services, the two city loops, and the Coast-to Valley route. Route data include total monthly ridership for fiscal year 2015–2016, average number of riders per revenue mile, and average number of riders per revenue hours.

### Ridership by Route

Figure 8 displays the average monthly ridership on each route for FY 2015–16. As seen in the exhibit, the North County (Newport–Lincoln City) and East County (Newport–Siletz) routes have the highest ridership among all the intra-county lines.

Figure 8. Monthly Ridership by Route (FY 2015–2016)

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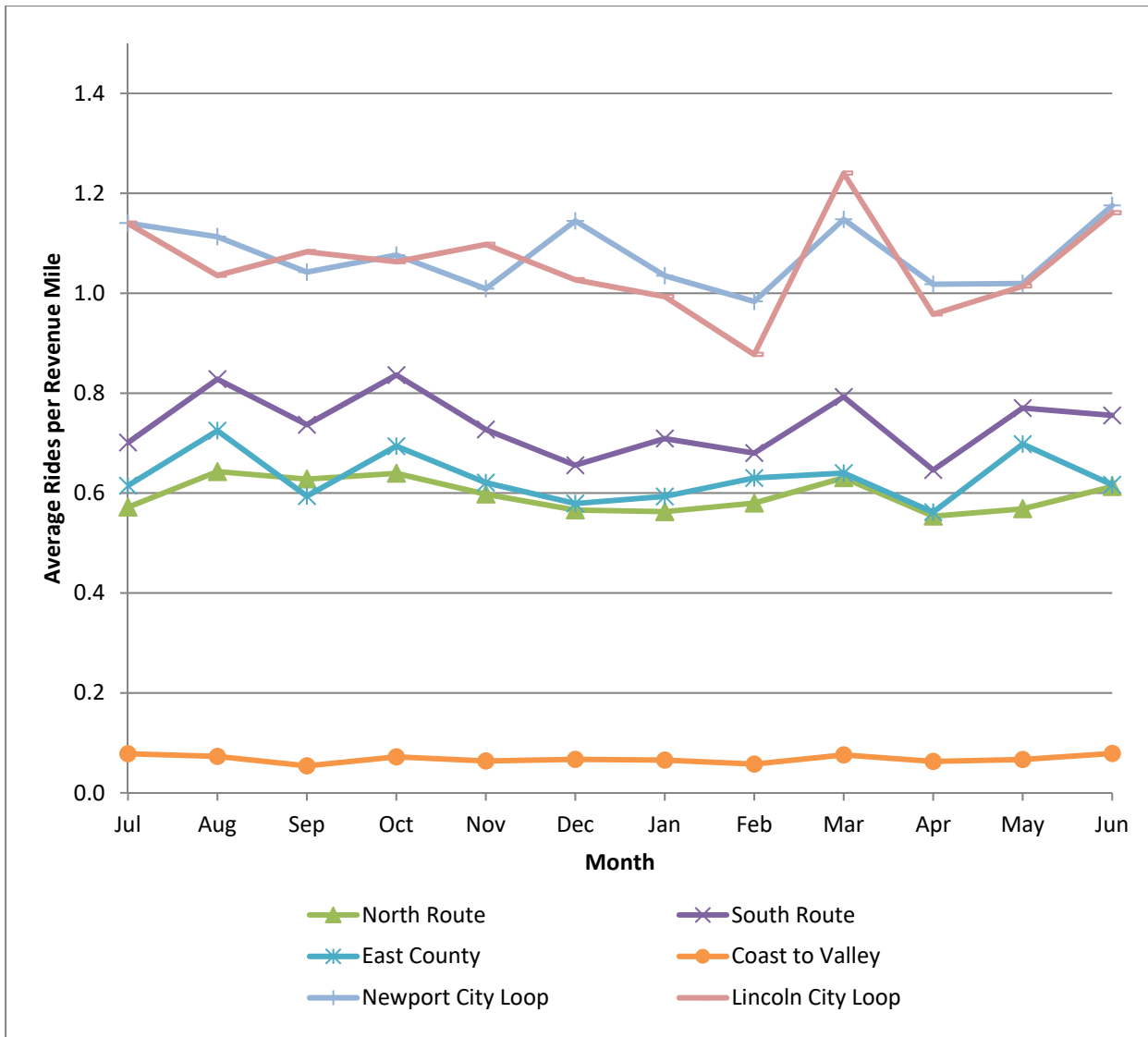
Source: LCTSD Statistics Summary, 2016.

## Ridership per Revenue Mile by Route

Figure 9 illustrates average rides per revenue mile for each route for FY 2015–16. As shown, the Lincoln City Loop and Newport City Loop have the highest rides per revenue mile.

Figure 9. Average Rides per Revenue Miles by Route (FY 2015-2016)

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Source: LCTSD Statistics Summary, 2016.

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## Ridership per Revenue Hour by Route

Figure 10 illustrates the average rider per revenue hour for each route for FY 2015–16. As shown, the South Route (Newport–Yachats), Lincoln City Loop, and Newport City Loop have the highest rides per revenue hour.

Figure 10. Average Rides per Revenue Hours by Route (FY 2015-2016)

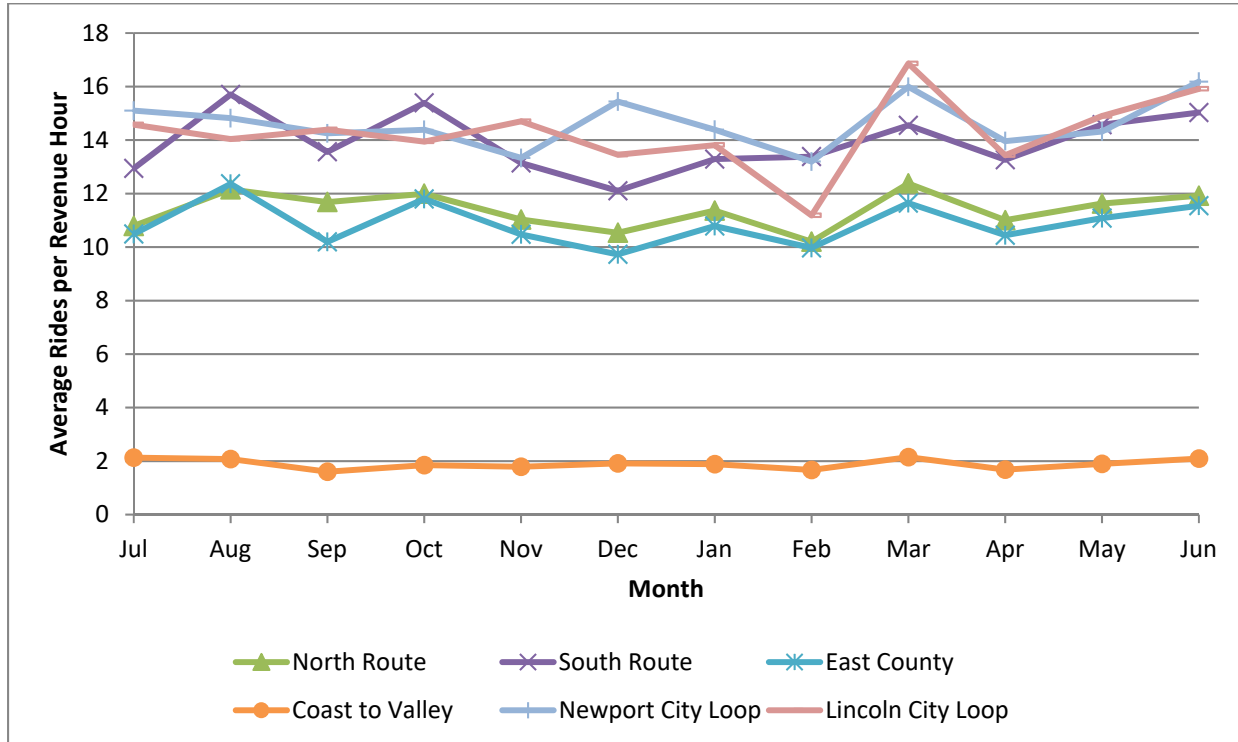


Table 6 shows the relationship between ridership, rides per mile, and rides per hour. In general, higher ridership correlates to higher rides per mile and rides per hour. However, while the Newport–Lincoln City route has the highest ridership, it does not have the highest rides per mile and rides per hour.

Table 6: Annual Ridership, Riders per Mile, and Rides per Hour – by Route (FY 2015-16)

Route	Ridership	Revenue Miles	Revenue Hours	Rides per Mile	Rides per Hour
Newport-Lincoln City	69,846	117,191	6,131	0.60	11.39
Newport-Yachats	50,835	68,989	3,652	0.74	13.92
Newport-Siletz	66,718	105,937	6,131	0.63	10.88
Coast-to-Valley	6,434	94,616	3,389	0.07	1.90
Newport City Loop	53,990	50,182	3,693	1.08	14.62
Lincoln City Loop	47,660	45,035	3,339	1.06	14.27
<b>Total</b>	<b>295,483</b>	<b>481,950</b>	<b>26,335</b>	<b>0.61</b>	<b>11.22</b>

Source: LCTSD Statistics Summary, 2016.

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## 2.7.4 DIAL-A-RIDE STATISTICS AND PERFORMANCE DATA

LCTSD offers two Dial-A-Ride services which cover Lincoln City and Newport. Table 7 and Table 8 identify the top ten locations that have the largest number of (combined) origins and destinations in Lincoln City and Newport, respectively. Figure 11 and

Figure 12 show the combined DAR origins and destinations for approximately one month of service calls in October 2016. As shown in the two figures and two tables, the majority of DAR trips have an origin or destination on or very close to stops on existing fixed transit routes. This suggests an opportunity to find ways to get existing DAR users to switch to fixed-route service, which would be an opportunity for LCTSD to reduce operating costs for DAR service and repurpose the savings for DAR expansion or other priorities. Statistics for each service area are provided below.

Table 7. Top 10 Lincoln City Dial-A-Ride Origin and Destinations

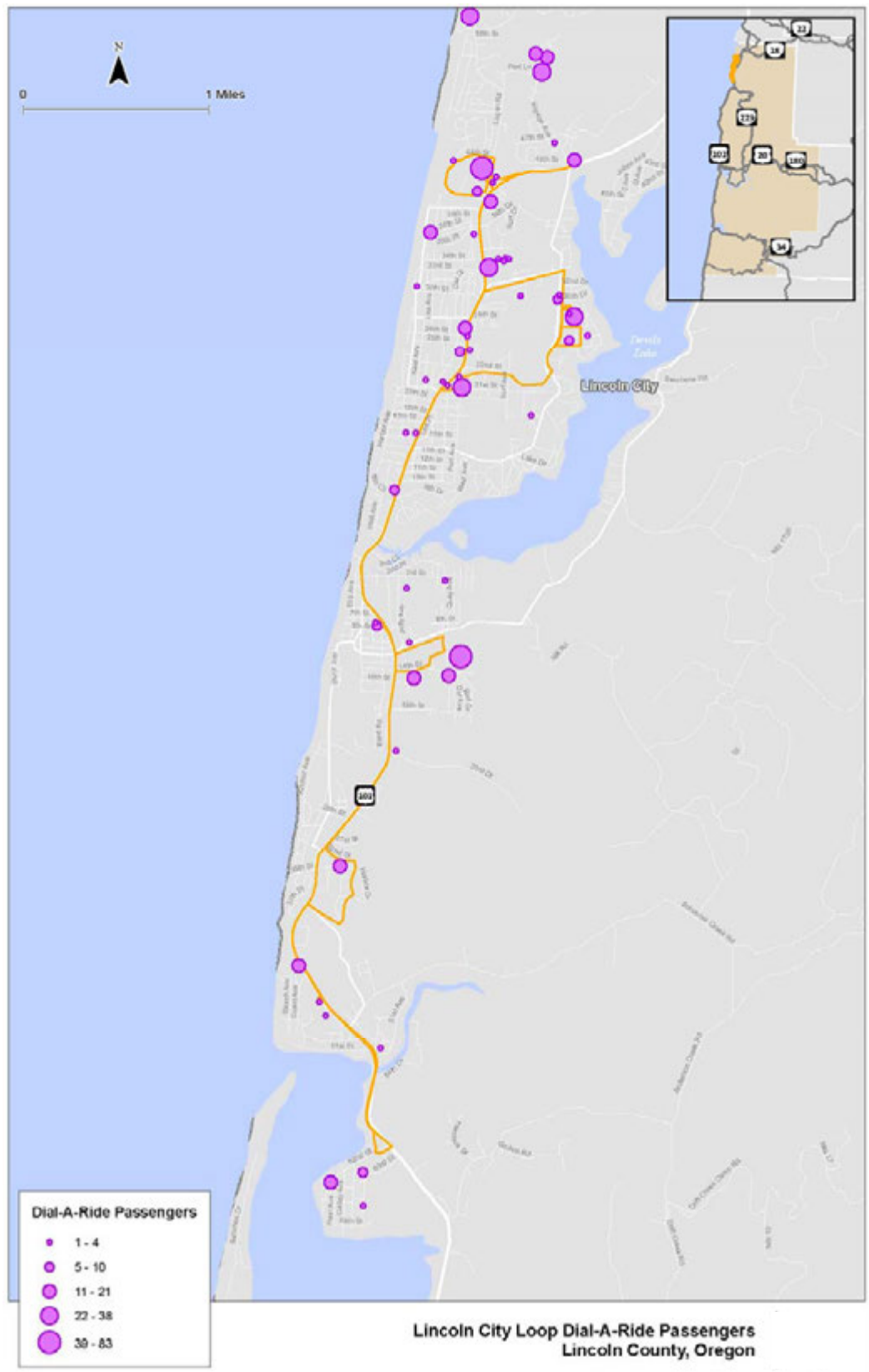
Location	Total Passengers (sum of Origins and Destinations)	Number of Trips
Safeway	83	45
North County Route Bus Transfer	66	64
Bi-Mart	53	50
Starbucks Coffee	31	31
North Lincoln Hospital	29	26
Walgreen's	21	21
Dorchester House	20	20
Community Center	19	19
NESS (North End Senior Solutions)	14	14
DMV	12	12
Price & Pride	9	9

Table 8. Top 10 Newport Dial-A-Ride Origin and Destinations

Location	Total Passengers (sum of Origins and Destinations)	Number of Trips
Samaritan Pacific Communities Hospital	38	32
Newport Pool	37	37
Walmart	31	29
Fred Meyer	29	27
Big Creek Point Senior Apartments	17	10
Dollar Store	14	14
OCCC	14	14
Oceanview Assisted Living	13	13
Lincoln Community Health Center	12	12
Laundromat	12	11
Newport Adult Activity Center	12	11

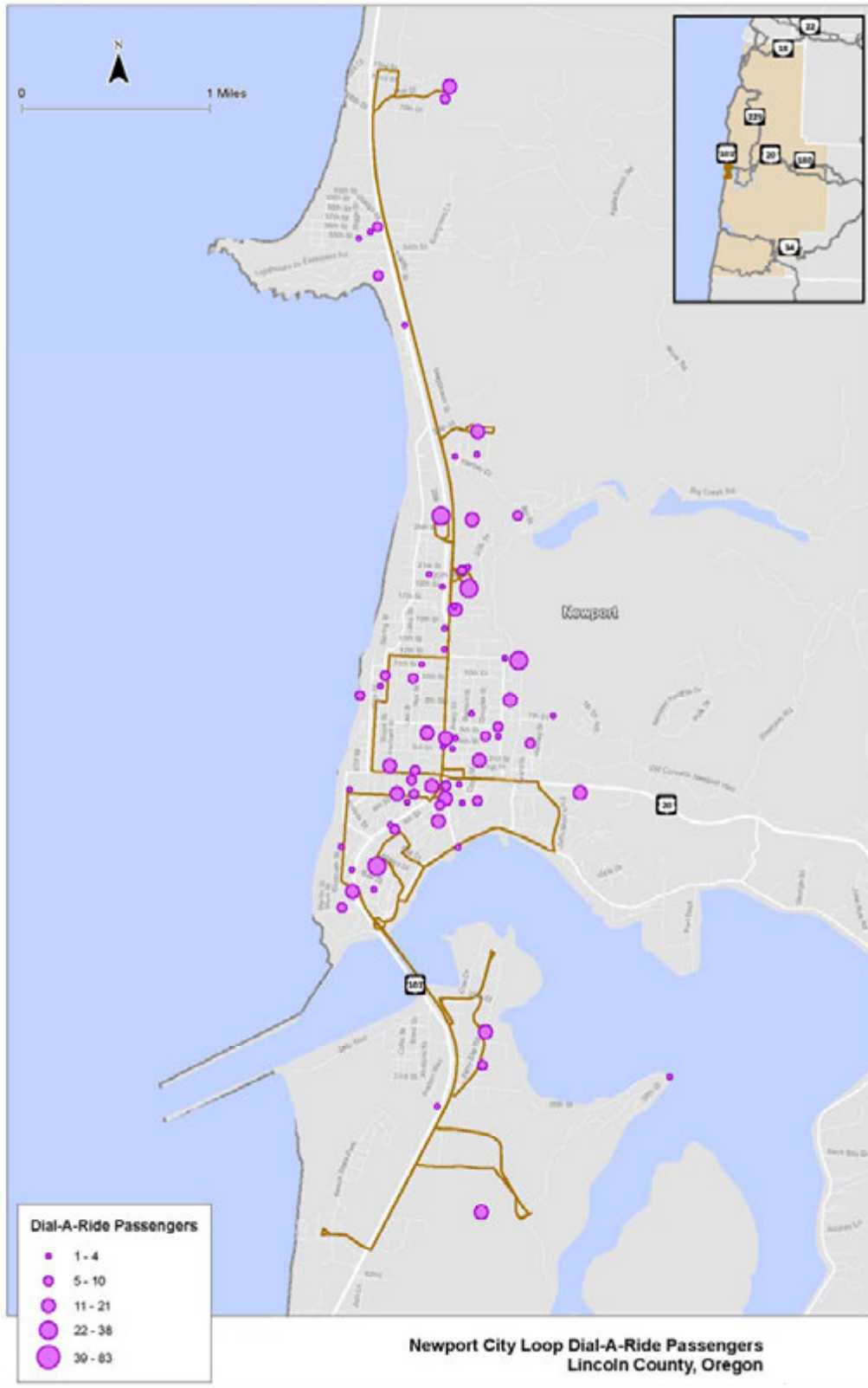
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Figure 11. Lincoln City Loop Dial-A-Ride Passengers (October 2016 Data)



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Figure 12. Newport City Loop Dial-A-Ride Passengers (October 2016 Data)

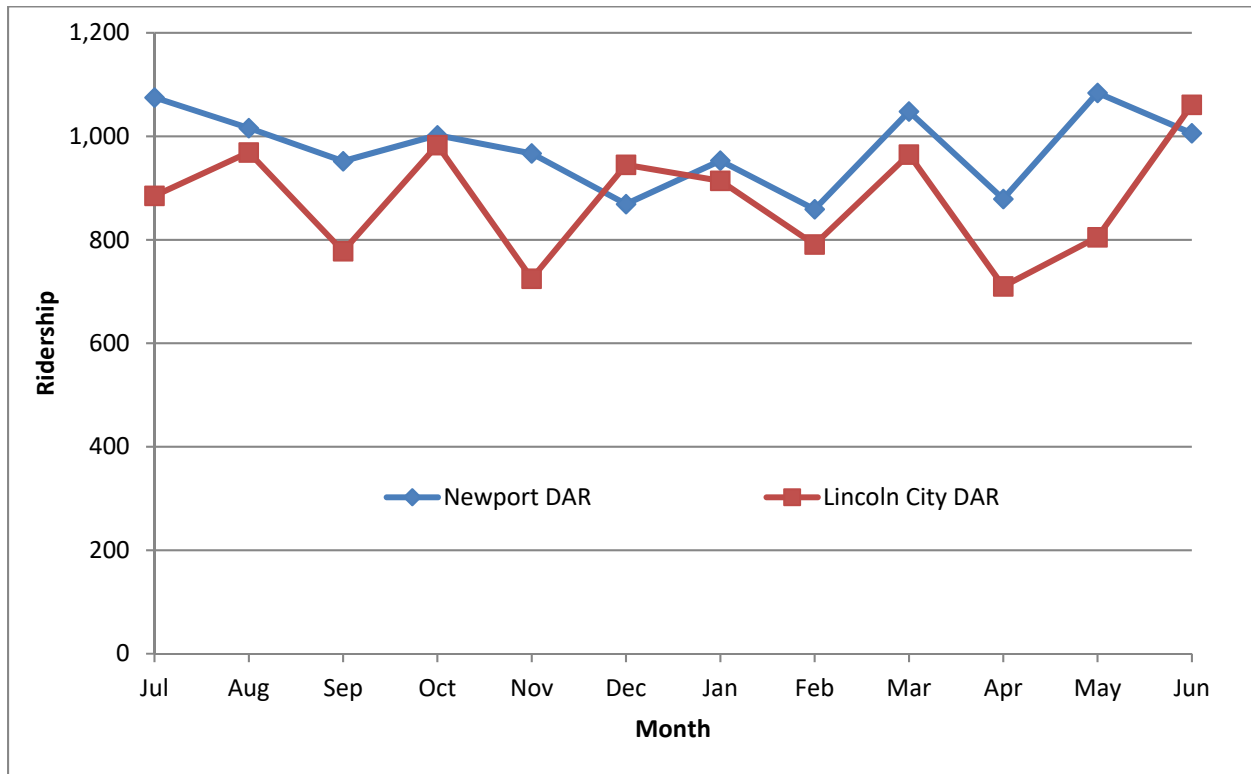


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## Ridership by Service Zone

Figure 13 illustrates the monthly ridership by Dial-A-Ride service area. As shown, the Newport Dial-A-Ride service serves slightly more riders than the Lincoln City Dial-A-Ride. Total ridership for both services fluctuates by about 20 percent between any two given months.

Figure 13. Monthly Ridership by Service Zone (FY 2015-2016)



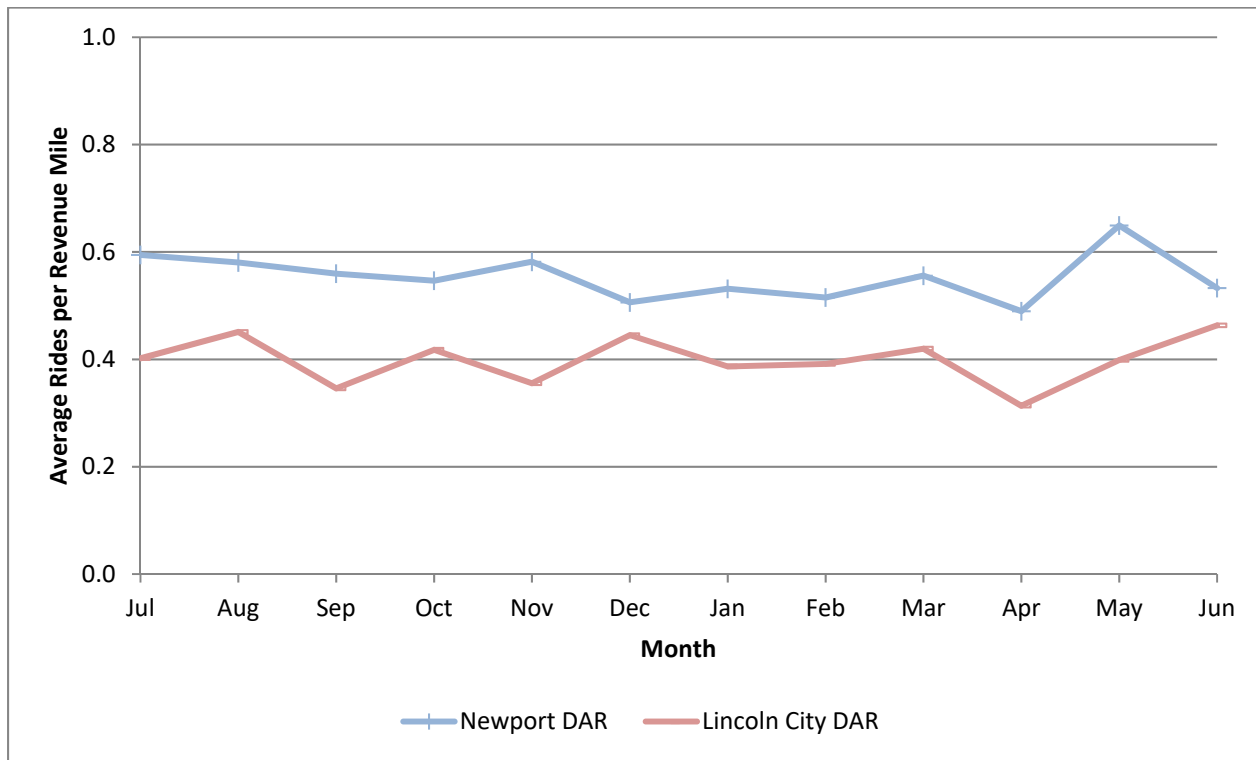
Source: LCTSD Statistics Summary, 2016.

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## Revenue Miles by Service Area

Figure 14 illustrates the rides per revenue mile by service area. As shown, each service area serves less than one ride per revenue mile. The Newport Dial-A-Ride has slightly higher rides per revenue mile than the Lincoln City Dial-A-Ride.

Figure 14. Average Rides per Revenue Mile by Service Zone (FY 2015-2016)



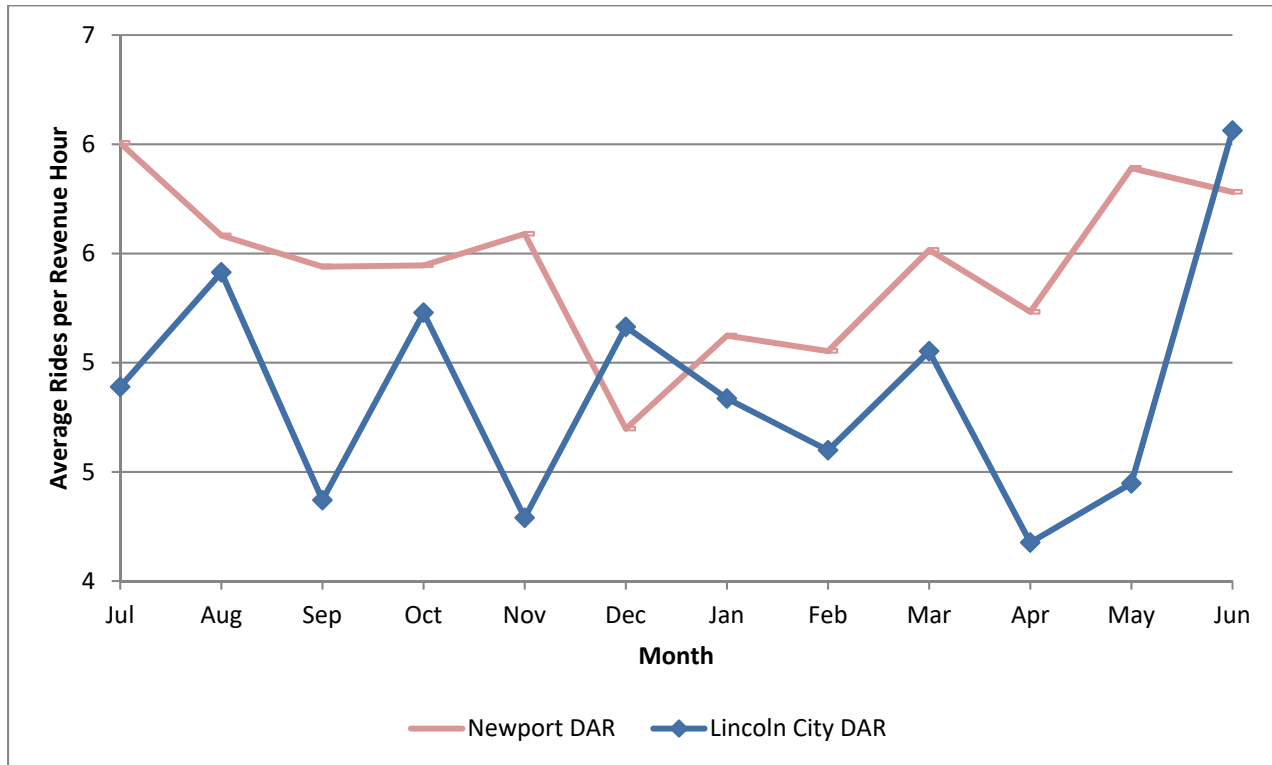
Source: LCTSD Statistics Summary, 2016.

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## Revenue Hours by Service Zone

Figure 15 illustrates the average revenue hours by service area. As shown, the Newport Dial-A-Ride generally has higher ridership per revenue hour.

Figure 15. Average Rides per Revenue Hour by Service Zone (FY 2015-2016)



Source: LCTSD Statistics Summary, 2016.

Table 9 summarizes annual ridership and the relationship between ridership, revenue miles, and revenue hours for each Dial-A-Ride service. The Newport Dial-A-Ride has higher ridership, lower revenue miles, and equivalent revenue hours, compared to the Lincoln City Dial-A-Ride.

Table 9: Annual Ridership, Riders per Mile, and Rides per Hour (2015-16)

Route	Ridership	Revenue Miles	Revenue Hours	Rides per Mile	Rides per Hour
Newport DAR	11,710	21,168	2,150	0.53	5.78
Lincoln City DAR	10,531	26,371	2,156	0.46	6.06
<b>Total DAR</b>	<b>22,241</b>	<b>47,539</b>	<b>4,306</b>	<b>0.47</b>	<b>5.17</b>

Source: LCTSD Statistics Summary, 2016.

## 2.8 CUSTOMER SURVEY

### 2.8.1 SURVEY ADMINISTRATION

LCTSD conducted a customer survey in September and October 2016 to better understand the state of the existing transit system, to provide insight on the current transit market, and identify potential areas for future improvements. The survey was administered by LCTSD staff and volunteers. Each route and each run of the day was surveyed during both the weekday and weekend block schedules. A total of 596 surveys were collected. Table 10 shows the capture of the survey by route. Technical Memorandum #1 - *Appendix B* includes a copy of the survey given to riders.

Table 10: Customer Survey Capture by Route

Route	Weekday Surveys	Weekend Surveys	Total Surveys
Newport–Yachats	53	8	61
Newport–Lincoln City	148	39	187
Newport–Siletz	140	19	159
Lincoln City Loop	44	17	61
Newport City Loop	85	24	109
Coast-to-Valley	19	0	19
Total	489	107	596

Source: LCTSD Customer Survey, 2016

The Customer Survey polled transit riders on three overarching topics:

1. **Rider Profile** — questions relating to work status, auto availability, residency status, mode split, and age
2. **Transit Use** — questions about the types of trips being made by transit, including the trip purpose and “last mile” mode split
3. **Transit Trip Origins and Destinations** — questions about where transit riders are traveling from and going to

### 2.8.2 RIDER PROFILE

Table 11 on the following page shows a summary of the work status of existing riders. Slightly over half (52 percent) of riders are employed either full- or part-time. Almost 20 percent of riders are retirees, which may indicate an opportunity to increase ridership by focusing on that community by expanding the current transit routes. Approximately eight percent of transit riders in the survey are students.

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Table 11: LCTSD Riders Work Status Summary

Work Status	Total Riders	Share of Riders
Full-time Worker	192	32%
Part-time Worker	120	20%
Retired	109	18%
Unemployed, seeking work	77	13%
Middle School/High School Student	27	5%
Unemployed, not seeking work	21	4%
Homemaker	19	3%
College Student	14	2%
No Response	11	2%
Other Student	6	1%
<b>Total</b>	<b>596</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

Table 12 summarizes the household auto availability of riders. Households designated as “Vehicle Insufficient” have at least one vehicle available but fewer vehicles than workers. Households designated as “Vehicle Sufficient” have at least as many vehicles available as workers in the household. Based on the survey responses, the majority of riders (66 percent) reported living in households without any vehicles available, and another 24 percent live in “Vehicle Insufficient” households. Recent Census data shows that approximately seven percent of households in Lincoln County do not have a vehicle, indicating the importance of transit for mobility for people who live in households without access to a vehicle.

Table 12: LCTSD Riders Household Vehicle Availability Summary

Vehicle Availability	Total Riders	Share of Riders
No Vehicles Available	381	66%
Vehicle Insufficient	135	24%
Vehicle Sufficient	58	10%
<b>Total</b>	<b>574</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

Table 13 on the following page shows that almost all survey respondents (95 percent) are residents of Lincoln County. Because the survey was administered during the fall, the percentage of visitors using the system is likely smaller than if the survey had been conducted during the peak tourist season (June to September) in the summer.

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Table 13: LCTSD Riders Residency Status Summary

Residency Status	Total Riders	Share of Riders
Resident	556	95%
Visitor	31	5%
<b>Total</b>	<b>587</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

Table 14 shows the travel modes that survey respondents reported they would use if transit service had not been available for their trip. As shown, the largest share of respondents (72 percent) reported they would not have made the trip if transit was not available, thereby suggesting that many existing riders are dependent on transit for mobility. While 15 percent of riders said they would carpool, only one percent said would drive themselves, reflecting that the majority of transit riders do not have access to a car at their household. Another 12 percent of transit riders would walk or bike to their destination.

Table 14: LCTSD Riders Alternate Trip Mode Summary

Alternate Mode	Total Riders	Share of Riders
Would not make the trip	411	72%
Ride with someone else	85	15%
Walk	44	8%
Bike	21	4%
Taxi	7	1%
Drive	6	1%
<b>Total</b>	<b>574</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

Table 15 shows the age of existing LCTSD riders. The information from the survey identifies that 15 percent of respondents were either younger than 18 years old or older than 65 years old. Given that these two age cohorts represent approximately 34 percent of Lincoln County residents, it suggests that there is an opportunity to capture more riders within those age brackets.

Table 15: LCTSD Riders Age Summary

Age Range	Total Riders	Share of Riders
Under 18	36	6%
18-24	95	16%
25-34	115	20%
35-44	71	12%
45-54	103	18%
55-64	116	20%
65+	51	9%
<b>Total</b>	<b>587</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

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## 2.8.3 TRANSIT USE

Table 16 summarizes survey respondents' origin-destination pairs by type to determine trip purpose. Approximately 60 percent of respondents' trips were reported to have begun at home, with a plurality (37 percent) of those trips taken for the purpose of going to work. Other common purposes for transit trips that begin at home are for shopping (15 percent), social activities (14 percent) and medical reasons (five percent). While home-to-work trips represent the most common pairing, and this suggests that connecting housing to employment is important, it is also worthwhile to note the wide variety of destinations and needs that are served by transit.

A plurality (30 percent) of reported transit trips ending at home; of these; trips originating at work comprised roughly a third of the total.

Table 16: LCTSD Riders Trip Purpose Summary by Origin and Destination

		Destination										Total
		Home	Hotel	Work	School	Shopping	Medical	Recreation	Eating Out	Social	Other	
Origin	Home	32	1	127	16	51	17	12	12	49	24	<b>341</b>
	Hotel	1	-	-	-	1	-	1	1	2	-	<b>6</b>
	Work	55	-	12	-	4	-	1	-	2	-	<b>74</b>
	School	14	-	-	1	-	2	-	-	2	-	<b>19</b>
	Shopping	34	-	3	-	5	1	-	-	5	4	<b>52</b>
	Medical	5	-	-	-	1	1	-	-	-	-	<b>7</b>
	Recreation	5	2	-	-	1	-	-	-	1	1	<b>11</b>
	Eating Out	1	-	-	1	2	1	1	-	-	-	<b>7</b>
	Social	21	1	3	-	1	1	2	-	13	3	<b>45</b>
	Other	5	1	2	-	4	1	2	1	1	5	<b>20</b>
	Total	<b>173</b>	<b>5</b>	<b>147</b>	<b>18</b>	<b>70</b>	<b>24</b>	<b>19</b>	<b>14</b>	<b>75</b>	<b>37</b>	<b>582</b>

Source: LCTSD Customer Survey, 2016

Table 17 shows the travel mode used by riders to reach the stop where they boarded transit (access) and the mode used to reach their destination from the place they got off the bus (egress). The data show that approximately 90 percent of riders walked both to and from their access and egress points. Approximately 70 percent of riders walk five minutes or less and approximately 95 percent walk less than 20 minutes. One-quarter mile is considered a walkable distance to and from a local bus transit stop. If there are an insufficient number of stops, or if stops are too far from locations generating trips, potential riders may have difficulty using transit to reach their destinations.

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Table 17. LCTSD Riders Access and Egress Mode Summary

Trip Access Mode	Access		Egress	
	Total	Share	Total	Share
Walk	518	88%	524	90%
Bike	22	4%	19	3%
Dial-A-Ride	3	1%	2	0%
Dropped off/picked up by family/friend	18	3%	19	3%
Drove Alone	0	0%	3	1%
Carpool	8	1%	1	0%
Wheelchair/scooter	3	1%	3	1%
Other	17	3%	11	2%
<b>Total</b>	<b>589</b>	<b>100%</b>	<b>582</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

## 2.8.4 TRANSIT ORIGIN-DESTINATION FINDINGS

The LCTSD Customer Survey provided information on existing rider origin and destination stops for each route. Responses at or above 10 percent of existing riders are as follows:

- ▶ **South County Route:** Approximately 25 percent of riders began their trip at Newport City Hall. Newport City Hall serves as a transfer point for the Newport City Loop, East County, North County, and Coast-to-Valley routes.
- ▶ **Lincoln City Loop:** Approximately 13 percent of riders began their trip and approximately 10 percent of riders ended their trip at the Lincoln City outlet mall. This stop serves as a transfer point for the North County Route.
- ▶ **Newport City Loop:** Approximately 10 percent of riders began their trip at Fred Meyer. This stop serves as a transfer point to the North County and East County routes.
- ▶ **Coast-to-Valley:** Approximately 26 percent of riders began their trip at Amtrak in Albany and approximately 11 percent of riders began their trip at Linn-Benton Community College in Albany. Approximately 11 percent of riders ended their trip at Portland International Airport and another 16 percent of riders ended their trip in the Nye Beach area.
- ▶ **North County Route:** Approximately 13 percent of riders began their trip and 10 percent of riders ended their trip at Newport City Hall.
- ▶ **East County Route:** Approximately 31 percent of riders began their trip at Newport City Hall, 18 percent of riders began their trip at the Siletz Library, and 10 percent of rider began their trip at the Food Fair in Toledo. Approximately 26 percent riders ended their trip at Newport City Hall.

## 2.9 TRANSIT CAPITAL ASSETS

### 2.9.1 VEHICLE FLEET

LCTSD currently owns and operates 19 vehicles, as summarized in Table 18.

Table 18: LCTSD Transit Fleet

Vehicle Type <sup>1</sup>	Fuel	Seats	Useful Life	Count
<b>Fixed-Route Fleet</b>				
Cutaway	Diesel	20	7yr/200,000 mi	5
Cutaway	Diesel	32	10 yr/350,000 mi	6
Bus	Diesel	34	10 yr/350,000 mi	1
<b>Demand-Response</b>				
Minivan	n/a	n/a	n/a	n/a
Cutaway	Diesel	15	5 yr/150,000 mi	4
Cutaway	Gasoline	12	5 yr/150,000 mi	2
Cutaway	Gasoline	8	5 yr/150,000 mi	1

<sup>1</sup> Vehicle type as classified by ODOT. Source: LCTSD, 2017.

LCTSD purchased two buses with capacities of between 20 and 22 passengers, and two 10-passenger Dial-A-Ride vans in the third quarter of the 2016-2017 fiscal year. LCTSD is anticipating the purchase of two 20-25 passenger buses in the fourth quarter of the 2016-2017 fiscal year and is applying for ODOT 5310 funding for two additional 20-25 passenger buses for the 2017-2019 biennium.

### 2.9.2 BUS STOPS AND AMENITIES

Several existing bus stops have a shelter or a bus stop sign with route information. LCTSD is currently updating bus stops throughout Lincoln County with new signage; custom signs were designed for Lincoln City and Depoe Bay. An inventory of amenities by route is shown on the following page in Table 19.

Table 19: Transit Stop Amenities

Route	Shelters with Schedule Boards	Bus Stops with Route Time Holders
Newport-Siletz	1	19
Newport-Lincoln City	1	43
Newport-Yachats	1	24
Lincoln City Loop	9	29
Newport City Loop	1	42
Coast-to-Valley Express	2	11
<b>Total</b>	<b>15</b>	<b>168</b>

Figure 16 displays existing LCTSD bus stops, including bus shelters, bus stop signs, and bus stop amenities including trash bins and seating.

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Figure 16. Example LCTSD Bus Stops



Source: Kittelson & Associates, Inc., 2016.

## 2.9.3 VEHICLE MAINTENANCE AND STORAGE FACILITIES

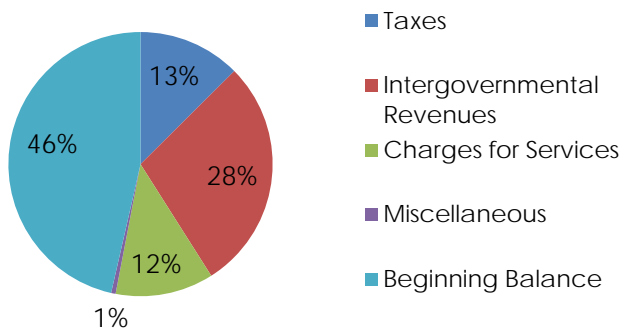
LCTSD currently uses the Fleet Services facility provided by the Public Works Department for transit administrative services, vehicle maintenance and storage. The facility is located at 410 NE Harney Street in Newport, and provides operations, maintenance, repair, fueling, washing, and disposal services for LCTSD vehicles.

## 2.10 FINANCIAL CHARACTERISTICS

### 2.10.1 REVENUE

LCTSD provides transit service with a relatively small operating budget compared to larger transit systems. Figure 17 shows LCTSD revenue sources as a proportion of the total operating budget. Revenues are organized by the categories that are shown as part of the Lincoln County Annual Budget for Fiscal Year 2016–2017.

Figure 17. LCTSD FY 2016-2017 Projected Revenue Sources



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As shown in Figure 17, intergovernmental revenues, taxes, and charges for services make up slightly more than 50 percent of the available annual revenues. In order to determine the future revenue base, each revenue source was extrapolated for a 20-year horizon, assuming the following methodologies:

- ▶ **Taxes:** LCTSD collects a tax with a rate of \$0.0974 per \$1,000 of assessed property values, which has remained the same since the November 1996 general election. The forecast property tax is based on an annual increase of three percent of total existing property taxes and the additional property taxes from anticipated housing growth in the county.
- ▶ **Beginning Balance:** Available cash-on-hand varies between fiscal years and is dependent on the surplus or deficit from the previous fiscal year. As such, the future revenue forecast assumes that the available cash-on-hand remains consistent throughout the forecast years.
- ▶ **Charges for Services:** Farebox revenue growth is increased proportionately to estimated population growth in the county, but does not assume any change in the existing fare structure.
- ▶ **Intergovernmental Revenue:** State and federal grants, as allocated by ODOT, have varied but have generally increased since the 2007–2009 biennial allocation period. These revenues also include contributions from Lincoln City and Newport to operate the loop routes in their respective cities.
- ▶ **Other Revenue:** Other revenue includes interest earned and other miscellaneous revenue sources. Other revenue is assumed to remain constant throughout the forecast years.

## 2.10.2 EXPENSES

Information provided by LCTSD was used to allocate costs by type of service. Route mileage, service hours, and administrative costs contribute to total transit costs. Table 20 shows the cost breakdown for LCTSD routes.

Table 20: Existing Total and Unit Costs (FY 2015-2016)

Route	Hourly Based Costs (\$)	Mileage Based Costs (\$)	Admin Costs (\$)	Total Costs (\$)	Service Hours	Total Cost/ Hour
Newport DAR	62,561	17,063	28,537	108,161	2,150	\$ 50.31
Lincoln City DAR	62,736	21,257	30,102	114,095	2,156	\$ 52.92
<b>Total DAR</b>	<b>125,297</b>	<b>38,320</b>	<b>58,639</b>	<b>222,256</b>	<b>4,306</b>	<b>\$ 51.62</b>
North Route	178,401	94,466	97,793	370,659	6,131	\$ 60.46
South Route	106,266	55,611	58,015	219,893	3,652	\$ 60.21
East County	178,401	85,394	94,542	358,336	6,131	\$ 58.45
<b>Total County Route</b>	<b>463,068</b>	<b>235,471</b>	<b>250,350</b>	<b>948,889</b>	<b>15,914</b>	<b>\$ 59.63</b>
<b>Coast to Valley</b>	<b>98,614</b>	<b>76,268</b>	<b>62,676</b>	<b>237,558</b>	<b>3,389</b>	<b>\$ 70.10</b>
Newport City Loop	107,459	40,451	53,010	200,920	3,693	\$ 54.41
Lincoln City Loop	97,159	36,302	47,831	181,292	3,339	\$ 54.30
<b>Total City Loop</b>	<b>204,618</b>	<b>76,753</b>	<b>100,841</b>	<b>382,212</b>	<b>7,032</b>	<b>\$ 54.35</b>
<b>Total</b>	<b>891,596</b>	<b>426,812</b>	<b>472,506</b>	<b>1,790,914</b>	<b>30,641</b>	<b>\$ 58.45</b>

Newport and Lincoln City Dial-A-Ride total costs average \$51.62/hour, city loops average \$54.35/hour, intra-county routes average \$59.63/hour, and the Coast-to-Valley route costs \$70.10/hour. Based on the average cost per hour for each type of service, one additional bus (serving new areas or providing additional service on existing routes) would result in the following annual costs<sup>5</sup>:

<sup>5</sup> Additional bus service assumed a 10-hour schedule block per service day for a full year.

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- ▶ Dial-A-Ride: \$188,000
- ▶ City Loop Service: \$198,000
- ▶ Intra-county Service: \$217,000
- ▶ Coast-to-Valley Service: \$256,000

These examples inform the cost estimating for the service alternatives considered in Section 4 of the TDP.

### 3. FUTURE GROWTH AND TRANSIT DEMAND ANALYSIS

This chapter documents the projections and forecasted changes in land uses, population and employment growth, and demographic changes that would impact future transit demand. Forecasted financial information, focused on future revenues, are included to provide context for determining the ability of Lincoln County to provide the level of transit service required to meet the stated transit needs of the residents of the County. Following the discussion of future changes in the County is a list of existing unmet needs developed through review of existing transportation plans and through the stakeholder and public outreach components of the Transit Development Plan process.

#### 3.1 FUTURE POPULATION DEMOGRAPHIC FORECASTS

Future population trends were examined to inform the process of identifying upcoming short- and long-term transit needs. The section below describes the forecasted future demographics of Lincoln County, based on the best current estimates of population demographics.

The State of Oregon’s Department of Administrative Services, Office of Economic Analysis, develops and publishes county-level population forecasts. These forecasts are based on historical trends and consider births, deaths, and migration rates.

As shown in Table 21, Lincoln County has continued to experience population increases since the year 2000, with the majority of the increase attributed to population growth among people older than 65 years. The County population is expected to continue to grow, reaching 56,245 by the year 2050.

Table 21: Actual and Forecasted Populations of Lincoln County, 2000 - 2050

	Year	Population	5-Year Change	5-Year % Change	Annual Growth Rate
U.S. Census Bureau Estimate	<u>2000</u>	44,519	407	0.9%	0.2%
	<u>2005</u>	45,192	673	1.5%	0.3%
	<u>2010</u>	46,135	943	2.1%	0.4%
	<u>2015</u>	47,038	903	2.0%	0.4%
Forecast	<u>2020</u>	49,535	1,945	4.1%	0.8%
	<u>2025</u>	51,371	1,835	3.7%	0.7%
	<u>2030</u>	52,857	1,486	2.9%	0.6%
	<u>2035</u>	53,895	1,038	2.0%	0.4%
	<u>2040</u>	54,688	793	1.5%	0.3%
	<u>2045</u>	55,421	733	1.3%	0.3%
	<u>2050</u>	56,245	823	1.5%	0.3%

Source: Office of Economic Analysis. March 28, 2013. *Forecasts of Oregon’s County Populations and Components of Change, 2010 – 2050*. [http://www.oregon.gov/das/OEA/Documents/County\\_forecast\\_March\\_2013.xls](http://www.oregon.gov/das/OEA/Documents/County_forecast_March_2013.xls). Accessed April 24, 2017.

The population of people over 65 years is projected to continue to increase faster than other segments of the County population, and is expected to comprise approximately one-third of the total population by the year 2050, by virtue of adding more than 7,200 people. Future population growth among seniors is a key factor in determining future demand for transit. Residential growth is expected in the Newport South Beach and Bayfront areas, at the north and south ends of Depoe Bay, and in the northern part of Lincoln City.

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Other demographic trends include a growing desire for Baby Boomers to “age in place.” This trend may result in more senior living facilities and over-55 housing that will need to be served with public transportation. Millennials (people born between the year 1982 and the year 2000) have a tendency to drive less or not own vehicles relative to previous generations. In many instances, this has created an increasing demand for transportation alternatives, including public transportation. Growth in Lincoln County’s veteran population will increase the need to provide transit service to locations such as medical clinics and community health services.

## 3.2 FUTURE EMPLOYMENT FORECASTS AND TRENDS

The Oregon Employment Department Workforce and Economic Research Division publishes employment forecasts by industry. These ten-year forecasts are defined by regions (as opposed to counties or cities), and organize employment forecasts by primary industry type. The region that includes Lincoln County also includes Benton, Clatsop, Columbia, and Tillamook counties.

It is expected that the largest employment increases will occur in the construction (1.9 percent), wholesale trade (1.7 percent), food manufacturing (1.7 percent), professional business services (1.4 percent), natural resources and mining (1.3 percent), and leisure and hospitality (1.1 percent) sectors. An understanding of where faster-growing trade sectors and businesses are located (or could locate) would allow for design of transit routes that can more efficiently serve workers and employers. Industry forecasts are shown in Table 22 on the following page.

Total employment growth in the region between 2014 and 2024 is anticipated to be approximately 0.7 percent annually while population growth is anticipated to be 0.6 percent. The employment increase presents an opportunity to increase transit ridership for work trips to and from employment areas or connecting to Northwest Connector transit services.

Table 22. 2014-2024 Industry Employment Forecast (Benton, Clatsop, Columbia, Lincoln, Tillamook Counties)

Industry	2014	2024	Change	% Change	Annual Growth Rate
<b>Total Payroll Employment</b>	<b>99,580</b>	<b>107,030</b>	<b>7,450</b>	<b>7%</b>	<b>0.7%</b>
Natural resources and mining	3,430	3,880	450	13%	1.3%
Construction	3,060	3,630	570	19%	1.9%
Manufacturing	8,880	9,060	180	2%	0.2%
Food manufacturing	1,860	2,170	310	17%	1.7%
Wholesale trade	1,050	1,230	180	17%	1.7%
Retail trade	10,980	11,440	460	4%	0.4%
Transportation, warehousing, utilities	1,900	1,930	30	2%	0.2%
Information	1,070	950	-120	-11%	-1.1%
Financial activities	3,550	3,700	150	4%	0.4%
Professional and business services	6,620	7,550	930	14%	1.4%
Private educational and health services	11,690	12,900	1,210	10%	1.0%
Leisure and hospitality	14,590	16,250	1,660	11%	1.1%
Food services and drinking places	9,790	11,230	1,440	15%	1.5%
Government	24,180	25,290	1,110	5%	0.5%
Self-employment	4,830	5,210	380	8%	0.8%

Source: Employment Projections by Industry and Occupation 2014-2024 Northwest Oregon (Benton, Clatsop, Columbia, Lincoln, Tillamook).  
<https://www.qualityinfo.org/documents/10182/92203/Northwest+Oregon+Employment+Projections+2012-2022?version=1.0>

## 3.3 FUTURE LAND USE AND ECONOMIC TRENDS

### 3.3.1 RESIDENTIAL GROWTH

As previously discussed, Lincoln County is not expected to experience substantial population growth in the foreseeable future, although forecasts indicate that the County's population will continue to grow slowly. In general, Lincoln County communities anticipate that future development will occur in or around the existing cities, which indicates an opportunity for LCTSD to better serve existing places by increasing service as communities grow. Specifically, conversations with project stakeholders and city staff identified the following areas of residential growth and change within the County:

- ▶ In Newport, future residential growth is likely to be primarily focused in the South Beach area, which is located in the area south of the Yaquina Bay Bridge. New residential development in this area includes the Wilder Planned Unit Development (PUD) adjacent to Oregon Coast Community College (OCCC). In addition, 130 residential units for students are planned to be constructed. Current unincorporated land near the Wilder PUD also has the potential to be annexed into the City of Newport, which could further drive growth in this area.
- ▶ The north end of Newport is also adding residential units. In particular, the Oceanview Senior Living facility on NE 71st Street is expanding. Also in the north end, but closer to downtown Newport, are possibilities for additional multi-family and senior housing near the intersection of NE Harney Street and NE 31st Street.
- ▶ Lincoln City has the potential to grow at the north end of town near Cascade Head, and a master planning effort is currently underway, which may include some residential units when completed, in addition to a town-center-type commercial area. There are also opportunities for new residential units in the Nelscott Gap area in the southern part of the city between SE 23<sup>rd</sup> Street and SE 35<sup>th</sup> Street, primarily to the east of US 101.
- ▶ Depoe Bay has a large area of developable land on the north end of town on the east side of US 101, north of Lillian Lane. There is currently one approved master plan in that area and a second master plan is underway. These developments would include residential development that may be marketed as vacation homes, but could be purchased by full-time residents as well.
- ▶ Depoe Bay has some developable land at the south end of town on the east side of US 101 across from Singing Tree, with a potential for approximately 150 residential units.
- ▶ Waldport anticipated additional residential growth in areas near Crestline Drive.
- ▶ Yachats is forecasting additional up to 80 residential units on the east side of US 101 at the north end of town.

### 3.3.2 EMPLOYMENT GROWTH

In regards to job growth and its relationship to transit planning in Lincoln County:

- ▶ Job growth is anticipated through the redevelopment of Samaritan Pacific Hospital in Newport. The hospital is discussing how to best to accommodate transit in the remodel, as the closest North and South County bus route stops are at US 101 and 2<sup>nd</sup> Street, approximately ½ mile north. The Newport City Loop bus stops at the hospital on 9<sup>th</sup> Street.
- ▶ Oregon State University is expanding the Hatfield Marine Science Center as part of a larger effort to establish the first residential university campus on the Oregon Coast. The proposed Marine Science Building will provide more than 100,000 square feet of classroom space, a 250-seat auditorium, teaching and research labs, faculty and research office space, and space for interactions with the community. The new facility is expected to have up to 500 students living in Newport.

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- ▶ The Nelscott Gap area in Lincoln City includes some developing commercial and industrial areas (primarily to the east of US 101) that is expected to result in some job growth in that area.
- ▶ An approved master plan in Depoe Bay includes some new general commercial space that may include restaurants, a small grocery store, other specialty retail, and possibly a hotel. The Cascade Head area could also see employment growth in the proposed commercial town center.
- ▶ Waldport may have additional job growth or relocation of jobs to the Crestline Drive area, as many essential services are moving to this area, which is located outside the tsunami zone.
- ▶ Commercial fishing and related industries (e.g., boat building and repair) has gained strength since the recession ended. The timber sector has also rebounded since the end of the recession. Though there is only one small mill in Lincoln County, there is value in harvestable timber on private lands and forestry experts note there is potential for increased growth in employment in this sector of the County economy.
- ▶ Housing in Waldport is cheaper than in Newport and many people live in Waldport and commute to Newport for work. Improved bus service frequency and hours could increase the use of transit for work-related trips between Newport and Waldport.
- ▶ Yachats has many service workers that work in approximately 10 restaurants and four hotels. Most of these workers cannot afford to live in Yachats and may be reliant upon transit.

## 3.3.3 TOURISM GROWTH

The NW Connector Study analyzed the current visitor market for coastal areas. Tourism primarily occurs between June and September, and these months account for 38 to 42 percent of trips to the coast by visitors. The study concluded with a list of opportunities to increase transit ridership by appealing to the following key demographics:

- ▶ **Choice Riders** – the transit system should appeal to those who are not as sensitive to cost, but more sensitive to convenience and the overall travel experience.
- ▶ **Summer Visitors** – Between 38 and 42 percent of all overnight tourist trips occurred June through September.
- ▶ **Internet Planners** – Have an up-to-date and easy-to-use website.
- ▶ **Bike and Car-Free Travelers** – Transit travel could be marketed as part of a car-free trip.
- ▶ **“Green” Tourists** – Tourists that are attracted to bike and car-free travel and the “sustainable brand” of Oregon, and may be likely to choose to use transit on their trip.
- ▶ **Travelers from Portland** - The Portland metropolitan area is a major origin for a large portion of overnight trips to the coast.
- ▶ **Trip-Chaining Tourists** – Connecting major tourist destinations (e.g., casinos, beach destinations, city attractions).

Lincoln City’s TSP identifies the need for a tourist-oriented transit route. In addition, the redevelopment opportunities on the Newport Bayfront and Nye Beach present a chance to create a new Bayfront/Nye Beach Loop route. An ongoing parking study of the Newport Bayfront area may result in a recommendation to add paid metered parking for the Bayfront and portions of Nye Beach. This could generate a revenue stream that could be used to partner to enhance transit in this area. Another option is to construct a paid parking structure, but metering parking would be a more affordable solution.

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## 3.4 FUTURE TRANSIT TOTAL DEMAND

The method described in TCRP Report 161 for estimating rural transit was used to estimate future transit demand. Table 23 shows the year 2010 and forecast year 2040 demographics.

Table 23: Summary of Statistics and Funding (2015-2016)

TCRP Report 161 Factor			2010 Population	Percent of 2010 Population	2040 Population
<b>Population</b>			46,034	100%	56,245
<b>Persons below Poverty Level</b>			7,754	17%	9,474
<b>Households Owning No Vehicles</b>	1-person households	994	994	2%	1,214
	2-person households	279	558	1%	682
	3-person households	159	477	1%	583
	4+ person households	65	260	1%	318

Given these inputs, future transit need is anticipated to increase from the existing 1,650 daily one-way passenger trips to approximately 3,080 daily one-way passenger trips in the year 2040, corresponding to approximately 920,000 annual one-way passenger trips. LCTSD currently provides just under 320,000 one-way passenger trips per year, and the TCRP Report 161 methodology indicates that only 67 percent of the current transit demand is met. To continue to provide service at a similar level in 2040, LCTSD would need to provide approximately twice the current number of rides per year.

## 3.5 FUTURE FINANCIAL RESOURCES

Based on funding levels for the past several years, the general trend of grant funding available to LCTSD is projected to slowly increase. This finding is consistent with population trends in Lincoln County and the methodology for allocating State Special Transportation Fund (STF) grants. Nevertheless, a decrease in funding of approximately 17 percent is occurring during the current 2017–2019 biennium. STF grants are allocated based on total population, senior population, and persons with disabilities, with total population representing a larger share of the total grant allocation. Lincoln County has been growing at a slower rate than Oregon, which is reflected in the decreasing STF grant allocation relative to other areas in the state.

As with all funding forecasts, estimates can change quickly given the uncertainty of federal and state funding levels, and LCTSD should continually monitor the funding environment and update future revenue forecasts regularly. While ODOT allocates grants on a biennial cycle, LCTSD budgets on a fiscal year cycle. In application, LCTSD has the flexibility to earmark biennial grant allocations in either of the two fiscal years in a biennium.

As shown in Table 24 and Figure 18 there is a projected growth in the operating budget for the 20-year planning horizon. The estimated growth between the 2016–2017 and 2036–2037 fiscal years is approximately 30 percent (a net annual increase of approximately \$835,000). This corresponds to an approximate annual revenue growth rate of 1.5 percent.

The largest funding growth stems from future tax revenue from existing properties and charges for service; assessed property values are assumed to increase by approximately three percent per year. Although there is the potential to increase the property tax millage rate, no such increase has been included in the future financial projections.

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Intergovernmental revenues (primarily state and federal grants) are projected to increase because of passage of transportation bill HB 2017.

While actual future tax revenues are unknown and depend on a number of variables not explicitly accounted for by these estimates, the analysis provides an order-of-magnitude estimate about the potential for future service enhancements. In the long term, the projections indicate the ability for LCTSD to add new service corridors, extend service hours, or provide service enhancements.

Table 24. Forecast Operating Budget by Revenue Source

Revenue Sources	Projected Fiscal Year				
	2016-17	2021-22	2026-27	2031-32	2036-37
Future Tax Revenue from Existing Property <sup>1</sup>	640,000	741,935	860,106	997,099	1,155,911
Additional Tax Revenue from New Growth <sup>2</sup>	-	22,375	51,175	87,790	133,879
Charges for Services <sup>3</sup>	613,172	652,915	703,025	755,416	810,177
Future Intergovernmental Revenue	1,450,809	2,019,721 <sup>4</sup>	2,365,381 <sup>4</sup>	1,353,337	1,397,401
Miscellaneous Revenue Sources <sup>5</sup>	28,000	32,214	38,725	49,415	69,151
<b>Total LCTSD Operating Budget <sup>6</sup></b>	<b>2,731,981</b>	<b>3,469,160</b>	<b>4,018,412</b>	<b>3,243,057</b>	<b>3,566,519</b>

<sup>1</sup> Property tax revenue increases assume 3% annual growth in assessed value but no increases in rate or number of households.

<sup>2</sup> Assumes cumulative increase of households within the county based on estimated population growth and a constant average household size.

<sup>3</sup> Charge for services is assumed to increase relative to population increase, and accounts for an annual 1% increase in fares.

<sup>4</sup> Estimate includes 50 percent of 2021-2023 and 2025-27 biennium funds as described in the forecasted allocation from Oregon HB 2017 (<https://olis.leg.state.or.us/liz/2017R1/Downloads/CommitteeMeetingDocument/137649>)

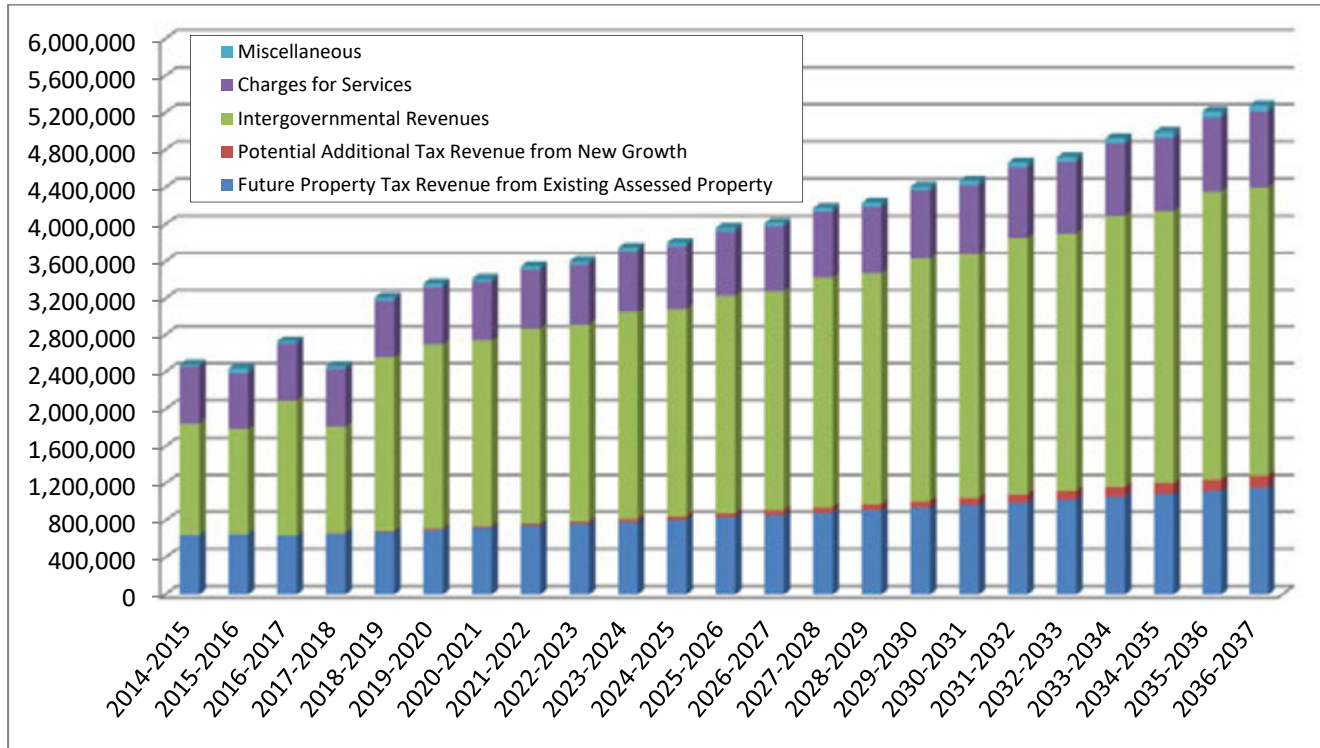
<sup>5</sup> Miscellaneous revenue sources is expected to increase 1% annually.

<sup>6</sup> Total LCTSD operating budget estimates were calculated based on today's dollars (i.e., no projected inflation applied to projections)



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Figure 18. Revenue Source Proportional to Forecast Operating Budget



## 3.6 EXISTING AND FUTURE UNMET NEEDS

A review of the existing transportation and transit plans from cities within Lincoln County, the county TSP, and the Coordinated Human Services–Public Transportation Plan, combined with feedback from project stakeholders and the public, show that many unfulfilled transit goals and needs remain. The information in the documents (summarized in Technical Memorandum #2 in the Appendices

) is useful for transit planning and for setting transit-related goals and objectives.

### 3.6.1 TRANSIT SERVICE NEEDS

Specific unfilled transit service goals and needs include the following:

- ▶ Increase transit frequency and service span
  - Reduce headway gaps in midday, evening, and weekend service.
  - Improve service times to accommodate alternate work schedules, such as shift work in service industries
- ▶ Expand Dial-A-Ride (DAR) service areas and improve DAR service spans to make it easier to accomplish more than one task, (e.g., medical appointment plus shopping).
- ▶ Interest in creating transit routes targeted toward tourists in Lincoln City and Newport.
- ▶ Additional intra-county transit to serve underserved communities and rural areas of the County, especially those locations not near US 101.
  - Better serve seniors and people with disabilities living outside Newport and Lincoln City

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

- Improve/add connections to recreational areas, employment, social services, medical facilities, human services agencies, and retirement and assisted living centers
- ▶ Improve transit facilities, stop amenities, and stop accessibility, including:
  - Stop improvements, such as better signage
  - Increase sidewalk connectivity and reduce/eliminate pedestrian infrastructure gaps.
  - Add crosswalks and other pedestrian safety improvements on US 101, other high-risk locations, and near key activity centers such as Dorchester House
  - Create new stops at key destinations and workplaces
  - Add Park-and-Ride lots in the county
  - Add security improvements at transit stops, especially the City Hall stop in Newport
- ▶ Improved schedule reliability and service efficiency through coordination efforts with other transit providers, such as improvements in schedules to Yachats for easier round trips.
- ▶ Make using transit easier via online tools, public information campaigns, and technological services.
- ▶ A longer-term need to move critical service out of the tsunami zone.

## 3.6.2 TRANSIT FUNDING NEEDS

Existing, projected, and future funding needs to address the identified transit service needs include, in no particular order:

- ▶ Funding to sustain existing levels of public transit services within Lincoln County (maintaining existing levels will require a doubling of fixed route transit rides by 2040, which will require additional service).
- ▶ Continue to strive to capture available federal and state transit funding and advocate for equitable, effective, sufficient, and sustainable federal and state programs and policies.
- ▶ Explore alternative funding sources, including public-private partnerships such as financial contributions by health care providers toward the cost of transportation services.
- ▶ Continue to allocate STF and Section 5310 funds to programs and projects that currently receive such funds as the highest priority for County funding.
- ▶ Continue to pursue funding for vehicle replacement, capital improvements and preventive maintenance needed to ensure the desirability, safety and convenience of public transportation services.
- ▶ Pursue opportunities to share vehicles between public agencies, non-profits, churches, schools, vocational facilities, group homes for developmental disabled residents, and senior care facilities.
- ▶ Seek funding to develop driver recruitment and training programs.
- ▶ Seek funding for technologies (e.g., coordinated trip planning, mobile tools) and data management programs that facilitate the most efficient and cost-effective provision of services.
- ▶ Ensure adequate funding for staff and technical assistance in implementing the Coordinated Plan.

## 4. SERVICE, CAPITAL & MANAGEMENT ALTERNATIVES

This chapter discusses potential service and capital equipment alternatives. Service alternatives are organized by corridor and route. They were developed from the information developed and discussed through the project’s technical memoranda, advisory committee meetings, stakeholder feedback, and review of related transportation plans.

Each service alternative is presented with a statement of the need being addressed. In addition, each service alternative’s change in revenue service hours and potential cost has been estimated using Remix software, while potential changes to ridership and service area, reliability, and impacts (if any) to existing riders have been evaluated qualitatively.

This chapter is organized with the service alternative evaluation criteria presented first, followed by the proposed service alternatives, and the results of the evaluation of the alternatives. Next, recommendations relating to LCTSD’s fare structure are presented. Finally, the chapter reviews and evaluates the existing and proposed vehicle fleet, potential changes to existing transit facilities, coordination with adjacent jurisdictions, transit marketing and potential options for new technologies to improve efficiency and customer satisfaction.

### 4.1 SERVICE ALTERNATIVE EVALUATION CRITERIA

Six criteria were developed for evaluating and prioritizing future service alternatives:

1. **Travel Time** measures the change in travel time between stop locations. Changes in route configurations are evaluated to determine whether they increase or decrease the travel time between popular destinations.
2. **Costs** take hourly-based, mileage-based, and administration-based expenses into account. Future service alternatives can be evaluated using the costs of the different types of service shown in Table 25.

Table 25. Hourly Costs by Route Type (Based on FY 2015–16 Data)

Route	Total Costs (\$)	Service Hours	Total Cost/Hour
Dial-A-Ride	222,256	4,306	\$ 51.62
Intra-county Routes	948,889	15,914	\$ 59.63
Coast-to-Valley Route	237,558	3,389	\$ 70.10
City Loop Routes	382,212	7,032	\$ 54.35

3. **Ridership and Service Area** measure the historical ridership and potential for new ridership. Changes in route configurations or new services can be evaluated based on the population and employees they serve, and the appropriate services for various markets and regions throughout Lincoln County.
4. **Reliability** refers to how frequently service follows published schedules. Reliability can be improved by evaluating causes for route deviations, such as limited pedestrian infrastructure, and by ensuring buses are well-maintained to avoid bus breakdowns.
5. **Impact to Existing Transit Users** measures direct financial impacts, service quality changes, and service improvement changes to users who would make the transit trip regardless of whether a service alternative is implemented.
6. **Economic Benefit to the Community** measures potential economic benefits to the community, such as access to jobs and reducing the cost of transportation for riders.

## 4.2 SERVICE IMPROVEMENT ALTERNATIVES

The following sections describe service and route alternatives for each of the six existing LCTSD routes and the Dial-A-Ride system. Details of each of the service alternatives can be found in Technical Memorandum #5 in the Appendix.

### 4.2.1 EAST COUNTY ROUTE

The following three alternatives were developed for the East County route:

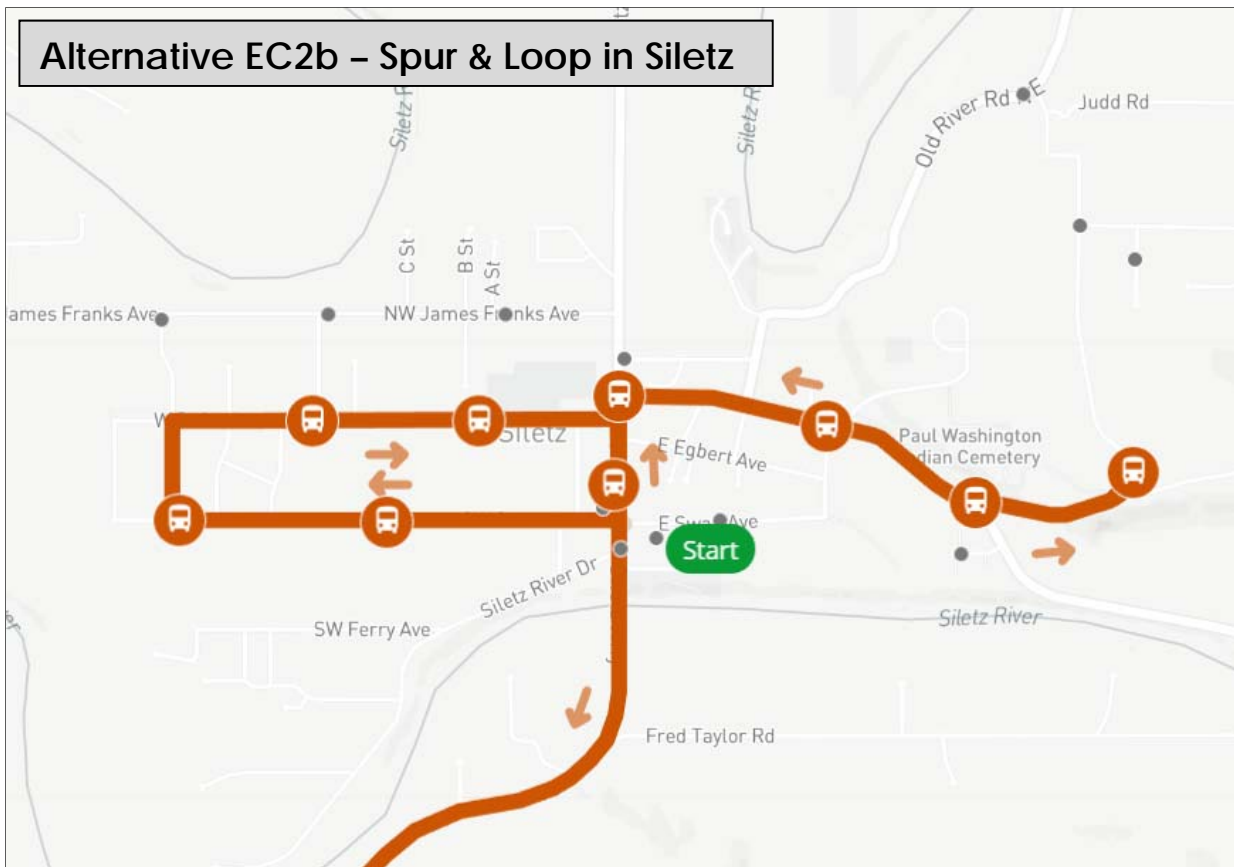
- ▶ **Alternative EC1:** Eliminate the need for a transfer at City Hall (or a one-mile walk) or a special pick-up/drop-off stop request by modifying the schedule so that westbound buses from Siletz and Toledo always stop at the Fred Meyer/Safeway and Wal-Mart stops in Newport.
- ▶ **Alternative EC2a/EC2b:** Simplify the routing in Siletz to capture more population and employment within bus stop walksheds, using either two loops (Alternative EC2a) or a loop and spur (Alternative EC2b) in Siletz. Figure 19 shows the existing routing in Siletz, while Figure 20 shows the alternatives.
- ▶ **Alternative EC3:** Alter the routing in Toledo to simplify the routing and capture more population and employment within bus stop walksheds. Figure 21 shows the existing and modified route in Toledo.

Figure 19. Existing East County Routing – Siletz



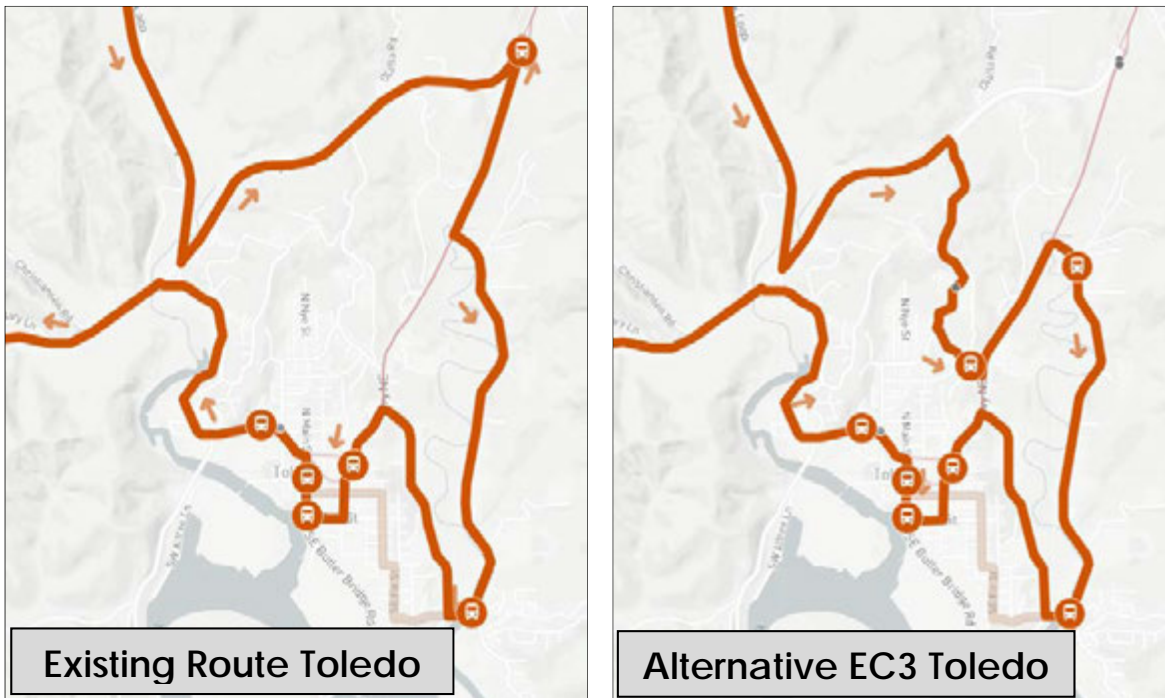
# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

Figure 20. Modified East County Routing – Siletz



# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

Figure 21. Modified East County Routing – Toledo



## 4.2.2 LINCOLN CITY LOOP

The following four alternatives were developed for the Lincoln City Loop route:

- ▶ **Alternative LCL1:** Adjust schedule to accommodate start times for Taft High and Taft Elementary Schools, and provide a stop at the intersection of US 101 and SE High School Drive.
- ▶ **Alternative LCL2:** Run on Sunday to provide service 7 days per week to give residents a daily transit alternative to travel around town, provide access to jobs, serve tourist needs, and connect with other services and transportation modes.
- ▶ **Alternative LCL3:** Create a second Lincoln City Loop Route to increase the area and population served by adding a bus; extend the service area south to Salishan and north to Rose Lodge; and split the existing route into a north loop and a south loop at the Lincoln City outlet mall.
- ▶ **Alternative LCL4:** Create a second Lincoln City Loop Route during the peak travel season by adding a route that runs from Rose Lodge to Salishan, providing service to key destinations, recreation, and tourism locations.
- ▶ **Alternative LCL5:** Provide service on Thanksgiving and Christmas.

## 4.2.3 COAST-TO-VALLEY

The following alternative was developed for the Coast-to-Valley route:

- ▶ **Alternative CV1:** To create additional opportunities to reach Corvallis and Albany, increase service frequency and lengthen service span by adding one run to the beginning of the existing schedule, two midday runs, and one run to the end of the existing schedule.

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

## 4.2.4 NEWPORT CITY LOOP

The Newport City Loop alternatives focus on seasonal traffic demand and routing that would serve both tourists and residents. The City of Newport provided parking utilization data in the Nye Beach the Bayfront areas to inform the development of the Newport City Loop service alternatives. The findings from the parking study are as follows:

- ▶ Nye Beach area
  - Summer and winter peak hours occur on Saturday afternoons.
  - During the summer peak, parking occupancy is at least 85 percent on segments of W Olive Street, NW Coast Street, NW 2nd Court, NW 3rd Street, NW Beach Drive, and NW 6th Street.
  - During the winter peak, parking occupancy is at least 85 percent on segments of NW Cliff Street, NW Coast Street, NW 3rd Street, and NW Beach Drive.
  - Parking occupancy at the Performing Arts Center was 59 percent or less at the summer peak, indicating potential for it to be used as a Park-and-Ride lot.
- ▶ Bayfront area
  - Summer and winter peak hours occur on Saturday afternoons.
  - During the summer peak, parking occupancy is at least 85 percent along Bay Boulevard from its western terminus to SE Eads Street, along SW Canyon Way, SW Hatfield Drive, SW 13th Street, and in most parking lots.
  - During the winter peak, parking occupancy is at least 85 percent along Bay Boulevard from the Bay Market Parking Lot to SW Hatfield Drive and at two small parking lots.
  - A Park-and-Ride facility near the City Hall transfer point may alleviate the parking demand along the Bayfront.

The parking study data indicate that providing additional transit service to the Nye Beach and Bayfront areas would be beneficial in terms of reducing parking demand. This would be accomplished through two potential alternatives as described below.

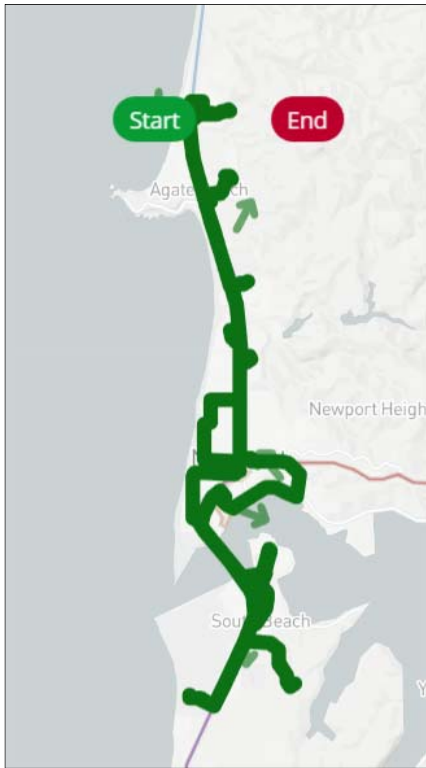
- ▶ **Alternative NCL1:** Modify the existing Newport City Loop by removing the Nye Beach and Bayfront portions of the route and replace all existing call stops with regular stops, which would maintain headways at 90 minutes. The Nye Beach and Bayfront portions of the existing Newport City Loop route would be included as part of a new loop route that would begin at the Newport Fred Meyer, travel to Nye Beach, City Hall, the Bayfront, Embarcadero, and then return to Fred Meyer via City Hall. The new loop route would operate on 45-minute headways and have two transfer opportunities, southbound at Fred Meyer and northbound at City Hall.

The existing Newport City Loop and modified existing Newport City Loop (referred to as the North-South Line) are shown in Figure 22. The new loop route (referred to as the Nye Beach – Bayfront Route) is shown in Figure 23. The diagram on the left in Figure 23 shows the “inbound route” from Fred Meyer to Embarcadero and the diagram on the right shows the “outbound” route from Embarcadero to Fred Meyer. The bus would be able to use the Embarcadero Resort Hotel and Marina parking lot to turn around prior to heading back on Bay Boulevard. An alternative turnaround option would be to turn left on Moore Drive then use 5th Street to return to westbound Bay Boulevard via Fogarty Street. An example of the potential coordination between the two Newport City Loop routes for Alternative NCL1 is shown in Table 26.

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Figure 22: Newport City Loop (Existing) and Modified Existing Newport City Loop (North-South Line)

**Newport City Loop (Existing)**



**Modified Existing Newport City Loop (North-South Line)**

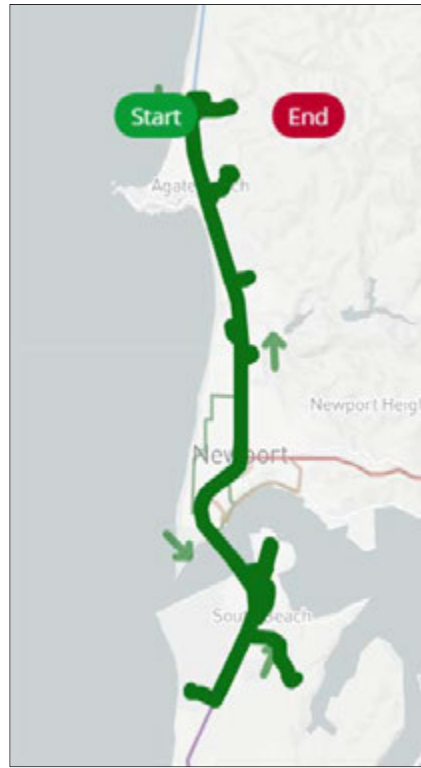
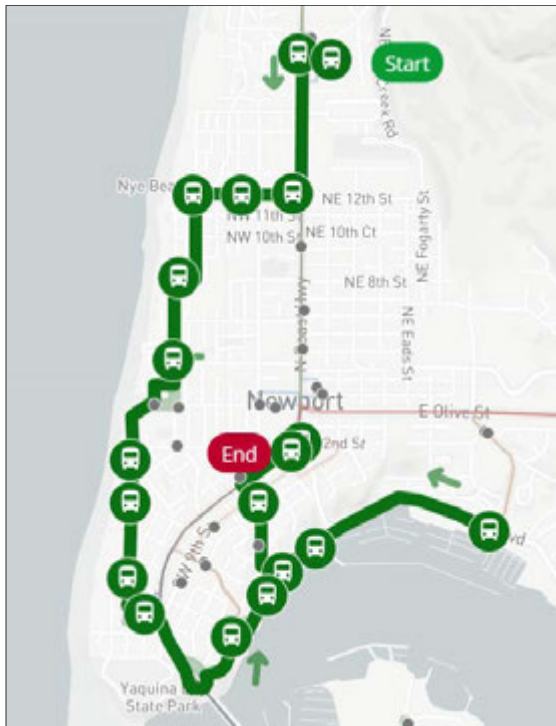
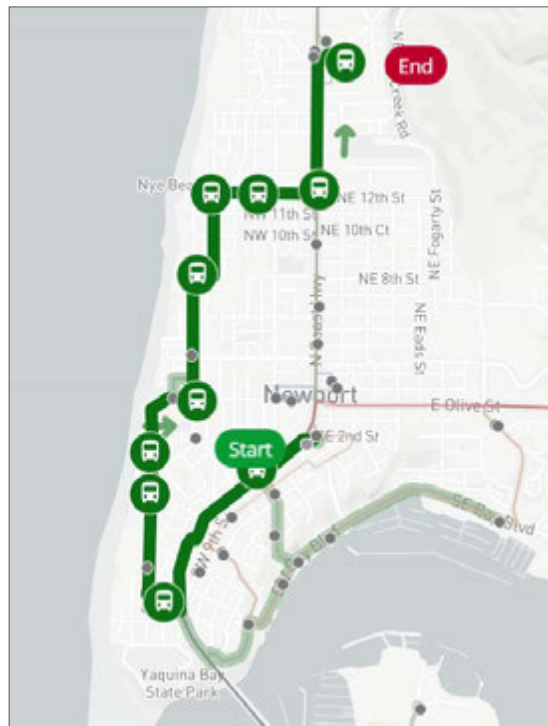


Figure 23: New Newport City Loop (Nye Beach – Bayfront Line) for Alternative NCL1

**Inbound (Fred Meyer to Bayfront to City Hall)**



**Outbound (City Hall to Fred Meyer)**



# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

Table 26. Example Route Timing for Alternative NCL1

Stop Location	North-South Line			Stop Location	Nye Beach – Bayfront Line		
	Direction	Stop Time	Travel Time to Next Stop		Direction	Stop Time	Travel Time to Next Stop
North End	Southbound	8:50 AM	10 minutes	-	-	-	-
Fred Meyer	Southbound	9:00 AM <sup>1</sup>	10 minutes	Fred Meyer	Southbound	9:00 AM <sup>1</sup>	20 minutes
City Hall	Southbound	9:10 AM	30 minutes <sup>2</sup>	City Hall	Northbound	9:20 AM	20 minutes
South End	Northbound	9:40 AM	20 minutes	Fred Meyer	Southbound	9:45 AM	25 minutes <sup>3</sup>
City Hall	Northbound	10:00 AM <sup>4</sup>	10 minutes	City Hall	Northbound	10:10 AM <sup>4</sup>	20 minutes
Fred Meyer	Northbound	10:10 AM	10 minutes	Fred Meyer	Southbound	10:30 AM	20 minutes
North End	-	10:20 AM	-	-	-	-	-

<sup>1</sup> Southbound/inbound transfer opportunity

<sup>2</sup> Includes 10 minute layover time at City Hall

<sup>3</sup> Includes 5 minute layover time at Fred Meyer

<sup>4</sup> Northbound/outbound transfer opportunity

- ▶ **Alternative NCL2:** Modify the existing Newport City Loop by removing the Nye Beach and Bayfront portions of the route and replace all existing call stops with regular stops, which would maintain headways at 90 minutes. The Nye Beach and Bayfront portions of the existing Newport City Loop route would be included as part of a new loop route that would begin at the Newport City Hall, travel to Nye Beach, back to City Hall, and then continue to the Bayfront and Embarcadero before returning to City Hall. The bus would be able to use the Embarcadero Resort Hotel and Marina parking lot to turn around prior to heading back on Bay Boulevard. An alternative turnaround option would be to turn left on Moore Drive then use 5<sup>th</sup> Street to return to westbound Bay Boulevard via Fogarty Street. The new loop route would operate on 30-minute headways and have four (two southbound and two northbound) transfer opportunities at City Hall.

The existing Newport City Loop and modified existing Newport City Loop (referred to as the North-South Line) were shown previously in Figure 22. The new loop route (referred to as the Nye Beach – Bayfront Route) is shown in Figure 24. An example of the potential coordination between the two Newport City Loop routes for Alternative NCL2 is shown in Table 27.

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

Figure 24. New Newport City Loop (Nye Beach – Bayfront Line) for Alternative NCL2

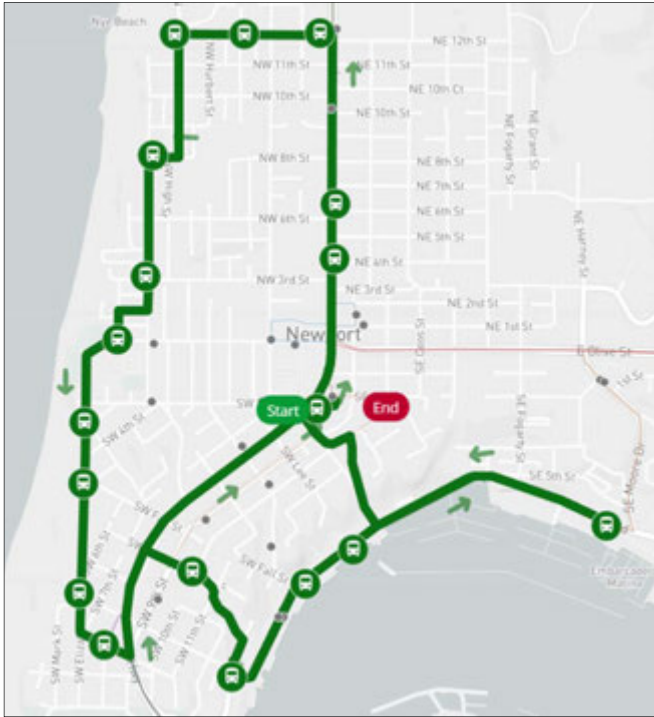


Table 27. Example Route Timing for Alternative NCL2

Stop Location	North-South Line			Stop Location	Nye Beach – Bayfront Line		
	Direction	Stop Time	Travel Time to Next Stop		Direction	Stop Time	Travel Time to Next Stop
North End	Southbound	8:50 AM	10 minutes	-	-	-	-
Fred Meyer	Southbound	9:00 AM	10 minutes	City Hall	-	9:00 AM <sup>1</sup>	5 minutes
City Hall	Southbound	9:10 AM <sup>2</sup>	30 minutes <sup>3</sup>	Nye Beach	-	9:05 AM	10 minutes
South End	Northbound	9:40 AM	20 minutes	City Hall	-	9:15 AM	5 minutes
City Hall	Northbound	10:00 AM <sup>4</sup>	10 minutes	Bayfront	-	9:20 AM	10 minutes
Fred Meyer	Northbound	10:10 AM	10 minutes	City Hall	-	9:30 AM	5 minutes
North End	-	10:20 AM	-	Nye Beach	-	9:35 AM	10 minutes
				City Hall		9:45 AM <sup>5</sup>	5 minutes
				Bayfront		9:55 AM	10 minutes
				City Hall		10:00 AM <sup>1</sup>	5 minutes

<sup>1</sup> Bayfront transfer opportunity to southbound US 101

<sup>2</sup> Southbound transfer opportunity to Bayfront

<sup>3</sup> Includes 10 minute layover time at City Hall

<sup>4</sup> Northbound transfer opportunity to Nye Beach

<sup>5</sup> Nye Beach transfer opportunity to northbound US 101

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

## 4.2.5 NORTH COUNTY ROUTE

The following alternative was developed for the North County route:

- ▶ **Alternative NC1:** Increase North County route frequency by adding buses to the fleet, maintaining the existing route, and providing schedule coordination with connecting routes. Table 28 shows the forecasted operating costs, projected ridership, and estimated cost per rider for a number of frequency scenarios.

Table 28. North County Alternative NC1 - Estimated Frequency, Costs, and Ridership

Scenario	Operating Cost	Projected Ridership	Cost/Rider
Existing Frequency	\$370,659	69,846	\$5.31
1.5x Weekday Frequency	\$503,037	87,545	\$5.75
1.5x Everyday Frequency	\$555,989	94,498	\$5.88
2x Weekday Frequency	\$635,415	104,295	\$6.09
2x Everyday Frequency	\$741,318	117,253	\$6.32
3x Weekday Frequency	\$900,172	135,583	\$6.64
3x Everyday Frequency	\$1,111,977	158,655	\$7.01

## 4.2.6 SOUTH COUNTY ROUTE

The following alternative was developed for the South County route:

- ▶ **Alternative SC1:** Add a spur for connectivity to Oregon Coast Community College (OCCC) to reduce the need to transfer to the Newport City Loop or walk over a mile along a road lacking sidewalks to reach OCCC.

## 4.2.7 DIAL-A-RIDE SERVICES

As discussed and shown previously in Section 2.7.3, the majority of DAR trips have an origin or destination at or very close to existing fixed-route transit stops. This finding suggests an opportunity to find ways to get some current DAR users to switch to fixed-route service. This would be an opportunity for LCTSD to reduce operating costs for DAR service and repurpose the savings for DAR expansion or other priorities.

Given these findings, suggestions and opportunities to improve and/or expand DAR services include the following:

- ▶ Expand DAR services to Siletz, Toledo, Depoe Bay, Waldport, Yachats, and rural portions of Lincoln County.
- ▶ Provide DAR services for longer hours during weekdays and on weekends.
- ▶ Explore opportunities to extend public transportation services to underserved communities and rural areas of the County through options to fixed route service, such as volunteer-based demand-response programs, shuttle routes, feeder services, and shopping or medical shuttles.
- ▶ Explore options to reduce the demand of more costly demand-response services through promotion and public education of fixed route services, (e.g., dispatchers counseling on accessibility/availability of fixed route services; incentives for fixed route use; screening of demand response rider eligibility; increased demand response service fares; travel training and work with human service agencies and senior facilities to provide escort assistance on fixed-route services appropriate policy changes; and other means).
- ▶ To encourage use of fixed-route transit by older adults and persons with disabilities, provide and actively promote travel training and travel companion programs provided by others, such as

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Samaritan Health Services' Senior Companion Program and Easter Seals. Investigate other techniques to encourage fixed route transit use, such as travel hosts at transit hubs.

- ▶ Preserve intercity service between Lincoln and Benton Counties to improve access to medical care.
- ▶ Coordinate with Ride Line and InterCommunity Health Network (Coordinated Care Organization) on the use of brokered rides and gas reimbursements to access medical and human services.
- ▶ Maintain and update (as needed) the inventory all human and health service providers (e.g., senior centers, retirement centers, assisted living centers), major employers, and other appropriate parties to identify those entities in the County that have the capability to provide transportation services. Use results to coordinate with those entities on service provision.
- ▶ Increases in fixed-route service frequency and service span in areas such as Siletz, Toledo, Waldport, Yachats and rural portions of Lincoln County that have greater densities of older adults can reduce the need to provide DAR service in those areas.
- ▶ Some DAR requests could be eliminated if complete pedestrian links were present between these origins/destinations and LCTSD bus stops. LCTSD should work with local agencies (Lincoln County, cities, and ODOT) to incorporate pedestrian facilities in their Capital Improvement Plans in order to prioritize these in the future.
- ▶ **Alternative DAR1:** Extend DAR service hours from 8:00 AM to 3:30 PM to 7:00 AM to 6:00 PM, and provide service seven days a week. This alternative would include outreach and marketing effort to encourage current DAR users to transfer to fixed-route service if they are able. In addition, efforts would be undertaken to increase the number of volunteer drivers available to provide rides for demand-response services.

## 4.2.8 EVALUATION RESULTS

The service alternative evaluation results are shown in Table 29.

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Table 29. Service Alternatives Evaluation

Alternative	Description	Criteria				
		Revenue Operating Hours <sup>1</sup>	Cost <sup>2</sup>	Ridership/ Service Area <sup>3</sup>	Reliability <sup>4</sup>	Impact to Existing Users <sup>5</sup>
EC1	Modify schedule to always stop at the Newport Fred Meyer and Wal-Mart	T	T	L	L	T
EC2a/b	Modify route in Siletz using two loops (EC2a) or a loop and spur (EC2b)	T	T	T	T	L
EC3	Modify route in Toledo to capture more residents and jobs	T	T	T	T	L
LCL1	Schedule adjustments to accommodate school start times	L	L	L	L	T
LCL2	Provide Sunday service	L	L	T	L	T
LCL3	Create a Lincoln City Loop route by splitting the existing route into two	B	B	T	L	L
LCL4	Create a Lincoln City Loop route during the summer	L	L	T	L	L
LCL5	Provide service Thanksgiving and Christmas	T	T	L	L	T
CV1	Increase service frequency/span	B	B	L	L	T
NCL1	Create a Newport route by providing a 45-minute loop route from Nye Beach to Bayfront	B	B	L	L	L
NCL2	Create a Newport route by providing a 30-minute loop route from Nye Beach to Bayfront	B	B	L	L	L
NC1	Increase service frequency	L	B	L	T	L
SC1	Modify the route to go to the Oregon Coast Community College	T	T	T	L	B
DAR1	Increase service span and add weekend service	B	B	T	L	T

<sup>1</sup> B = substantial increase in revenue operating hrs; L = moderate increase in revenue operating hrs; T = small increase to revenue operating hrs

<sup>2</sup> B = substantial increase in cost; L = moderate increase in cost; T = small increase to cost

<sup>3</sup> B = reduces existing service area; L = does not change existing service area; T = increases existing service area or provides additional frequency which may increase ridership

<sup>4</sup> B = negatively impacts reliability; L = does not change reliability status quo; T = improves reliability

<sup>5</sup> B = negatively impacts existing users; L = does not impact existing users; T = improves service for existing users

## 4.3 CAPITAL ALTERNATIVES

This section reviews the capital alternatives for the existing and future fleet, including fuel types and low floor bus options.

### 4.3.1 VEHICLES

Currently, LCTSD has a fleet of 19 vehicles ranging from medium-sized buses to modified vans. The buses are typically used for the intra-county and city loop services, while the vans are used for the Dial-A-Ride service. A summary of the current fleet is shown in Table 30.

Table 30: LCTSD Transit Fleet

Vehicle Type <sup>1</sup>	Fuel	Seats	Length (ft)	Useful Life	Count
B: Medium-Size, Heavy-Duty Transit Bus	Diesel	32-34	30-35	10 yr/350,000 miles	7
C: Medium-Size, Medium-Duty Transit Bus and Truck Chassis Cutaway	Diesel	20	25-30	7 yr/200,000 miles	5
D: Medium-Size, Light-Duty Bus and Van Chassis Cutaway Bus	Diesel	15	20-25	5yr/150,000 miles	4
D: Medium-Size, Light-Duty Bus and Van Chassis Cutaway Bus	Gasoline	8-12	20-25	5 yr/150,000 miles	3

<sup>1</sup> Vehicle type as classified by ODOT

LCTSD tracks bus age and mileage to determine a bus replacement schedule. The estimated replacement needs by year for the next five years are shown in Table 31.

Table 31: Cost of Vehicle Replacement by Fiscal Year

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Total Cost	\$292,238	\$248,000	\$360,000	\$360,000	\$360,000
Section 5339/5310	\$262,225	\$222,530	\$306,000	\$306,000	\$306,000
Local Match	\$30,013	\$25,470	\$54,000	\$54,000	\$54,000
Vehicles Replaced this FY	2	2	2	2	2

This tracking can be converted into a fleet plan that includes a twenty-year projection of fleet needs, allowing LCTSD to develop a long-range fleet financing plan. The plan would include both a replacement schedule for existing buses as they reach the end of their useful life, as well as an element for possible fleet expansion to accommodate service growth.

The fleet plan should also address the types of vehicles to be purchased. Transit agencies face the issue of balancing the efficiency advantages of fleet standardization with the benefits of matching vehicle size and other vehicle attributes with specific service needs. Benefits of fleet standardization are greater flexibility in vehicle assignments and a reduced need for spare vehicles since sub-fleets each require their own spare vehicles, and smaller fleets typically require a greater spare ratio. In addition, fleet standardization reduces maintenance costs by requiring less parts inventory and letting mechanics focus on a reduced number of vehicle models, which allows them to become more familiar with the specific maintenance requirements of those vehicles. The benefit of having several diverse vehicle types is that a vehicle can be more closely tailored to a specific service need or operating environment. For example, the loop routes within Lincoln City and Newport might be more appropriately served by

a small, shuttle-type vehicle, while a longer route, such as the Coast-to-Valley service, would be better served by a larger bus with amenities such as softer seats and reading lights.

For LCTSD, it is recommended that the fleet be standardized to two types of vehicles:

- ▶ Medium-sized (approximately 20- to 25-foot) buses for the fixed-route service; and
- ▶ Vans for the Dial-A-Ride service

Other recommendations for the fleet are:

- ▶ Purchase vehicles in larger batches. There is an advantage in having multiple vehicles that are identical in terms of parts and maintenance needs. Even very similar vehicles purchased in different years will have differences that may impact maintenance costs.
- ▶ Maintain an average fleet age that is less than half of the average life span of the vehicles. For example, a sub-fleet of 10-year buses should have an average fleet age of five years or less.

## Fleet Size

The size of the fleet is determined by the service needs, and a final size recommendation for vehicle sizes can be found in Section 5.6.1.

Typically a 20 percent spare ratio is recommended. Adequate spare buses are particularly important for small fleets, since one or two buses that are out of service for an extended period (such as after an accident) can have a significant impact on the ability to meet service needs. In addition, with some routes operating with long headways, missing a trip due to not having an available spare bus will have a significant impact on service.

There are two approaches to establishing the spare fleet. One approach is that spares are composed of older buses that are no longer cost-effective for daily service, but are maintained to the point that they can be used on a limited basis. Typically, the maintenance costs to keep the older buses in running condition are higher than for a newer bus.

The other option is to have a spare fleet that is similar in age to the in-service fleet. In this case, the spare buses can be rotated into service, which can reduce the mileage accrued on individual vehicles and extend vehicle life. In addition, the incidence of road calls with a newer spare fleet is likely to be lower.

## Fuel Types

LCTSD has been purchasing diesel buses. While diesel engines have been getting “cleaner” as a result of stricter federal emissions standards, LCTSD could consider the purchase of lower-emission vehicles, such as buses using hybrid-electric propulsion. A bus with hybrid-electric propulsion costs \$150,000 to \$200,000 more than a similar bus with diesel propulsion, but will generally reduce fuel costs by approximately 25 to 30 percent. Given these costs and savings, the payback on the initial higher purchase price is highly likely to be insufficient to justify the purchase of hybrid-electric buses on a direct cost-benefit basis. However, some transit agencies believe there is additional value to hybrid technology due to reduced emissions and an improved community perception of the transit agency. In addition, federal funding incentives occasionally become available for the purchase of low-emission buses that may make the purchase of hybrid-electric buses more feasible.

There have also been substantial advancements in all-electric buses. A promising option for all-electric bus technology appears to be quick re-charging of batteries while the bus is stopped at a station or at a layover spot, often without substantial service delay. While this technology has not advanced to the point that it is currently marketable, it may make sense for all new or reconstructed layover points to be designed to accommodate higher-voltage electrical connections. This can simply involve incorporating the appropriate conduit when the facility is constructed.

A third fuel type option is compressed natural gas (CNG) buses. Natural gas is an abundant, domestically produced fuel that is used in transit vehicles throughout the United States. Advantages of CNG buses include the current low cost of natural gas, which is typically from 25 to 45 percent lower than a gallon of diesel fuel. Another advantage is that CNG buses typically produce approximately 20 percent fewer greenhouse gases compared to diesel buses. Challenges in using CNG are the additional cost of purchasing new vehicles (typically \$25,000 to \$50,000 more than comparable diesel models), the need to have dual fueling facilities, the availability of natural gas, CNG storage, and the development of an implementation schedule for fleet conversion.

## Low Floor

The transit vehicle market is clearly trending toward low-floor buses. Low-floor buses eliminate the steps in the vehicle, provide easier access for riders, and speed boarding and alighting. This is particularly important for riders with mobility challenges, and for people who may have strollers or carts. LCTSD currently operates the Lincoln City and Newport Loop Routes using low-floor buses. It is recommended that LCTSD continue to purchase low-floor buses for all routes that are able to accommodate low-floor buses. Routes with challenging topography and stops where it is difficult to maintain an ADA-compliant slope on the ramp, for example, are best served by buses with lift systems to accommodate passengers with disabilities. Eventually, as part of the normal bus replacement schedule and as sidewalk infrastructure improves, replace any remaining high-floor buses with low-floor models.

### 4.3.2 FACILITY IMPROVEMENTS

Transit passenger facilities include bus stops, passenger shelters, signage, transit centers, and Park-and-Ride lots. Discussion of each of these follows. A good information source for transit facilities in smaller communities is *Transit in Small Cities: A Primer for Planning, Siting, and Designing Transit Facilities in Oregon*, (<http://www.oregon.gov/LCD/TGM/docs/fulltransitprimer4-4-13.pdf>).

## Transit Centers and Major Transit Stops

Transit centers provide a connecting (transfer) point for bus routes, while major transit stops are typically provided at major activity centers that generate a number of boardings. In addition to providing greater passenger amenities that improve rider comfort, transit centers and major transit stops provide visibility for the transit service, reminding residents and visitors of the availability of the service within their community. For that reason, there is a substantial benefit in having small transit centers in Lincoln City and Newport, along with designated major transit stops in other communities served by LCTSD that can serve as focal points for the transit system. For the smallest communities, this action could be as simple as providing a comfortable passenger shelter.

The following key concepts should be considered when constructing transit centers or major transit stops:

- ▶ The location of the stop or transit center should consider pedestrian access to nearby destinations, ease of access by bus that reduces out-of-direction travel and allows for safe bus operations, and visibility, both to publicize the service and to enhance rider safety and security.
- ▶ The stop or transit center should be sized to accommodate planned 20-year growth, both in terms of the number of buses accommodated and the size of rider amenities, such as passenger shelters.
- ▶ Materials used should consider life-cycle costing, which usually points toward high-quality, long-lasting materials that have lower on-going maintenance costs. This feature is especially important in coastal communities that are subject to high winds, heavy rains, and salt air.
- ▶ The stop or transit center design should use Crime Prevention Through Environmental Design (CPTED) principles to improve rider security. CPTED principles include maintaining clear sight lines into and across the station, eliminating "hiding" spots, and providing adequate lighting.
- ▶ Public art should be considered for transit centers. Art has been shown to discourage vandalism and can also be used to involve the local art community in the transit center project. Regulations now require that public art funded through FTA be "functional." Art associated with railings, benches,

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pavement, windscreens, or any other element of the shelter would meet the FTA requirement. Free-standing art, such as a sculpture, would not.

- ▶ An information case should be located at transit centers and some major stops to provide system-wide information, transfer times between routes, and general schedule information.

The location of future transit centers and major transit stops is also dependent on future route locations and frequency. The Newport City Hall stop is the busiest stop in the county and should be considered for conversion into a small transit center (possibly relocated on to Angle Street), especially because all LCTSD bus lines except the Lincoln City Loop connect to it.

Current bus stops within the county that have more than ten boardings a day should be considered major stops, and merit consideration for a higher level of improvement (relative to the base level amenities found at all bus stops), such as a shelter or information case. Major stops include Newport City Hall, Siletz Library, the Food Fair and JC Thriftway markets in Toledo, Chinook Winds Casino, Lincoln City Outlets, Wal-Mart, Fred Meyer, Oregon DHS in Newport, Safeway, Waldport Post Office, downtown Yachats, downtown Depoe Bay, and several others.

## Bus Stops

Waiting at a bus stop is generally the first part of a rider's journey on LCTSD's transit system, and a comfortable and safe stop helps enhance the transit experience. Currently, LCTSD uses a combination of bus stops and flag stops; however, it is recommended that where feasible, flag stops be replaced with designated bus stops. Designated bus stops have the following advantages:

- ▶ They provide awareness of the service, improving the visibility of LCTSD in the community.
- ▶ The stop can be located to assure safe bus and passenger access
- ▶ The stop can be improved with a paved landing pad, for example, to facilitate access by riders needing to use the bus lift or ramp
- ▶ They can consolidate access, reducing the number of stops a bus makes
- ▶ They can help communicate service information such as route numbers are included on the signs

The cost for a new bus stop signage and pole, installed, can range from \$300 to \$1,000, depending on the material and the installation conditions. Bus stop poles and the attached signs should be sturdy to stand up to the high coastal winds. An option of perforated metal poles in concrete footings may work well. It is recommended that route names be placed on the signs to assist riders in identifying the service. Bus stop displays with specific route, schedule, and fare information can also be very helpful, though they require updating when there are services or fare changes, which adds to operating cost. If service and fare changes are relatively infrequent, providing more-specific rider information at the highly used bus stops is recommended. This option is especially important in areas where visitors tend to use the LCTSD service, because they are less likely to be familiar with the fares, routes, and schedules. Recently, STF funds have been dedicated to an LCTSD bus stop sign/schedule project that will install 180 two-sided reflective bus stop signs throughout the county-wide service area. The installations will also include bus schedule holders.

Bus stops should be located to allow for safe bus and passenger access. Where possible, bus stops should be located at locations that have sidewalks or other pedestrian connections, and that allow for safe pedestrian crossing of the street. On major roadways, such as state highways, bus stops should allow for the bus to stop out of the traffic lane to avoid rear end collisions and discourage unsafe passing of the bus by motorists. Major bus stops should have some lighting and accommodations for bicycle parking such as racks.

## Shelters

Passenger shelters add to the comfort of using transit and are generally very popular with riders. An "off the shelf" passenger shelter (there are several companies that provide them) typically costs approximately \$6,000 installed. In

In addition to initial capital costs, passenger shelters will incur maintenance costs, both for routine on-going cleaning, and repair and replacement as needed. The primary maintenance issues for shelters, apart from the routine cleaning, are vandalism and fading/clouding of the windscreen. For routine cleaning, trash receptacles, if included, would dictate the frequency that the shelter should be serviced. If trash receptacles are not provided, the regular cleaning and servicing of shelters can be as low as a once per month.

Passenger shelters must be designed to meet the requirements of the Americans with Disabilities Act (ADA) and should be located so as to provide safe and convenient pedestrian connections with nearby destinations. Coordination of shelter placement with sidewalk and other pedestrian improvements projects planned by ODOT or local agencies is encouraged. In addition to the overhead protection (roof), shelter amenities can include:

- ▶ Windscreens
- ▶ Benches
- ▶ Trash receptacles
- ▶ Passenger information

Passenger shelters are recommended at high-use stops and all transit centers. They are especially important in a coastal community given the high incidence of wind and inclement weather. LCTSD currently has approximately 15 bus stops with shelters, some of which have schedule boards. All the major stop locations noted in the transit center section should have a shelter. The condition of existing shelters at these locations should be reviewed and additional amenities considered.

There is a tradeoff between the level of wind/weather protection provided through the use of windscreens, and that reduced maintenance requirements of an open shelter design, without a windscreen. However, windscreens are recommended for LCTSD shelters, both to protect riders from coastal winds and because the infrequent service can lead passengers to arrive earlier for the bus than they might otherwise, which suggests the need for a higher level of protection from the weather. Glass in lieu of acrylic should be considered to address weathering and fading issues.

A bench is an alternative to a shelter for stops that have less ridership. Benches should be considered for stops with at least three boardings per day, although other factors, such as the proximity to senior housing and nearby businesses willing to contribute to the costs, should be factored into the decision as well. Benches that attach to the bus stop pole, such as the Simmi-Seat (see Figure 25) take up very little space, have low maintenance, and are relatively inexpensive. Installed benches vary in price from \$500 to \$1,500, depending on materials, the quality of the product, and the installation conditions.

Figure 25. Simmi Seat



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## Park-and-Ride Lots

Park-and-Ride lots are typically feasible in situations where there is either a parking charge or parking shortages at the rider's destination, or if there is a substantial savings in travel cost or time by using transit. Without one or more of these factors, Park-and-Ride use is generally very low.

For LCTSD, Park-and-Ride options might be feasible in the following situations:

- ▶ The Coast-to-Valley route is long enough that the transit trip may yield substantial user cost savings (particularly if gas prices increase).
- ▶ For travel to communities where there are parking shortages during peak tourism times. Locations within Lincoln County that might be considered for this type of service are parts of Newport and Lincoln City.

The intra-county Park-and-Ride demand is likely to be relatively small and peak tourism Park-and-Ride is seasonal. Thus, it may not make sense for LCTSD to invest in a substantial Park-and-Ride program. Instead, agreements with local business, local government, and community organizations that allow use of a few spaces for "informal" Park-and-Ride usage is recommended. For example, a major grocery store or shopping area may be willing to designate four to six spaces for the longer distance Park-and-Ride with the expectation that users would often stop and shop on one end of their trip. This approach can be used to test Park-and-Ride demand without a substantial investment by LCTSD.

A seasonal Park-and-Ride lot to meet high tourist demand would need to be located just outside the area with parking shortages, and would need to be connected to the area with a shuttle operating with fairly high frequency. High frequencies, in turn, carry substantial operating costs and/or limit the size of the area that can be served. This type of service is only likely to be feasible if subsidized by a merchant or business group that would benefit from the improved access.

## Bicycle and Pedestrian Amenities

Bicycle and pedestrian access is very important to transit. Virtually every bus rider is also a pedestrian, and bicycles provide an important "last mile" option for transit, particularly for a system such as LCTSD which serves residents in fairly dispersed locations. While it is not within LCTSD's scope or financial capability to provide safe and convenient pedestrian access to transit stops, it can work with local cities and the county to prioritize pedestrian improvements that serve transit stops. In addition, pedestrian improvements in the immediate vicinity of a transit center or shelter can sometimes be funded by other projects.

It is of particular importance and a legal requirement to provide for access by persons with disabilities. Transit centers, shelters, and new or relocated bus stops should be designed to meet the requirements of the Americans with Disabilities Act (ADA). It is recommended that cities, the county, and ODOT prioritize street corners near transit centers and shelters for ADA ramps. This is also particularly relevant to LCTSD due to the high proportion of seniors in its service district.

The bicycle/transit connection can be facilitated by providing for bike parking at a new transit center and, space permitting, transit shelters. All LCTSD buses have the capability to carry bikes, and the agency should make this information more prominent on its website and other promotional materials.

## Vehicle Maintenance and Storage Facilities

As LCTSD's services growth, additional space for operations as well as vehicle maintenance and storage will be needed. LCTSD will coordinate with Lincoln County Public Works Department to ensure adequate space is available to support LCTSD's future growth and coordinate on space planning. This may include new transit services at the site.

### 4.3.3 INFORMATION TECHNOLOGY

#### Real-Time Customer Information

LCTSD's website (<http://www.co.lincoln.or.us/transit>) posts schedules for all routes, but does not currently provide real-time bus arrival information. Real-time information helps improve the ridership experience by reducing passenger wait times, providing confidence that a bus has not been missed, and generally creating a more informed and comfortable rider. This information can be made accessible via LCTSD's website, smartphones, and through "push" technologies such as text messages. If the data is available to software developers, apps can be created for download for use on smartphone running Apple and Android mobile operating systems.

#### Dispatching

LCTSD currently uses a relatively low-cost dispatching software called Mobilitat Easy Rides for scheduling demand-response service. Mobilitat is used by many similar-sized transit agencies and is relatively inexpensive and simple, yet can be scaled up as service needs change and the system grows. It can generate the reports that LCTSD needs to submit to the National Transit Database and for asset management. The existing Mobilitat Easy Rides software currently fulfills the needs of LCTSD and there are no plans to move away from the existing dispatching software.

#### Cameras

LCTSD currently equips buses with security cameras. On-vehicle surveillance provides for documentation of criminal acts and can also be used to absolve the transit agency of fault in litigation involving passenger incidents. Security cameras (Closed Circuit Television, or CCTV) should also be considered for transit centers. Criminal behavior can be documented and recordings used to help prosecute perpetrators. In addition, the presence of a camera at a transit center can deter criminal activity and add to the sense of security for riders. For that reason, the presence of the cameras at the transit centers should be communicated. CCTV cameras pointed at a bicycle parking area can enhance security for bike parking that may be located at or next to a transit center.

CCTV can act as standalone units that record video that can be accessed as needed in response to an incident. They can also be paired with many other technologies, such as radio communications, silent alarms, and Automatic Vehicle Location (AVL) to create a broader security system. There are many options for security systems with wide ranges in capability and cost. Should LCTSD wish to pursue a possible security system, it is recommended that a study be conducted of possible options and their associated costs to allow for the selection of a system that best meets LCTSD's needs.

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## 4.4 INSTITUTIONAL AND MANAGEMENT ALTERNATIVES

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This section reviews the institutional and management alternatives for LCTSD, including regional coordination, marketing, and fare policies.

### 4.4.1 REGIONAL COORDINATION

In addition to the service alternatives described above, LCTSD should continue to examine individual route scheduling, timed transfers, and coordination with adjacent transit service providers. Current examples of inter-agency coordination are LCTSD's participation in the Northwest Oregon Transit Alliance (NWOTA), schedule coordination with Tillamook County Transit District for service to Tillamook and the Coastal Connector route from Lincoln City to Spirit Mountain and Salem; and partnership with Lane Transit District and the City of Florence to connect Yachats to Florence.

Opportunities to work with various community organizations to build the volunteer driver fleet would be helpful to provide additional demand-response point-to-point transportation services for those in need, and ongoing driver recruitment and training will provide quality customer service and positive ridership experiences.

Coordination of shelter placement with sidewalk and other pedestrian improvements projects planned by ODOT or local agencies is encouraged. Ongoing coordination with the City of Newport's Bayfront parking study is another good example of leveraging other planning work for the mutual benefit of LCTSD and local jurisdictions.

## 4.4.2 MARKETING ALTERNATIVES

A coordinated, targeted, and effective public information and marketing campaign would help publicize and encourage people to use transit. These methods can also be used to shift transit demand from DAR services to fixed routes, increasing service efficiencies and reducing costs. Finally, ongoing and thoughtful efforts to streamline administrative functions, find additional cost savings, and increase management efficiency will create positive benefits for LCTSD.

## 4.4.3 FARE POLICIES

The current LCTSD fare structure is based on a system of nine zones, where travel in each zone costs \$1.00. Coupon books with 40 one-zone passes each cost \$30.00, reducing the cost per zone to \$0.75. The vast majority of riders (92 percent, based on the 2016 LCTSD Customer Survey), pay for their fares using either cash or the zone coupons. In addition, LCTSD offers several discounted fare options for different population groups, as follows:

- ▶ Riders five years and under and over 60 years of age ride free
- ▶ Tribal members ride free with Tribal ID
- ▶ Hotel/motel guests ride free with a voucher from their lodging establishment
- ▶ Medical access riders ride free with a medical access pass
- ▶ LCTSD provides passes to the local Veterans office
- ▶ Community service workers ride free; in return, LCTSD buses are detailed every other week
- ▶ 3-day and 7-day visitor passes

Opportunities to modify existing fare policy include the following alternatives:

- ▶ Explore simplifying the existing nine-zone system into a three-zone system based on the following origin-destination pairs:
  - Lincoln City – Newport
  - Newport – Yachats
  - Newport – Siletz
  - Each zone would cost \$2.00 (\$1.50, reduced) per trip
- ▶ Monthly passes
  - Equivalent pricing based on a fare structure where one round trip for 20 days equals the monthly pass cost suggests a monthly pass cost of \$60.00
- ▶ Tourist bus
  - Summer only (approximately Memorial Day to Labor Day)
  - Annual operating costs for the Lincoln City or Newport City Loop bus = \$54.30/hour × 10 hour/day × 7 days/week × 12 weeks = approximately \$45,000 each.
    - Possibly funded by a per-person, per-night surcharge of \$0.25 for all hotels, rentals, and AirBNBs within 1/8 mile of the route
    - Hotel opt-out option – provide X number of hours of private shuttle service per day
- ▶ Inflation should be monitored to adjust fares accordingly every year

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- ▶ LCTSD may choose to negotiate pass programs on a per-person basis for additional organizations, rather than providing a reduced price per passenger
- ▶ Student and employee discounts for educational institutions

The benefits of moving to a simplified three-zone system would be the relative ease of fare and transfer management for drivers, as they would no longer need to check zones or ask passengers their fare status as well as increased ease for riders: there would be no need to determine how many zones to buy for a given trip. The following example illustrates the economic benefit of moving to a simplified three-zone system for a theoretical rider traveling from Toledo to the Chinook Winds Casino in Lincoln City.

The current round-trip cost from Toledo to Chinook Winds Casino in Lincoln City is \$10.00/day (\$7.50/day, using the reduced prices available through the 40-coupon book). This trip is currently a one-way five-zone journey. If the trip was converted to a two-zone one-way trip, the reduced roundtrip fare would drop from \$7.50 to \$6.00. For someone working full-time, using transit five days a week, and making the Oregon minimum wage (\$10.25/hour), the change in zone policy (reducing the number of zones and increasing the cost per zone) would save \$7.50/week, which would be approximately two percent of their weekly gross wages. This would be a positive impact for people with low incomes, and the money saved would likely go right back into the community.

Lincoln County School District encourages employee use of transit by subsidizing transit passes. Continue to coordinate with Lincoln County School District on programs, e.g. subsidized transit passes to encourage employee use of transit.

## 5. TRANSIT DEVELOPMENT PLAN

This chapter presents the implementation component of the Lincoln County Transit Service District (LCTSD) Transit Development Plan (TDP). Based on the sum of all data, public and stakeholder input, and analysis contained in the first four chapters of the TDP, the chapter outlines the future strategies, implementation approaches, schedule, and financial components to achieve the transit vision outlined in Chapter 1. This chapter is organized as follows: vision, prioritization and implementation plan, performance management and monitoring program plan, service plan, capital plan, marketing plan, and financial plan.

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### 5.1 THE VISION

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LCTSD provides fixed-route service throughout Lincoln County and Dial-A-Ride service within Lincoln City and Newport. LCTSD also provides connections outside the county to Corvallis and Albany through the Coast-to-Valley route. LCTSD's mission is to provide essential public transit services in an efficient, effective, and respectful manner. LCTSD is committed to being innovative in how it delivers service and values accountability, safety, communication, and service excellence. LCTSD is committed to working with partner transit agencies to provide a coordinated transit network that allows local residents and visitors to travel to and from the Willamette Valley and up and down the coast for trips that provide access to jobs, medical care, daily needs, and recreation.

The following outlines a long-range plan to help LCTSD implement its vision over the next 20 years. The plan includes near-term and mid-term service recommendations, a capital and infrastructure plan, a management plan, and a financial plan.

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### 5.2 IMPLEMENTATION PLAN

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The extensive existing and future market analysis conducted for the LCTSD service area, and the subsequent public and stakeholder outreach, have informed the recommendations provided in this section. The management, operations, and capital strategies summarized in Chapter 4 have been prioritized as either short-term or medium-term actions. Long-term actions have not been added to the plan because they are outside of the ten-year planning horizon and are too general for the level of specificity that has been developed for the TDP.

- ▶ **Short-term actions** could be implemented within a five-year horizon (2023) within LCTSD's existing budget, including forecasted revenues from HB 2017 or with minimal cost increases. Short-term recommendations were founded on LCTSD's near-term objectives to address immediate operations deficiencies and bolster inter-agency coordination across LCTSD boundaries. In addition to the public and stakeholder outreach that helped identify unmet needs, the short-term recommendations were developed to implement strategies proposed through the TDP update process for a five-year implementation horizon.
- ▶ **Medium-term actions** could be implemented within the 10-year horizon (2028) to accommodate anticipated growth and to address the most significant unmet needs. Mid-term recommendations were guided and prioritized using two outreach and evaluation efforts. First, each service alternative was evaluated against five criteria: revenue operating hours, cost, ridership and service area, reliability, and impacts to existing users. Second, Customer Survey #2, held in November 2017, surveyed existing riders to determine preferences between service alternatives, which resulted in ratings for each alternative.

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### 5.3 SERVICE PLAN

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In the short term, LCTSD should focus on extending service hours, increasing service frequency, and operating seven days a week as funding permits. In regards to lengthening service hours, routes should start earlier in the

morning and end later in the evening to provide longer service hours for workers. Service frequency should be increased so that it makes it more convenient for passengers to travel throughout the day. Finally, service that is currently operating five days a week should add Saturday and/or Sunday weekend runs, and routes that operate Monday-Friday and Saturday should add Sunday service. In the medium term, LCTSD should focus on modifying or adding service based on the alternatives presented in Chapter 4 as ridership, capital equipment purchases, and funding allow.

## 5.3.1 SHORT-TERM ACTIONS

- ▶ **Develop System-Wide Service Guidelines** to assess the level of transit service currently provided and identify unmet needs or gaps. While each recommended guideline may not be achieved in a given year, it should remain a target for ongoing improvement. Policy-makers and the public should not view these guidelines as guaranteed levels of service, but rather as ways to measure progress toward an ideal level of transportation service. Service guidelines should be developed for the four types of routes provided by LCTSD: intra-county routes, city loop routes, the Coast-to-Valley route, and Dial-A-Ride services. In addition, service guidelines should consider the mobility of different users: those with little or no mobility challenges, seniors and people with disabilities, and those riders who qualify as ADA-eligible.
- ▶ **East County Route Recommendations.** Implement the following changes to the East County Route between Newport and Siletz:
  - Modify the schedule so that westbound buses from Siletz and Toledo always stop at the Fred Meyer/Safeway and Wal-Mart stops in Newport. *This would be implemented as part of Service Alternative EC1 and would cost approximately \$36,500 per year based on an additional two hours of service per day.*
  - Modify the route in Siletz using either two loops or a loop and spur in Siletz. The new route should be determined through consultation with the community in Siletz and LCTSD. *This would be implemented as part of Service Alternative EC2a (two loops) or Service Alternative EC2b (one loop and spur) and would save approximately \$11,800 per year based on the forecast reduction of 200 annual service hours.*
  - Simplify the route in Toledo to capture more population and employment within bus stop walksheds. *This would be implemented as part of Alternative EC3 and would maintain the same service hour and cost structure.*
- ▶ **Lincoln City Loop Route Recommendations.** Implement the following changes to the Lincoln City Loop route:
  - Adjust the existing schedule to accommodate start times for Taft High and Taft Elementary Schools, and provide a stop at the intersection of US 101 and SE High School Drive. *This would be implemented as part of Service Alternative LCL1 and would cost approximately \$11,000 per year based on an additional hour of service per weekday during the school year. There would also be a capital cost associated with creating the new bus stop on US 101.*
  - Run the Lincoln City Loop on Sunday to provide service 7 days per week. *This would be implemented as part of Service Alternative LCL2 and would cost approximately \$28,300 per year based on an additional 10-hour day of service.*
  - Run the Lincoln City Loop on Thanksgiving and Christmas. *This would be implemented as part of Service Alternative LCL5 and would cost approximately \$1,100 per year based on an additional 10-hour day of service.*
- ▶ **Newport City Loop Route Recommendations.** There are no short-term recommendations for the Newport City Loop. Please see the medium-term service recommendations section below.

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- ▶ **Coast-to-Valley Route Recommendations.** Implement the following changes to the Coast-to-Valley route:
  - Increase service frequency and/or lengthen service span by adding one run to the beginning of the existing schedule, two midday runs, and one run to the end of the existing schedule. Frequency should be added at times that best meet the needs of riders arriving to meet Amtrak or to get to work or school. *This would be implemented as part of Service Alternative CV1 and would cost approximately \$59,400 per year **per run** based on approximately 850 additional hours of annual service. Adding all four runs would cost approximately \$237,600 per year based on approximately 3,389 additional hours of annual service.*
- ▶ **North County Route Recommendations.** Implement the following alternative for the North County route:
  - Increase North County route frequency. If frequency is increased, the new schedule should be modified to maintain and/or enhance interlining with connecting routes. *This would be implemented as part of Service Alternative NC1 and would cost approximately \$132,000 per year to increase frequency by 50 percent on weekdays and approximately \$185,000 per year to increase frequency by 50 percent on weekdays **and** weekends. Depending on the future frequency, additional buses may be required, which potentially would add a capital cost to this option.*
- ▶ **South County Route Recommendations.** Implement the following alternatives for the South County route:
  - Add a spur for connectivity to Oregon Coast Community College (OCCC). *This would be implemented as part of Service Alternative SC1 and, because there would not be a change in operating hours, this alternative could be implemented without any additional cost to LCTSD.*
  - Coordinate with the City of Waldport to identify options and monitor need to serve Crestline Drive as essential services continue to relocate out of the tsunami zone.
- ▶ **Dial-A-Ride Recommendations.** Extend Dial-A-Ride service hours from 8:00 AM to 3:30 PM to 7:00 AM to 6:00 PM and provide service seven days a week. *This would be implemented as part of Service Alternative DR1 and would cost approximately \$207,000 per year to increase weekday service hours by 3.5 hours per days and add two 10-hour service days on weekends throughout the year. Depending on the availability of volunteer drivers for demand-response service, new Dial-A-Ride vans may be required, creating a capital cost component for this alternative.*

## 5.3.2 MEDIUM-TERM ACTIONS

- ▶ **Lincoln City Loop Route Recommendations.** Implement the following alternatives for the Lincoln City Loop route:
  - Create a second Lincoln City Loop Route by splitting the existing route into a north loop and a south loop at the outlet mall and extending the service area south to Salishan and north to Rose Lodge. *This would be implemented as part of Service Alternative LCL3 and would cost approximately \$181,000 per year based on an increase of 3,339 annual hours of service. Depending on how the loop routes are scheduled, there would also be a potential need for a new bus to service the second loop route which would create a capital cost associated with this alternative.*
  - Create a Lincoln City Loop Route during the peak travel season. *This would be implemented as part of Service Alternative LCL4 and would cost approximately \$45,600 per year based on an increase of 840 annual hours of service. This assumes that the new tourist loop route would operate for 10 hours per day, 6 days per week, for 14 weeks during the peak tourist season. There would also be a potential need for a new bus to service the route, which would create a capital cost associated with this alternative.*

- ▶ **Newport City Loop Route Recommendations.** Implement one of the following alternatives for the Newport City Loop route:
  - Modify the existing Newport City Loop by removing the Nye Beach and Bayfront portions of the route and replace all existing call stops with regular stops, which would maintain headways at 90 minutes. The Nye Beach and Bayfront portions of the existing Newport City Loop route would be included as part of a new loop route that would begin at the Newport Fred Meyer, travel to Nye Beach, City Hall, the Bayfront, Embarcadero, and then return to Fred Meyer via City Hall. The new loop route would operate on 45-minute headways and have two transfer opportunities, southbound at Fred Meyer and northbound at City Hall. *This would be implemented as part of Service Alternative NCL1 and would cost approximately \$201,000 per year based on an increase of 3,693 annual hours of service. There would also be a need for a new bus to service the second loop route which would create a capital cost associated with this alternative.*
  - Modify the existing Newport City Loop by removing the Nye Beach and Bayfront portions of the route and replace all existing call stops with regular stops, which would maintain headways at 90 minutes. The Nye Beach and Bayfront portions of the existing Newport City Loop route would be included as part of a new loop route that would begin at the Newport City Hall, travel to Nye Beach, back to City Hall, the Bayfront, Embarcadero, and then return to City Hall. The new loop route would operate on 30-minute headways and have four (two southbound and two northbound) transfer opportunities at City Hall. *This would be implemented as part of Service Alternative NCL2 and would cost approximately \$201,000 per year based on an increase of 3,693 annual hours of service. There would also be a need for a new bus to service the second loop route which would create a capital cost associated with this alternative.*
- ▶ **Dial-A-Ride Recommendations.**
  - Extend Dial-A-Ride to new service areas within Lincoln County based on LCTSD and community recommendations and available funding.

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## 5.4 MANAGEMENT AND MARKETING PLAN

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### 5.4.1 MANAGEMENT STRATEGIES

Short- and medium-term management actions were developed through stakeholder and Transit Advisory Committee engagement, as follows:

- ▶ **Partner With Employers** – Many of the actions of this strategy are needs assessment-based, including conducting employer surveys and continued coordination with large employer sites.
- ▶ **Gain Community Support** – Gaining community support by creating and supporting local programs promotes the service and builds consensus.
- ▶ **Involvement with Outside Organizations** – LCTSD's involvement with outside organizations will enable knowledge and information sharing.
- ▶ **Adjust the Fare Policy** – LCTSD's should review fares annually to ensure that farebox recovery and equity objectives are being met.
- ▶ **Maintain Positive Union Relations** – Positive union relations ensures a positive work environment.
- ▶ **Expand Volunteer Driver Fleet** – Working to identify, train, and develop new volunteer drivers would create new opportunities to expand demand-response services to new areas and to serve more people in need of point-to-point service.

- ▶ **Create Measurable Outcomes for Services to Promote Effective Monitoring** – The transit benchmarks developed in this plan provide the foundation for an effective monitoring program.
- ▶ **Enhance Coordination between LCTSD and Local Partners** – Coordination between LCTSD and local partners, including adjacent transit districts, local transportation providers, and local jurisdictions, will lead to a comprehensive and efficient system in which users can travel seamlessly inter- and intra-regionally.
- ▶ **Meet Daily General Administrative and Maintenance Needs** – LCTSD should focus on daily administrative and maintenance needs to ensure smooth operations.
- ▶ **Increase Customer and Stakeholder Satisfaction** – LCTSD service must have a friendly face to be recognized and successful. Promoting awareness of the service provided through online and on-paper means will contribute to the success of the service.

## 5.4.2 CUSTOMER SERVICE AND INFORMATION STRATEGY

The following describes actions to improve customer service and information that can be implemented in the short-term and that should be maintained on a long-term basis:

- ▶ **Consolidate Existing Maps and Brochures into a Single User-Friendly Brochure.** LCTSD currently provides all of the relevant service information across several brochures and system maps. LCTSD should consider consolidating all LCTSD service into a single, user-friendly brochure.
- ▶ **Support Mobile Application Technologies.** A mobile/smartphone presence has become increasingly important. LCTSD should make a GTFS feed available for developers to create an application to serve existing and potential riders. As Automated Vehicle Location (AVL) devices are installed on buses, allow AVL data to be used to make real-time bus locations available.
- ▶ **Invest in Training Programs.** The face of LCTSD is the bus operators and customer service staff. Continue investing in training resources so that staff contribute to the District's positive image.
- ▶ **Develop Dispatching/DAR Operations Procedures.** Communication between and among bus operators and support staff will allow everyone to quickly and easily communicate if issues arise while in operation.

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## 5.5 PERFORMANCE MANAGEMENT AND MONITORING PROGRAM PLAN

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The following section provides a program to track performance and the success of the short- and medium-term recommendations. The program is data-driven and is founded on performance measures that can be tracked on a monthly, quarterly, or annual basis through set benchmarks. This program enables a dynamic system where service adjustments can be implemented and justified following performance evaluations.

### 5.5.1 CHARACTERISTICS OF AN EFFECTIVE PERFORMANCE MEASUREMENT SYSTEM

There are several key characteristics that were considered in developing an effective performance measurement system for LCTSD. They include:

- ▶ **Clarity:** Performance measures should be easily understood by their intended audiences, including why a specific performance measure is relevant to LCTSD's goals. Furthermore, the performance measure results should be presented in an accessible format such as infographics.
- ▶ **Reliability and credibility:** The reliability and credibility of performance measures is directly dependent on the quality of data used to develop the measures. If appropriate training and data quality control

are practiced, LCTSD will be able to rely on the data to support decision-making and goal-setting, and stakeholders and the public will perceive the data as credible.

- ▶ **Variety of measures:** Performance measures should address a variety of issues that match issues important to LCTSD's stakeholders including: customers; the LCTSD Board, management, and staff; state and federal grant providers; and the community at-large. Consequently, the performance measure package should not focus on just one metric or type of metric.
- ▶ **Number of measures:** While a variety of measures is important to gain a holistic view of service performance, this should be balanced with the resources available for data collection and the need to provide clarity by avoiding overwhelming audiences with too many measures.
- ▶ **Realism of goals and targets:** Goals and targets for individual measures should be realistic, but should also be ambitious to encourage continuous agency improvement.

## 5.5.2 LCTSD-SPECIFIC PERFORMANCE MEASURES

The performance measures proposed for LCTSD are described in this section, organized into the following topic areas: service equity, system productivity, economic performance, maintenance, and customer experience. As LCTSD already reports some performance measures each year to meet ODOT requirements, these measures were developed to minimize any new data-collection needs and to allow LCTSD to compare its performance with those of peer agencies if desired.

### Service Equity

- ▶ **Service equity:** measures the equitable distribution of costs and benefits resulting from transit projects or services. This measure is typically evaluated with refined GIS data for disadvantaged populations, currently unavailable to LCTSD. Public outreach and community surveys could provide insights to equity until more refined GIS data becomes available.

### System Productivity

- ▶ **Passengers per service hour:** provides an indication of how well vehicle resources are being used. Service hours (also known as vehicle hours) include deadhead time (e.g., traveling from the bus yard to the start of a route).
- ▶ **Passengers per service mile:** also provides an indication of how well vehicle resources are being used. As LCTSD operates a deviated-fixed route service, service miles are not fixed, unlike a pure fixed-route service.
- ▶ **Total passenger trips:** measures the number of individuals boarding along a route and boarding the system as a whole. Ridership will be measured in terms of unlinked trips, where all boardings are counted, including transfers.
- ▶ **Total vehicle service miles:** measures the number of miles that transit vehicles travel.
- ▶ **Annual vehicle service hours:** measures the number of hours that transit vehicles are in service, including revenue hours (transporting passengers) and deadhead hours (layovers and traveling in revenue service without passengers).

### Economic Performance

- ▶ **Total cost per passenger:** one of the core indicators of a transit system's overall performance. Intuitively, this cost-effectiveness metric declines as ridership increases; however, this correlation is not always true for demand-responsive service, as each additional passenger often increases service hours and miles, thereby increasing total cost. Improved scheduling efficiency for demand-responsive service, such as improved passenger grouping, can increase ridership without increasing the total cost for demand-responsive service.

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- ▶ **Farebox recovery:** calculated by dividing fare revenue by total operating costs. Farebox recovery reflects a policy balance between an affordable service and a service that strives to be financially self-sustaining (within reasonable limits).
- ▶ **Total cost per service hour:** one of a transit system's key cost-efficiency indicators. It is used to estimate the cost of adding service hours and, over time, to compare how the agency's costs are increasing relative to inflation. It is particularly sensitive to changes in an agency's labor costs.
- ▶ **Total cost per service mile:** another key cost-efficiency indicator. This measure is more affected by changes in fuel costs and traffic congestion that slows down buses than is cost per service hour.
- ▶ **Total cost per vehicle:** an indication of the operational cost-effectiveness of the system on a per-vehicle basis.

## Resource Utilization

- ▶ **Vehicle service miles per vehicle:** the ratio of service miles to the number of vehicles in the fleet. This measure is an indication of how well existing capital resources are being used.
- ▶ **Vehicle service hours per vehicle:** the ratio of service hours to the number of vehicles in the fleet. This measure indicates the intensity of capital resources use.

## Maintenance

- ▶ **Vehicle-miles between breakdowns:** Vehicle breakdowns are one source of reliability problems. This measure is intended to monitor trends in vehicle breakdowns. It is defined as the vehicle-miles traveled during a defined period, divided by the number of breakdowns. It can be tracked by vehicle type to help with future purchasing decisions.
- ▶ **Maintenance costs as a percentage of operating costs:** an aspect of maintenance performance that deals with maintenance as a general measure of program effectiveness. This measure focuses on how well the maintenance department is performing relative to overall operating costs. This performance metric provides information that can assist a maintenance department manager in understanding details related to the costs of running the department.

## Customer Experience

- ▶ **Service frequency:** refers to how often transit service is provided, either at a location or between two locations. LCTSD should establish frequency targets for each route based upon service equity, existing and future needs, and resource availability.
- ▶ **Number of missed connections with coordinated transit systems:** used to identify the need for schedule changes to improve connection reliability. The establishment of the North by Northwest Connector Alliance (NWOTA) points to a mutual goal to provide effective and reliable service between counties.
- ▶ **Number of customer complaints and compliments:** used as a general indicator of customer satisfaction. Tracking by topic area can provide additional detail. LCTSD should develop a system by which customers can easily provide feedback.

## Safety and Security

- ▶ **Total reportable incidents:** a record of the number of customer complaints and compliments. LCTSD should develop a system by which customers can easily provide feedback.
- ▶ **Total crashes:** the total number of crashes involving the vehicle fleet.

## Demand-Response Service

- ▶ **On-time performance:** means that demand-responsive service should be provided within a reasonable period before or after the agreed-upon pickup time. A trip is normally determined to be 'late' when it is later than the acceptable service window. Service windows vary significantly from system to system. In some situations, such as medical appointments or transportation to job sites, a passenger's arrival time may be equally, if not more important, than the pickup time.
- ▶ **Schedule response time:** a measure of how much advance planning passengers must do to take a trip on demand-responsive service. It reflects convenience to passengers.
- ▶ **Service denials:** measured by the percentage of trip requests in which service cannot be adequately provided.

### 5.5.3 LCTSD-SPECIFIC BENCHMARKS

This section provides benchmarks for those performance measures for which LCTSD has available data. In parallel to existing practice and industry best-practices, the benchmarks were developed by service type, including Dial-A-Ride, city loops, intra-county routes, and the Coast-to-Valley route.

Benchmarks were developed by calculating the 5-year average for fiscal years 2011-12 through 2015-16 of the respective performance measure values. Table 32 includes the performance measure type, the benchmark, the type of service, the goal (i.e., increase or decrease the performance measure value), and the timeframe for monitoring.

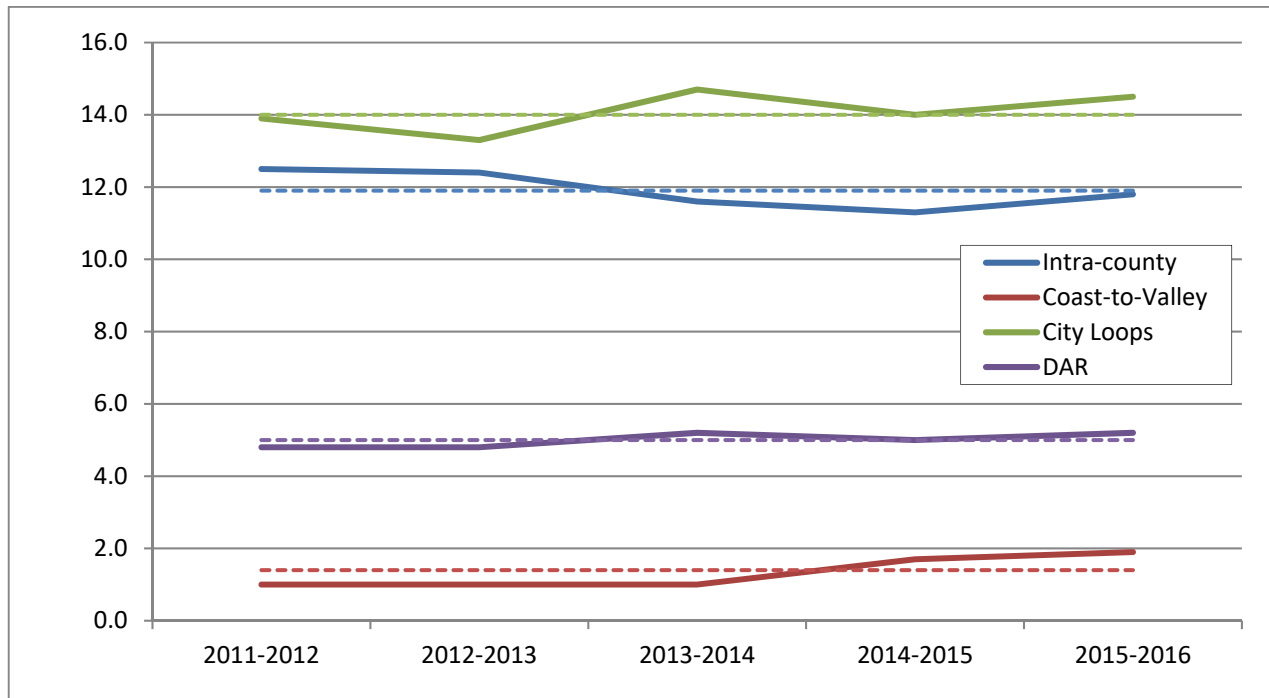
The performance measures and calculated benchmarks are likely to evolve. A systematic and holistic performance evaluation and appropriate benchmarks for performance measures are critical inputs for justifying service improvements in Lincoln County. In order to develop realistic, credible, and accepted benchmarks, LCTSD should consider the following:

- ▶ Performance measures should be linked to LCTSD and community goals. The benchmarks developed can guide LCTSD through goal-setting and identify where service can be improved.
- ▶ The LCTSD Board and community stakeholders must accept the performance measures and associated benchmarks in order to have long-term viability.
- ▶ Data accuracy and reliability are important in performance evaluation and in setting benchmarks. Superimposing monthly data on a trend analysis graph can help identify where data errors have occurred.

### 5.5.4 MONITORING PROGRAM APPLICATION EXAMPLE

This section provides an example of how the monitoring program developed can be applied and evaluated. Figure 26 shows a two-system productivity performance measure, Passengers per Service Hour. The dashed horizontal lines represent the benchmarks summarized on in Table 32.

Figure 26. Passenger per Service Hour



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Table 32. Performance Measures and Benchmarks

Measure	Dial-A-Ride	City Loops	Intra-County	Coast-to-Valley	Goal
System Productivity	Passengers per Service Hour <sup>1</sup>				
	5.0	14.0	11.9	1.4	+
	Passengers per Service Mile <sup>1</sup>				
	0.45	1.10	0.60	0.05	+
	Total Passenger Trips <sup>1</sup>				
	22,159	101,921	190,928	3,675	+
	Total Service Miles <sup>1</sup>				
	49,513	92,875	316,766	75,465	+
Economic Performance	Total Service Hours <sup>1</sup>				
	4,452	7,259	16,026	2,611	+
	Total Cost per Passenger <sup>1</sup>				
	\$9.88	\$3.60	\$4.67	\$50.40	-
	Farebox Recovery <sup>1</sup>				
	9.1%	11.3%	14.2%	15.6%	+
	Total Cost per Service Hour <sup>1</sup>				
	\$49.19	\$50.62	\$55.54	\$61.78	-
Resource Utilization	Total Cost per Service Mile <sup>1</sup>				
	\$4.52	\$3.95	\$2.82	\$2.26	-
	Cost per Vehicle <sup>2</sup>				
	-	-	-	-	-
	Vehicle Service Miles per Vehicle <sup>3</sup>				
	-	-	-	-	+
	Vehicle Service Hours per Vehicle <sup>3</sup>				
	-	-	-	-	+
Maintenance	Vehicle Miles between Breakdowns <sup>4</sup>				
	-	-	-	-	-
	Maintenance Cost as a percentage of Operating Costs <sup>1,5</sup>				
	24.2%				-
Customer Experience	Number of Missed Connections with Coordinated Transit Systems <sup>5</sup>				
	-	-	-	-	-
	Number of Customer Complaints and Compliments <sup>6</sup>				
	-	-	-	-	+
Safety and Security	Total Reportable Incidents <sup>2</sup>				
	-	-	-	-	-
	Total Crashes <sup>2</sup>				
	-	-	-	-	-
Demand-Response Service	On-time performance <sup>3</sup>				
	-	-	-	-	+
	Schedule Response Time <sup>2</sup>				
	-	-	-	-	-
	Service Denials <sup>2</sup>				
	-	-	-	-	-

<sup>1</sup> Benchmark developed based on FY 2011-12 to FY 2015-16 average.

<sup>2</sup> LCTSD does not currently have data to inform a benchmark or trend but should implement one and monitor for a decrease over time.

<sup>3</sup> LCTSD does not currently have data to inform a benchmark or trend but should implement one and monitor for an increase over time.

<sup>4</sup> LCTSD does not currently have data to inform a benchmark or trend but should implement one and monitor for a decrease over time or use the data to inform decisions on maintenance and fleet replacement.

<sup>5</sup> System-wide performance measure.

<sup>6</sup> LCTSD does not currently keep track of missed connections, customer complaints, and compliments; however, with more of an online presence, LCTSD can track these more easily.

## 5.6 CAPITAL PLAN

The following describes short-term and medium-term actions for capital enhancements including vehicle fleet and transit facility actions.

### 5.6.1 VEHICLE FLEET

#### Fleet Replacement Needs

LCTSD's vehicle replacement needs by year for the next five years are shown in Table 33 below.

Table 33. Cost of Vehicle Replacement by Fiscal Year

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Total Cost (\$)	\$292,238	\$248,000	\$360,000	\$360,000	\$360,000
Federal/State Funding (\$)	\$262,225	\$222,530	\$306,000	\$306,000	\$306,000
Local Match (\$)	\$30,013	\$25,470	\$54,000	\$54,000	\$54,000
Vehicles Replaced	2	2	2	2	2

In the medium-term, LCTSD should develop a long-range fleet financing plan to address fleet replacement. The plan should account for replacement of existing buses as they reach the end of their useful life as well as possible fleet expansion to accommodate service growth. The fleet plan should also address the types of vehicle to be purchased, as follows:

- ▶ Medium-sized (approximately 20- to 25-foot) buses for the fixed-route service; and
- ▶ Vans for the Dial-A-Ride service

Other recommendations for the fleet are:

- ▶ Purchase vehicles in larger numbers at the same time through coordination with other transit districts. There is an advantage in having multiple vehicles that are identical in terms of parts and maintenance needs. Even very similar vehicles purchased in different years will have differences that may impact maintenance costs.
- ▶ Maintain an average fleet age that is no more than 75 percent of the average life span of the vehicles. For example, a sub-fleet of 12-year buses should have an average fleet age of nine years or less.

#### Fleet Expansion Needs

LCTSD could require up to five additional buses to increase service on several routes if all the recommended service improvements are implemented. Table 34 identifies immediate fleet change needs, service alternative mileage, and subsequent anticipated changes to capital costs due to mileage changes.

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Table 34. Service Alternative Fleet and Mileage Changes

Service Alternative	Additional Buses Needed	Mileage per Year	Capital Costs per Year <sup>1</sup>
EC1	0	+3,033	\$1,300
EC2a	0	-3,264	-\$1,400
EC2b	0	-4,852	-\$2,100
EC3	0	Negligible	Negligible
LCL1	0	+4,251	\$1,800
LCL2	0	+52,907	\$22,700
LCL3	1	+77,360	\$33,200
LCL4	1	+628	\$300
CV1	0	+75,465	\$32,300
NCL1	1	+35,159	\$15,100
NCL2	1	+27,481	\$11,800
NC1 (50% frequency increase)	1	+119,587	\$51,300
SC1	0	+5,098	\$2,200
DAR (extended service hours)	0	+54,517	\$23,400
DAR (new service)	2	+67,097	\$28,800

Source: APTA 2016 Public Transportation Vehicle Database. ODOT, 2015-2018 STIP.

<sup>1</sup> Based on \$150,000 state average for local match of a 40-foot bus and 350,000 mile service life.

## 5.6.2 FACILITIES

The facilities plan includes actions to improve transit stops, increase park-and-ride opportunities, upgrade dispatch software, increase security surveillance, and conduct facility repair. Specific actions consist of the following:

- ▶ Provide a small transit center in Newport and Lincoln City
- ▶ Designate major transit stops as focal points of the overall system. Suggested locations include:
  - Newport City Hall
  - Newport Fred Meyer
  - Lincoln City Outlets
  - Chinook Winds Casino
  - Siletz Library
  - Food Fair and JC Thriftway
  - Waldport Post Office

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- Downtown Yachats stop (near the intersection of US 101/3<sup>rd</sup> Street
- ▶ Add passenger shelters at stops that have at least 10 boardings per day, including:
  - Siletz Library
  - Food Fair and JC Thriftway
  - Chinook Winds Casino
  - Wal-Mart, Fred Meyer, and Oregon DHS in Newport
  - Safeway
  - Downtown Depoe Bay stop
- ▶ Provide bus stop signs and poles at the converted flag stops and at all new stops. New stops should also provide an ADA-compliant landing pad.
- ▶ Explore options for upgrading components of the security system that meet LCTSD's specific needs. Security systems provide documentation of criminal acts and can also be used to absolve the transit agency of fault in litigation involving passenger incidents. CCTV can be used to enhance safety and security at transit centers.
- ▶ LCTSD will coordinate with Lincoln County Public Works Department to ensure adequate space is available to support LCTSD's future growth and coordinate on space planning. This may include new transit services at the site.

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## 5.7 FINANCIAL PLAN

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The following describes projected financial assessments for baseline operations, service alternative costs, assessment of additional short-term services, and assessment of medium-term services.

### 5.7.1 BASELINE FINANCIAL PLAN

The financial plan reflected in Table 35 represents the baseline financial assessment for the 10-year horizon. Revenue sources are often restricted to expenditure types, either operating or capital; as such, the financial plan is organized by operating and capital costs and revenues. The baseline financial analysis allows LCTSD to understand the magnitude of the net surplus given no changes to service operations. The financial plan addresses fleet replacement needs over the next five years, plus an annual budget for additional vehicle purchases and other capital and infrastructure needs. The following describes some of the assumptions for future revenues.

- ▶ **Taxes:** LCTSD collects a property tax with a rate of \$0.0974 per \$1,000 of assessed property values, which has remained the same since the November 1996 general election. The forecast property tax is based on an annual increase of three percent of total existing property taxes and the additional property taxes from anticipated housing growth in the county.
- ▶ **Charges for Services:** Farebox revenues are assumed to grow proportionately to estimated population growth in the county, and do not assume any change in the existing fare structure.
- ▶ **Intergovernmental Revenue:** State and federal grants, as allocated by ODOT, have varied but have generally increased since the 2007-2009 biennial allocation period. While ODOT allocates grants on a biennial cycle, LCTSD budgets on a fiscal year cycle. In application, LCTSD has the flexibility to earmark biennial grant allocations in either of the two fiscal years in a biennium.
- ▶ **Other Revenue:** Other revenue includes interest earned and other miscellaneous revenue sources. Other revenue is assumed to remain constant throughout the forecast years.

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Table 35. Financial Plan (10-Year Horizon)

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Dial-A-Ride <sup>1</sup>	235,693	243,471	251,506	259,805	268,379	277,235	286,384	295,835	305,597	315,682	326,100
Intra-county routes <sup>2</sup>	961,653	982,810	1,004,431	1,026,529	1,049,113	1,072,193	1,095,781	1,119,889	1,144,526	1,169,706	1,195,439
Coast-to-Valley <sup>3</sup>	219,467	226,051	232,833	239,818	247,012	254,423	262,055	269,917	278,015	286,355	294,946
City Loops <sup>4</sup>	384,340	388,337	392,376	396,457	400,580	404,746	408,955	413,209	417,506	421,848	426,235
Replace existing fleet <sup>5</sup>	292,238	248,000	360,000	360,000	360,000	370,800	381,924	393,382	405,183	417,339	429,859
Other Capital <sup>6</sup>	42,186	43,451	44,755	46,097	47,480	48,905	50,372	51,883	53,440	55,043	56,694
<b>Total Costs</b>	<b>2,135,578</b>	<b>2,132,121</b>	<b>2,285,901</b>	<b>2,328,706</b>	<b>2,372,564</b>	<b>2,428,302</b>	<b>2,485,472</b>	<b>2,544,114</b>	<b>2,604,267</b>	<b>2,665,972</b>	<b>2,729,273</b>
Property taxes <sup>7</sup>	663,220	687,234	712,069	737,751	764,310	791,773	820,171	849,533	879,892	911,281	943,733
Charges for services <sup>7</sup>	617,284	623,909	633,491	643,160	652,915	662,759	672,691	682,712	692,823	703,025	713,318
Intergovernmental revenue <sup>8</sup>	1,154,925	1,871,398	1,985,136	2,003,047	2,101,509	2,117,106	2,222,122	2,235,936	2,352,984	2,365,381	2,483,769
Other revenue <sup>9</sup>	25,500	31,950	35,344	31,104	32,214	34,286	35,231	35,533	37,061	38,725	40,302
<b>Total Revenues<sup>10</sup></b>	<b>2,460,928</b>	<b>3,214,491</b>	<b>3,366,041</b>	<b>3,415,062</b>	<b>3,550,948</b>	<b>3,605,924</b>	<b>3,750,214</b>	<b>3,803,714</b>	<b>3,962,761</b>	<b>4,018,412</b>	<b>4,181,122</b>
<b>Surplus/Shortfall</b>	<b>325,350</b>	<b>1,082,370</b>	<b>1,080,140</b>	<b>1,086,356</b>	<b>1,178,384</b>	<b>1,177,622</b>	<b>1,264,742</b>	<b>1,259,600</b>	<b>1,358,494</b>	<b>1,352,440</b>	<b>1,451,849</b>

<sup>1</sup> Dial-A-Ride costs are expected to increase 3.3% annually based on increase in costs from FY 2012-13 to FY 2015-16.

<sup>2</sup> Intra-county routes costs are expected to increase 2.2% annually based on increase in costs from FY 2011-12 to FY 2015-16.

<sup>3</sup> Coast-to-Valley costs are expected to increase 3.0% annually.

<sup>4</sup> City Loop costs are expected to increase 1.0% annually based on increase in costs from FY 2011-12 to FY 2015-16.

<sup>5</sup> Fleet annual costs are expected to be approximately as shown from FY 2017-18 through FY 2021-22 and increase 3.0% annually afterwards.

<sup>6</sup> Other capital annual costs are expected to be approximately \$41,000 in FY 2016-17 and increase 3.0% annually.

<sup>7</sup> Based on information developed and cited in Technical Memorandum #3 in the Appendix.

<sup>8</sup> Estimate includes 50 percent of 2021-2023 and 2025-27 biennium funds as described in the forecasted allocation from Oregon HB 2017 (<https://olis.leg.state.or.us/liz/2017R1/Downloads/CommitteeMeetingDocument/137649>)

<sup>9</sup> Other revenue sources are expected to increase 1% annually.

<sup>10</sup> Total LCTSD operating budget estimates were calculated based on today's dollars (i.e., no projected inflation applied to projections)

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

## 5.7.2 SERVICE ALTERNATIVES COSTS

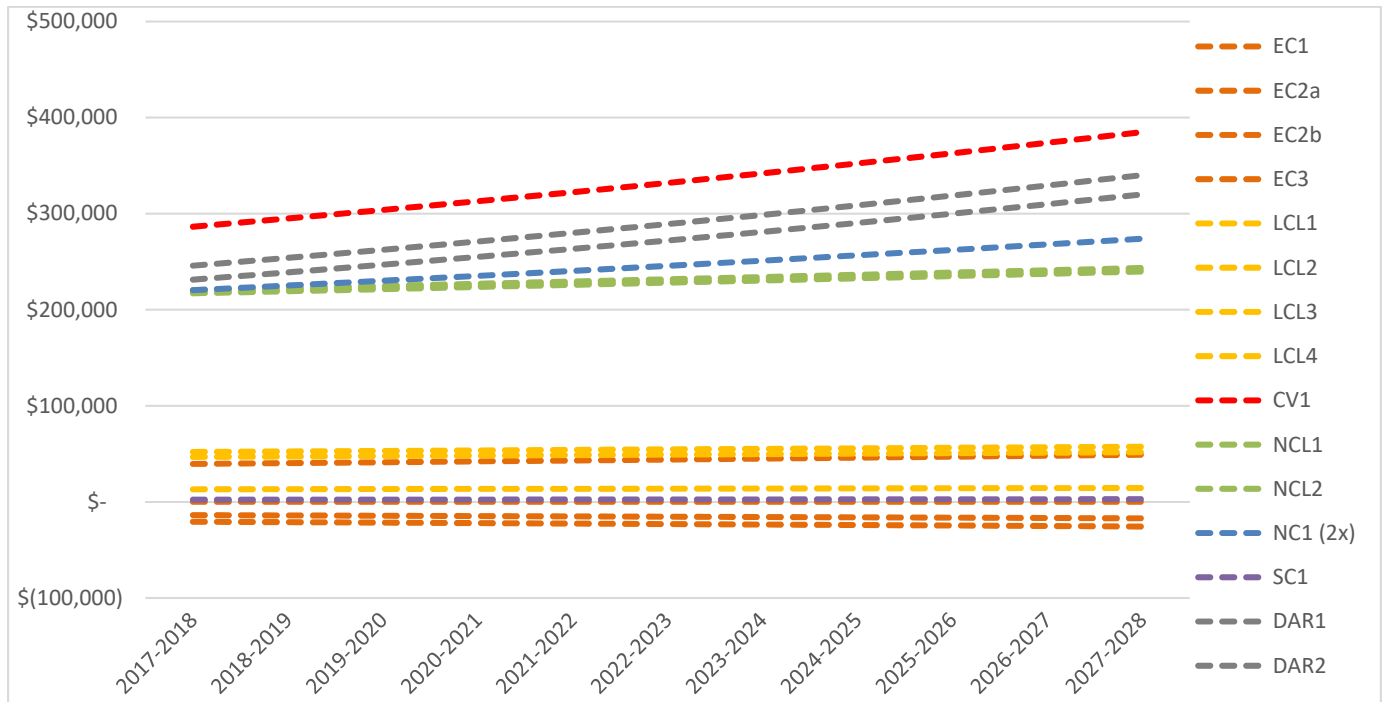
Costs for the service alternatives were developed for implementation feasibility. Table 36 shows the recommended implementation timeline, additional buses needed, and total costs per year for each service alternative, and Figure 27 shows the total costs projected with their expected cost increases.

Table 36. Service Alternative Costs

Service Alternative	Implementation	Additional Buses	Capital Costs per Year	Operating Cost/Year	Total Cost/Year
EC1	Short-Term	0	\$1,300	\$36,500	\$37,800
EC2a	Short-Term	0	-\$1,400	-\$11,800	-\$13,200
EC2b	-	0	-\$2,100	-\$17,700	-\$19,800
EC3	Short-Term	0	Negligible	Negligible	Negligible
LCL1	Short-Term	0	\$1,800	\$11,000	\$12,800
LCL2	Short-Term	0	\$22,700	\$28,300	\$51,000
LCL3	Medium-Term	1	\$33,200	\$181,000	\$214,200
LCL4	Medium-Term	1	\$300	\$45,600	\$45,900
CV1	Short-Term	0	\$32,300	\$237,600	\$269,900
NCL1	Medium-Term	1	\$15,100	\$201,000	\$216,100
NCL2	-	1	\$11,800	\$201,000	\$212,800
NC1 (50% increase)	Short-Term	1	\$51,300	\$185,300	\$211,000
SC1	Short-Term	0	\$2,200	Negligible	\$2,200
DAR1 (Extended Hours)	Short-Term	0	\$23,400	\$207,000	\$230,400
DAR2 (New Service)	Medium-Term	2	\$28,800	\$188,000	\$216,800

# LINCOLN COUNTY TRANSPORTATION SERVICE DISTRICT TRANSIT DEVELOPMENT PLAN

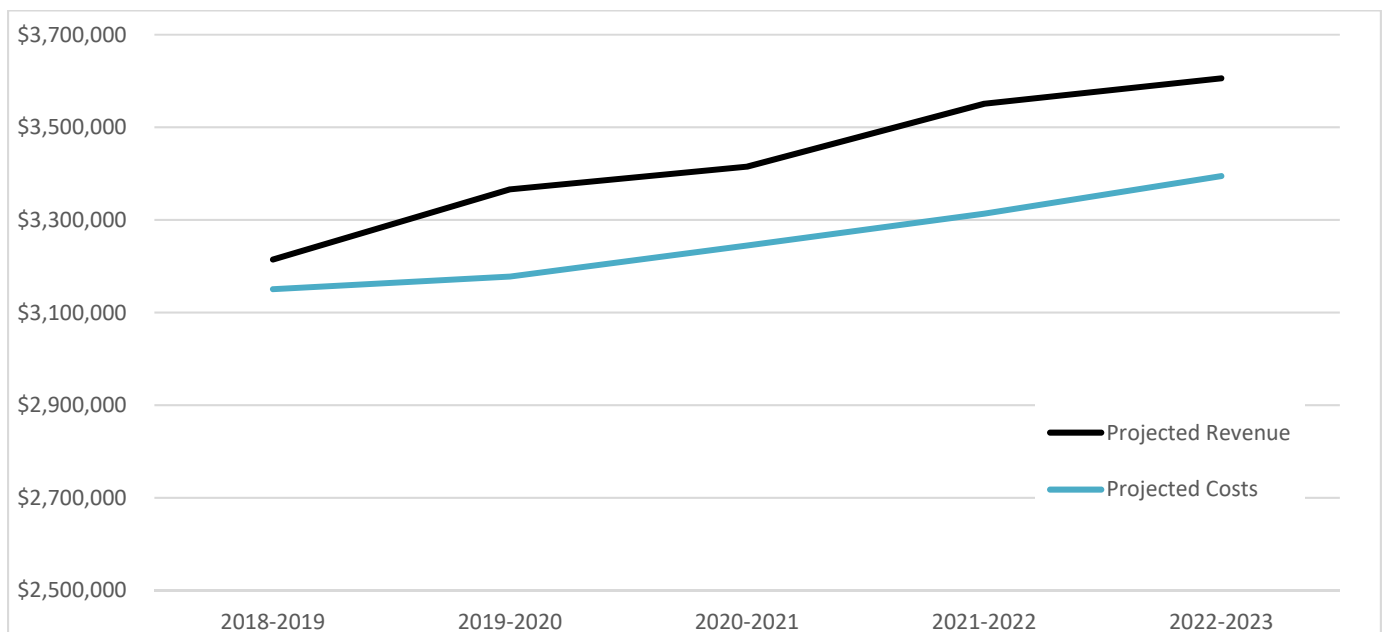
Figure 27. Projected Cost Changes to Service Alternatives



## 5.7.3 SHORT-TERM ACTION FINANCIAL PLAN

The recommended short-term actions can be accommodated within the projected revenues. Alternatives EC1, EC2 (a or b), EC3, LCL1, LCL2, CV1, NC1 (50% increase in frequency), SC1, and DAR1 (extended service hours) were added to the projected operating costs for existing services, shown in Figure 28. Over the 5-year period, the total revenue is anticipated to be near \$17,200,000 and total costs are anticipated to be near \$16,300,000, resulting in a total contingency surplus of \$900,000.

Figure 28. Short-Term Revenue and Costs

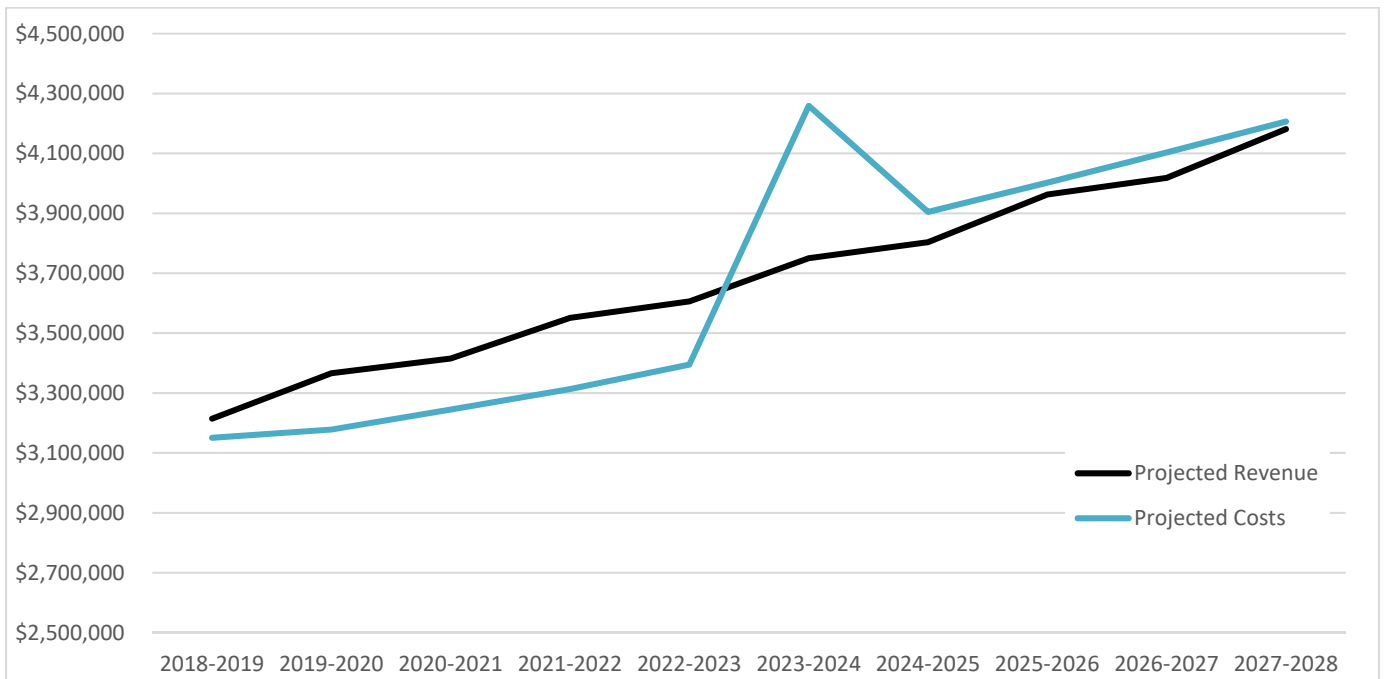


## 5.7.4 MEDIUM-TERM ACTION FINANCIAL PLAN

The recommended medium-term actions cannot be accommodated within the projected revenues and will require new funding partnerships to implement. The existing services, short-term service enhancements, and LCL4 can be accommodated within projected revenues. LCL3 (North and South loops on increased frequency), NCL1 (North-South and Nye Beach-Embarcadero routes), and DAR2 (new Dial-A-Ride service areas) all cost approximately \$215,000 per year.

Figure 29 shows projected revenues and costs with existing services, short-term recommendations, LCL4, and DAR2 in place. Over the 5-year period, the total revenue is anticipated to be approximately \$36,900,000 and total costs are anticipated to be approximately \$36,800,000, resulting in a total surplus of approximately \$100,000. However, costs beyond 2027-2028 are anticipated to exceed revenues, rendering the budget unsustainable.

Figure 29. Medium-Term Revenue and Costs



Funding partnerships with Newport, Lincoln City, or cities newly served by Dial-A-Ride would make one or more of the LCL3, NCL1, or DAR2 service alternatives feasible. Projected revenues also do not include increase in fare revenues from new and expanded services or a shift of riders from the more expensive Dial-A-Ride services to the lower cost intra-county services.



# APPENDICES

## APPENDICES

Technical Memorandum #1 – Existing System

Technical Memorandum #2 – Existing and Updated Goals, Policies, and Practices

Technical Memorandum #3 – Land Use Impact on Future Transportation Needs

Technical Memorandum #4 – Evaluation Framework

Technical Memorandum #5 – Future Service Opportunities

Technical Memorandum #6 – Transit Performance Measures, Benchmarks, and Monitoring Program

On-Board Customer Survey #2 Summary

Open House Summary



# APPENDICES

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Open House Summary

## MEMORANDUM #1

Date: May 8, 2017 Project #: 19682.1

To: Cynda Bruce (Lincoln County Transportation Service District)  
Naomi Zwerdling (Oregon Department of Transportation)

From: Susie Wright, PE, Anais Malinge, and Krista Purser (Kittelison & Associates, Inc.)  
Jim Owens and Anais Mathez (Cogan Owens Greene)

Project: LCTSD Transit Development Plan

Subject: Existing System

### 1.0 INTRODUCTION

This memorandum inventories the existing Lincoln County Transportation Service District (LCTSD) transit system and discusses its current performance. The purpose of the existing conditions inventory and performance evaluation is to document the baseline transit service within the LCTSD service area. The information presented here was obtained and assembled from a number of data sources provided by LCTSD, Lincoln County, and the Oregon Department of Transportation (ODOT). The current system was also informed by documentation in the Human Services Plan of existing transportation options in the Central Willamette Valley.<sup>1</sup> The majority of the inventory and analysis results are presented in figures and tabular form with supplemental text provided as needed. Future work within this Transit Development Plan (TDP) update will identify potential policies and projects to improve the existing and future transit system.

#### IN THIS MEMO>>

- ▶ *Inventory of existing LCTSD transit system*
- ▶ *Current performance discussion as baseline for evaluating future alternatives and conditions*

### 1.1 BACKGROUND

Lincoln County Transit provides both fixed-route and demand response service throughout the County, including Lincoln City, Depoe Bay, Newport, Siletz, Toledo, Waldport, and Yachats.

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<sup>1</sup> Cogan Owens Greene. *Central Willamette Valley Coordinated Plan: Lincoln County Demographics and Existing Services*. December 2016.

The purpose of the LCTSD TDP Update is to develop a program of service improvement alternatives with a series of options to pursue over the 20-year horizon of the plan. The plan will include but is not limited to guidance to implement service modifications and guidance as to when to add bus stops, park-and-ride, or park-and-pool locations within the LCTSD service area.

## 1.2 STREET SYSTEM OVERVIEW

There are several highways serving Lincoln County as well as a network of arterial and collector streets. US Highway 101 (US 101), State Highway 18 (OR 18), State Highway 20 (OR 20), State Highway 34 (OR 34), State Highway 180 (OR 180), Oregon Route 229 (OR 229), State Highway 410 (OR 410), and State Highway 411 (OR 411) serve the Lincoln County area. US 101 is the main north-south connection between coastal cities. OR 18, OR 20, OR 34, and OR 180, OR 229, OR 410, and OR 411 serve as east-west connections providing access from US 101 in and near Lincoln County to the Willamette Valley, Portland, and other cities along Interstate 5 (I-5).





## 1.3 TRANSIT SYSTEM

LCTSD offers three types of fixed route service as well as demand response services. All LCTSD buses have a two-bike capacity and are ADA-accessible with a wheelchair lift. The services include:

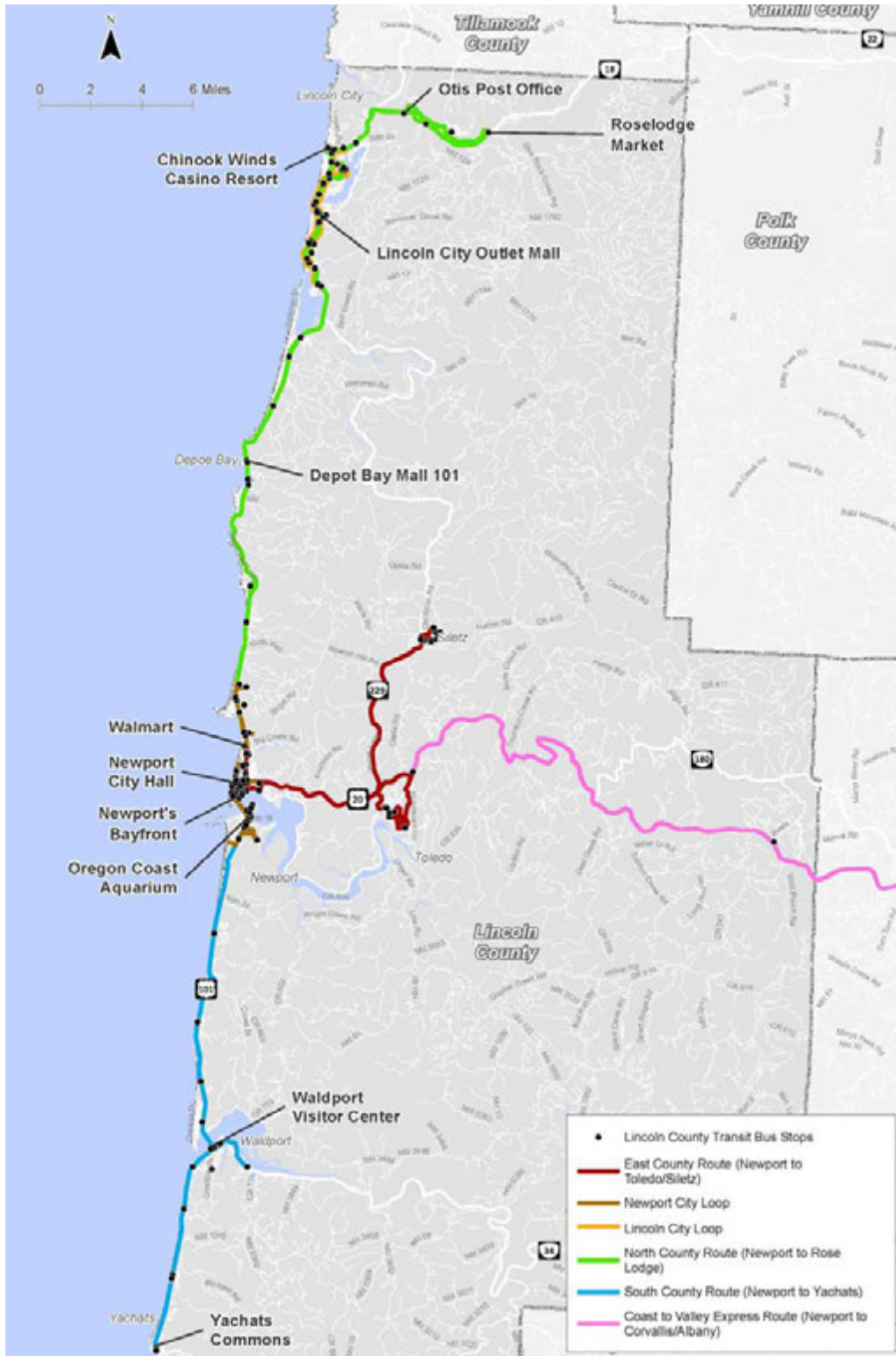
- ▶ Fixed Route/Set Schedule
  - City Loops
    - Lincoln City
    - Newport
  - Intercity Routes within Lincoln County
    - Newport to Lincoln City/Rose Lodge
    - Newport to Yachats
    - Newport to Toledo/Siletz
  - Coast-to-Valley Express from Newport to/from Albany/Corvallis
- ▶ Dial-A-Ride – Demand Response Service
  - Lincoln City
  - Newport

### SERVICE TYPES>>

- ▶ **Fixed-route** throughout Lincoln County, connecting with other services linking to Pacific City, Tillamook, Grand Ronde, Salem, Corvallis, and Albany
- ▶ **Dial-a-ride** in Lincoln City and Newport only

Transit connections are available in Lincoln City to Tillamook County Transportation District (TCTD) fixed route service to Pacific City and Tillamook and via the Coastal Connector to Grand Ronde and Salem. Additional transit connections are available in Tillamook, Grand Ronde, Salem, Corvallis, and Albany including access to Greyhound and Amtrak.

Exhibit 1 | Existing LCTSD Transit Routes



Source: Kittelson & Associates, Inc., 2016.

## 1.3.1 Route Descriptions and Service Overview

### *Lincoln County Transit Intercity Bus Service*

LCTSD provides intercity transit service to every major city within Lincoln County. The LCTSD fare schedule is based on designated services zones; each travel zone is \$1.00. A 40-pass book is also available for \$30.00 (\$0.75 per travel zone trip). A description of each intercity bus service is described below:

- ▶ **Newport to Siletz** route serves 13 permanent stops and operates Monday through Saturday between 7:00 a.m. and 7:57 p.m. with six daily trips. This route spans two zones (Zones 8 and 9) for a maximum one-way fare of \$2.00.
- ▶ **Newport to Lincoln City/Rose Lodge** route serves 20 permanent stops and operates Monday through Sunday between 6:40 a.m. and 7:47 p.m. with three daily trips. This route spans four zones (Zones 4, 5, 6, and 7) for a maximum one-way fare of \$4.00.
- ▶ **Newport to Lincoln City/Rose Lodge Express** routes operates Monday through Saturday between 5:25 am and 2:10 pm with two daily trips. The express route serves limited transit stops along the same route as the non-express route.
- ▶ **Newport to Yachats** route serves seven permanent stops and operates Monday through Saturday between 7:00 a.m. and 6:30 p.m. with four daily trips. This route spans three service zones (Zones 1, 2, and 3) for a maximum one-way fare of \$3.00.

### SERVICE DAYS AND TRIPS>>

- ▶ **Lincoln City Loop** – 6 days/week, 8 trips/day
- ▶ **Lincoln City Dial-a-Ride** – 5 days/week
- ▶ **Newport City Loop** – 7 days/week, 6 trips/day
- ▶ **Newport Dial-a-Ride** – 5 days/week
- ▶ **Newport to Siletz** – 6 days/week, 6 trips/day
- ▶ **Newport to Lincoln City** – 7 days/week, 5 trips/day
- ▶ **Newport to Yachats** – 6 days/week, 4 trips/day
- ▶ **Coast-to-Valley Express** – 7 days/week, 4

### *Lincoln City Loop (LINC)*

The LINC provides intracity access to downtown Lincoln City businesses, Lincoln City Chamber of Commerce, the Department of Motor Vehicles, Samaritan North Lincoln Hospital, the Community Center, City Hall, the Public Library, Tanger Outlets, Oregon Coast Community College, Lincoln City High School, and other destinations.

The LINC operates in a loop divided into northbound and southbound segments, making connections throughout Lincoln City, with 28 stops along the full loop. The service operates Monday through Saturday with fixed hours. Operation begins at 7:45 a.m. and ends at 5:43 p.m. and costs \$1.00 per trip, with 40-pass books available for \$30.00 (\$0.75 per trip).

The service connects to TCTD Route 4 to Pacific City and Tillamook and to the Northwest Connector to Grand Ronde and Salem, both connecting at Safeway in Lincoln City.

### ***Newport City Loop***

The Newport City Loop serves 41 stops and runs from 7:30 a.m. to 5:32 p.m. seven days a week, with each ride costing \$1.00. Free tourist passes are distributed to local lodging managers. The route includes schools, businesses, tourist attractions, lodging, and medical facilities. Depending on the location, service is provided to each stop five or six times per day, generally at 90- to 120-minute headways.

The service connects to the LCTSD's Newport-Siletz and Newport-Yachats routes, both connecting at Newport City Hall.

### ***Dial-A-Ride***

Lincoln County Dial-A-Ride is an origin-to-destination coordinated and accessible transit service available without eligibility restrictions. Reservations are taken on a first-call, first-served basis. Same-day service is provided as space is available, but 24-48 hour notice is recommended. The dial-a-ride's service area is within Newport and Lincoln City only, operating from 8:00 a.m. to 3:30 p.m., Monday through Friday; the agency notes that later times may be available. Fares are \$1.00 for one-way trips, plus \$1.00 for each additional stop. Coupon books with 40 coupons are available for \$30.00 (\$0.75/ride).

On weekends, demand response service is not provided. Instead, riders use the City Loop services if feasible (Lincoln City Loop is available on Saturdays, Newport City Loop is available on Saturdays and Sundays).

Trips are restricted to a "two stop" limit per day, with additional stops scheduled for different days. While the dial-a-ride service may be used for connections to other regional services, the intention of the origin-to-destination service is for direct connections to local services.

### ***Coast-to-Valley Express***

LCTSD and Benton County co-operate the Coast-to-Valley Express, connecting Newport to Albany/Corvallis seven days a week. Each agency provides two round trips per day. The service travels along State Highway 20, making connections in Albany, Corvallis, Philomath, Eddyville, Toledo, and Newport. The Coast-to-Valley Express serves passengers accessing medical facilities, job training, shopping, recreation, and educational opportunities. The service is also marketed to visitors through the Northwest Connector Alliance.

The service operates seven days a week from 6:20 a.m. to 7:30 p.m. with four trips in each direction per day.

## **1.3.2 Northwest Oregon Transit Alliance**

The Northwest Oregon Transit Alliance (NWOTA) is a public partnership between five transit agencies which implement the Northwest CONNECTOR (Connector) system. The Connector is a program that supports and encourages interagency coordination to improve transit connections between communities. The partner agencies include LCTSD, Tillamook County Transit, Columbia County Rider, Sunset Empire Transportation District, and Benton County Rural and Special Transportation. The Connector program aims to increase transit use throughout the communities and provide a more interconnected system between agencies. As part of the CONNECTOR, LCTSD coordinates schedules with Tillamook County Transit for stops in Tillamook and the Coastal Connector route from Lincoln City to Spirit Mountain and Salem (TCTD Route 6), and offers a 3-day and 7-day

fare for visitors that is valid on any of the CONNECTOR transit services. These passes are \$25 and \$30, respectively.

NWOTA was formed after the completion of the NW Connector Study in August 2013. In October 2016, NWOTA published their Connector Management Plan which documents their strategic approach to regional transit coordination.

### 1.3.3 Transit Fleet, Equipment, and Technology

LCTSD owns and operates 19 vehicles, as summarized in Table 1.

**Table 1: LCTSD Transit Fleet**

Vehicle Type <sup>1</sup>	Fuel	Seats	Useful Life	Count
<b>Fixed-Route Fleet</b>				
Cutaway	Diesel	20	7yr/200,000 mi	5
Cutaway	Diesel	32	10 yr/350,000 mi	6
Bus	Diesel	34	10 yr/350,000 mi	1
<b>Demand-Response</b>				
Minivan	n/a	n/a	n/a	n/a
Cutaway	Diesel	15	5 yr/150,000 mi	4
Cutaway	Gasoline	12	5 yr/150,000 mi	2
Cutaway	Gasoline	8	5 yr/150,000 mi	1

Source: LCTSD, 2017.

<sup>1</sup> Vehicle type classified by ODOT

LCTSD purchased two 20-22 passenger buses and two 10 passenger dial-a-ride vans in the third quarter of the 2016-2017 fiscal year. LCTSD is anticipating the purchase of two 20-25 passenger buses in the fourth quarter of the 2016-2017 fiscal year and is applying for ODOT 5310 funding for two 20-25 passenger buses for the 2017-2019 biennium.

Expected vehicle replacements and costs by fiscal year are shown in Table 2.

**Table 2: Cost of Vehicle Replacement by Fiscal Year**

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Total Cost	351,588	292,238	248,000	360,000	360,000
Section 5339/5310	315,480	262,225	222,530	306,000	306,000
Local Match	36,108	30,013	25,470	54,000	54,000
Vehicles Replaced this YR	4	2	2	2	2

Source: LCTSD, 2017.

Some existing bus stops have a shelter or a bus stop sign with route information. LCTSD is updating bus stops throughout Lincoln County with signage; custom signs were designed for Lincoln City and Depoe Bay. An inventory of amenities by route is shown in Table 3.

**Table 3: Transit Stop Amenities**

Route	Shelter w/schedule board	Bus Stop with Route Time Holder
Newport/Siletz	1	19
Newport/Lincoln City	1	43
Newport/Yachats	1	24
Lincoln City Loop	9	29
Newport City Loop	1	42
Coast-to-Valley Express	2	11
<b>Total</b>	<b>15</b>	<b>168</b>

Exhibit 2 displays existing LCTSD bus stops, including bus shelters, bus stop signs, and bus stop amenities including trash bins and seating.

**Exhibit 2: Example LCTSD Bus Stops**



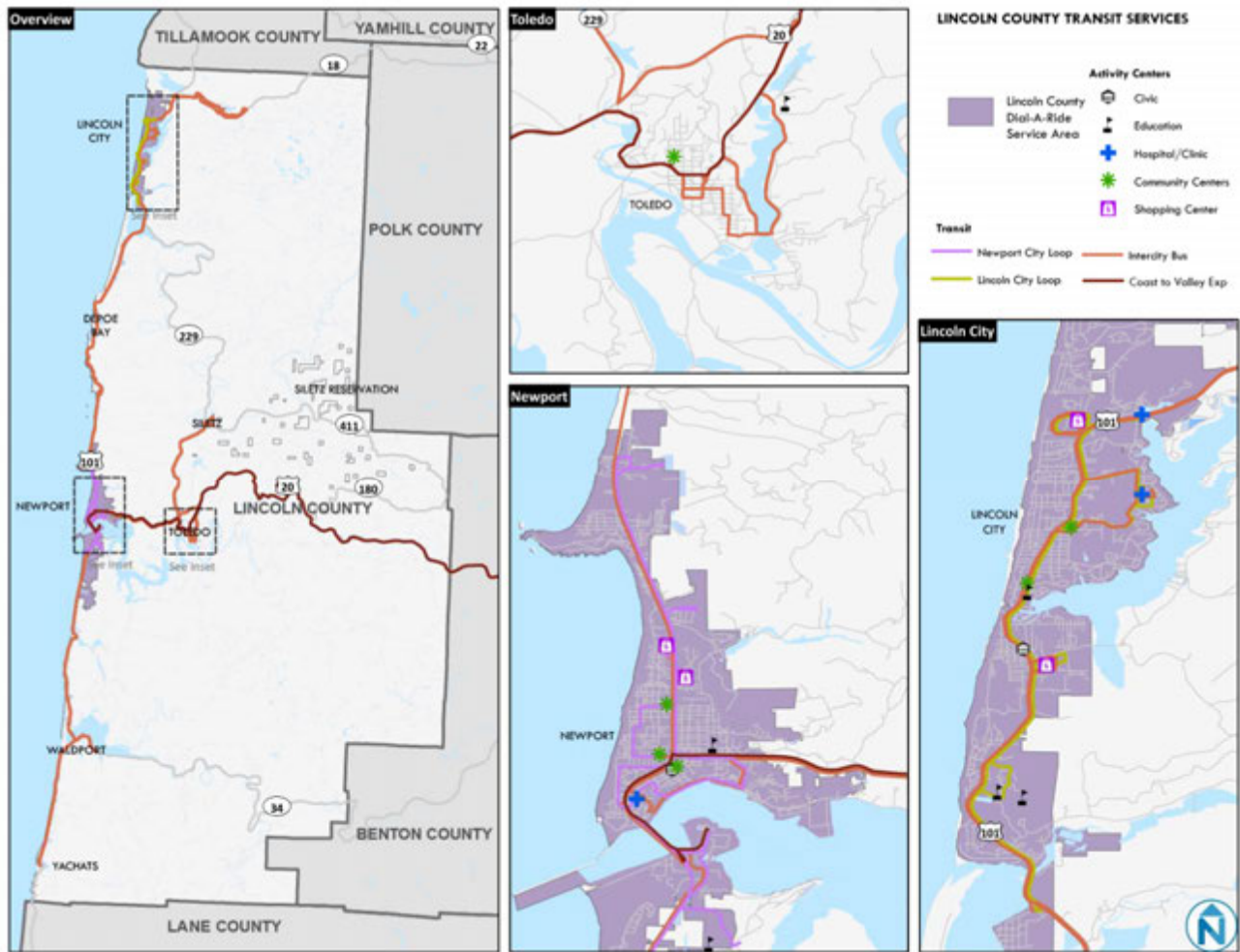
Source: Kittelson & Associates, Inc., 2016.

## 1.4 LINCOLN COUNTY OVERVIEW

### 1.4.1 Demographics

Lincoln County is located along the northern Oregon Coast. The County covers 992 square miles and had a population of 46,034 in 2010. Major cities include Depoe Bay, Lincoln City, Newport, Siletz, Toledo, Waldport, and Yachats. Exhibit 3 shows these population centers in relation to public transportation services within the County.

Exhibit 3: Lincoln County Population Centers and Transit Service



Source: Cogan Owens Greene, 2016

### Population

In 2014, the population of Lincoln County was 46,890. The largest cities were Newport, with a population of 10,095; Lincoln City with a population of 8,400; and Toledo with a population of 3,485. The populations of the three largest cities represent about 47% of the total County population, with 42% of the population residing in unincorporated areas. As shown in Table 4, ALL areas experienced a population increase since 2000. The County's population is expected to continue to grow, reaching 56,245 by the year 2050. By the year 2030, the

population is expected to reach 52,857, an increase of approximately 15%. The majority of this growth is attributed to elder population growth.

**Table 4: Lincoln County Population 2000-2014**

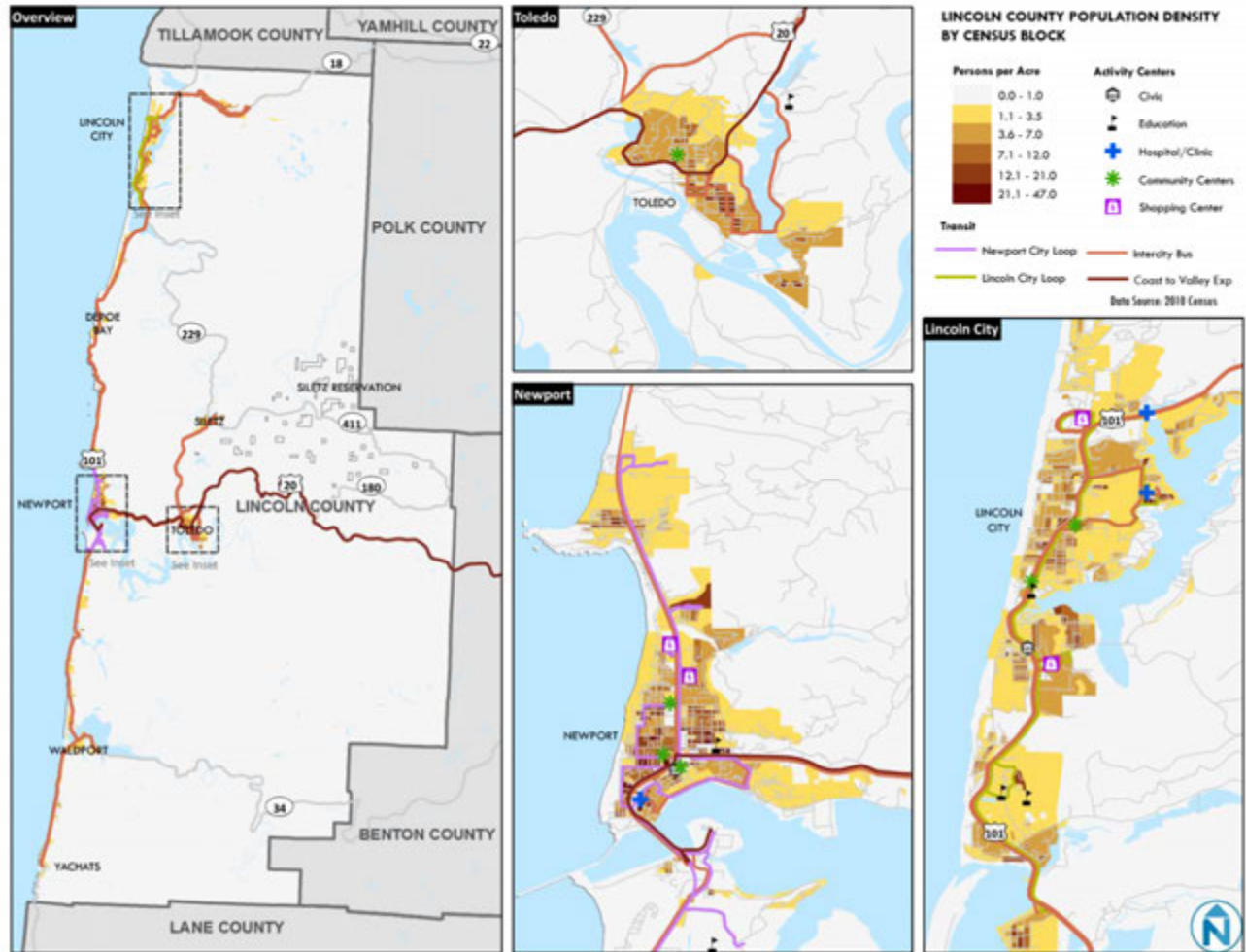
City	Population (2000)	Population (2010)	Population (2014)	% Change (2000-2014)
Depoe Bay	1,174	1,398	1,410	20%
Lincoln City	7,437	7,930	8,400	13%
Newport	9,532	9,989	10,095	6%
Siletz	1,133	1,212	1,235	9%
Toledo	3,472	3,465	3,485	0.4%
Waldport	2,050	2,033	2,060	0.5%
Yachats	617	690	720	17%
Unincorporated	19,064	19,317	19,485	2%
<b>Lincoln County (Total)</b>	<b>44,479</b>	<b>46,034</b>	<b>46,890</b>	<b>5%</b>

Source: U.S. Census 2000 and 2010. 2014 Oregon Employment Department – “Northwest Oregon Population – Cities and Counties”

Population density is generally low throughout the County and concentrated in the incorporated cities. Exhibit 4 shows population density. The map indicates that a few population centers are not served well by transit, notably the neighborhood south of Devils Lake and north of SE Devils Lake Road in Lincoln City.

Table 5 shows demographic details for each jurisdiction within Lincoln County.

**Exhibit 4: Lincoln County Population Density**



Source: Cogan Owens Greene, 2016.

**Table 5: Lincoln County Demographic Details by Jurisdiction**

Jurisdiction	Population	Elderly (Over 60 years old)	Children and Youth (Under 18 years old)	Low Income <sup>1</sup>	Disabled <sup>2</sup>
Depoe Bay	1,398	30%*	7%	26%	18%
Lincoln City	7,930	20%	13%*	35%*	19%
Newport	9,989	19%	12%*	29%*	14%
Siletz	1,212	14%	20%*	37%*	22%*
Toledo	3,465	12%	17%*	32%*	25%*
Waldport	2,033	26%*	12%	24%	32%*
Yachats	690	41%*	5%	19%	26%*
Unincorporated	19,317	24%*	12%	24%	22%*
<b>Lincoln County (Total)</b>	<b>46,034</b>	<b>22%</b>	<b>12%</b>	<b>28%</b>	<b>20%</b>

Sources: 2009-2013 ACS, 2010 U.S. Census, \*Above county average

<sup>1</sup> Low income is based on the Census poverty status, which refers to any household that has been below the poverty level for the last 12 months.

<sup>2</sup> Disability status is a Census variable.

A description of each jurisdiction shown in Table 5 is provided below:

- ▶ Depoe Bay is one of the least populated cities within Lincoln County and has a relatively large proportion of elderly residents (30%) and a small share of residents under 18 years (7%).
- ▶ Lincoln City is the second most populated city in Lincoln County and has a large proportion of low-income residents (35%).
- ▶ Newport is the most populated city within Lincoln County and has a large proportion of low-income residents (29%).
- ▶ Siletz is the second least populated city within Lincoln County and has the largest proportion of low-income residents relative to its population (37%).
- ▶ Toledo is a medium sized city within Lincoln County and has a large proportion of low-income (32%) and disabled (25%) populations.
- ▶ Waldport is a medium sized city within Lincoln County and has a large proportion of elderly (26%) and disabled (32%) populations.
- ▶ Yachats is the least populated city within Lincoln County (690 persons) and has a large proportion of elderly (24%) and disabled (26%) populations.
- ▶ Unincorporated Lincoln County account for over 40% of the total Lincoln County population and has a relatively large share of elderly (24%) and disabled (22%) populations.

### *Age*

Approximately 34% of the total County population is either under 18 years of age or over the age of 60, representing approximately 15,600 people. The 65 and over population in Lincoln County represents a larger proportion of the total population (approximately 22%) than the Oregon statewide average of 14%. These two population groups are notable with respect to transit markets because they are more likely to be transit dependent.

The senior population in Lincoln County has grown in recent decades, due primarily to the aging of the Baby Boomers. Future forecasts show that, by 2050, the senior population will increase to 42% of the total County population, with growth in that segment of the population 60 and over expected to exceed 6,000.

### *Household Income*

Table 6 below shows the share of households by income ranges. As shown, over one quarter of households earn less than \$25,000 annually. The US Census also defines residents according to the Poverty Status Index, which is based on income and household size. Approximately 28% of Lincoln County residents live below this Census-defined index and are thus defined as living in poverty. The Oregon state average is 16%.

**Table 6: Share of Households by Income Range**

Income Range	Percent of Total Households
Less than \$10,000	7.3%
\$10,000 to \$14,999	7.0%
\$15,000 to \$24,999	13.9%
\$25,000 to \$34,999	12.7%
\$35,000 to \$49,999	17.6%
\$50,000 to \$74,999	18.0%
\$75,000 to \$99,999	10.8%
\$100,000 to \$149,999	8.3%
\$150,000 to \$199,999	2.3%
\$200,000 or more	1.9%

Source: 2015 ACS

As shown in Table 7, Lincoln City and Toledo had the highest percent change in low-income population from 2000 to 2013, while Siletz had the highest percent of residents identified as low income.

**Table 7: Low-Income Distribution of Lincoln County Residents<sup>1</sup>**

Geography	Population with Incomes <150% Poverty Level (2000) <sup>2</sup>	Population with Incomes <150% Poverty Level (2013)	% Change (2000-2013)	Proportion of Population with Incomes <150% Poverty Level (2013)
Depoe Bay	156	364	17%	26%
Lincoln City	2,423	2,728	133%	35%
Newport	2,240	2,852	13%	29%
Siletz	302	498	27%	37%
Toledo	946	1,115	65%	32%
Waldport	631	476	18%	24%
Yachats	132	148	-25%	19%
Unincorporated	4,019	4,467	12%	24%
Lincoln County(Total)	10,849	12,648	11%	28%

Source: US Census 2000 and American Community Survey 2013 5-year estimates. Cogan Owens Greene, 2016.

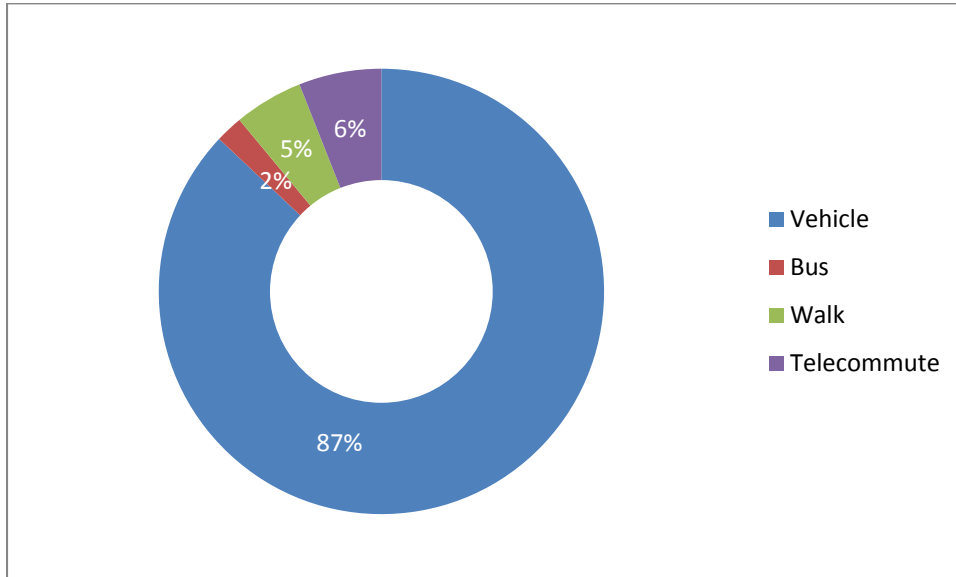
<sup>1</sup> Data for persons of low income reflects only a portion of the population for which poverty status is determined. Income cannot be determined for children under the age of 15 not related by birth, marriage, or adoption to a reference person within the household, therefore their poverty status cannot be determined.

<sup>2</sup> The data for 2000 was collected through US Census Summary File 3 (SF3). SF3 data is compiled from a sample of the total population (about 1 in 6 households) that received the Census 2000 long-form questionnaire.

**Mode Split**

In Lincoln County, vehicles represent the primary mode of travel for work-based trips. Exhibit 5 shows the mode split for work-based trips for Lincoln County residents. As shown, transit represents approximately 2% of the mode split in Lincoln County, while bicycles are not represented.

**Exhibit 5: Means of Transportation to Work**



Source: Census Table B08101, 2015.

Table 8 shows households by the number of vehicles available.

**Table 8: Vehicles per Household**

Vehicles Available	Percent of Total Households
No vehicle	7.3%
1 vehicle	38.2%
2 vehicles	36.8%
3 vehicles	13.1%
4+ vehicles	4.6%
<b>Total</b>	<b>100%</b>

Source: ACS, 2011-2015.

## SUMMARY>>>

### Key Lincoln County demographics to consider when evaluating the transit system:

- ▶ Lincoln County has a population of 46,034 and is expected to reach 52,857 by the year 2030
- ▶ 7.3% of households do not own a car
- ▶ 87% of work-based trips are made by car
- ▶ The majority of employees within the county live in the county, with the highest number of commuting employees coming from Corvallis and Salem
- ▶ By 2050, the senior population is projected to increase to 42% of the total County population, an addition of 6,000 more senior persons
- ▶ 28% of households are considered low income, a number that is on the rise in most of the county
- ▶ 20% of the county population reported having a disability according to the ACS 2013

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### *Title VI Overview*

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-1) states that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." In combination with subsequent federal nondiscrimination statutes, agencies receiving federal financial aid are prohibited from discriminating based on race, color, national origin, age, economic status, disability, or sex (gender). Other relevant federal statutes include the Federal-Aid Highway Act, the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), Executive Order 12898 Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, and Executive Order 13166 Improving Access to Services for Persons with Limited English Proficiency.

LCTSD received federal funding from the State of Oregon Transportation Growth Management Program, which is funded in part by monies from the Federal Highway Administration that flow through ODOT. The project is also required to comply with ODOT's Title VI guidance.

Finally, LCTSD receives funding from the Federal Transit Administration (FTA). In 2012, FTA issued new guidance (FTA C 4702.1B) to help clarify civil rights requirements for recipients of FTA grant funding, of which LCTSD is one. The guidance specifically relates to complying with Department of Transportation (DOT) Title VI regulations, which require impact evaluation of proposed service and fare changes on minority and limited English proficiency (LEP) riders.

## Overview of Title VI Populations<sup>2</sup> in Lincoln County

Table 9 summarizes the Title VI populations in Lincoln County.

**Table 9. Title VI Populations in Lincoln County**

	Non-English Language Spoken at Home	Elderly (Over 60 years old)	Children and Youth (Under 18 years old)	Racial (Non-white)	Hispanic/Latino (Any race)	Low-Income	Disabled
Lincoln County	3.4%	22%	12.3%	12.3%	8%	28%	20%

Source: U.S. Census Bureau 2010 Decennial Census, Table S4 and Table P5; U.S. Census Bureau 2008-2012 ACS Estimate, Table B17021, Table B16001, and Table S1810.

LCTSD's Limited English Proficient (LEP) Plan states that:

*“Lincoln County Transportation Service District staff will contact the community organizations that serve LEP persons, as well LEP persons themselves, and perform a four factor analysis every three years to identify what, if any, additional information or activities might better improve transit services to assure non-discriminatory service to LEP persons. LCTSD will then evaluate the projected financial and personnel needed to provide the requested services and assess which of these can be provided cost-effectively.”*

### 1.4.2 Jobs and Employment

In 2014, 17,273 people were employed in Lincoln County, with 9,693 of those employees living and working in Lincoln County; 7,580 employees traveled into the County for employment. A total of 4,999 Lincoln County residents travel outside the County for employment.<sup>3</sup> For those traveling into the County for employment, Portland and Salem are the primary home locations, followed by Corvallis and Albany.

As shown in Table 10, the largest employer in Lincoln County is the Confederated Tribes of Siletz Indians, with employment concentrations at the Siletz Community Health Clinic in Siletz and at Chinook Winds Casino Resort in Lincoln City. Other major employers include Samaritan Health Services, Lincoln County School District, Lincoln

<sup>2</sup> Title VI populations include individuals who identify as minorities (both racial and ethnic), low-income, disabled, elderly (65+), youth/children (under 18), veterans, and LEP (primary language is not English) (FTA. 2015. Title VI of the Civil Rights Act of 1964, available at <http://www.fta.dot.gov/civilrights/12328.html>).

<sup>3</sup> US Census Bureau, LEHD On the Map, Inflow/Outflow Analysis. Accessed online: <http://onthemap.ces.census.gov/>

County, Georgia Pacific Toledo plant, OSU Hatfield Marine Science Center, Pacific Seafood, NOAA, Walmart, and Oregon Coast Brewing (Rogue Ales & Spirits).<sup>4</sup>

**Table 10: Top Employers in Lincoln County and Nearest Transit Service**

ID #	Employer	Location	Transit Provider/Route(s)
1	Confederated Tribes of Siletz Indians	Siletz, Lincoln City	Lincoln City Loop, East County, North County, Route 6
2	Samaritan Health Services	Newport, Toledo, Lincoln City, Depoe Bay, Waldport	Lincoln City Loop, Newport City Loop, East County, North County, South County, Caravan Airport Shuttle
3	Lincoln County School District	Countywide	Countywide
4	Lincoln County	Countywide	Countywide
5	George Pacific Toledo	Toledo	East County
6	OSU Hatfield Marine Science Center	Newport	Coast-to-Valley Express, Newport City Loop
7	Pacific Seafood	Newport	East County, Newport City Loop
8	NOAA	Newport	Coast-to-Valley Express, Newport City Loop
9	Walmart	Newport	East County, North County, Newport City Loop
10	Oregon Coast Brewing (Rogue Ales & Spirits)	Newport	East County, Newport City Loop

Source: Economic Development Alliance of Lincoln County

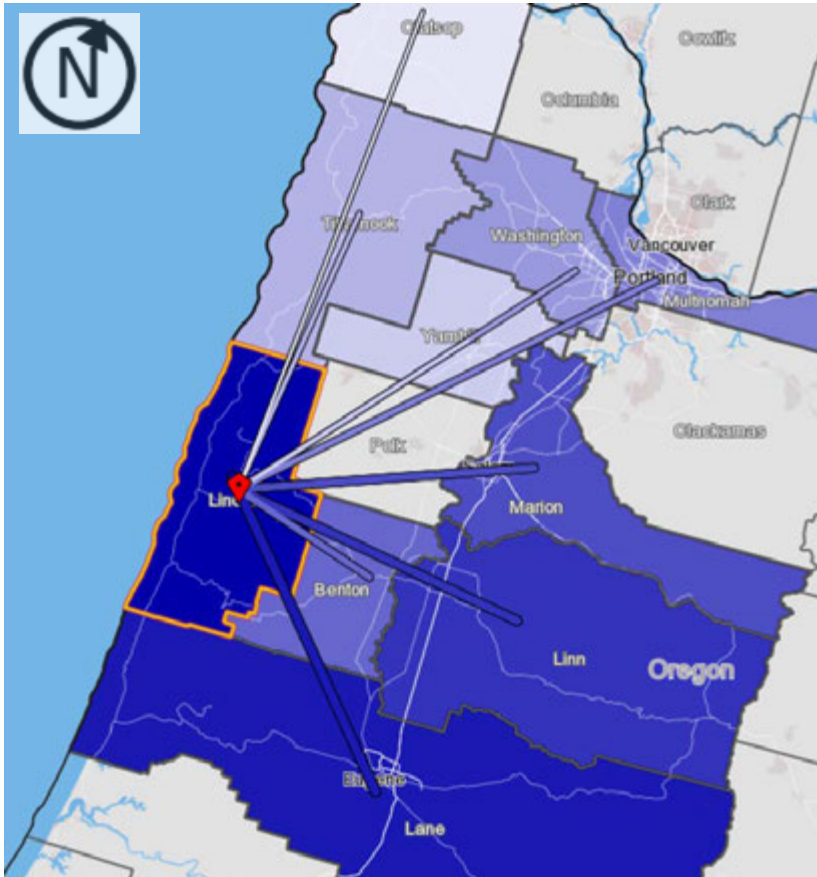
Longitudinal Employer-Household Dynamics (LEHD) employment data is a product of the Census Bureau, which provides valuable information about where workers live and work. Queries can be made for many employment variables including place of work, place of residence, work industry, and commute distance. One of the most helpful visualization tools available from the LEHD is the web-based On-The-Map feature. This tool provides a means to look at jobs based on home location or work location. This data set is generated based on administrative records, therefore some work locations may be over- or underrepresented. For example, if workers in Lincoln City have their paychecks processed with an address in Tillamook, their job site may be shown in Tillamook instead of Lincoln City, if there is not a local address shown in the administrative data.

### ***Commuting Patterns by Place of Residence***

Lincoln County residents commute relatively long distances to work. Exhibit 6 shows where Lincoln County residents work, with the thick lines representing greater density of workers commuting to the respective county.

<sup>4</sup> Employment rankings provided by the Economic Development Alliance of Lincoln County's "Largest Employers in Lincoln County" webpage, accessed online: [http://www.coastbusiness.info/largest\\_employers.htm](http://www.coastbusiness.info/largest_employers.htm)

**Exhibit 6: Work Location for Lincoln County Residents**



Source: 2014 LEHD On-The-Map Analysis

Table 11 provides greater detail to support Exhibit 6. As shown, the largest share of Lincoln County residents also work in Lincoln County (66%). Approximately 8% of workers work in Lane and Linn Counties, which amounts to approximately 1,200 total workers.

**Table 11: Work Location - Lincoln County Resident**

Work Location	Count	Share
Lincoln County, OR	9693	66.0%
Lane County, OR	595	4.0%
Linn County, OR	583	4.0%
Marion County, OR	464	3.2%
Benton County, OR	422	2.9%
Multnomah County, OR	335	2.3%
Washington County, OR	296	2.0%
Tillamook County, OR	270	1.8%
Yamhill County, OR	243	1.7%
Clatsop County, OR	238	1.6%
All Other Locations	1,553	10.6%

Source: 2014 LEHD

Table 12 shows where Lincoln County workers work within the county. The largest share work in Newport, approximately 2,400 workers or 16% of the workforce.

**Table 12: Work Location by City – Lincoln County Jobs**

Work City	Jobs	Share
Newport	2,391	16.3%
Lincoln City	1,945	13.2%
Toledo	879	6.0%
Rose Lodge	416	2.8%
Lincoln Beach	331	2.3%
Waldport	277	1.9%
Depoe Bay	257	1.7%
All other locations (in and outside of Lincoln County)	7,505	51.1%

Source: 2014 LEHD

Table 13 shows the distance that Lincoln County residents commute. Approximately 51% commute 10 or fewer and 25% more than 50 miles. Newport and Lincoln City are both hubs for residential and employment sites within Lincoln County; as such, Lincoln County residents either live and work within Newport and Lincoln City or commute long distances to reach employment further away.

**Table 13: Distance Home to Work**

Distance Home to Work	Count	Share
Total All Jobs	14,692	100%
Less than 10 miles	7,542	51.2%
10 to 24 miles	2,016	13.7%
25 to 50 miles	1,454	9.9%
Greater than 50 miles	3,698	25.2%

Source: 2014 LEHD

Table 14 shows Lincoln County residents' departure times for work. Approximately 45% of workers leave between 6:30 and 8:30 a.m., which is consistent with regular business hours.

**Table 14: Departure Time to Work**

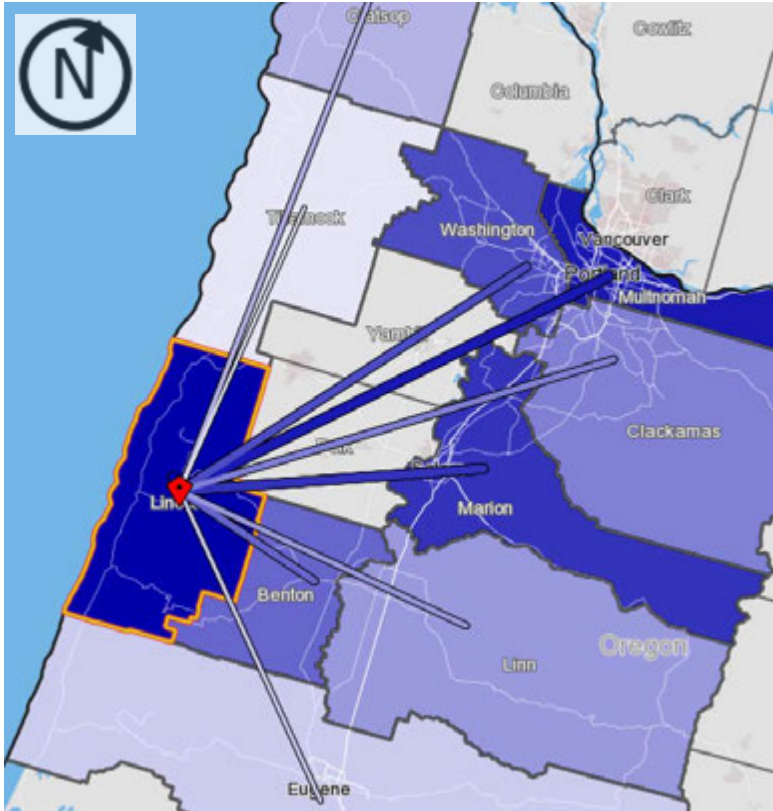
All Workers	Total	Share
12:00 a.m. to 4:59 a.m.	778	4.6%
5:00 a.m. to 5:29 a.m.	687	4.0%
5:30 a.m. to 5:59 a.m.	852	5.0%
6:00 a.m. to 6:29 a.m.	965	5.7%
6:30 a.m. to 6:59 a.m.	1,615	9.5%
7:00 a.m. to 7:29 a.m.	1,629	9.5%
7:30 a.m. to 7:59 a.m.	2,872	16.8%
8:00 a.m. to 8:29 a.m.	1,572	9.2%
8:30 a.m. to 8:59 a.m.	947	5.5%
9:00 a.m. to 9:59 a.m.	1,617	9.5%
10:00 a.m. to 10:59 a.m.	1,184	6.9%
11:00 a.m. to 11:59 a.m.	535	3.1%
12:00 p.m. to 3:59 p.m.	1,465	8.6%
4:00 p.m. to 11:59 p.m.	1,134	6.6%

Source: 2011-2015 Census

### Commuting Patterns by Place of Work

Exhibit 7 and Table 15 show where Lincoln County workers live, summarized at a county level. As shown, approximately 55% of Lincoln County workers also live within Lincoln County.

**Exhibit 7: Home Location of Lincoln County Workers**



Source: 2014 LEHD On-The-Map Analysis

**Table 15: Home Location - Lincoln County Workers**

Home Location	Count	Share
Lincoln County, OR	9,693	56.1%
Multnomah County	1,291	7.5%
Marion County, OR	1,214	7.0%
Washington County, OR	910	5.3%
Benton County, OR	654	3.8%
Clackamas County, OR	583	3.4%
Linn County, OR	513	3.0%
Clatsop County, OR	263	1.5%
Lane County, OR	240	1.4%
Tillamook County, OR	239	1.4%
All Other Locations	1,673	9.7%

Source: 2014 LEHD

## SUMMARY>>>

### 1.5 EXISTING TRANSIT MARKET AND RIDERSHIP

The following key employment characteristics within Lincoln County should be considered when evaluating the Transit System:

This section provides an overview of current transit market conditions within Lincoln County.

- ▶ There are 14,892 workers and 17,273 jobs in Lincoln County;
- ▶ Approximately 66 percent of Lincoln County residents also work in Lincoln County;
- ▶ Beyond those who work within the County, Portland, Corvallis, and Salem are the most common cities in which Lincoln County residents work;

#### 1.5.1 NW Connector Study

The NW Connector Study published in August 2013 provided insight into the existing market in Lincoln County. One key finding of this study is that transit was not being used for work trips because buses were not available when workers were getting to or leaving their workplace:

*Analysis of service within each county showed transit routes are providing important connections between the population centers and the largest employers. However, some major employers have low- activity stops, indicating low employee ridership. This is likely due to work shifts not matching transit hours of operation. These findings point to opportunities to work with major employers to develop service that conforms to their schedules.<sup>5</sup>*

The NW Connector Study analyzed the current visitor market for coastal areas, which includes tourists. Tourism primarily occurs between June and September. These months account for 38 to 42% of trips to the coast by visitors. The study concludes with opportunities to increase transit ridership by appealing to the following key demographics:<sup>6</sup>

- ▶ **Choice Riders** – the system should appeal to those who are not as sensitive to cost, but more sensitive to convenience and the overall travel experience.
- ▶ **Summer Visitors** – Between 38 and 42% of all overnight tourist trips occurred June through September.
- ▶ **Internet Planners** – Have an up to date and easy to use website.
- ▶ **Bike and Car-Free Travelers** – Transit travel could be marketed as part of a car-free trip.

<sup>5</sup> NW Connector Study Pg.10

<sup>6</sup> NW Connector Study Pgs. 12-14

- ▶ **Green Tourists** – Green tourists (that would be attracted to bike and car-free travel) are a potential market. These are people that are likely to be attracted to the “sustainable brand” of Oregon, and likely to choose to use transit on their trip.<sup>7</sup>
- ▶ **Travelers from Portland** - The Portland Metropolitan Region is a major origin for a large portion of overnight trips to the coast.
- ▶ **Trip Chaining Tourists** – Connecting major tourist destinations (i.e. casinos, beach destinations, and city attractions).

The NW Connector Study also had the following recommendations for LCTSD<sup>8</sup>:

- ▶ Northwest Connector signs and other amenities should be considered for prominent locations throughout the system including all transit centers and major interagency connecting locations.
- ▶ When possible, amenities should be located in visible areas adjacent to safe pedestrian crossings.

## SUMMARY>>

The service gaps identified for Lincoln County in the NW Connector Study include:

- ▶ Time-of-day and frequency of transit availability
- ▶ Capturing trips from the visitor market,
- ▶ Add stops at key destinations and workplaces
- ▶ Include more robust stop amenities.
- ▶ Consider pedestrian safety for transit stop access.

### 1.5.2 Dial-A-Ride Ridership

Dial-a-Ride is a door-to-door, shared ride transportation service provided by LCTSD in Lincoln City and Newport, operating between 8 a.m. and 3:30 p.m., Monday through Friday.

#### *Dial-A-Ride Characteristics*

Table 16 shows the top five pick-up and destination locations for both the Lincoln City and Newport service areas.

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<sup>7</sup> [http://news.nationalgeographic.com/news/2003/10/1024\\_031024\\_travelsurvey\\_2.html](http://news.nationalgeographic.com/news/2003/10/1024_031024_travelsurvey_2.html)

<sup>8</sup> NW Connector Study Pgs. 58-59

**Table 16: DAR Top 5 Pick-Up and Destination Location by Service Area**

Pick-Up/Destination	
Lincoln City	
Safeway	
Bi-Mart	
DMV	
Starbucks Coffee	
North Lincoln Hospital	
Newport	
OCCC	
Fred Meyer	
Dollar Store	
Walmart	
Pacific Communities Hospital	

Source: LCTSD Dial-A-Ride Data

The Census Group Quarters tabulation shown in Table 17 identifies persons that live in places like nursing homes, adult group homes, and rehabilitation centers. People living in these communities are likely to need mobility assistance. As shown, approximately 50% of people living in group quarters are located in Newport and Lincoln City.

**Table 17: Census Group Quarters Populations by Jurisdiction**

Jurisdiction	Group Quarters
Depoe Bay	0
Lincoln City	77
Newport	236
Siletz	0
Toledo	21
Waldport	5
Yachats	0
Unincorporated	259
<b>Lincoln County(Total)</b>	<b>598</b>

Source: 2015 ACS

## 1.6 CUSTOMER SURVEY OVERVIEW

LCTSD administered a Customer Survey to better understand the state of the existing transit system. The survey was administered during September and October 2016 by LCTSD staff and volunteers. Each route and each run of the day was surveyed during both the weekday and weekend block schedules. A total of 596 surveys were collected, of which 61 were collected for the Newport-Yachats route, 61 for the Lincoln City Loop, 109 for

the Newport City Loop, 19 for the Coast-to-Valley route, 187 for the Newport-Lincoln City route, and 159 for the Newport-Siletz route.

Table 18 shows the capture of the survey by route. *Appendix "A"* includes additional information from the Customer Survey.

**Table 18: Customer Survey Capture by Route**

Route	Weekday	Weekend	Total
Newport-Yachats	53	8	61
Newport-Lincoln City	148	39	187
Newport-Siletz	140	19	159
Lincoln City Loop	44	17	61
Newport City Loop	85	24	109
Coast-to-Valley	19	0	19
Total	489	107	596

Source: LCTSD Customer Survey, 2016.

The Customer Survey polled transit riders on the following three overarching topics:

- ▶ Rider Profile
- ▶ Transit Use
- ▶ Transit Origin-Destination

The results provide insight on the current transit market as well as potential areas for future improvements. *Appendix "B"* includes the Customer Survey as given to the transit riders.

### 1.6.1 Rider Profile

To understand the rider profile of the LCTSD transit system, the Customer Survey included questions relating to work status, auto availability, residency status, mode split, and age. These questions speak to existing rider profiles as well as possible underserved population groups.

#### *Work Status*

Table 19 shows a summary of the work status of existing riders. Full- and part-time workers, unemployed and seeking work, and people who are retired represent approximately 85% of total riders. Over 50% of riders are either full- or part-time workers, and 8% are students. Almost 20% of riders are retirees, which may be a significant market that could be captured in other areas by expanding the current transit routes.

**Table 19: LCTSD Riders Work Status Summary**

Work Status	Total Riders	Share of Riders
Full-time Worker	192	32%

Part-time Worker	120	20%
Homemaker	19	3%
Unemployed, seeking work	77	13%
Unemployed, not seeking work	21	4%
College Student	14	2%
Middle School/High School Student	27	5%
Other Student	6	1%
Retired	109	18%
No Response	11	2%
<b>Total</b>	<b>596</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

### Auto Availability

Table 20 summarizes the household auto availability of riders. Households designated as “Auto Insufficient” have at least one auto but fewer autos than workers. Households designated as “Auto Sufficient” have equal or more autos available than workers in the household. On both weekends and weekdays the majority of riders reported living in households without any autos available. Approximately 10% of riders reported living in households with more autos than workers.

As shown in Table 8 in the Census data summary, approximately 7% of households in Lincoln County do not have a vehicle compared to 66% of LCTSD riders.

**Table 20: LCTSD Riders Household Auto Availability Summary**

Auto Availability	Total Riders	Share of Riders
No Autos	381	66%
Auto Insufficient	135	24%
Auto Sufficient	58	10%
<b>Total</b>	<b>574</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

### Residency Status

Table 21 shows the number of riders who are residents of or visitors to Lincoln County. Approximately 95% of riders are residents. The survey was administered during the fall, which may have had an impact on total visitors captured. During the summer months, when tourism in the region is higher, there may be more visitors using the transit system. The NW Connector Study studied potential transit markets and identified June to September as the peak visitor and tourist months.

**Table 21: LCTSD Riders Residency Status Summary**

Residency Status	Total Riders	Share of Riders
Resident	556	95%

Visitor	31	5%
<b>Total</b>	<b>587</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

### Mode Split

Table 22 shows the mode split riders reported they would use if transit service was not available. As shown, the largest share of riders reported they would not make the trip if transit was not available thereby suggesting that existing riders are transit dependent. 15% of riders would carpool and about 12% would otherwise walk or bike. A small share of riders would drive, most likely because the majority of riders do not have a car available, as shown in Table 20.

**Table 22: LCTSD Riders Alternate Trip Mode Summary**

Mode	Total Riders	Share of Riders
Would not make the trip	411	72%
Drive	6	1%
Ride with someone else	85	15%
Walk	44	8%
Bike	21	4%
Taxi	7	1%
<b>Total</b>	<b>574</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

### Age

Table 23 shows the age of existing LCTSD riders; as shown, 15% of riders are less than 18 years or older than 65 years. In contrast, as shown in Table 5, youth and elderly represent approximately 34% of Lincoln County residents. The lower proportion of youth and elderly LCTSD riders suggests an opportunity to capture more riders within those age brackets to further serve potentially transit dependent populations.

**Table 23: LCTSD Riders Age Summary**

Age Range	Total Riders	Share of Riders
12 and under	2	0%
13-17	34	6%
18-24	95	16%
25-34	115	20%
35-44	71	12%
45-54	103	18%
55-64	116	20%
65+	51	9%
<b>Total</b>	<b>587</b>	<b>100%</b>

Source: LCTSD Customer Survey, 2016

**SUMMARY>>>**  
 Existing LCTSD Rider Profile

**Employment**

- ▶ Over 50% of riders are either full- or part-time workers, and 8% are students.
- ▶ Almost 20% of riders are retirees, which may be a significant market that could be captured in other areas by expanding the current transit routes.

**Auto Availability**

- ▶ The majority of riders reported living in households without any autos available.
- ▶ Approximately 7% of households in Lincoln County do not have a vehicle compared to 66% of LCTSD riders.

**County Residents**

- ▶ Approximately 95% of riders are residents. The survey was administered during the fall which may have had an impact on total visitors captured.

**Mode Split**

- ▶ 72% of riders reported they would not make the trip if transit was not available thereby suggesting that existing riders are transit dependent.

**Age**

- ▶ 15% of riders are less than 18 years or older than 65 years; however, youth and elderly represent approximately 34% of Lincoln County residents. This suggests an opportunity to capture more riders within those age brackets to further serve potentially transit dependent populations.

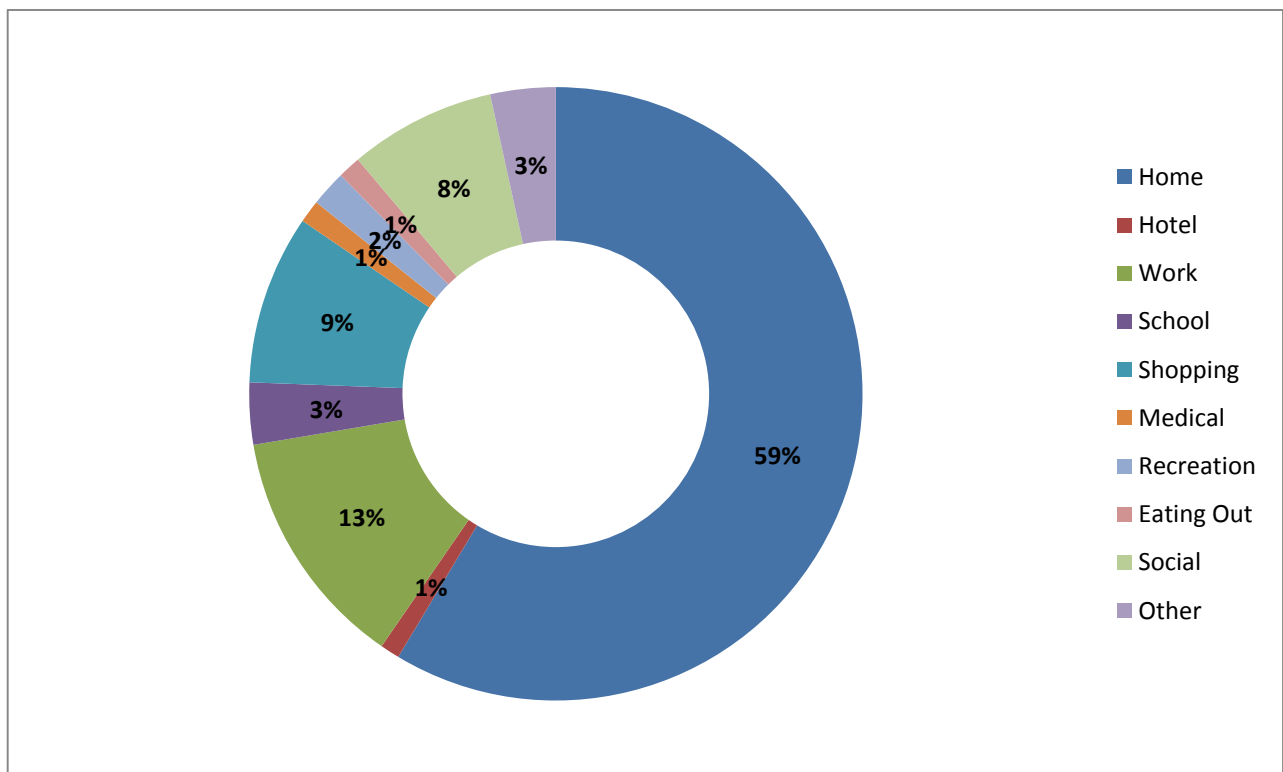
## 1.6.2 Transit Use

In addition to rider profiles, the Customer Survey provided important information about the types of trips being made by transit, including the trip purpose and "last mile" mode split. The activity at the trip origin and destination indicates the type of trips that users are making and may give some insight into the land use changes that may attract additional transit riders. The access and egress modes give a clearer picture of how riders are using transit and the limitations on how close the stop must be to the traveler's origin and destination for the trip to be considered feasible.

### Trip Purpose

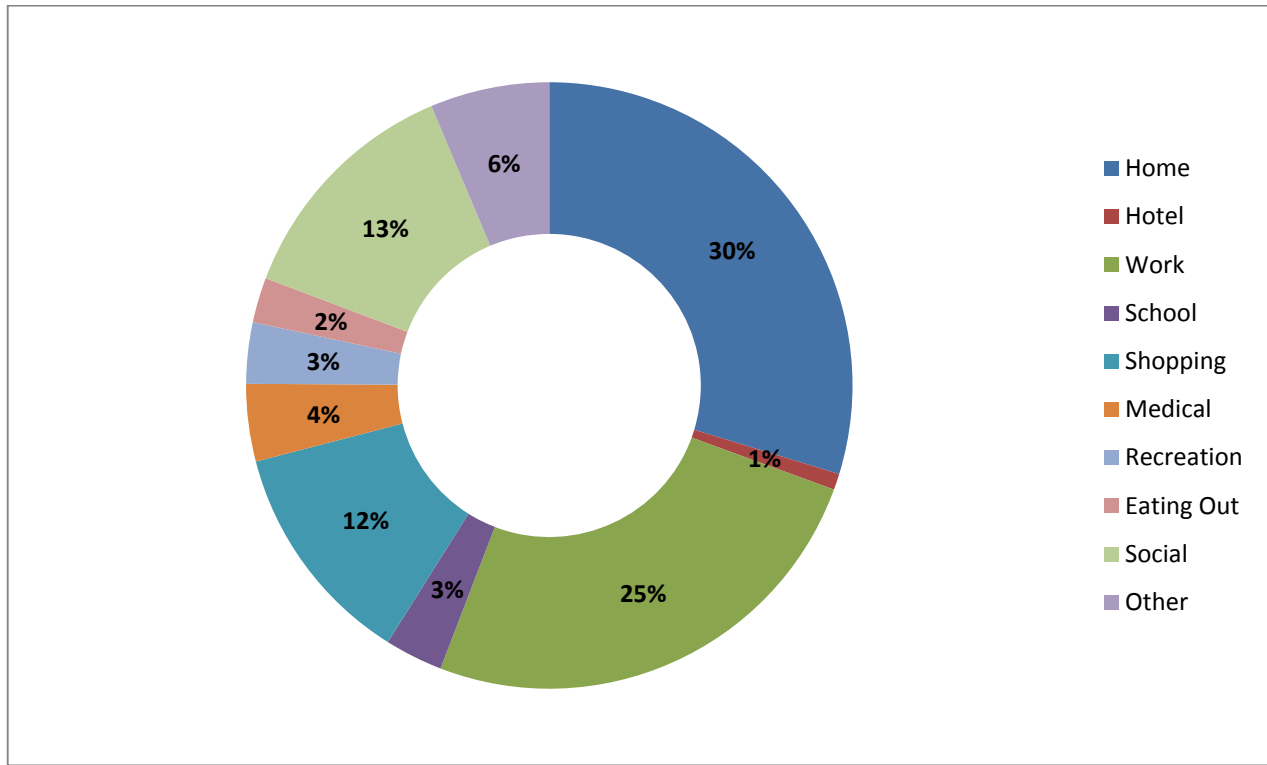
Exhibit 8 and Exhibit 9 illustrate the trip purpose origins and destinations. As shown, approximately 60% of existing LCTSD trips are home-based trips, and 30% of trips are home-destined trips. Work- and shopping-based trips are the next largest group of origin trips, and work- and social-destination trips are the next largest group.

Exhibit 8: Origin Trip Purpose Summary



Source: LCTSD Transit Customer Survey

**Exhibit 9: Destination Trip Purpose Summary**



Source: LCTSD Transit Customer Survey

Table 24 shows existing riders' origin-destination pairs to determine trip purpose. Approximately 60% of existing LCTSD trips were reported to be home-based trips. There are also many trips to or from work, shopping, and social locations.

**Table 24: LCTSD Riders Trip Purpose Summary by Origin and Destination**

		Destination										
		Home	Hotel	Work	School	Shopping	Medical	Recreation	Eating Out	Social	Other	Total
Origin	Home	32	1	127	16	51	17	12	12	49	24	341
	Hotel	1	-	-	-	1	-	1	1	2	-	6
	Work	55	-	12	-	4	-	1	-	2	-	74
	School	14	-	-	1	-	2	-	-	2	-	19
	Shopping	34	-	3	-	5	1	-	-	5	4	52
	Medical	5	-	-	-	1	1	-	-	-	-	7
	Recreation	5	2	-	-	1	-	-	-	1	1	11
	Eating Out	1	-	-	1	2	1	1	-	-	-	7
	Social	21	1	3	-	1	1	2	-	13	3	45
	Other	5	1	2	-	4	1	2	1	1	5	20
	Total	173	5	147	18	70	24	19	14	75	37	582

Source: LCTSD Transit Customer Survey

As shown in Table 24, home-origin to work destination trips are the top transit trip purpose above shopping and social locations. This suggests an opportunity to increase ridership by connecting households to employment sites.

*Last Mile Mode Split*

Table 25 shows the last mile mode split; that is, of riders for access to their first transit stop and egress from their last transit stop to the trip destination. For both access to and egress from transit stops, approximately 90% of riders walked. This suggests that the transit stops be located close to the trip origins and destinations. If there are not a sufficient number of stops, or if the stops are located too far from the regions generating trips, potential riders may not have access to the current service routes. Typically for local bus service, ¼ mile is considered a walkable distance to and from a transit stop.

Approximately 70% of existing riders who walk, both access to and egress transit stops, walk five minutes or less and approximately 25% walk between six and 20 minutes.

**Table 25: LCTSD Riders Access and Egress Mode Summary**

Trip Access Mode	Access		Egress	
	Total	Share	Total	Share
Walk	518	88%	524	90%
Bike	22	4%	19	3%
Dial-a-Ride	3	1%	2	0%
Dropped off/picked up by family/friend	18	3%	19	3%
Drove Alone	0	0%	3	1%
Carpool	8	1%	1	0%
Wheelchair/scooter	3	1%	3	1%
Other	17	3%	11	2%
<b>Total</b>	<b>589</b>	<b>100%</b>	<b>582</b>	<b>100%</b>

Source: LCTSD Transit Customer Survey

### Origin-Destination Findings

The Customer Survey provided information on existing rider origin and destination stops for each route. Responses at or above 10% of existing riders are as follows:

- ▶ **South County Route** survey respondents indicated 15 (25%) riders began their trip at Newport City Hall. Newport City Hall serves as a transfer point for the Newport City Loop, East County Route, North County Route, and Coast-to-Valley.
- ▶ **Lincoln City Loop** survey respondents indicated 8 (13%) riders began their trip and 6 (10%) riders ended their trip at the Outlet Mall. This stop serves as a transfer point for the North County Route.
- ▶ **Newport City Loop** survey respondents indicated 10 (10%) riders began their trip at Fred Meyer. This stop serves as a transfer point to the North County Route and East County Route.
- ▶ **Coast-to-Valley** survey respondents indicated 5 (26%) riders began their trip at Amtrak, 2 (11%) riders began their trip at LBCC Lebanon, 2 (11%) riders ended their trip at Portland International Airport, and 3 (16%) riders ended their trip at Nye Beach Area.
- ▶ **North County Route** survey respondents indicated 24 (13%) riders began their trip and 18 (10%) riders ended their trip at Newport City Hall, likely due to Newport City Hall's transfer opportunities.
- ▶ **East County Route** survey respondents indicated 49 (31%) riders began their trip at Newport City Hall, 29 (18%) riders began their trip at Siletz Library, 16 (10%) began their trip at the Food Fair in Toledo, and 42 (26%) riders ended their trip at Newport City Hall.

Information on reported bus stops used for boardings and alightings by route is included in the Customer Survey Results Summary in Appendix "A".

### Title VI Stakeholder and Public Outreach

To supplement US Census data and enhance understanding of unmet transit needs, LCTSD held small group meetings with Title VI populations and outreach events at popular destinations within Lincoln County. *Appendix "C"* includes the Title VI Stakeholder outreach summary.

The four small-group meetings LCTSD held with Title VI populations around Lincoln County were as follows:

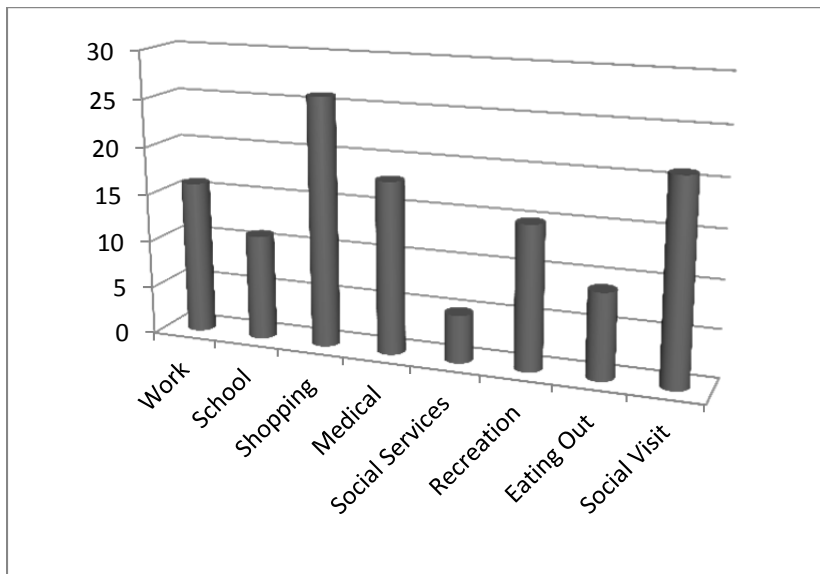
- ▶ Centro de Ayuda, Newport: 17 participants (including 6 children), all Spanish-speakers
- ▶ Yachats City Hall, Yachats: 11 participants, including elected officials
- ▶ Ridge Apartments Low-Income Housing, Lincoln City: 6 participants, residents and neighbors
- ▶ Siletz Tribal Community Center, Siletz: 9 participants, all tribe elders

LCTSD also held three public outreach events, as follows:

- ▶ Lincoln City Library, Lincoln City
- ▶ Fred Meyer, Newport
- ▶ Hatfield Marine Science Center, Newport

Participants in these outreach events were surveyed to better understand trip purpose, barriers to using transit, and general impressions of the LCTSD transit system. A total of 53 responses were received. Exhibit 10 shows the trip purpose of participants who currently use transit (more than one response was accepted per participant). As shown, shopping and social visits are the two most common trip purposes which are distinct from the on-board customer survey which found work to be the most common trip purpose.

**Exhibit 10: Trip Purpose of Outreach Effort Participants**



Source: Outreach Effort Survey, 2016

Table 26 provides the average rating, between one and five, with one reflecting a poor impression and five reflecting an excellent impression, of eight transit service areas. As shown, the two best rated topic areas are “cost of bus service” (Average Rate = 4.5) and “cleanliness of buses” (Average Rate = 4.5), while the two worst rated topic areas are “buses run late enough at night” (Average Rate = 2.6) and “frequency of service” (Average Rate = 2.7).

**Table 26: Transit Service Ratings of Outreach Effort Participants**

Transit Service Topic Area	Average Rate
Buses run late enough at night	2.6
Buses run early enough in the morning	4.1
Service that is on time	4.1
Frequency of service	2.7
Goes where I need to go	3.9
Cost of bus service	4.5
Cleanliness of buses	4.5
Overall satisfaction with transit service	3.7

Source: LCTSD Outreach Effort Survey, 2016

*Existing Barriers*

Listed below are the most common barriers to using transit in Lincoln County as provided by the Title VI stakeholders.

- ▶ Frequency of service, headways too long
- ▶ Marketing of services (i.e., identify means for disseminating information about transit service)
- ▶ Times of buses, does not run late enough at night
- ▶ Pedestrian facilities (i.e., sidewalks) to bus stops for safe access for children and families
- ▶ Wayfinding confusing to access bus stops
- ▶ Newport Transit Center bus stop unsafe

*Suggested Service-Related Improvements*

- ▶ Run Lincoln City Loop seven days a week
- ▶ Earlier and later buses to Lincoln City
- ▶ Interline Coast-to-Valley schedule and shuttle to airport
- ▶ Transit service to the Hatfield Marine Science Center dorms
- ▶ Provide monthly passes rather than the current 40-pass coupon book
- ▶ Extend Dial-a-Ride service areas

- ▶ Provide service to food bank and clinic in Waldport
- ▶ Provide direct access between Yachats and Newport Fred Meyer
- ▶ Run Newport-Yachats route seven days a week
- ▶ Provide additional permanent stops in Depoe Bay

### *Driver Surveys*

LCTSD provided anonymous surveys to bus operators to gain insight on existing gaps and needs and any proposed improvements to the system. *Appendix "D"* includes the driver survey summary. Eight responses were received.

Five of the eight respondents rated LCTSD service either a 4 or 5. Two respondents rated the service a 3, and one respondent rated the service a 2. The drivers surveyed provided input on proposed improvements to the LCTSD transit system, as follows:

- ▶ **Transit Stop Improvements:** Four respondents mentioned more and better signage at bus stops and trash bins at all bus shelters.
- ▶ **Bus Upkeep:** Two drivers suggested better upkeep of buses as it relates to cleanliness and personal comfort of passengers.
- ▶ **Bus Equipment Upgrades:** Three drivers mentioned potential improvements to buses, including: 1) installing base antennae for better reception, 2) installing fans in the rear of buses to keep air circulating, 3) installing ergonomic seats for drivers, and 4) ability to accept credit cards for fare payment.
- ▶ **Improving Connections:** Four drivers cited improving connections or eliminating underused routes.
- ▶ **Shorter Headways:** Four drivers mentioned shorter headways as a way to provide better service to riders.
- ▶ **Modifying Routes:** Three drivers suggested streamlining routes or adding new service areas, minimizing time spent waiting in parking lots, and clearly marking bus pull-over zones.
- ▶ **Policies for Riders:** One respondent mentioned the need for clearer policies regarding service animals, namely a desire for a policy requiring proof that an animal is a service animal. The same respondent also mentioned a need for policies regarding the use of baby strollers on buses.
- ▶ **Driver Retention:** One respondent suggested creating more full-time routes in order to retain drivers once they become LCTSD employees.
- ▶ **Driver Support:** One driver mentioned discomfort with handling difficult or aggressive passengers and felt drivers do not have a way to reach out for help during an emergency. Two other drivers mentioned the need to understand how to enforce rules or policies on the bus. Two additional drivers suggested limiting a driver's assignment to eight hours per day to minimize the occurrence of driver fatigue and reducing the long periods of unpaid downtime.
- ▶ **Driver Training and Incentives:** One respondent suggested enhancing the driver training program as well as introducing an incentive-based program to recognize good drivers while also motivating other drivers to improve in their role.

- ▶ **Difficulty Maneuvering at Newport City Hall Stop:** One driver mentioned that the Newport City Hall bus shelters are extremely close to the curb and could be clipped by the tail of the bus.

## 1.7 TCRP 161 TRANSIT NEED EVALUATION

The purpose of this evaluation is to understand how well the current system meets the expected demand. It is important to note that the demand reported by this analysis is only a rough estimate based on the demographic makeup of Lincoln County and the current miles of service. It is a very broad-brush analysis based on typical demographic factors that would indicate a propensity to use transit. It doesn't contain any specific land use variables and is generic for all rural areas in a given state.

In 2012, the Transportation Research Board (TRB) published a methodology to estimate rural transit demand through Transit Cooperative Research Program (TCRP) Report 161 and Web-Only Document 58. TCRP Report 161 is a workbook providing step-by-step procedures for quantifying the need for passenger transportation services and quantifies the demand that is likely to be generated given the service hours provided. Web-Only Document 58 is a methodology report describing how the research team developed the need and demand estimation methods, findings of the analysis, and the recommendation for function to be used in estimating need and demand.

The methods for estimating demand address four specific markets – general public rural passenger transportation, passenger transportation specifically related to social service or other programs, travel on fixed-route services in small cities (less than 50,000 population and less than 70 vehicle hours of service per day), and travel on commuter services from rural counties to urban centers. The methods were developed using data from the Rural National Transit Database (2006, 2009, and 2010), the National Household Transportation Survey (2001 and 2009), the American Community Survey (various years) and the Longitudinal Employment-Household Dynamics dataset, as well as data on services operated and ridership on those services provided by over 200 individuals who participated in workshops held in a dozen states in 2010 and 2011. Since these methods were published relatively recently (2013), they have not yet been widely applied. Tests by the research team indicated the methods provide reasonable first estimates of transit need (i.e., the methods account for about 40–70% of the variance in the demand estimate), but other factors not included in the models can still result in substantial differences between the methods' estimates and actual ridership.

Our existing conditions analysis focused on the current socioeconomic conditions in Lincoln County, and transit service as it is now. Inputs used to estimate transit need include:

- ▶ Poverty status households
- ▶ Number of residents per household without a vehicle
- ▶ Population over 60+ years old
- ▶ Population with mobility limitation (based on disability status)
- ▶ Existing transit vehicle-miles of service

This is used to generate an expected number of transit trip demand.

Note that TCRP 161 states the following with regard to its estimates:

*The estimates of need made using the mobility gap method are typically far greater than the number of trips actually observed on rural passenger transportation systems and are likely greater than the demand that would be generated for any practical level of service. Much of the remaining trip-based mobility gap is likely filled by friends and relatives driving residents of non-car-owning households. Therefore, agencies choosing to use the mobility gap may wish to establish a target or goal for the proportion of the gap to be satisfied by publicly provided services. In the testing of these suggested methodologies with a number of rural transit agencies, it was found that, at best, only about 20% of the mobility gap trip-based need was met.*

The output from this needs assessment suggests that 1,650 people per weekday might be expected to make a transit trip based on their mobility needs as represented by demographic characteristics given LCTSD's service miles (including DAR service miles). Currently LCTSD serves approximately 1,100 riders per day. This suggests that there is a gap between the existing service and demand, with LCTSD capturing 67% of the mobility gap total<sup>9</sup>.

Consistent with the findings of the Lincoln County demographics summary and LCTSD customer survey, the TCRP Report 161 methodology for estimating rural transit demand suggests there are likely unmet transportation needs within Lincoln County that LCTSD could help serve by expanding service areas, increasing trip frequency or providing other service enhancements. *Appendix "E"* includes the detailed analysis per TCRP Report 161 methodology.

## 1.8 TRANSIT STATISTICS

This section provides data on existing ridership, revenue hours, and revenue miles for the LCTSD system. It first provides information for the transit district overall, and then discusses the specific route types (fixed and Dial-a-Ride). LCTSD organizes their data by their fiscal calendar, which runs from June through July. For consistency, this system is also used for this analysis.

### MOBILITY NEED>>

Currently LCTSD serves approximately 1,100 riders per day; however, based Lincoln County demographics, approximately 1,650 people per weekday might be expected to make a transit trip.

### OPPORTUNITY>>

There are likely unmet transportation needs within Lincoln County that LCTSD could help serve by increasing service areas, increasing trip frequency or providing other service enhancements.

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<sup>9</sup> This estimate assumes transit trips originate from zero-car households, whereas several trips may realistically be from households that own one or more vehicles. TCRP 161 methodology measures need in origin-destination trips. To the extent that riders transfer between routes to complete their trip, the number of origin-destination trips made by transit will be overestimated.

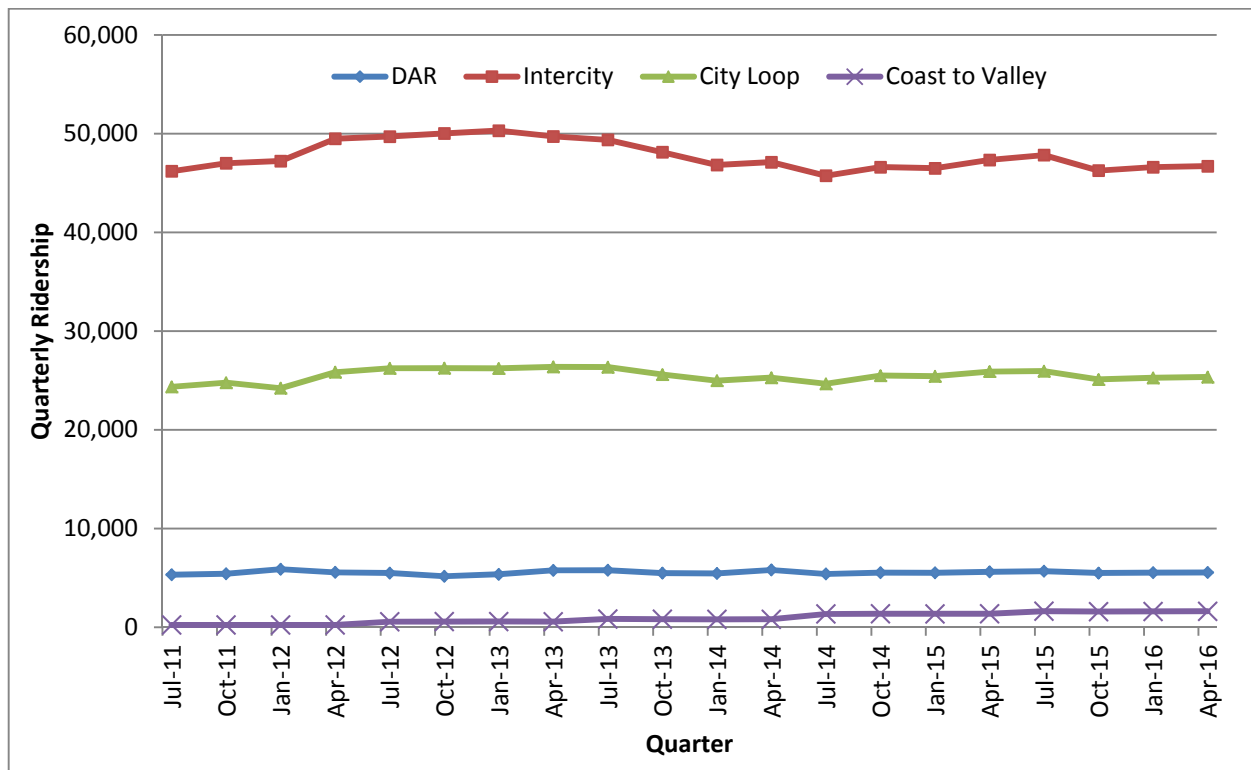
## 1.8.1 Total Transit Statistics

This subsection discusses statistics for the total LCTSD system, including Dial-a-Ride, intercity, City Loop, and Coast-to-Valley.

### Historic Ridership Trends

Overall, total ridership has slightly increased over the last several years for the LCTSD system. Total ridership in FY11/12 reached 312,211 passengers, increased in FY12/13, decreased in FY13/14 and FY14/15, and increased to 317,724 in FY15/16. Exhibit 11 illustrates quarterly ridership by service type (Dial-a-Ride, intercity, City Loop, and Coast-to-Valley). As shown, the majority of LCTSD riders use the intercity service, which includes the Newport-Siletz, Newport-Lincoln City, and Newport-Yachats routes. As shown in Table 27, ridership on all service types has remained relatively constant, except on the Coast-to-Valley route where ridership has increased by almost 600% in the last five years. While Coast-to-Valley has increased by a large margin over the last five years, ridership on the Coast-to-Valley route represented only 2% of the total ridership in FY15/16.

Exhibit 11: Quarterly Ridership (July 2011 – June 2016)



Source: LCTSD Statistics Summary, 2016

**Table 27: Annual Ridership**

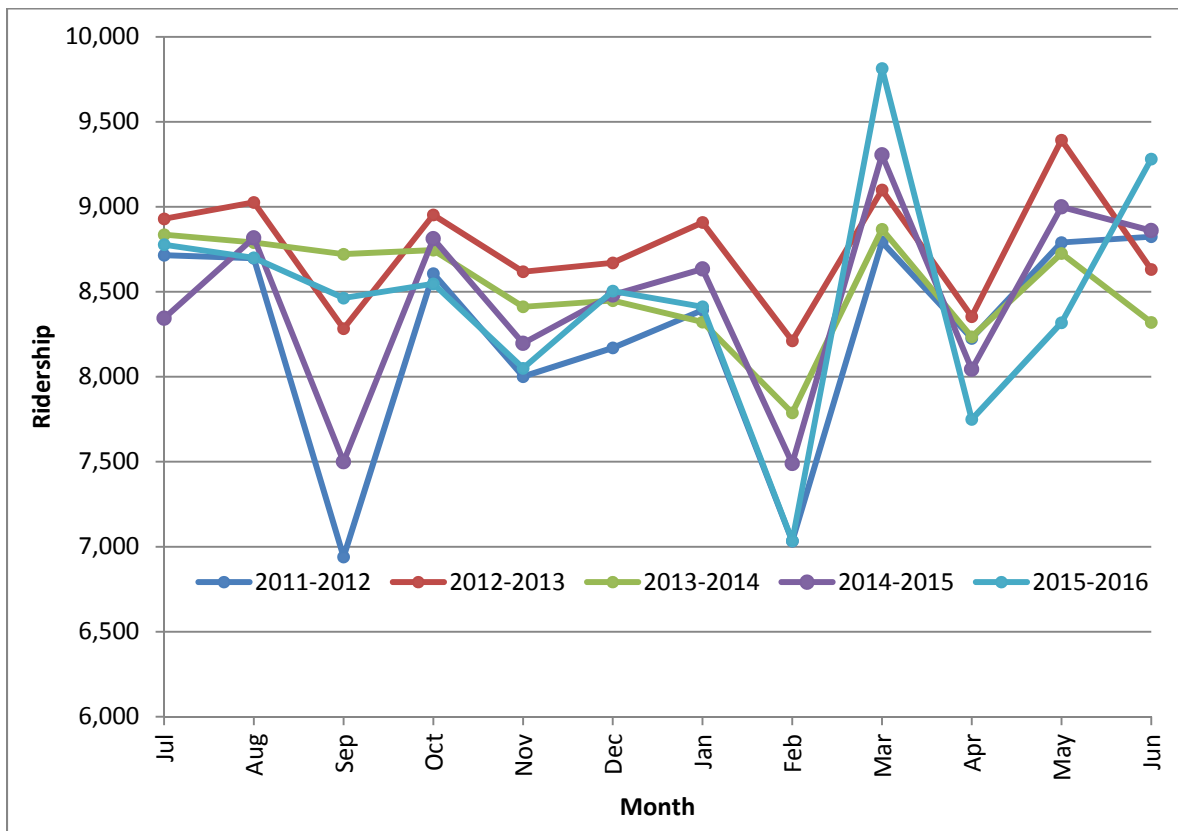
Service Type	2011-12	2012-13	2013-14	2014-15	2015-16	Growth (2011-12 to 2015-16)
DAR	22,195	21,781	22,516	22,063	22,241	0.2%
Intercity	189,903	199,748	191,420	186,169	187,399	-1.3%
City Loop	99,188	105,074	102,211	101,483	101,650	2.5%
Coast-to-Valley	925	2,289	3,271	5,455	6,434	596%
<b>Total</b>	<b>312,211</b>	<b>328,892</b>	<b>319,418</b>	<b>315,170</b>	<b>317,724</b>	<b>1.8%</b>

Source: LCTSD Statistics Summary, 2016

**Monthly Ridership Trends**

Monthly ridership for all LCTSD routes is shown in Exhibit 12 for the FY11/12 to FY15/16 range. As shown in the exhibit, ridership varies from month to month.

**Exhibit 12: Monthly Ridership (July 2011 – June 2016)**

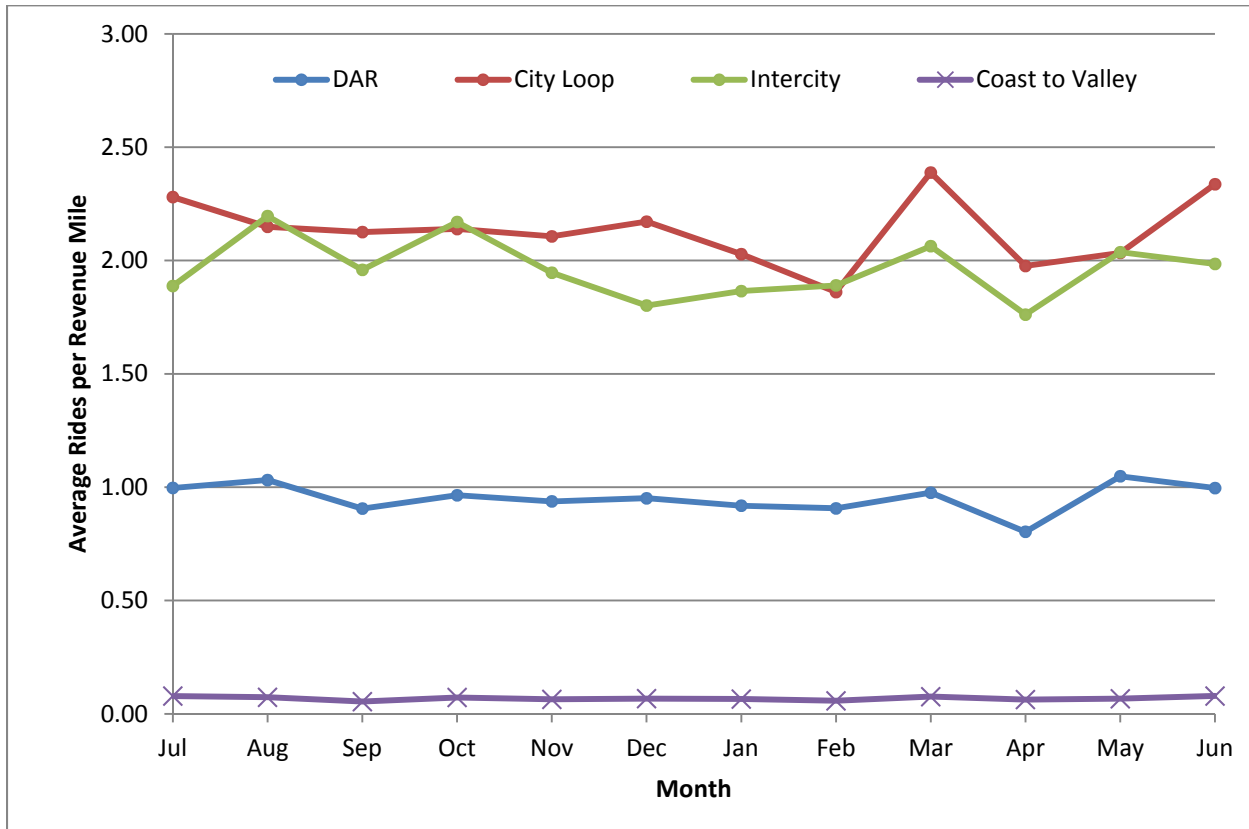


Source: LCTSD Statistics Summary, 2016.

### Rides per Revenue Mile

Ridership per mile by service type was assessed for the most recent full fiscal year, 2015-2016. Exhibit 13 illustrates rides per revenue mile by month. As shown, the most rides per revenue mile are provided by the City Loop service.

Exhibit 13: Average Rides per Revenue Mile (2015-2016)

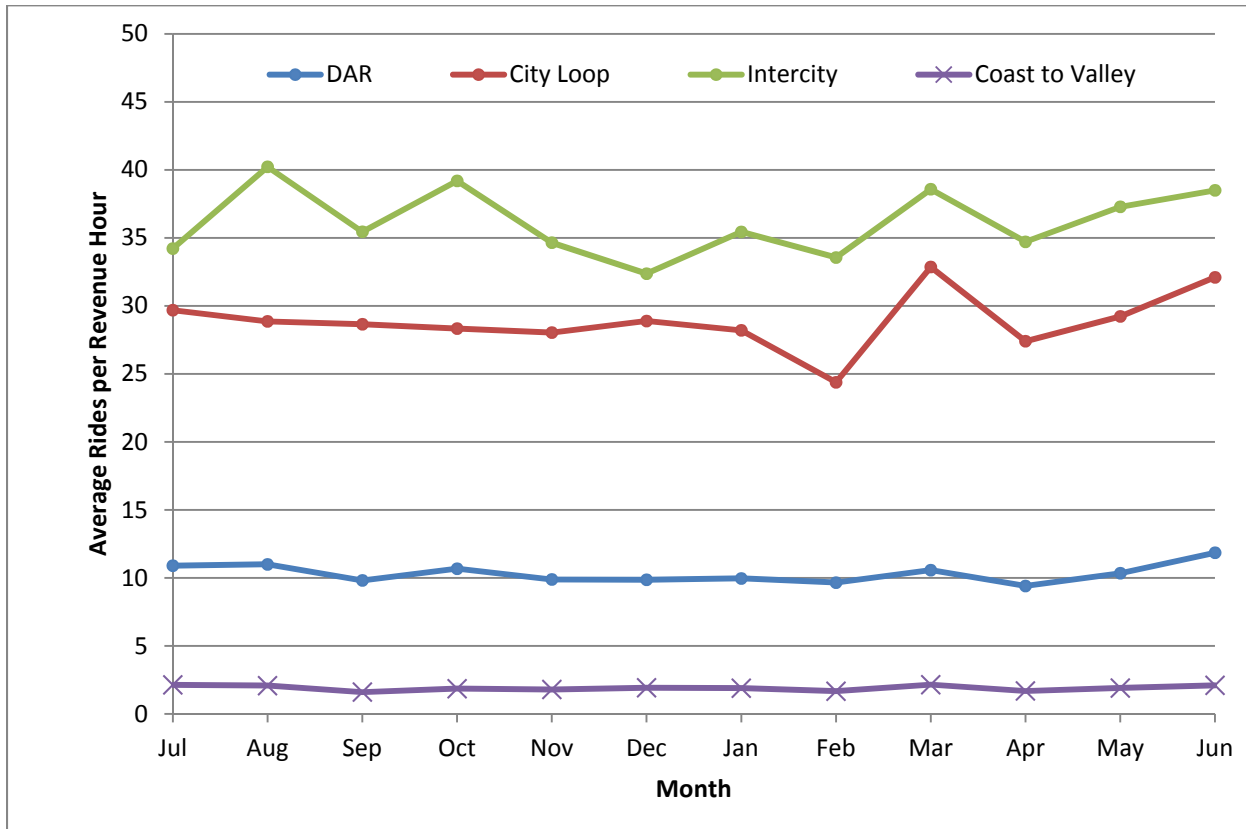


Source: LCTSD Statistics Summary, 2016.

### Rides per Revenue Hour

Ridership per hour by service type was assessed for the most recent full fiscal year, 2015-2016. Exhibit 14 illustrates rides per revenue hour by month. As shown, the most rides per revenue hour are provided by the intercity service.

Exhibit 14: Average Rides per Revenue Hour (2015-2016)



Source: LCTSD Statistics Summary, 2016.

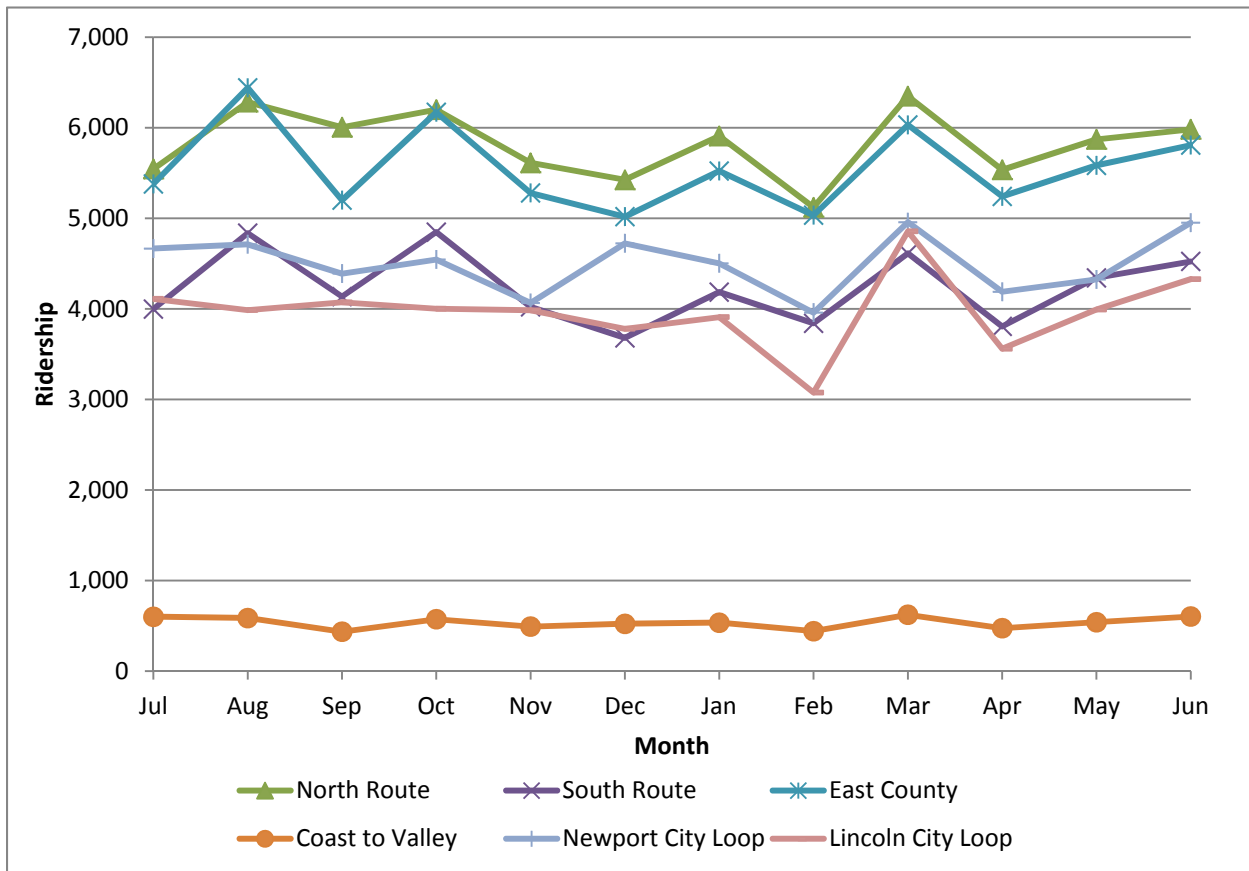
### 1.8.2 Intercity, City Loop, and Coast-to-Valley Statistics

This subsection provides data on intercity, City Loop, and Coast-to-Valley service specifically, including ridership, revenue miles, and revenue hours by route.

#### Ridership by Route

Exhibit 15 displays the average monthly ridership on each route for FY2015-16. As seen in the exhibit, the North Route (Newport-Lincoln City) and East County (Newport-Siletz) have the highest ridership. The next highest ridership is on the Newport City Loop, Lincoln City Loop, and South Route (Newport-Yachats).

Exhibit 15: Monthly Ridership by Route (2015-2016)

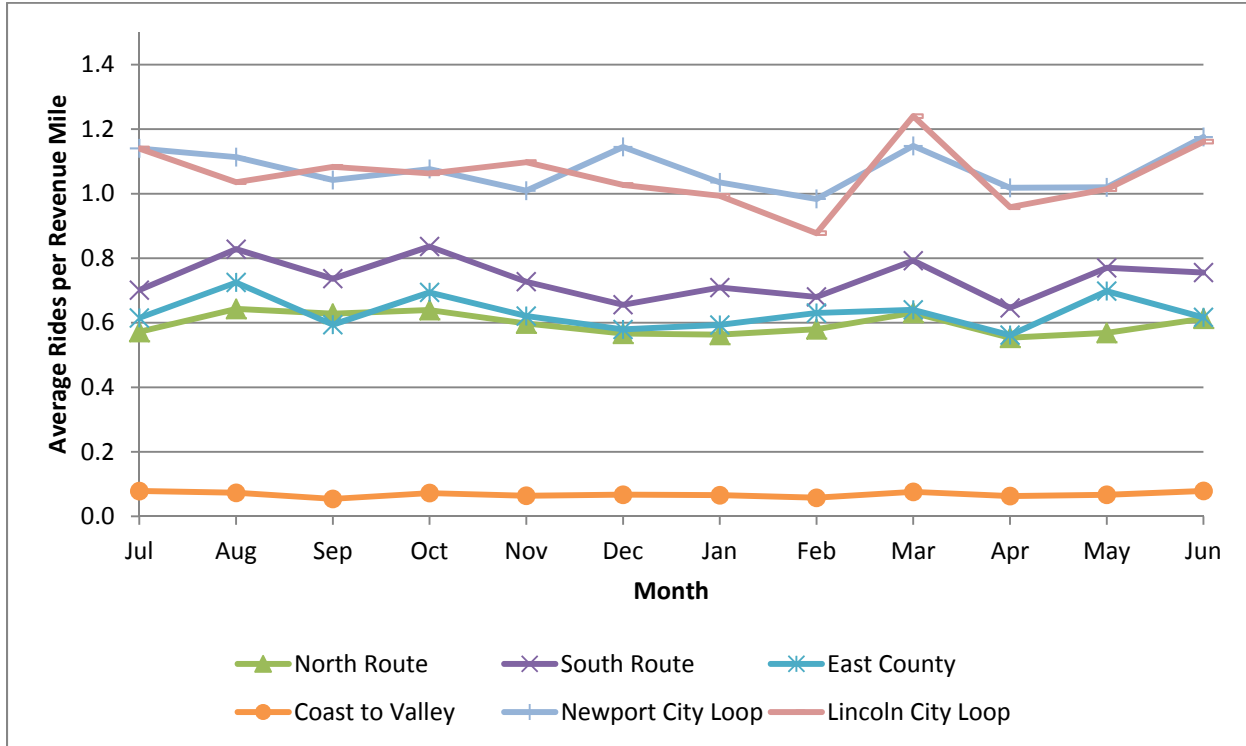


Source: LCTSD Statistics Summary, 2016.

### Revenue Miles by Route

Exhibit 16 illustrates average rides per revenue mile for each route for FY2015-16. As shown, the Lincoln City Loop and Newport City Loop have the highest rides per revenue mile.

Exhibit 16: Average Rides per Revenue Miles by Route (2015-2016)



Source: LCTSD Statistics Summary, 2016.

### Revenue Hours by Route

Exhibit 17 illustrates the average rider per revenue hour for each route for FY2015-16. As shown, the South Route (Newport-Yachats), Lincoln City Loop, and Newport City Loop have the highest rides per revenue hour.

Exhibit 17: Average Rides per Revenue Hours by Route (2015-2016)

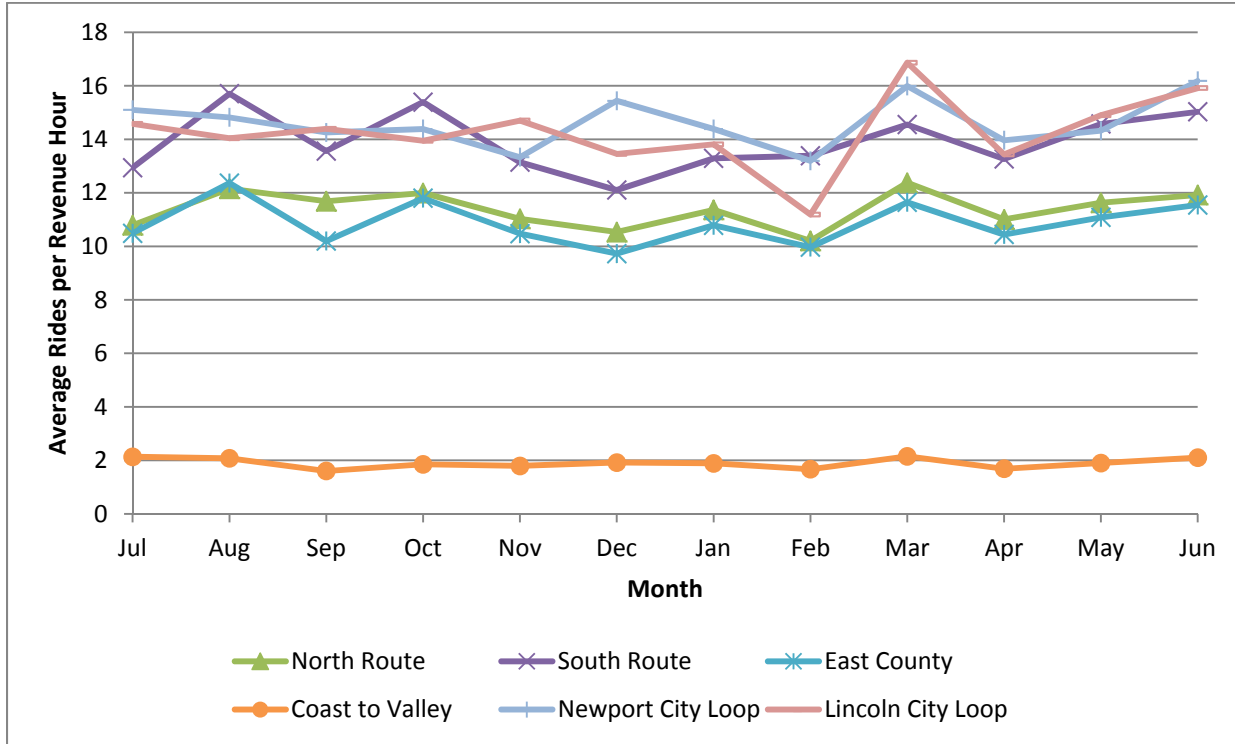


Table 28 shows the relationship between ridership, rides per mile, and rides per hour. In general, higher ridership correlates to higher rides per mile and rides per hour. However, while the Newport-Lincoln City route has the highest ridership, it does not have the highest rides per mile and rides per hour.

Table 28: Annual Ridership, Riders per Mile, and Rides per Hour – by Route (2015-16)

Route	Ridership	Revenue Miles	Revenue Hours	Rides per Mile	Rides per Hour
Newport-Lincoln City	69,846	117,191	6,131	0.60	11.39
Newport-Yachats	50,835	68,989	3,652	0.74	13.92
Newport-Siletz	66,718	105,937	6,131	0.63	10.88
Coast-to-Valley	6,434	94,616	3,389	0.07	1.90
Newport City Loop	53,990	50,182	3,693	1.08	14.62
Lincoln City Loop	47,660	45,035	3,339	1.06	14.27
<b>Total</b>	<b>295,483</b>	<b>481,950</b>	<b>26,335</b>	<b>0.61</b>	<b>11.22</b>

Source: LCTSD Statistics Summary, 2016.

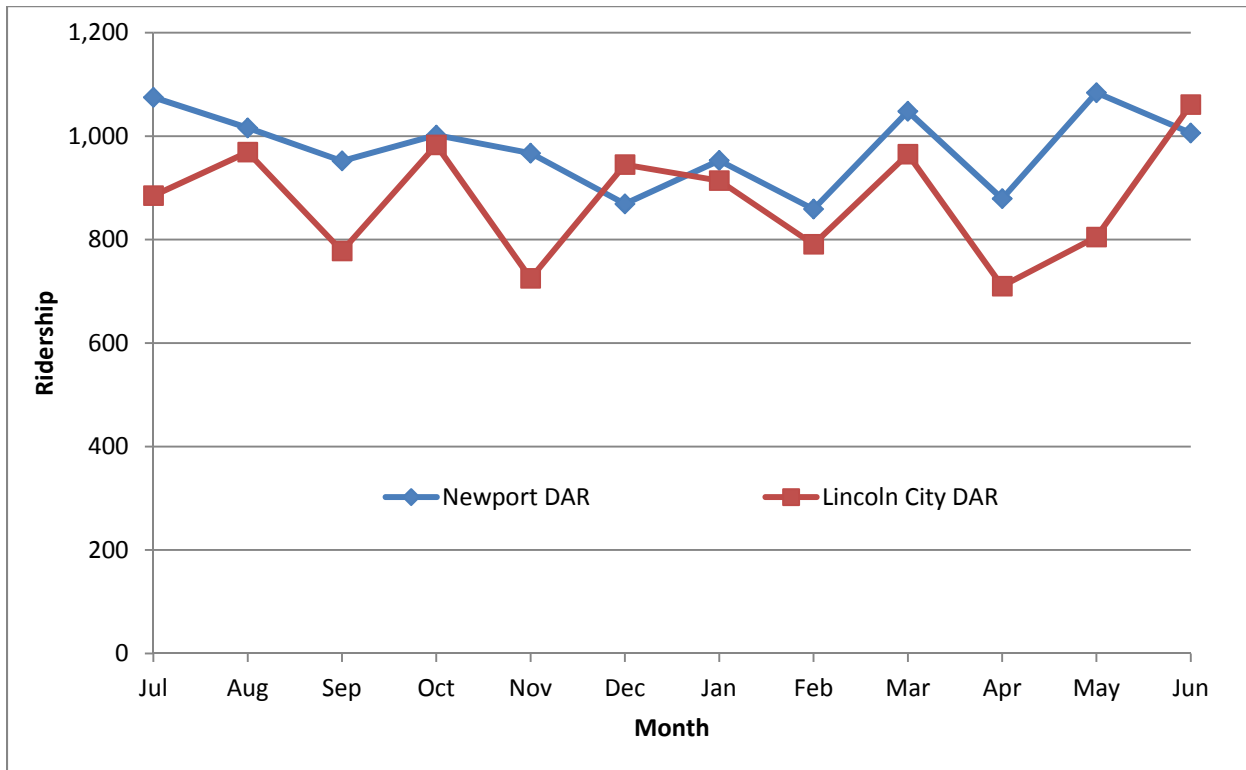
### 1.8.3 Dial-A-Ride Statistics

LCTSD offers two dial-a-ride services which cover Newport and Lincoln City. Statistics for each service area are provided below.

#### *Ridership by Service Zone*

Exhibit 18 illustrates the monthly ridership by service area. As shown, the Newport Dial-a-Ride service serves slightly more riders than the Lincoln City Dial-a-Ride. Total ridership for both services fluctuates by about 20% between any two given months.

**Exhibit 18: Monthly Ridership by Service Zone (2015-2016)**

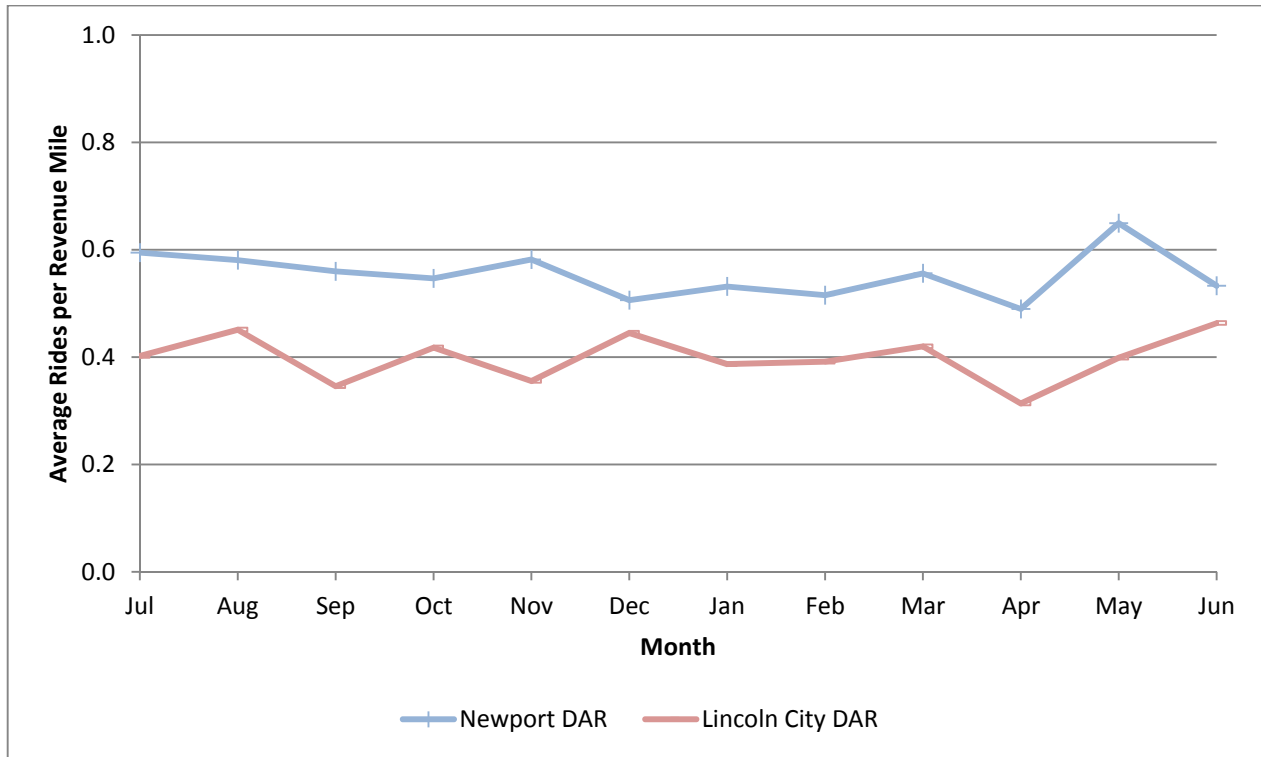


Source: LCTSD Statistics Summary, 2016.

### Revenue Miles by Service Area

Exhibit 19 illustrates the rides per revenue mile by service area. As shown, each service area serves less than one ride per revenue mile. The Newport Dial-a-Ride has slightly higher rides per revenue mile than the Lincoln City Dial-a-Ride.

Exhibit 19: Average Rides per Revenue Mile by Service Zone (2015-2016)

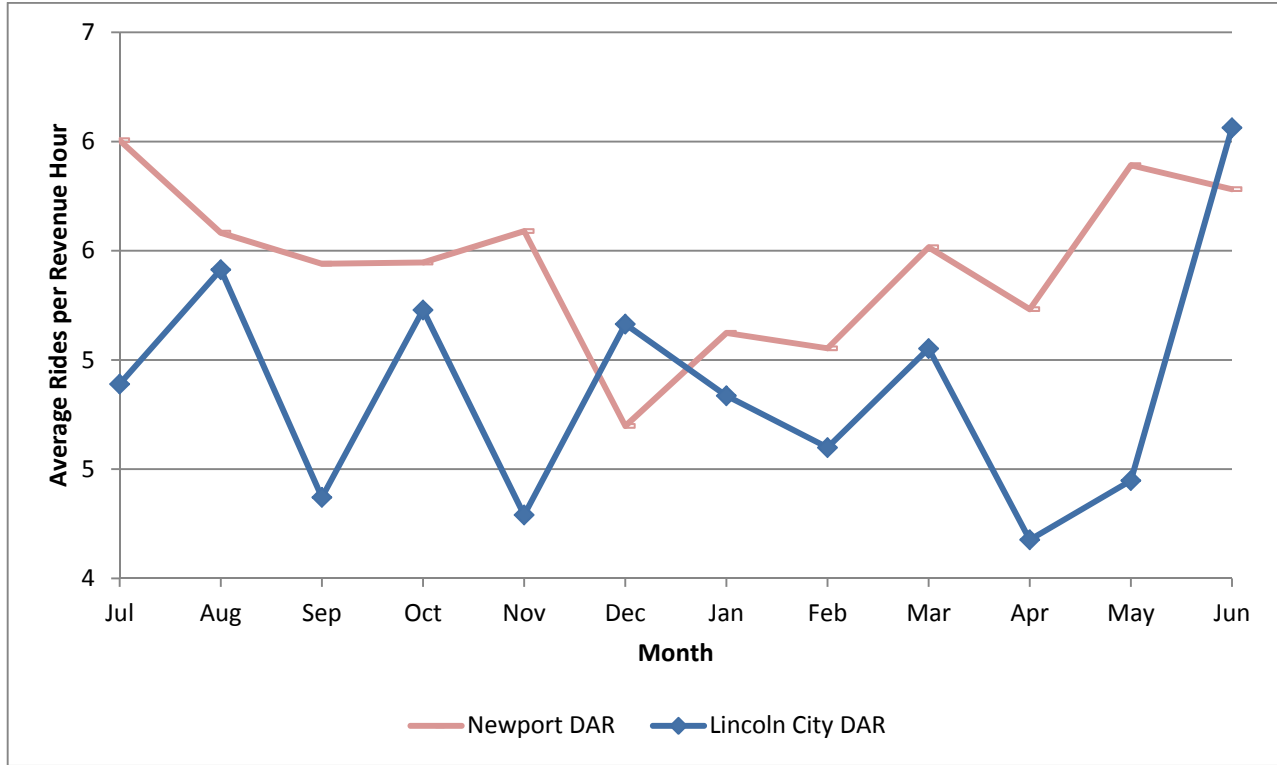


Source: LCTSD Statistics Summary, 2016.

### Revenue Hours by Service Zone

Exhibit 20 illustrates the average revenue hours by service area. As shown, the Newport Dial-a-Ride generally has higher ridership per revenue hour.

**Exhibit 20: Average Rides per Revenue Hour by Service Zone (2015-2016)**



Source: LCTSD Statistics Summary, 2016.

Table 29 summarizes annual ridership and the relationship between ridership, revenue miles, and revenue hours for each dial-a-ride service. As shown, the Newport Dial-a-Ride has higher ridership, lower revenue miles, and equivalent revenue hours as compared to that of the Lincoln City Dial-a-Ride.

**Table 29: Annual Ridership, Riders per Mile, and Rides per Hour (2015-16)**

Route	Ridership	Revenue Miles	Revenue Hours	Rides per Mile	Rides per Hour
Newport	11,710	21,168	2,150	0.53	5.78
Lincoln City	10,531	26,371	2,156	0.46	6.06
<b>Total</b>	<b>22,241</b>	<b>47,539</b>	<b>4,306</b>	<b>0.47</b>	<b>5.17</b>

Source: LCTSD Statistics Summary, 2016.

## 1.9 FUNDING ANALYSIS

This section provides funding information for LCTSD overall, as well as by specific service routes. In addition, it discusses the fare structure LCTSD uses and revenues by service route.

### 1.9.1 Cost Allocations

Table 30 shows the annual cost allocations for LCTSD by expense type for the last five fiscal years. As shown, total costs have increased between FY2011-12 and FY2015-16 by approximately 15%. FY2014-15 shows high total costs due to spending reserve funds on a match for buses.

Table 30: Annual Cost Allocations by Expense Type

Year	Total Cost	Operations	Maintenance	Capital Expenses	Administration
2011-12	\$1,500,507	59.4%	14.6%	0.0%	26.0%
2012-13	\$1,833,338	46.5%	13.6%	15.9%	24.0%
2013-14	\$1,865,310	52.6%	16.7%	5.8%	24.9%
2014-15	\$2,319,409	43.1%	13.9%	22.2%	20.8%
2015-16	\$1,790,914	51.6%	19.3%	2.7%	26.4%

Source: LCTSD Statistic Summary, 2016.

### *Specific Cost Allocations*

Table 31 shows the allocation of cost by line item. As shown, Operating Labor & Benefits, Vehicle Preventative Maintenance, and Admin Payroll contribute the largest costs to the total cost.

**Table 31: Cost Allocations by Line Item (1<sup>st</sup> Quarter 2015-16)**

Item	1 <sup>st</sup> Quarter		FY 2015-16	
	Cost Allocation (\$)	Percent of Total	Cost Allocation (\$)	Percent of Total
Admin Payroll	54,218	16.1%	272,124	15.2%
Marketing/Public Involvement	10,676	3.2%	23,770	1.3%
Agency Liability Insurance	51	0.0%	51	0.0%
Administering Drug & Alcohol Testing	345	0.1%	2,645	0.1%
Travel	33	0.0%	3,188	0.2%
Other Administrative Expenses	2,419	0.7%	170,728	9.5%
Operating Labor & Benefits	173,584	51.7%	868,952	48.5%
Vehicle Preventative Maintenance	27,897	8.3%	346,088	19.3%
Fuel	32,295	9.6%	N/A*	N/A*
Transit Service Contracts	545	0.2%	9,447	0.5%
Insurance: Liability/Auto/Etc.	32,980	9.8%	32,980	1.8%
Other Operating Expenses	904	0.3%	13,196	0.7%
New Buses or Equipment	0	0.0%	47,745	2.7%
<b>TOTAL</b>	<b>335,947</b>	<b>100%</b>	<b>1,790,914</b>	<b>100%</b>

*\*Fuel costs were not listed as a separate expense in the annual allocation reporting. Fuel is likely combined with maintenance, hence the large increase in maintenance costs as a proportion of annual budget.*

## 1.9.2 Fare Structure and Revenue

Existing fares for each service type are shown in Table 32. Exhibit 21 shows the proportion of the type of fare collected based on Customer Survey results. As shown, the coupon book and the in-county one-way fare types are the most common payment types. LCTSD offers several discounted fare options for different population groups, as follows:

- ▶ Riders five years and under and over 90 years ride free
- ▶ Tribal members ride free with Tribal ID
- ▶ Hotel/motel guests ride free with voucher from lodging establishment
- ▶ Medical access riders ride free with medical access pass
- ▶ LCTSD provides passes to the local Veterans office
- ▶ Community service workers ride free; in return LCTSD buses are detailed every other week

**Table 32: Current Fares**

In-County Fares	
Zone 1: Yachats to Bayshore Drive <sup>1</sup>	\$1.00
Zone 2: Bayshore Drive to Ona Beach <sup>1</sup>	\$1.00
Zone 3: Ona Beach to Newport City Hall <sup>1</sup>	\$1.00
Zone 4: Newport City Hall to Otter Rock <sup>1</sup>	\$1.00
Zone 5: Otter Rock to Streetcar Village <sup>1</sup>	\$1.00
Zone 6: Streetcar Village to DMV <sup>1</sup>	\$1.00
Zone 7: DMV to Rose Lodge <sup>1</sup>	\$1.00
Zone 8: Newport City Hall to Toledo <sup>1</sup>	\$1.00
Zone 9: Toledo to Siletz <sup>1</sup>	\$1.00
Lincoln City Loop <sup>2</sup>	\$1.00
Newport City Loop <sup>2</sup>	\$1.00
Child (0-4) with adult <sup>3</sup>	FREE
40-Ride Pass Regular	\$30.00
Dial-a-Ride <sup>4</sup>	\$1.00
Newport/Portland	
One-Way <sup>5</sup>	\$50.00
Round-Trip <sup>5</sup>	\$90.00
One-Way <sup>5</sup>	\$40.00
Round-Trip <sup>5</sup>	\$80.00
Coast-to-Valley	
Between Corvallis and Newport	\$10.00
Between Corvallis and Newport (seniors, youth under 12, disabled)	\$7.00
Toledo to Newport	\$1.00
3-Day Visitor Pass (valid on all CONNECTOR/LCTSD transit services)	\$25.00
7-Day Visitor Pass (valid on all CONNECTOR/LCTSD transit services)	\$30.00

<sup>1</sup> Fare is per zone/one way

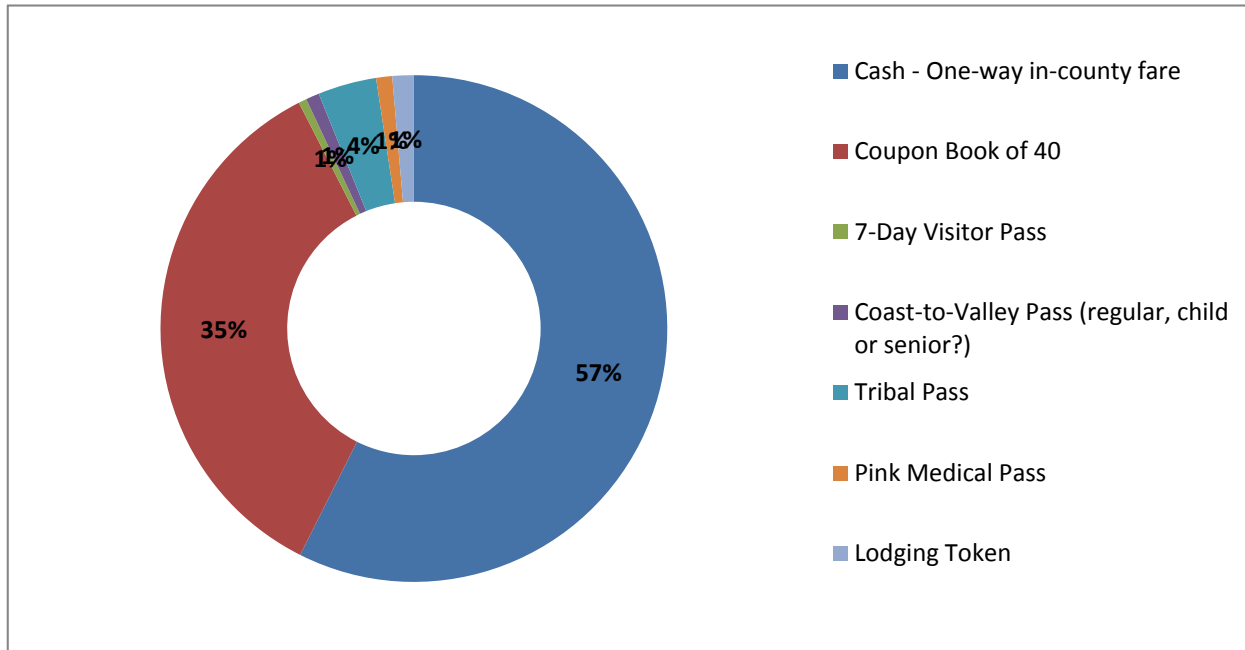
<sup>2</sup> Fare is one way

<sup>3</sup> All children (0-4) ride free

<sup>4</sup> Per ride (\$1.00 for each additional destination)

<sup>5</sup> Amtrak pricing varies by availability, time and day of departure, and time of purchase

**Exhibit 21: Payment Type**



Source: LCTSD Customer Survey 2016.

**Fare Revenue by Route**

Details on fare revenue and comparisons to costs, ridership, and service hours are provided in

Table 33. As shown, fare revenue is by far the highest for the Coast-to-Valley and North County Route. The farebox ratio, which is a comparison of revenue to cost, is also highest on these routes. Total cost per ride represents the average cost of providing the transit service for each rider by service. The Coast-to-Valley route has by far the highest average total cost/rider, followed by the Lincoln City Dial-a-Ride.

**Table 33: Fare Revenue and Related Statistics (2015-16)**

Service	Fare Revenue (\$)	Ridership	Total Cost <sup>1</sup>	Farebox Ratio (Revenue/Cost)	Fare Revenue/Rider	Total Cost/Rider
Newport Dial-A-Ride	9,041	11,710	\$ 108,161	8.36%	\$0.77	\$9.24
Lincoln City Dial-A-Ride	10,438	10,531	\$ 114,095	9.15%	\$0.99	\$10.83
North Route	53,461	69,846	\$ 370,659	14.42%	\$0.77	\$5.31
South Route	25,660	50,835	\$ 219,893	11.67%	\$0.50	\$4.33
East County	36,303	66,718	\$ 358,336	10.13%	\$0.54	\$5.37
Coast-to-Valley	38,153	6,434	\$ 237,558	16.06%	\$5.93	\$36.92
Newport City Loop	21,205	53,990	\$ 200,920	10.55%	\$0.39	\$3.72
Lincoln City Loop	19,583	47,660	\$ 181,292	10.80%	\$0.41	\$3.80
<b>Total</b>	<b>213,844</b>	<b>317,724</b>	<b>\$1,790,914</b>	<b>11.9%</b>	<b>\$0.67</b>	<b>\$5.64</b>

<sup>1</sup> Total cost includes labor, mileage, and administrative costs.

Table 34 summarizes statistics and funding for FY 2015-16 as compared with the system total for FY 2014-15. As shown, cost per rider decreased by over 16% and cost per revenue hour decreased by almost 15%. Farebox return increased by over 7% and riders per hour increased by almost 3%.

**Table 34: Summary of Statistics and Funding (2015-16)**

	Riders per Hour	Cost per Rider	Cost per Revenue Hour	Farebox Return
Newport Dial-A-Ride	5.4	\$9.24	\$50.31	8.36%
Lincoln City Dial-A-Ride	4.9	\$10.83	\$52.92	9.15%
North Route	11.4	\$5.31	\$60.46	14.42%
South Route	13.9	\$4.33	\$60.21	11.67%
East County	10.9	\$5.37	\$58.45	10.13%
Coast-to-Valley	1.9	\$36.92	\$70.10	16.06%
Newport City Loop	14.6	\$3.72	\$54.41	10.55%
Lincoln City Loop	14.3	\$3.80	\$54.30	10.80%
<b>System Total</b>	<b>10.4</b>	<b>\$5.64</b>	<b>\$58.45</b>	<b>11.94%</b>
<b>FY 2014-15 System Total</b>	<b>10.1</b>	<b>\$6.76</b>	<b>\$68.22</b>	<b>11.10%</b>
<b>Percent Change (2014-15 to 2015-16)</b>	<b>2.8%</b>	<b>-16.7%</b>	<b>-14.3%</b>	<b>7.5%</b>

## SUMMARY>>>

The following are key transit and funding statistics to inform feasibility of future improvements:

- ▶ Overall, total ridership has slightly increased over the last several years for the LCTSD system.
- ▶ There is no distinct seasonal pattern in ridership.
- ▶ The North County (Newport-Lincoln City) and East County (Newport-Siletz) routes have the highest riderships, while the South Route (Newport-Yachats), Lincoln City Loop, and Newport City Loop have the highest rides per revenue hour and revenue mile.
- ▶ The Newport Dial-a-Ride has slightly higher ridership, rides per revenue hour, and rides per revenue mile as compared to the Lincoln City Dial-a-Ride
- ▶ Total costs have increased between FY2011-12 and FY2015-16 by approximately 15%.
- ▶ The coupon book and the in-county one-way fare are the most common payment types.

## APPENDIX A CUSTOMER SURVEY 1 SUMMARY

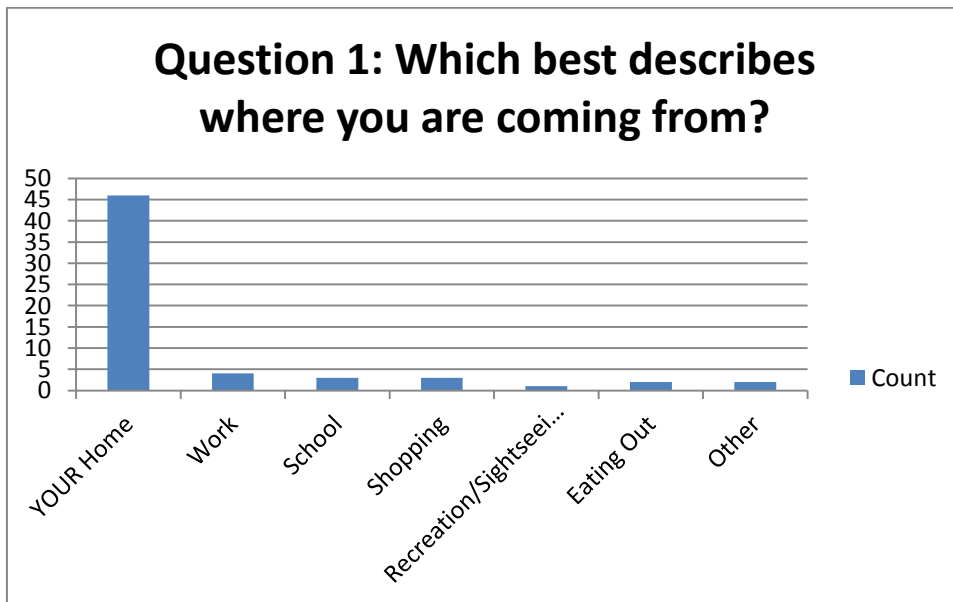
**MEMORANDUM**

Date: March 7, 2017 Project #: 19682.1  
 To: Cynda Bruce (Lincoln County Transportation Service District)  
 Naomi Zwerdling (Oregon Department of Transportation)  
 Project: LCTSD TDP  
 Subject: Customer Survey #1 Results Summary

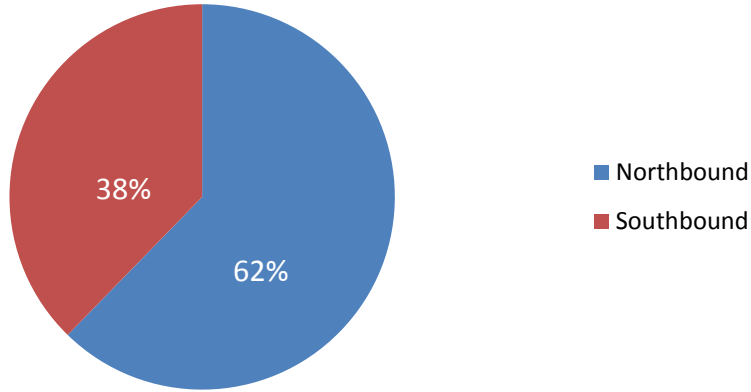
LCTSD administered a Customer Survey to better understand the state of the existing transit system. The survey was administered during September and October 2016 by LCTSD staff and volunteers. Each route and each run of the day was surveyed during both the weekday and weekend block schedules. A total of 596 surveys were collected, of which 61 were collected for the Newport-Yachats route, 61 for the Lincoln City Loop, 109 for the Newport City Loop, 19 for the Coast-to-Valley route, 187 for the Newport-Lincoln City route, and 159 for the Newport-Siletz route.

The following provides a summary of results from the Customer Survey #1 for each route.

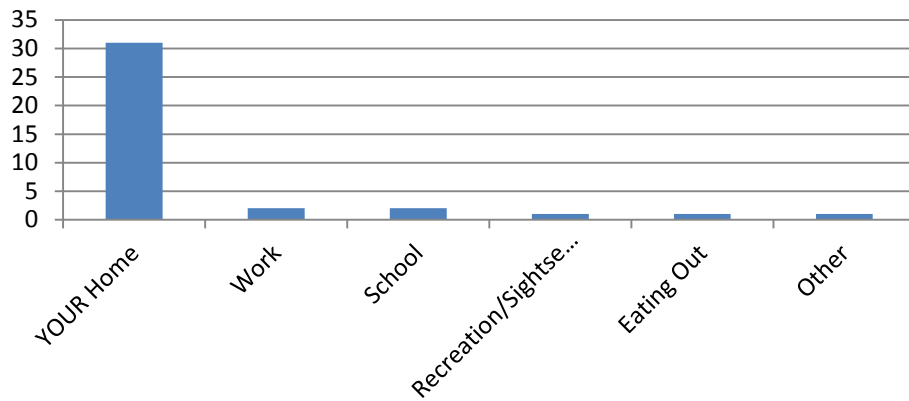
**Lincoln City Loop**

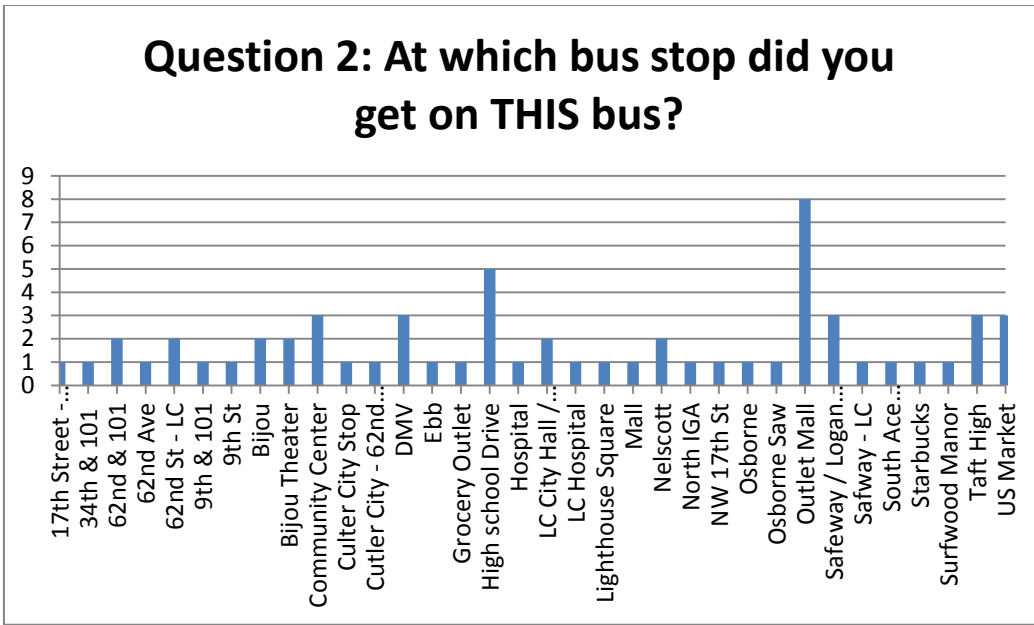
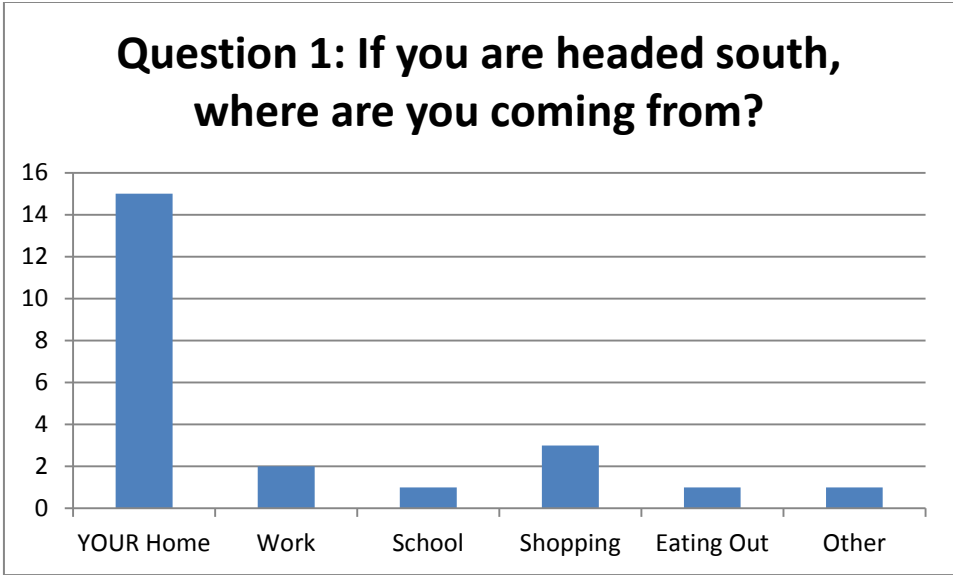


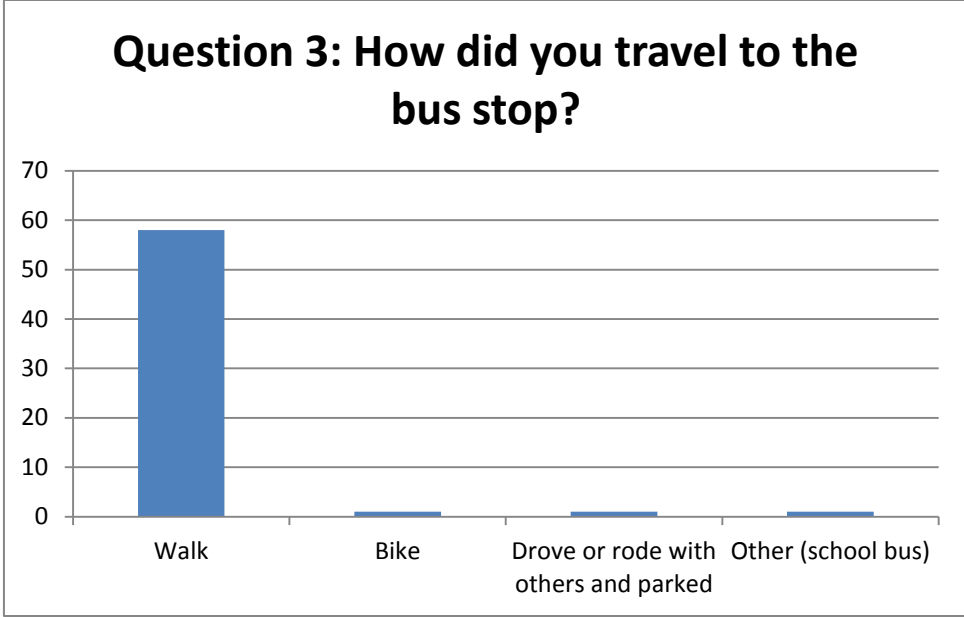
### Question 1: Which direction are you traveling?

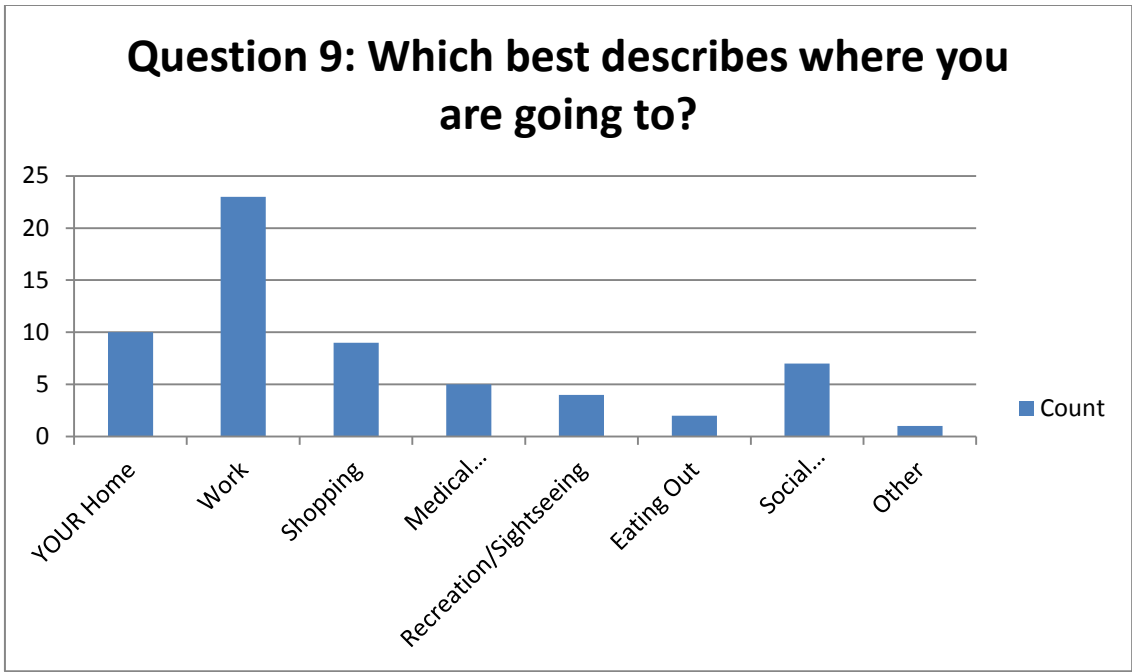
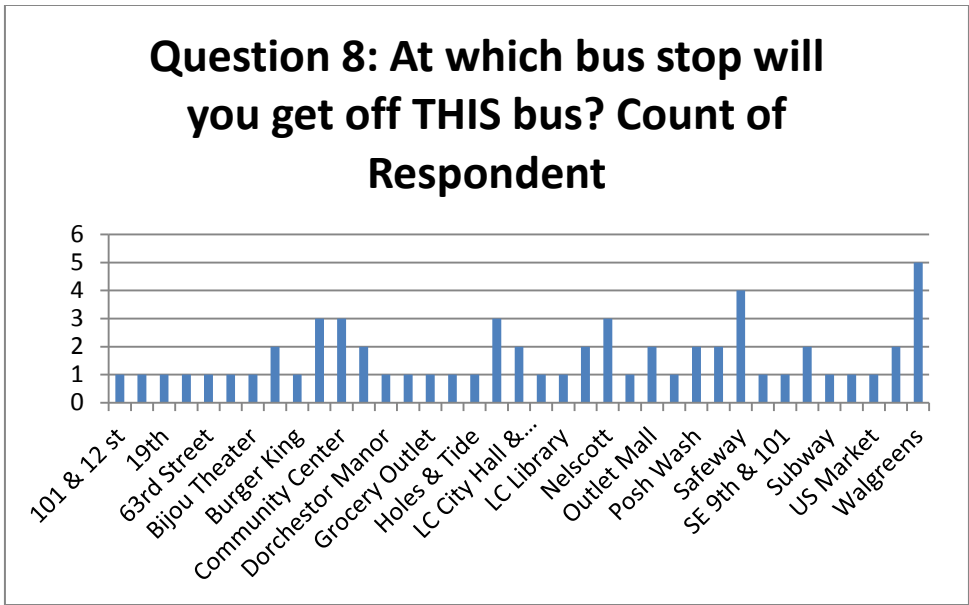


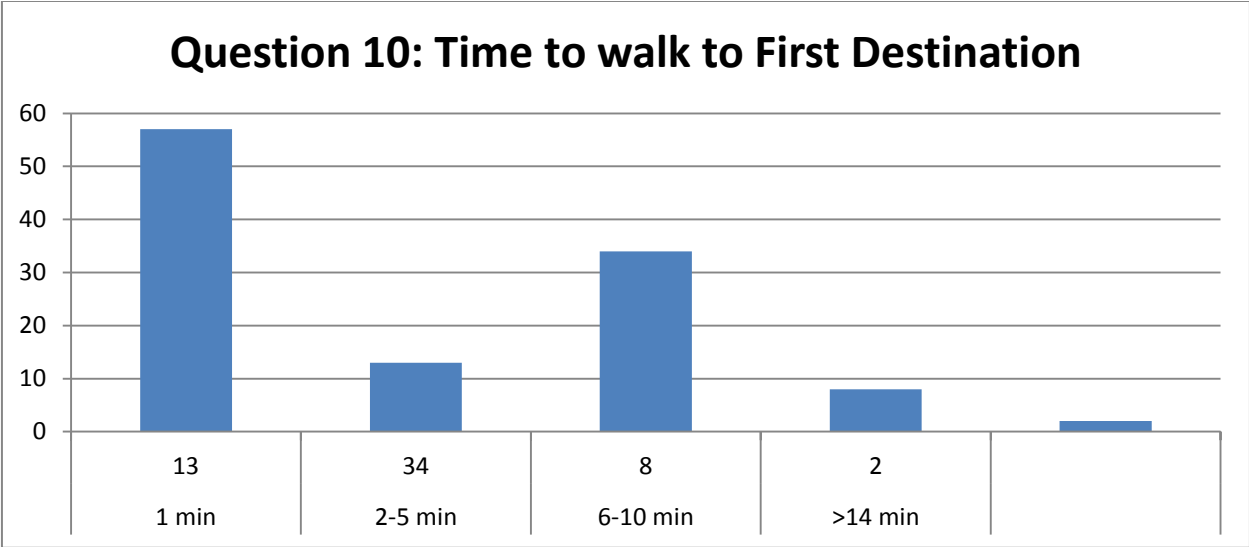
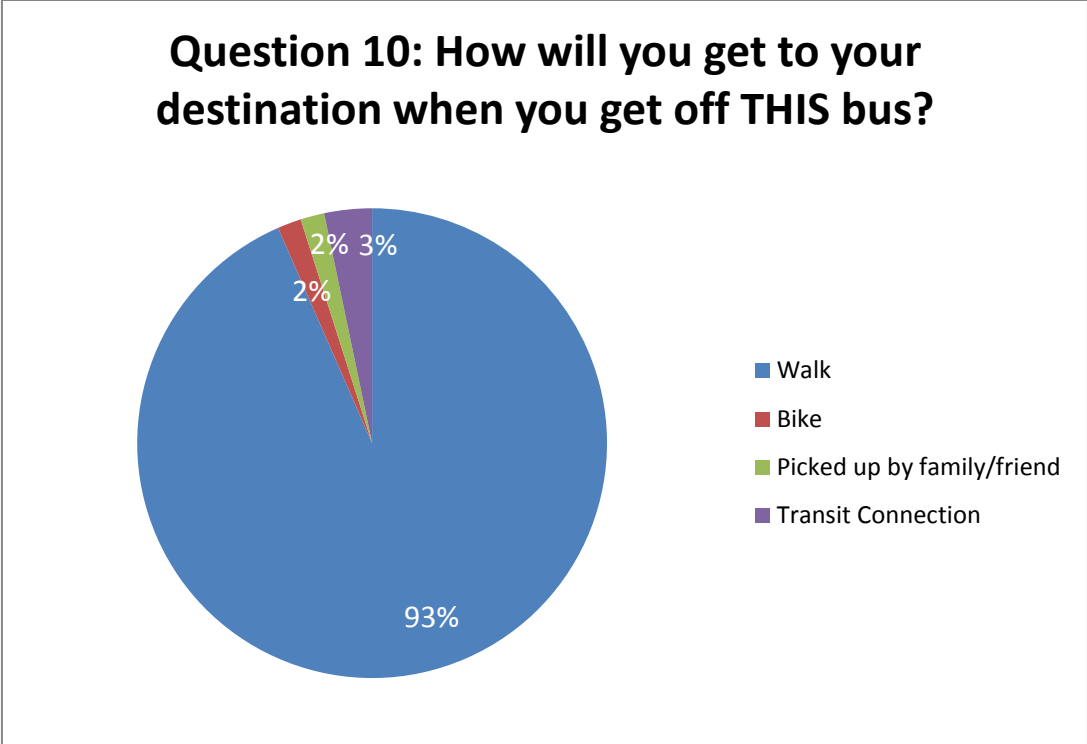
### Question 1: If you are headed north, where are you coming from?



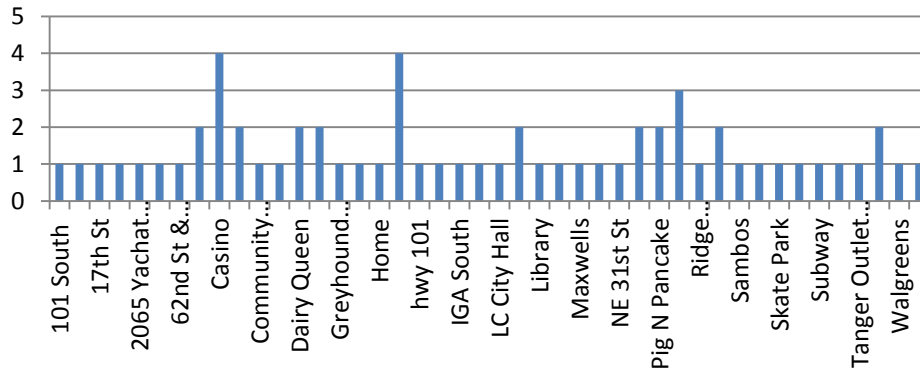




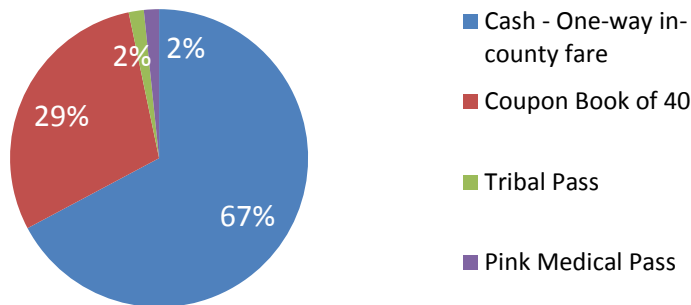




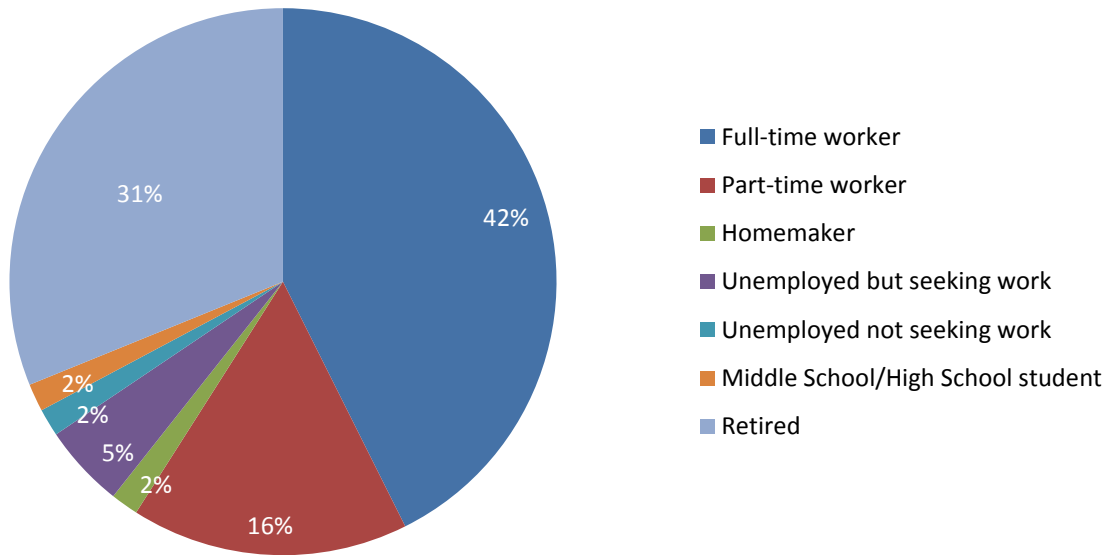
### Question 11: What is the location of you first destination? Count of Respondent



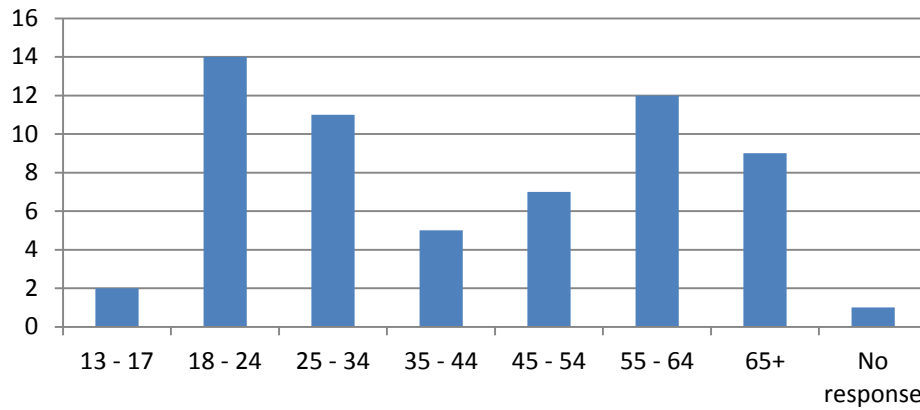
### Question 14: How did you pay for this trip?

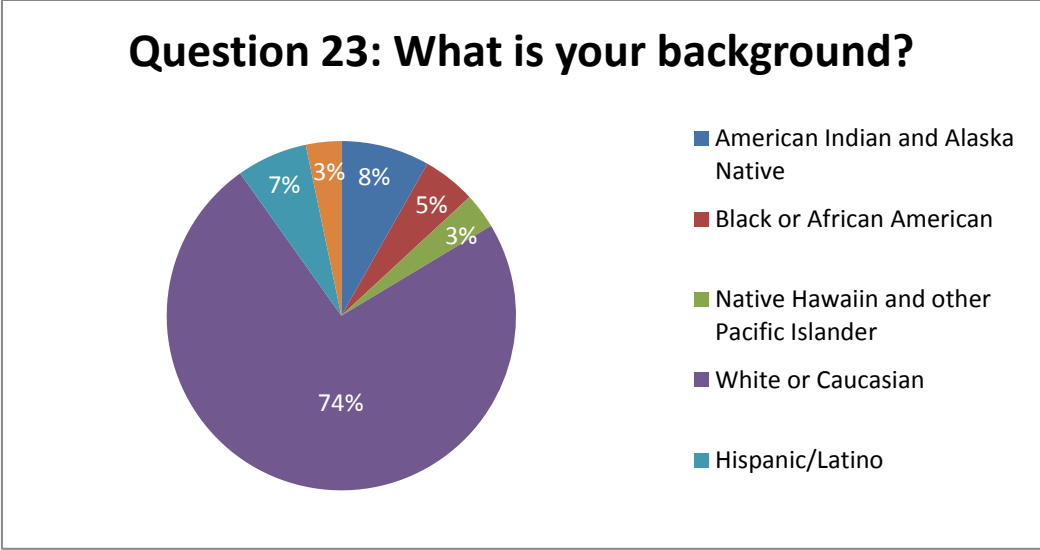


### Question 18: Are you a...

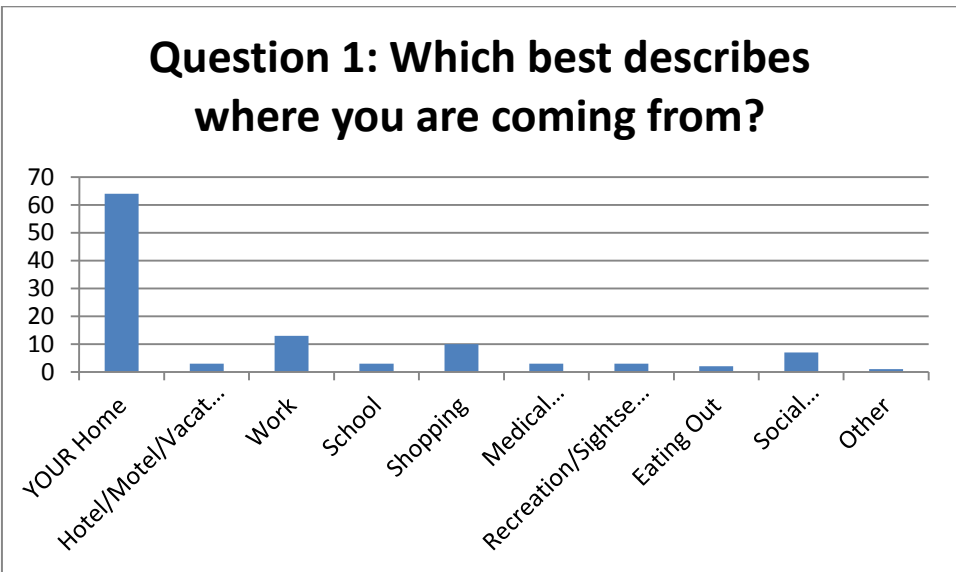


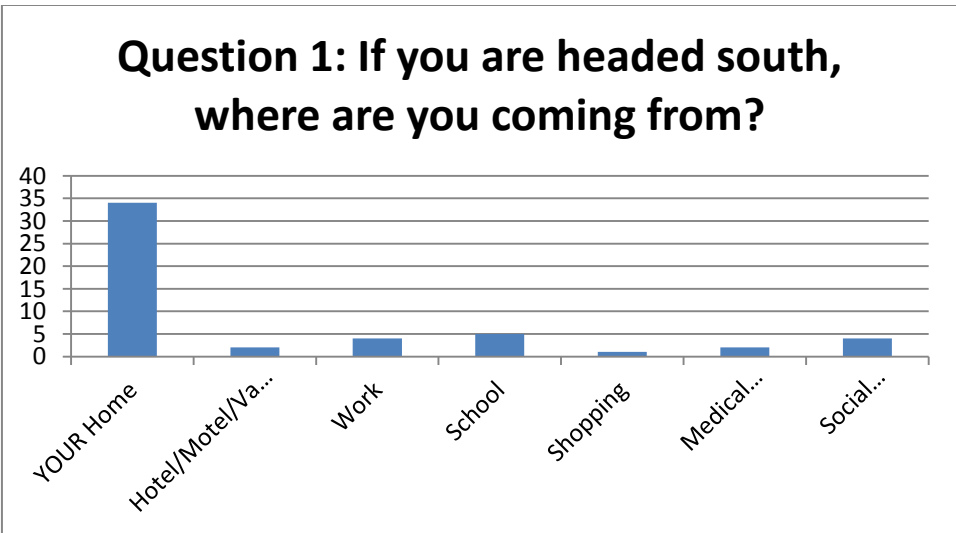
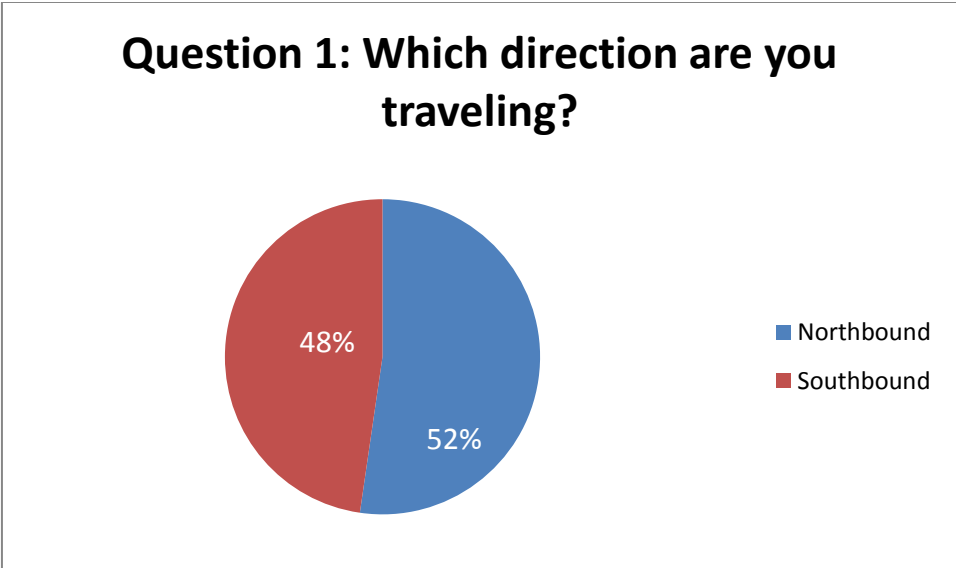
### Question 22: What is your age?

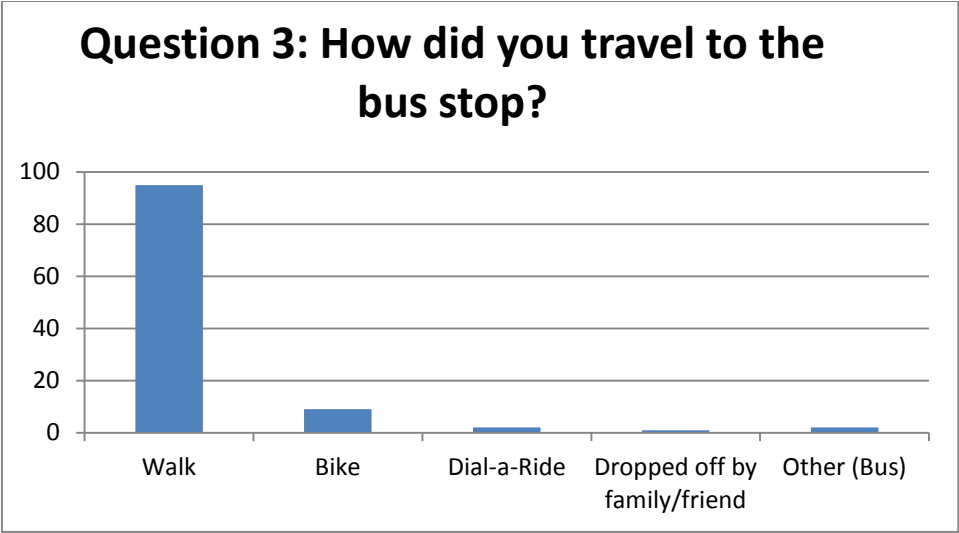
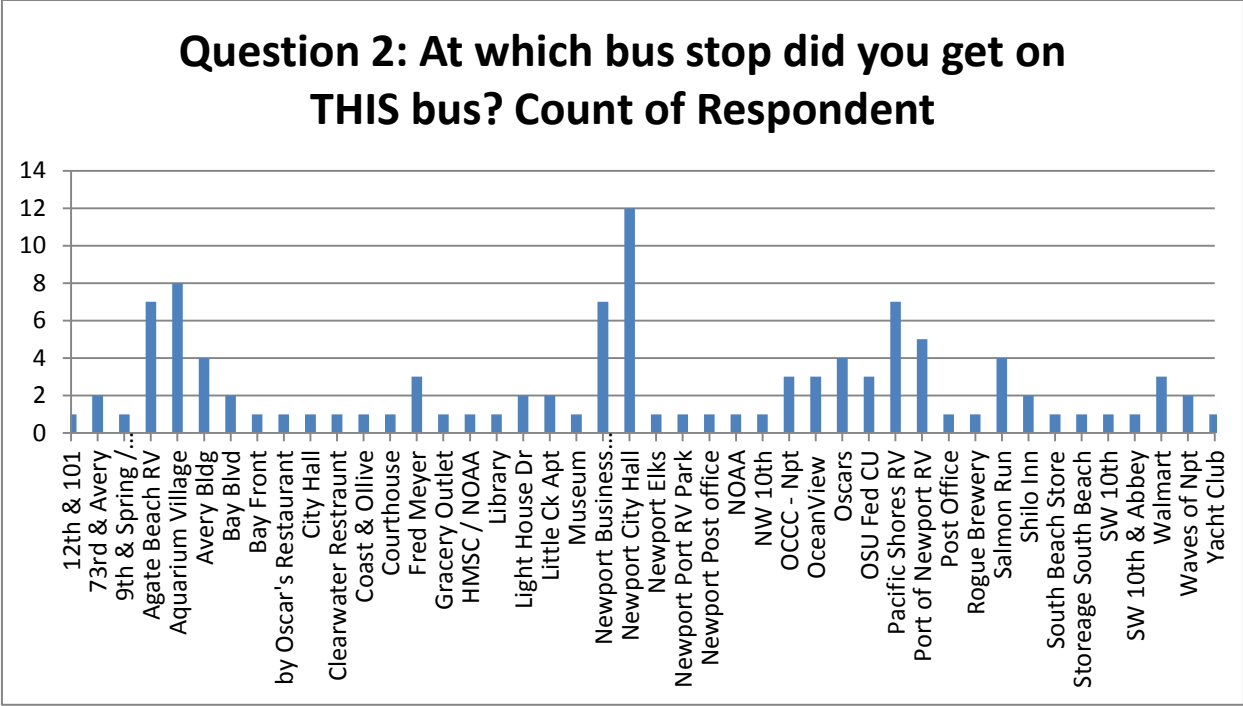


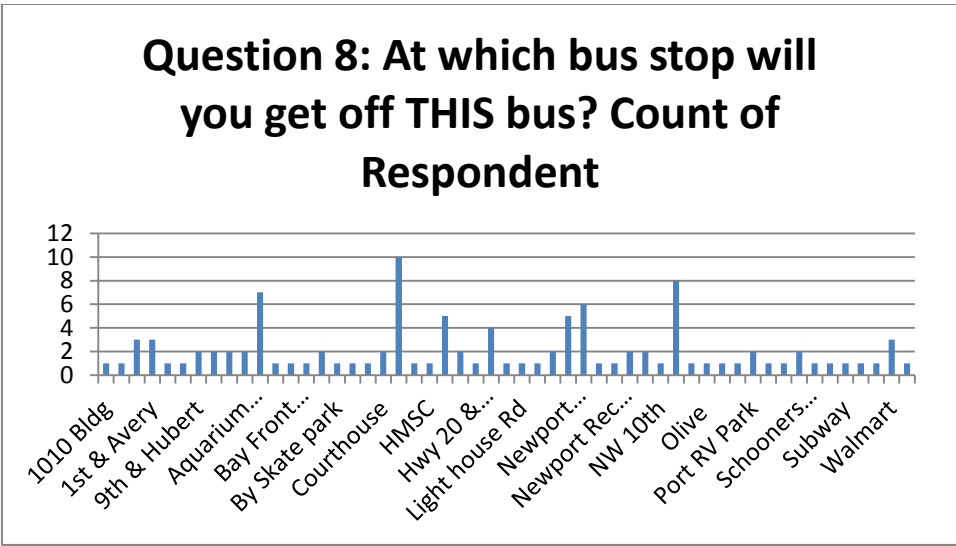
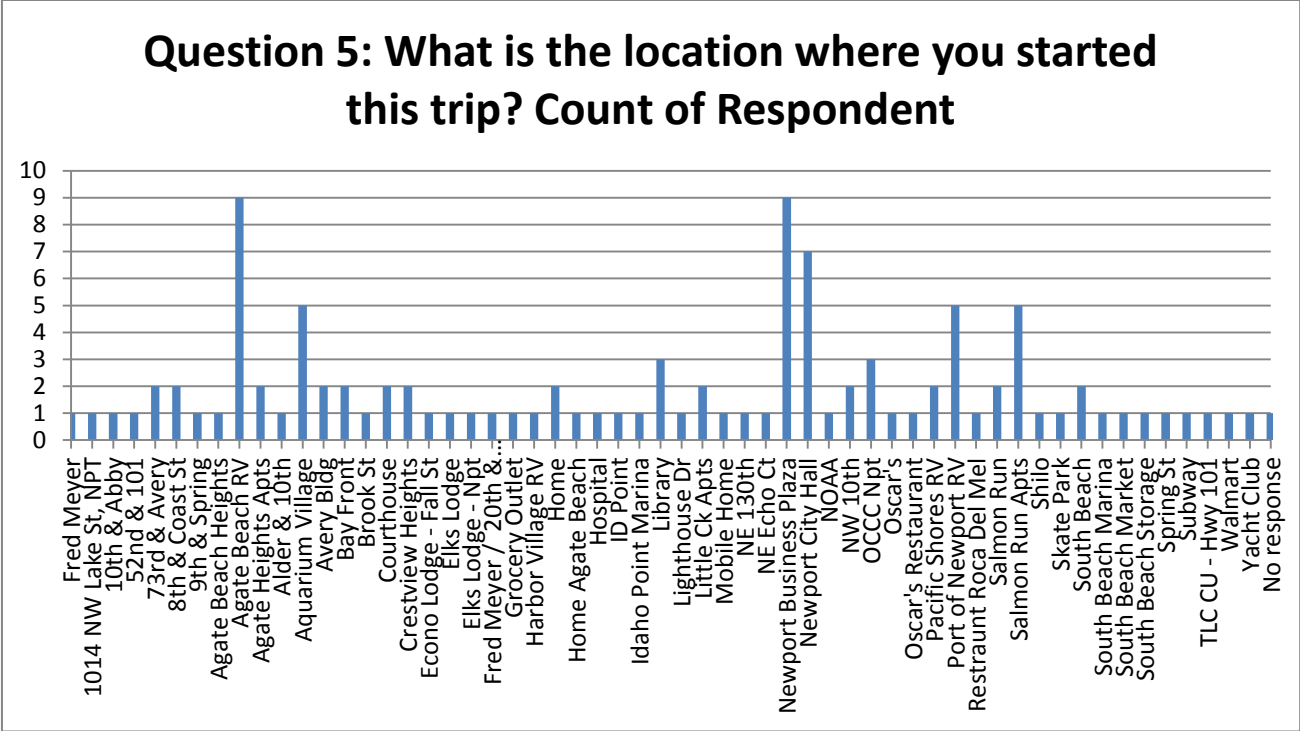


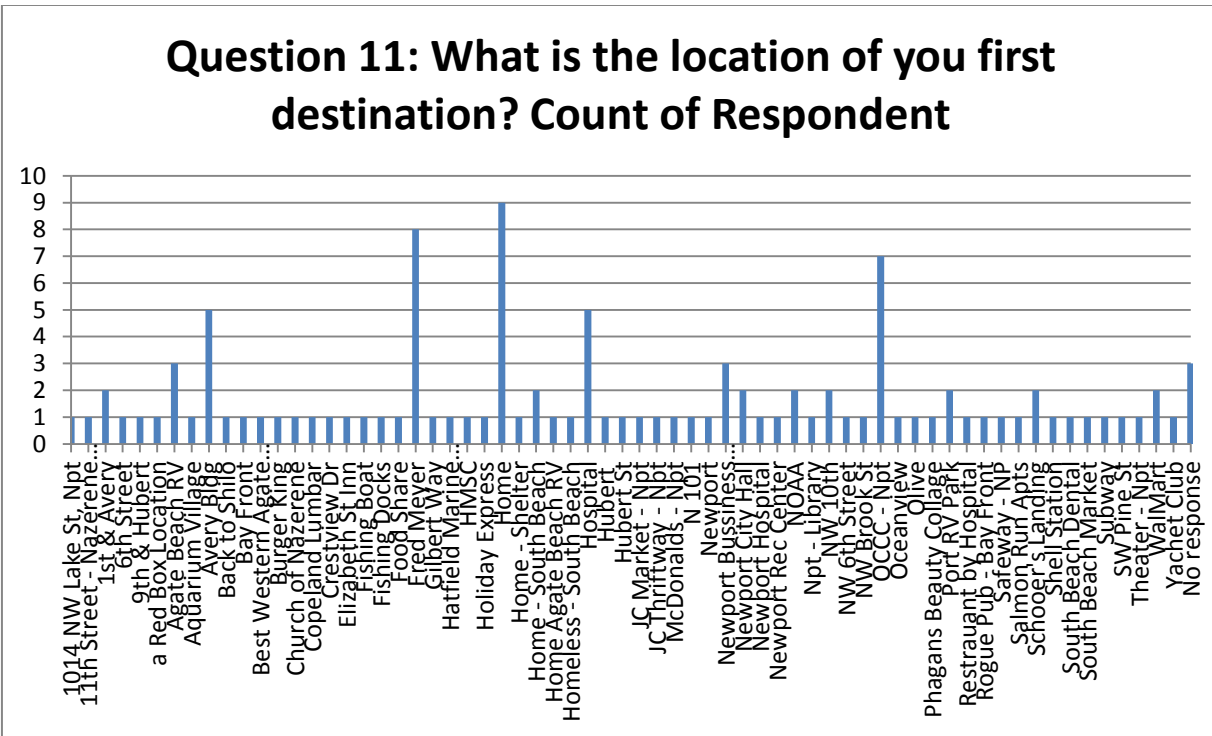
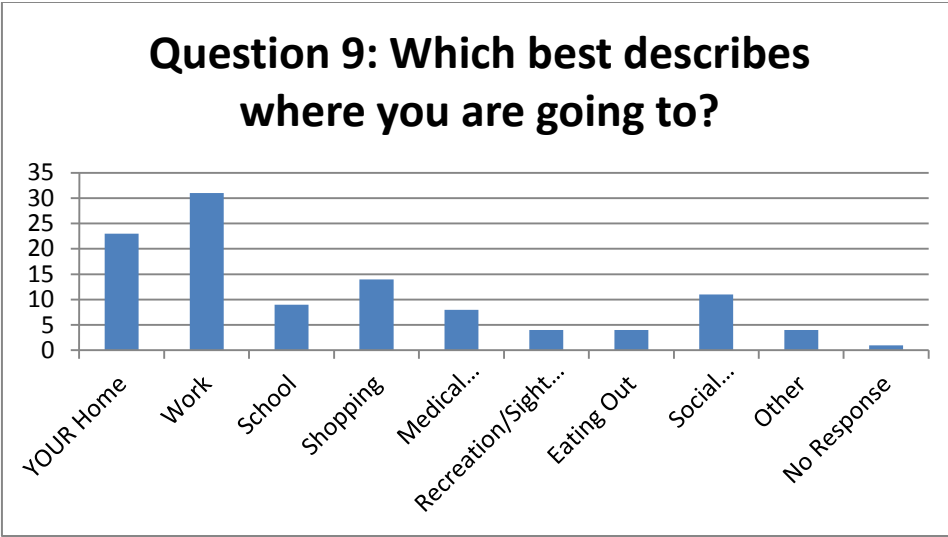
### Newport City Loop



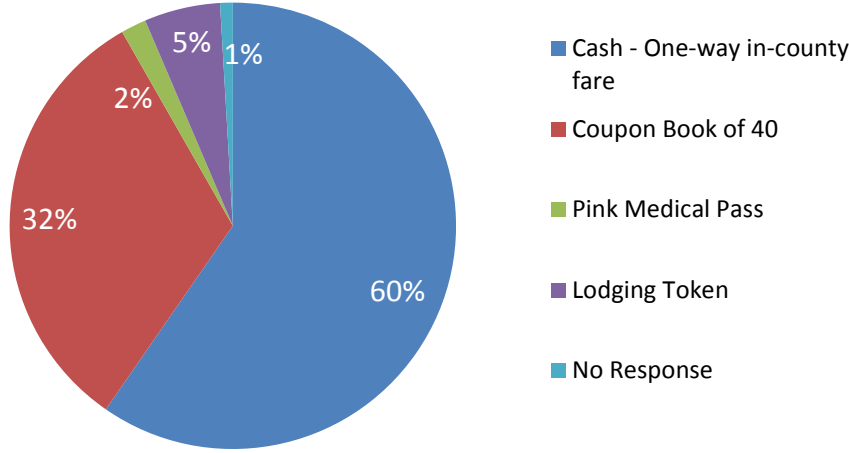




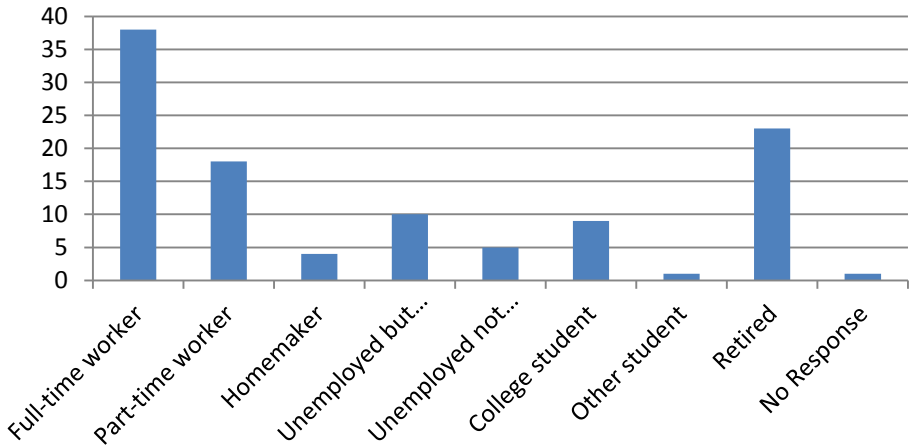


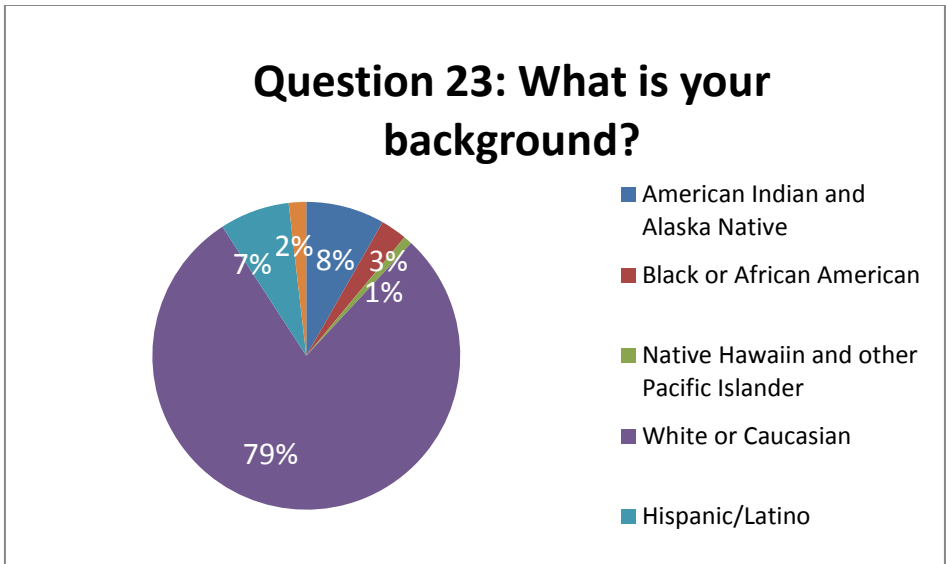
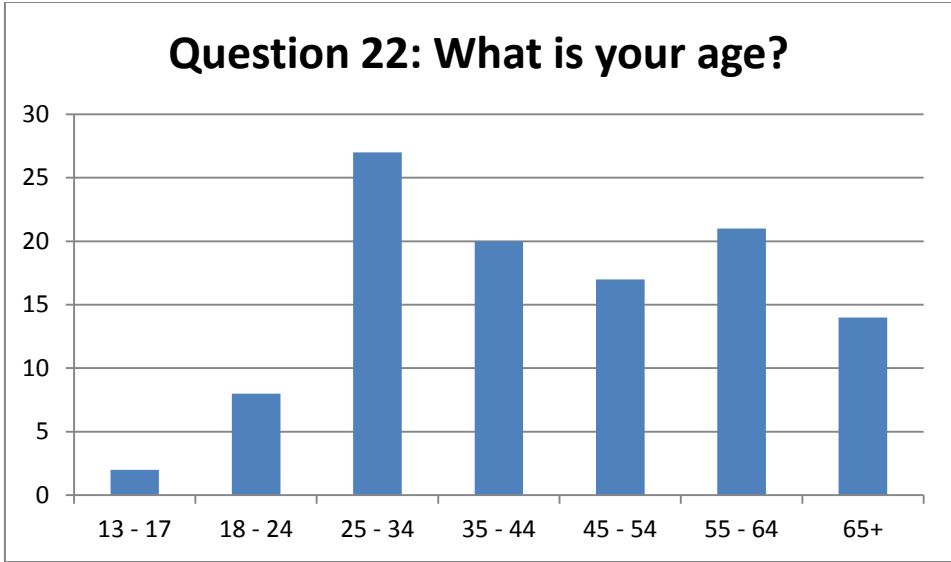


### Question 14: How did you pay for this trip?

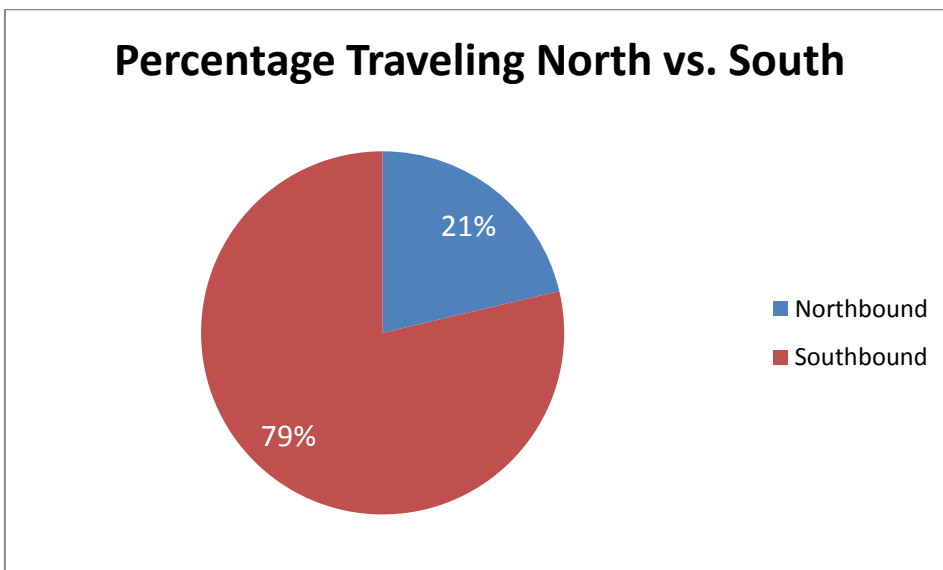
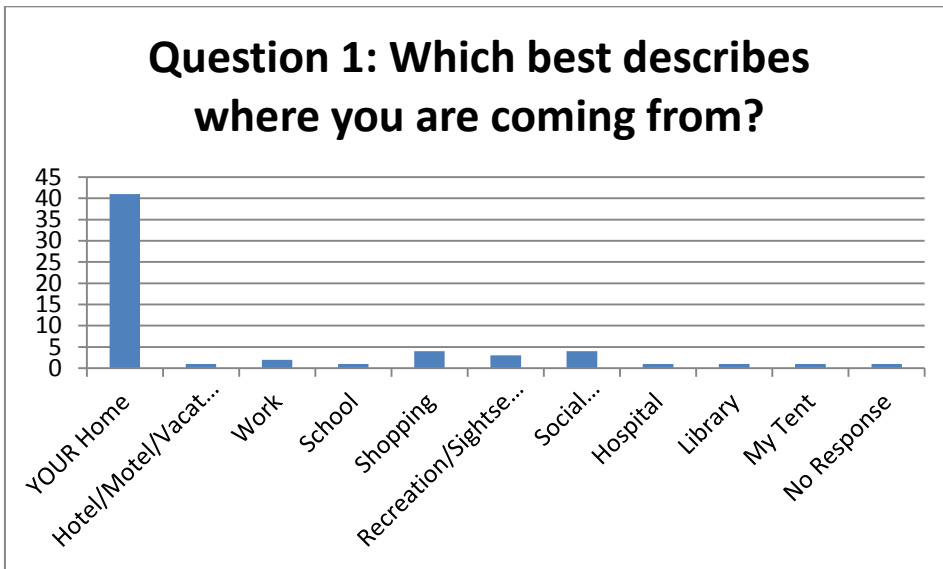


### Question 18: Employment Status

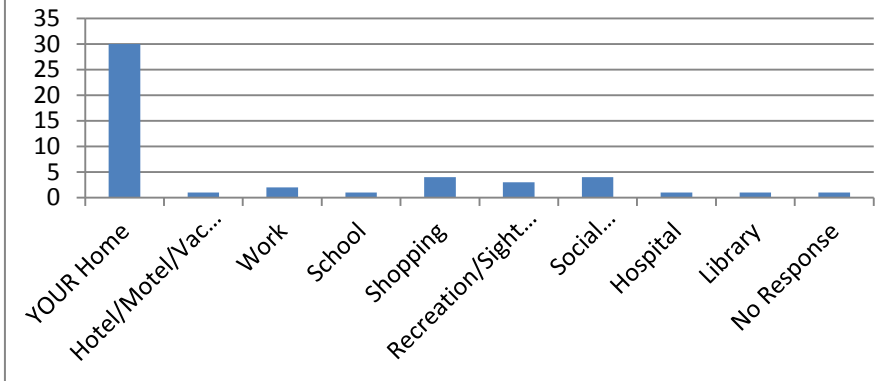




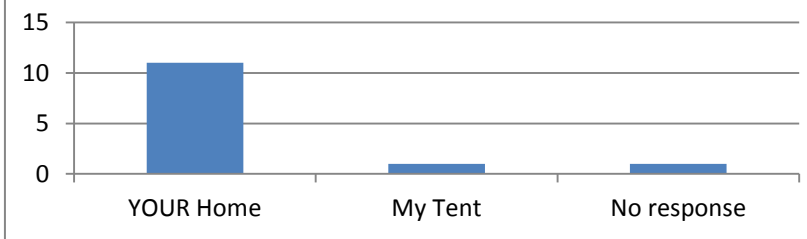
### Yachats to Newport

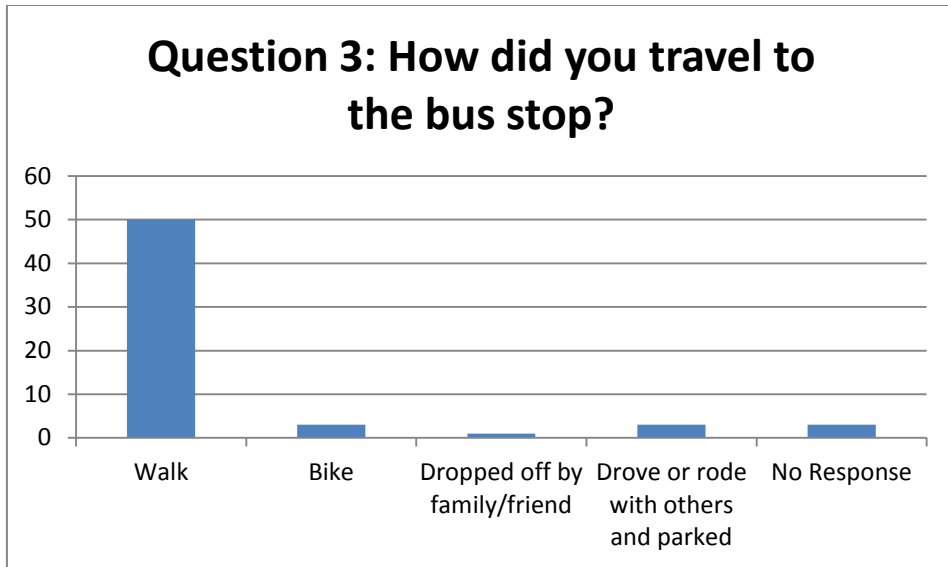
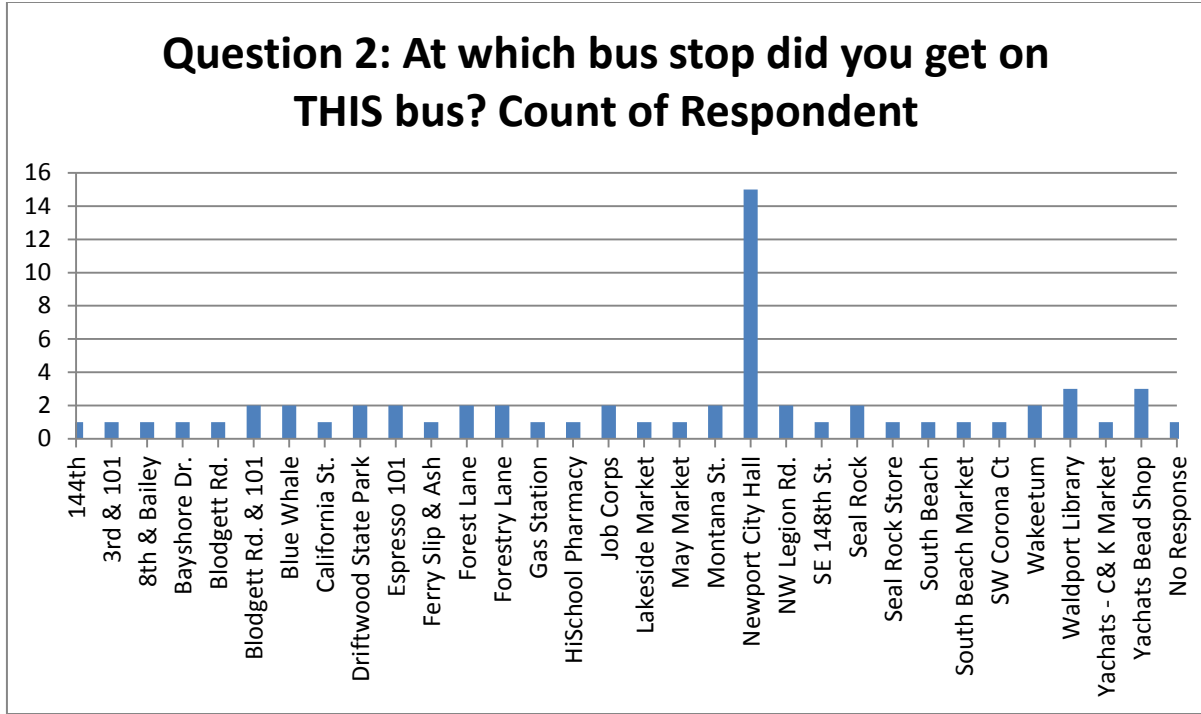


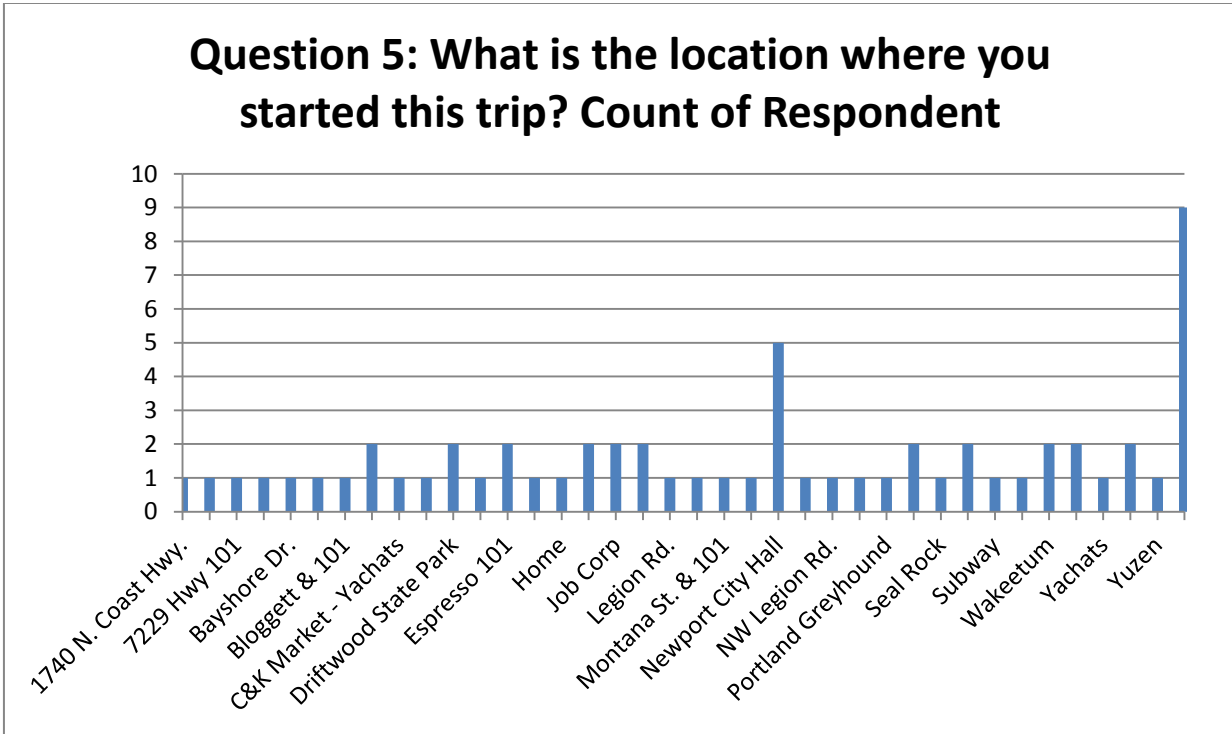
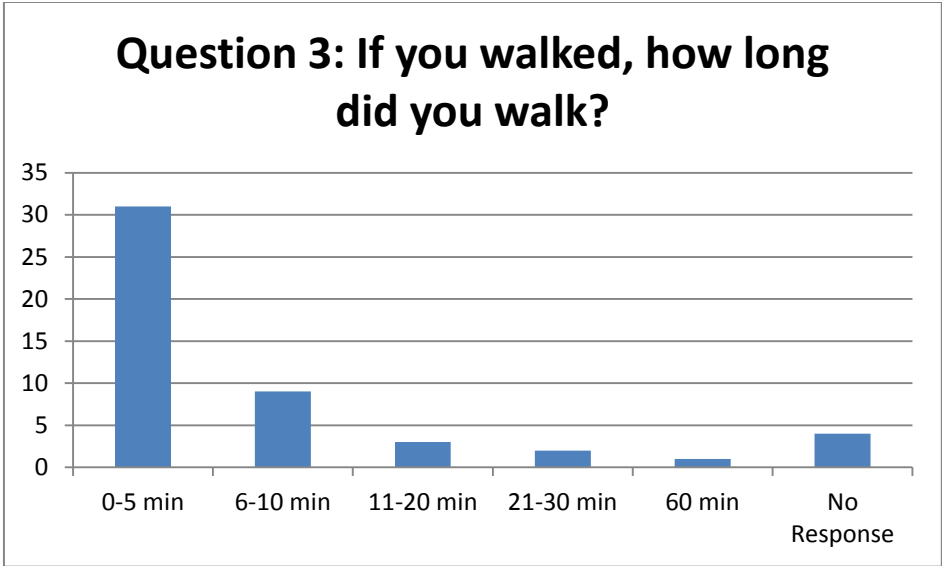
### Question 1: If traveling southbound, where are you coming from?

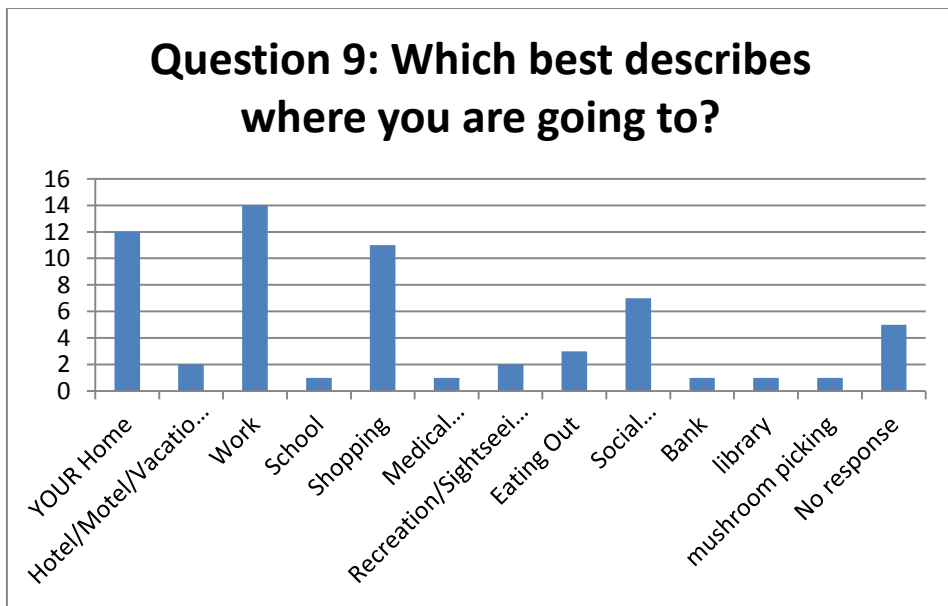
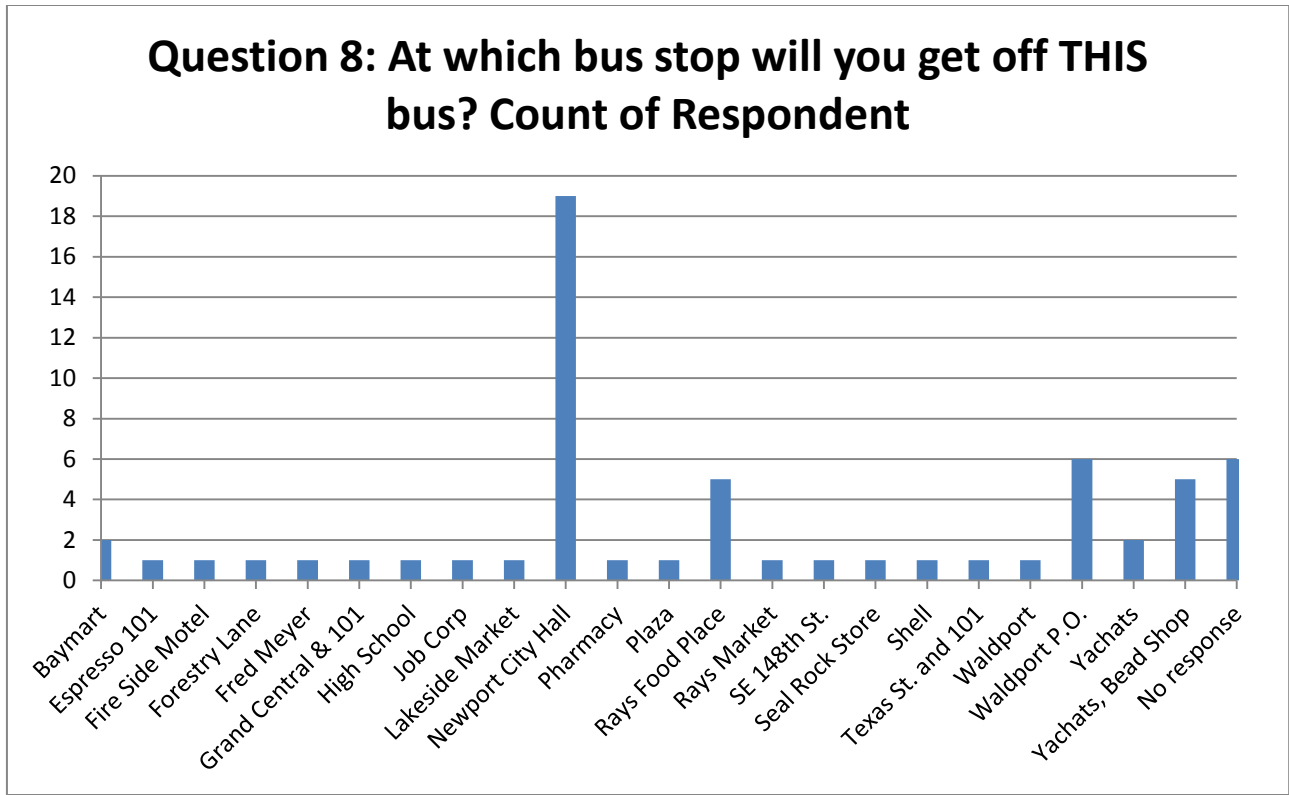


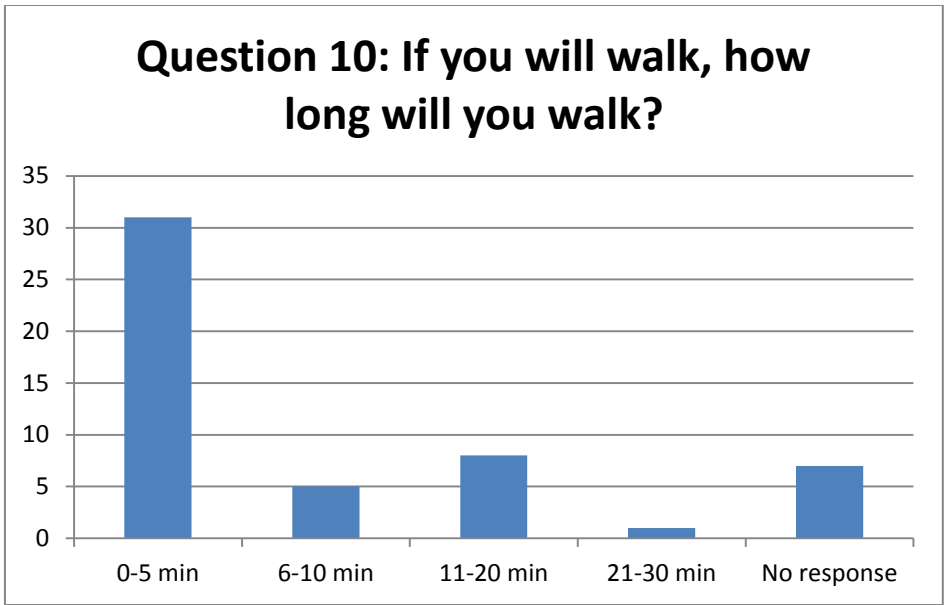
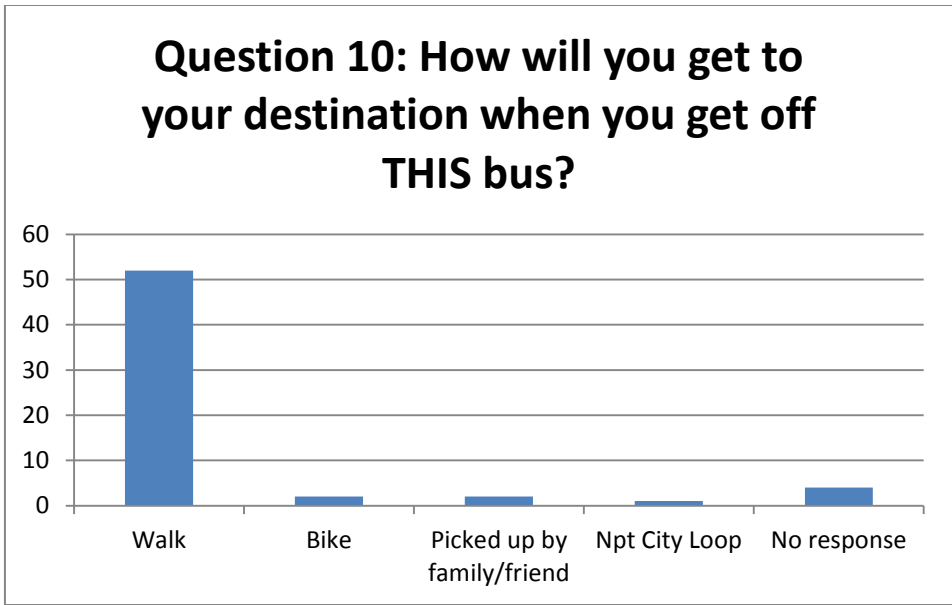
### Question 1: If traveling northbound, where are you coming from?

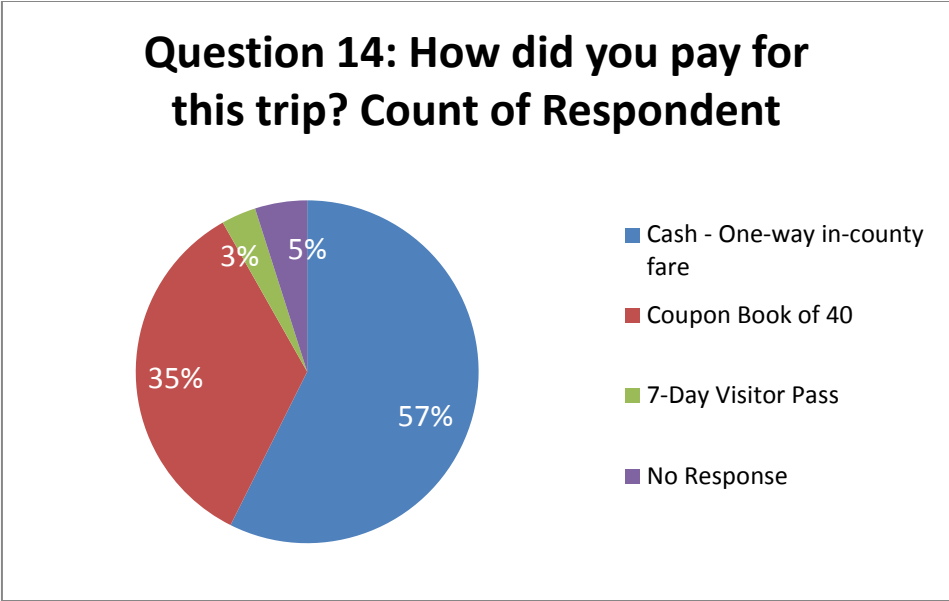
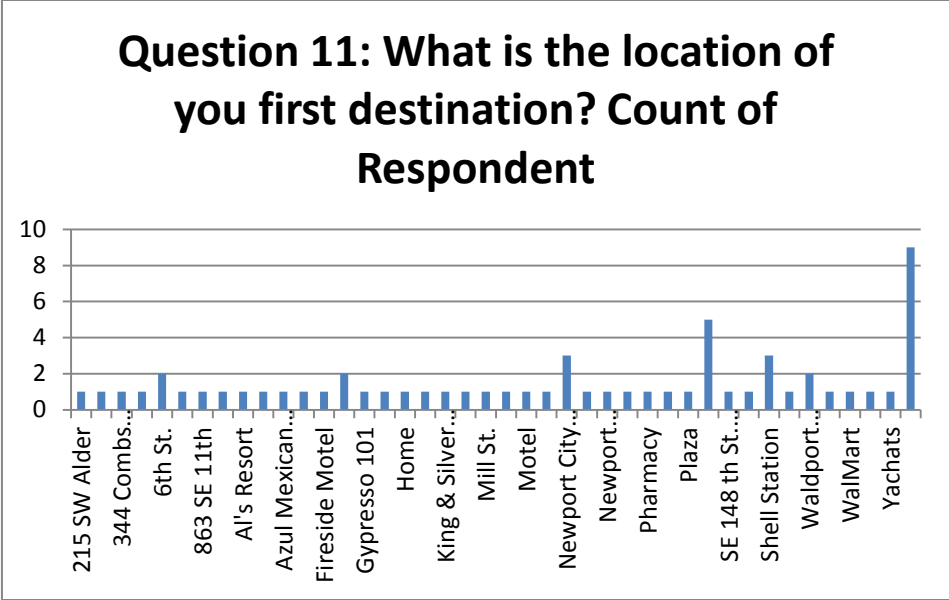


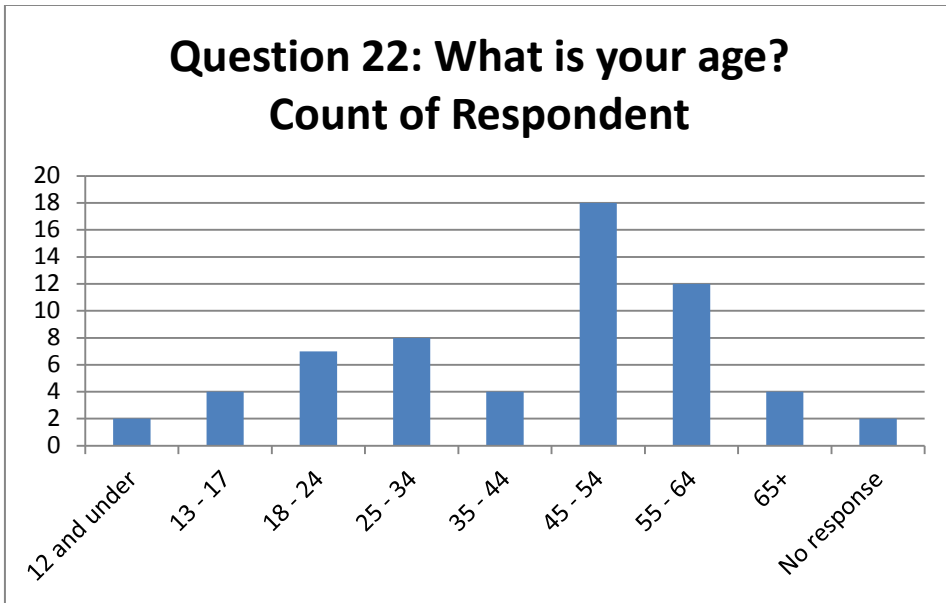
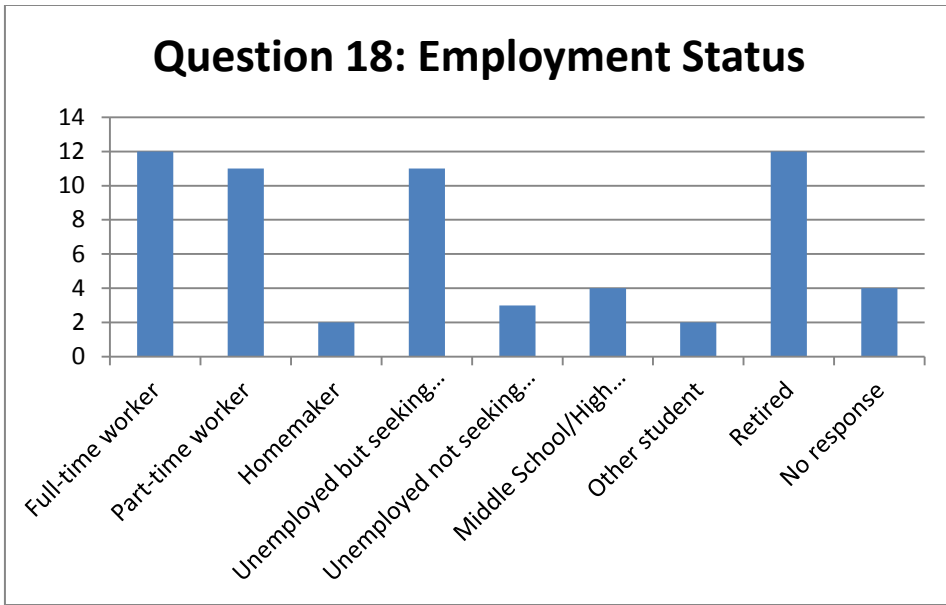


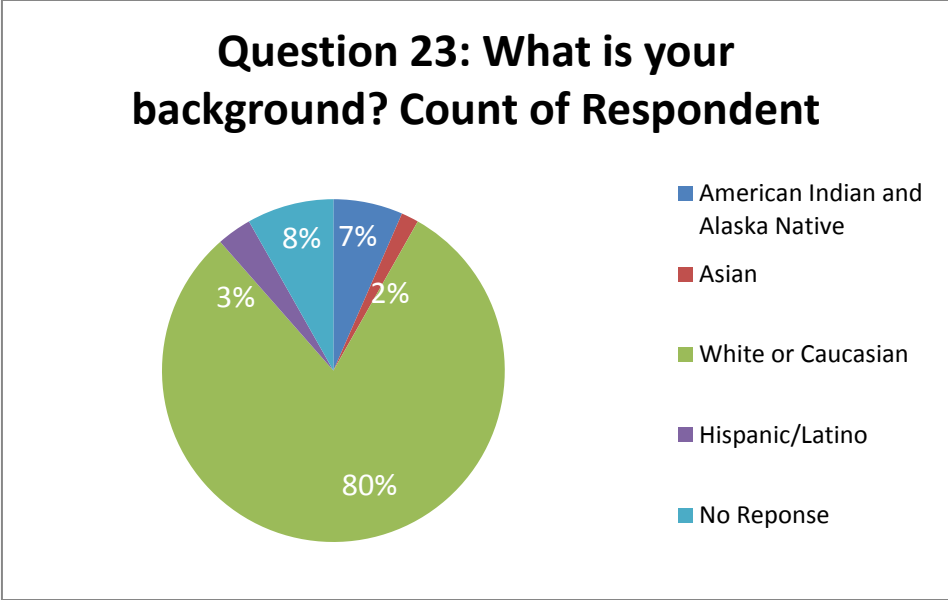




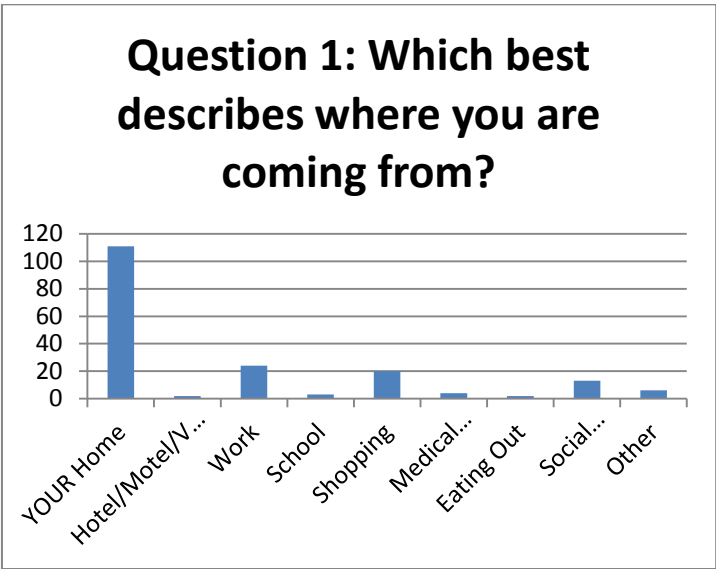


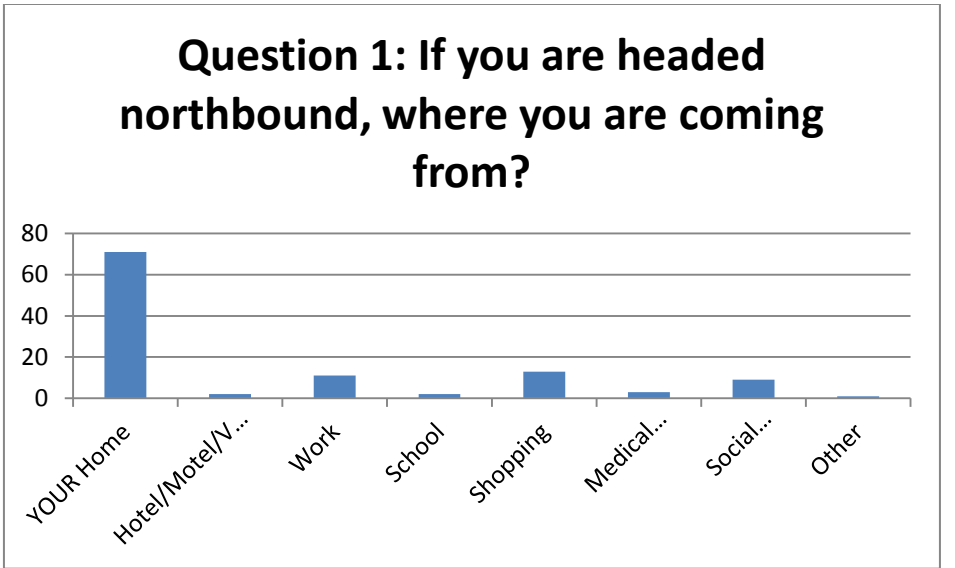
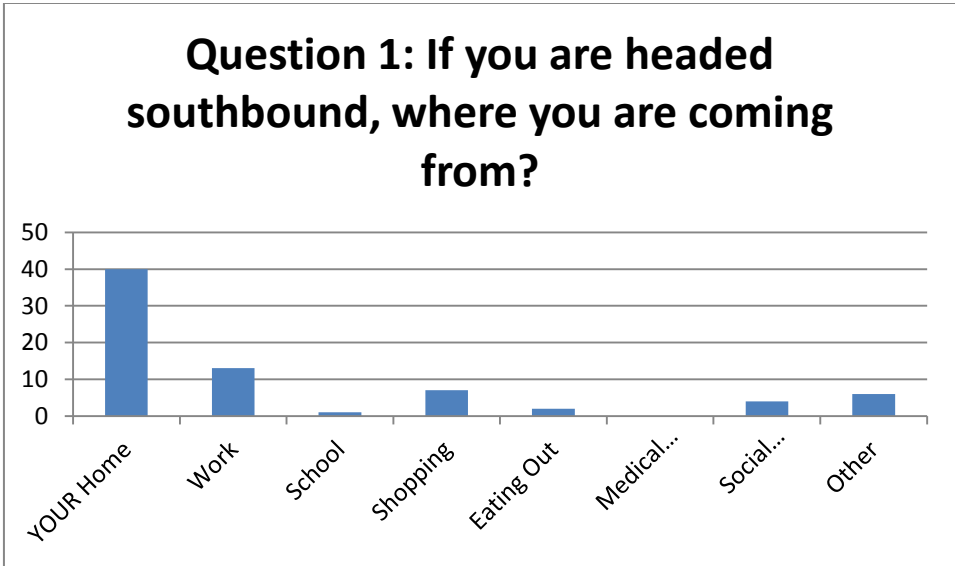
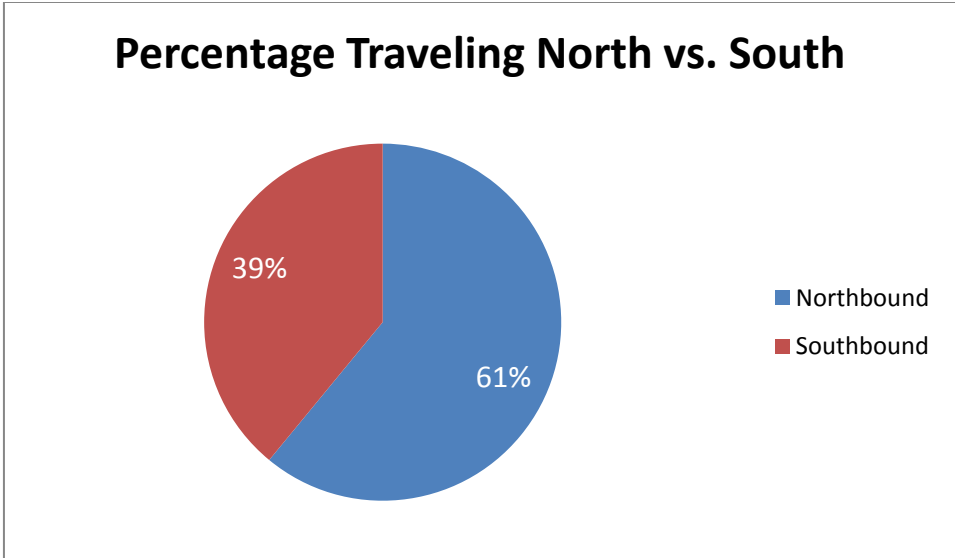


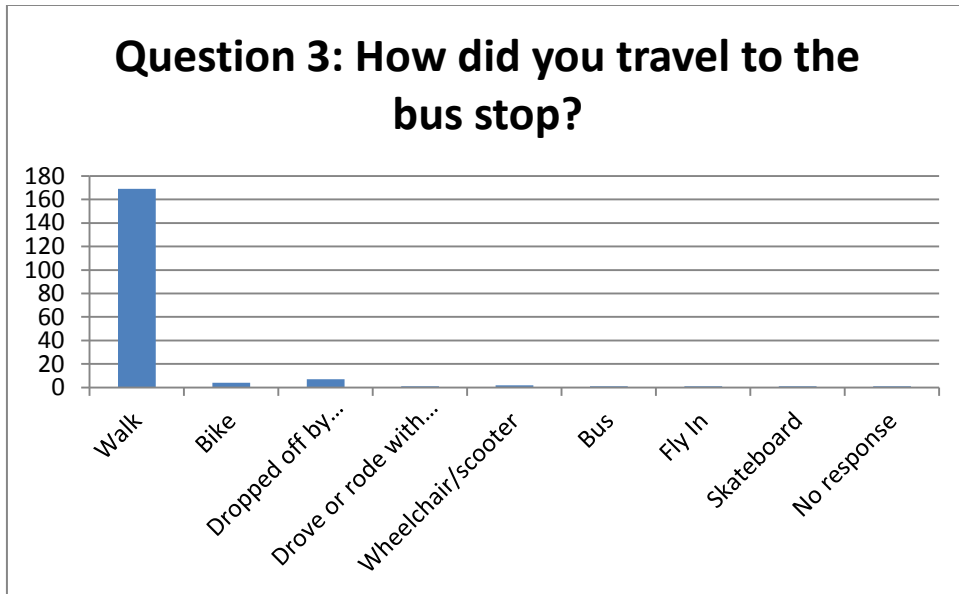
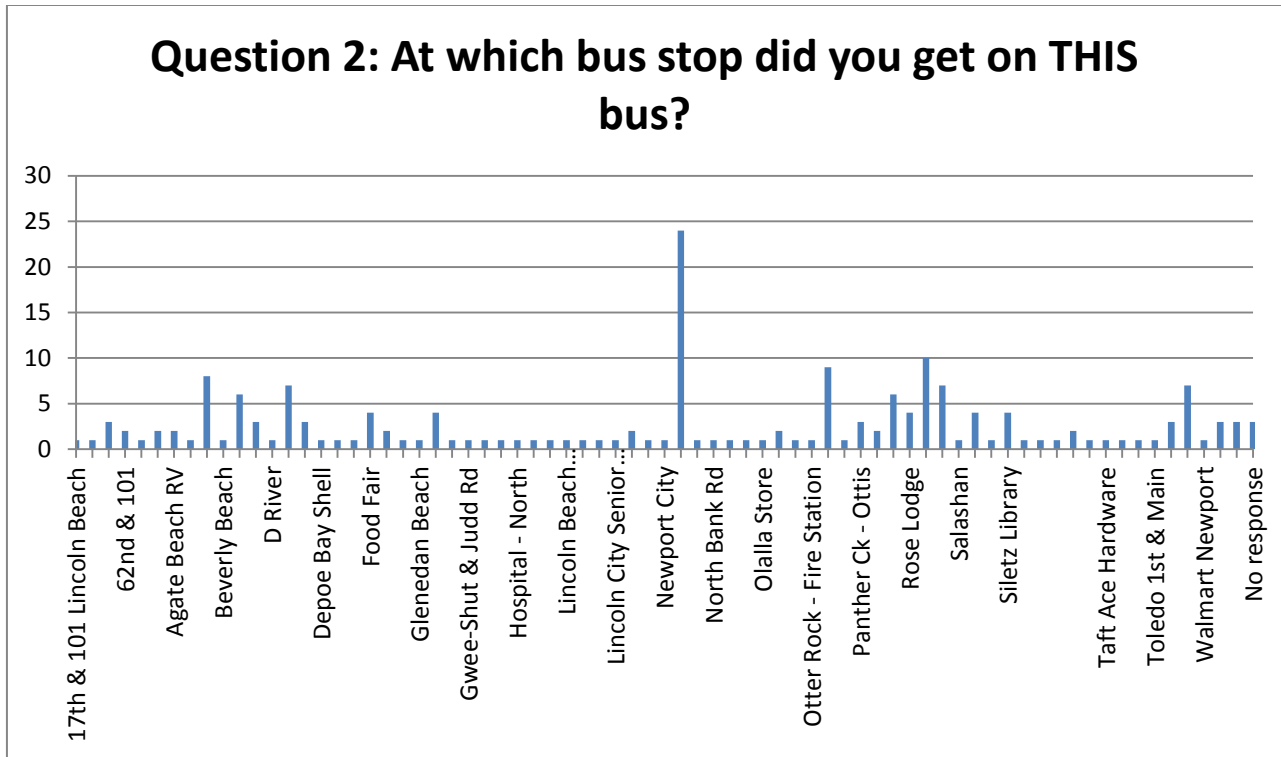


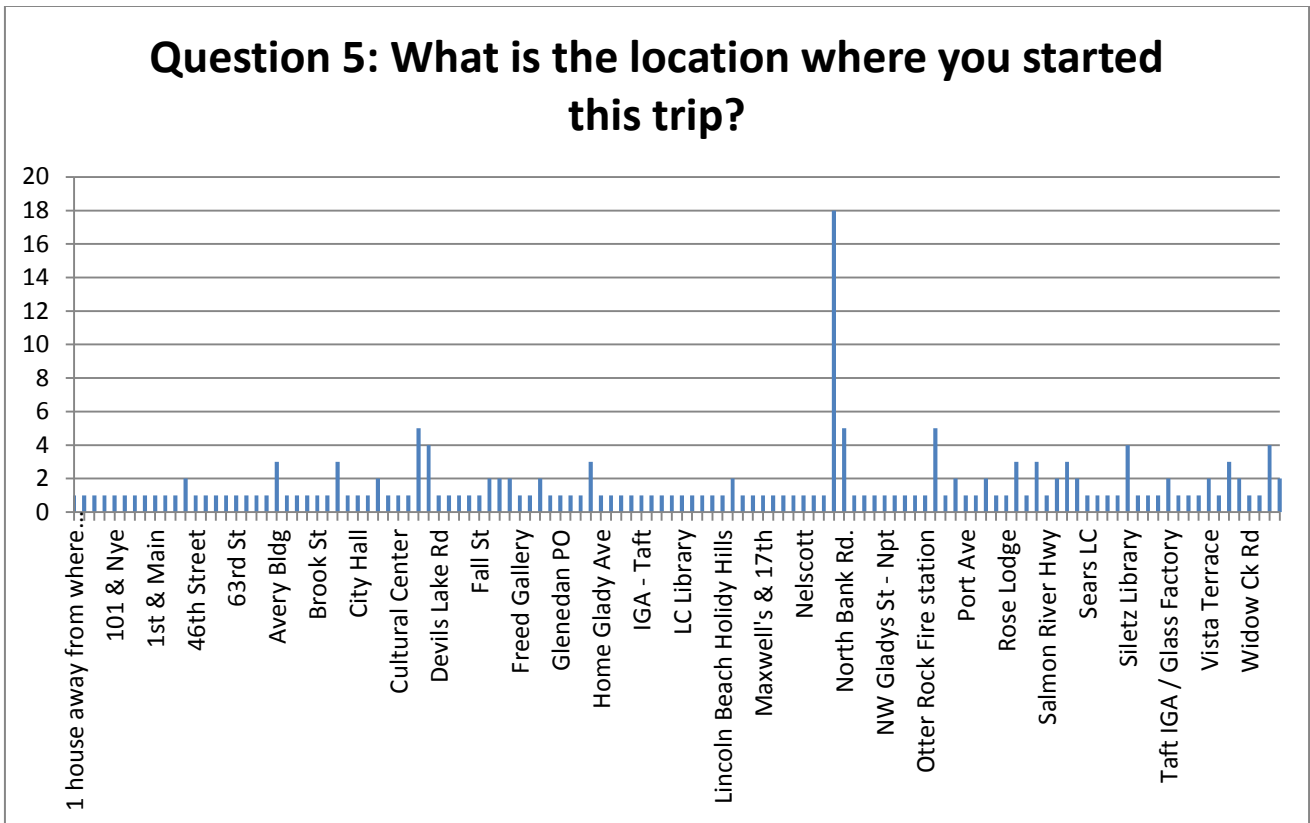
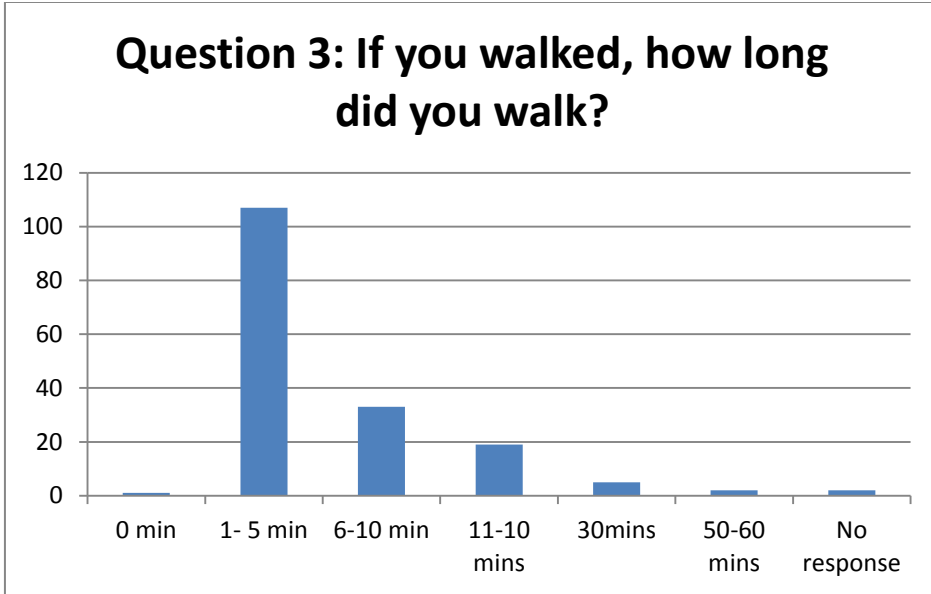


### Newport to Lincoln City

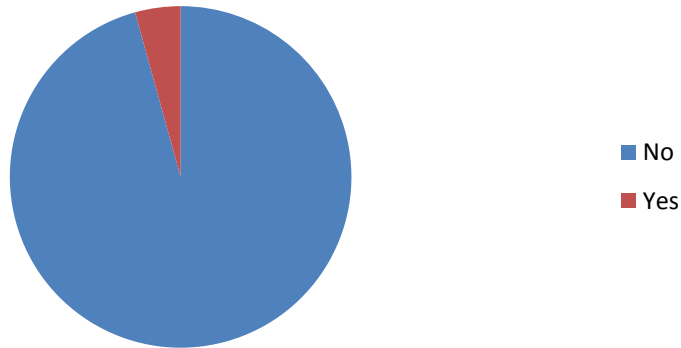




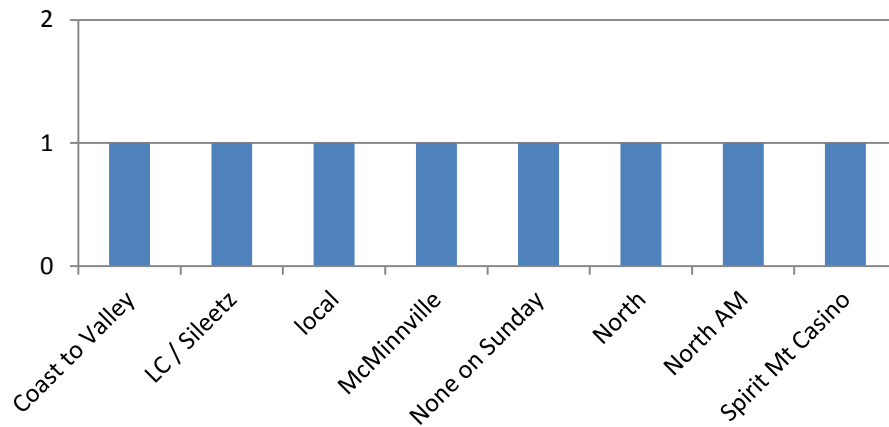




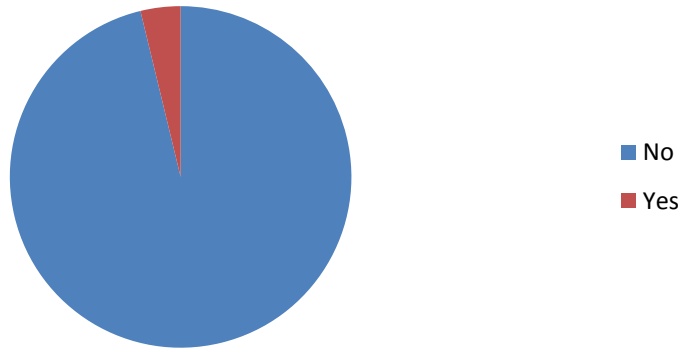
### Question 6: Did you transfer from a different bus/transit route before getting on this bus?



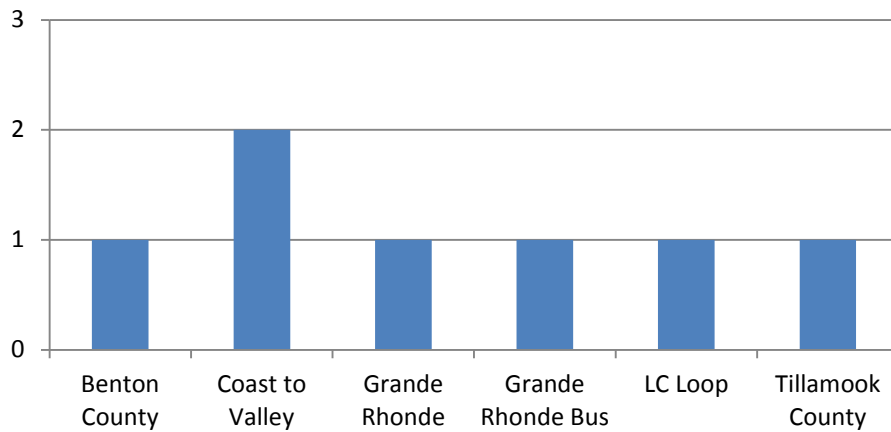
### Question 6: If yes, where did you transfer from?

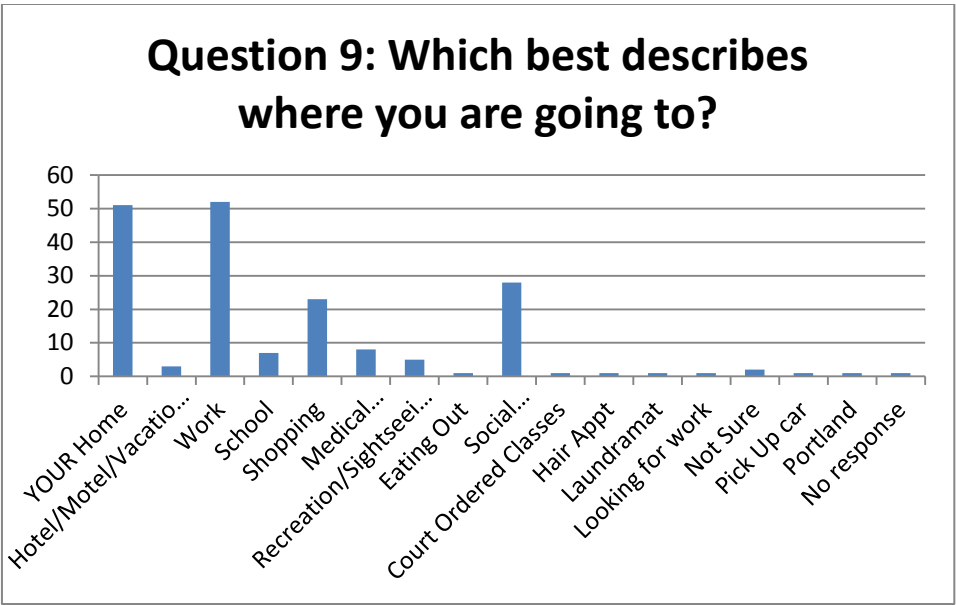
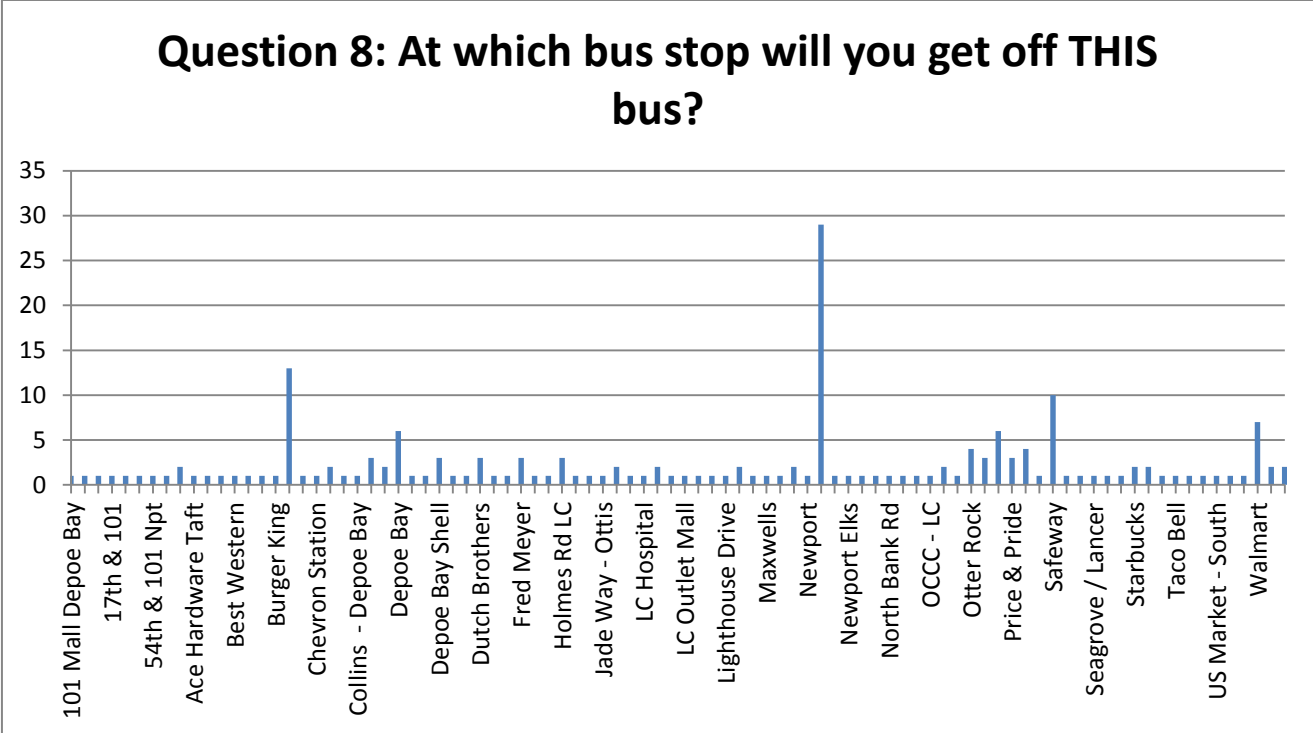


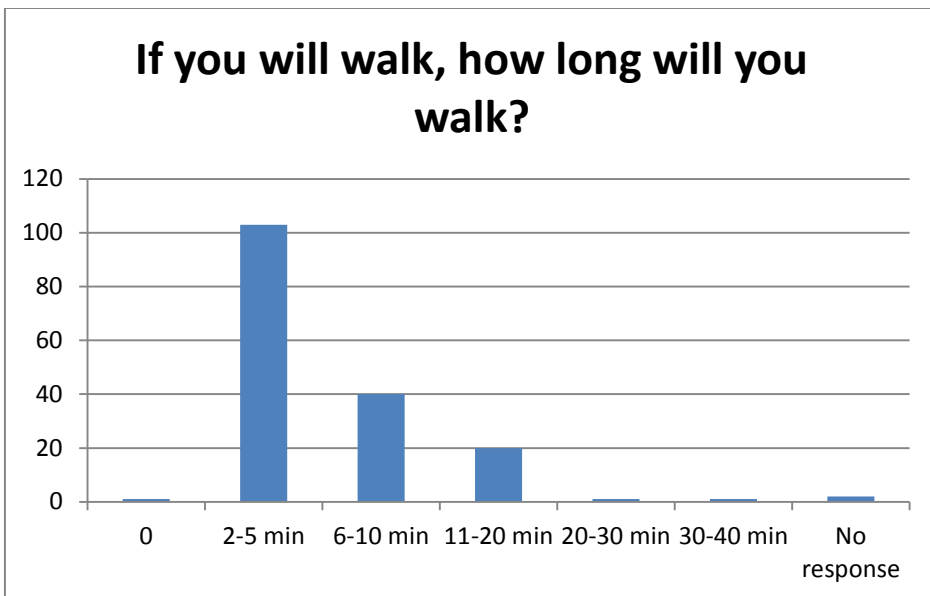
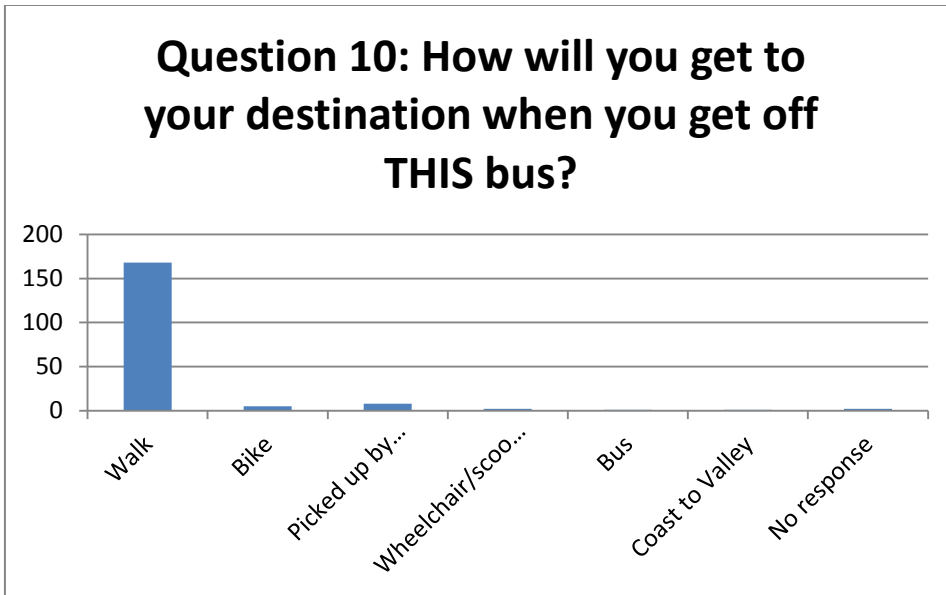
### Question 7: Will you transfer to a different bus/transit route after getting off this bus?



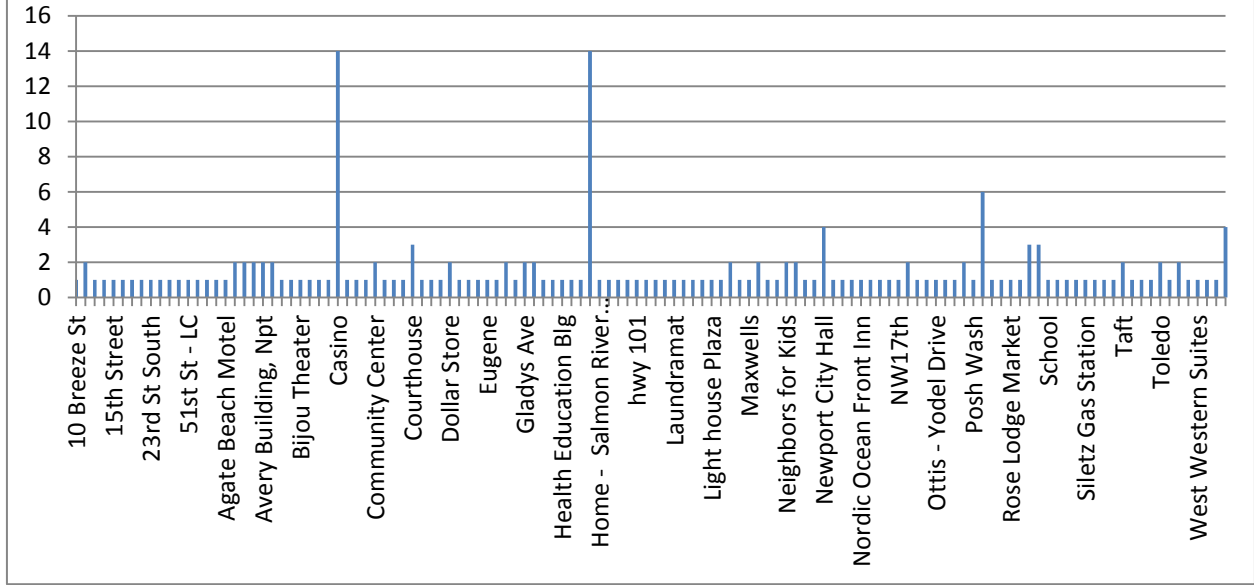
### Question 7: If yes, where will you transfer to?



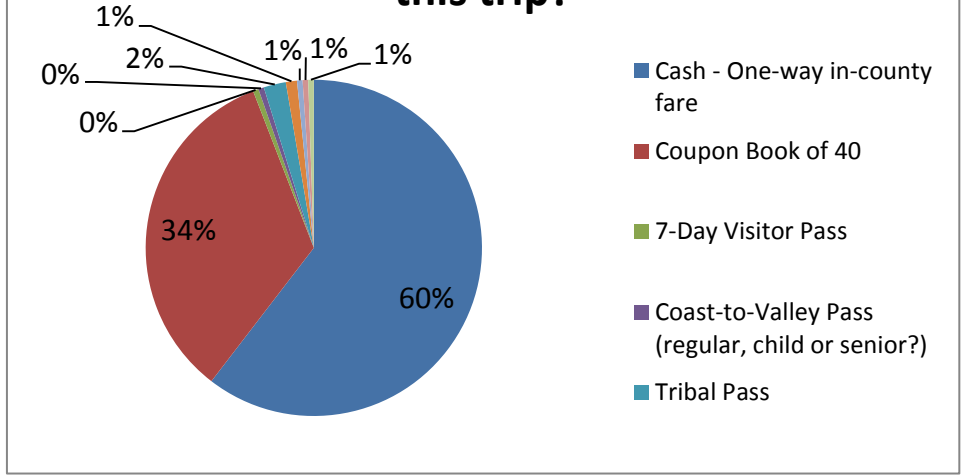


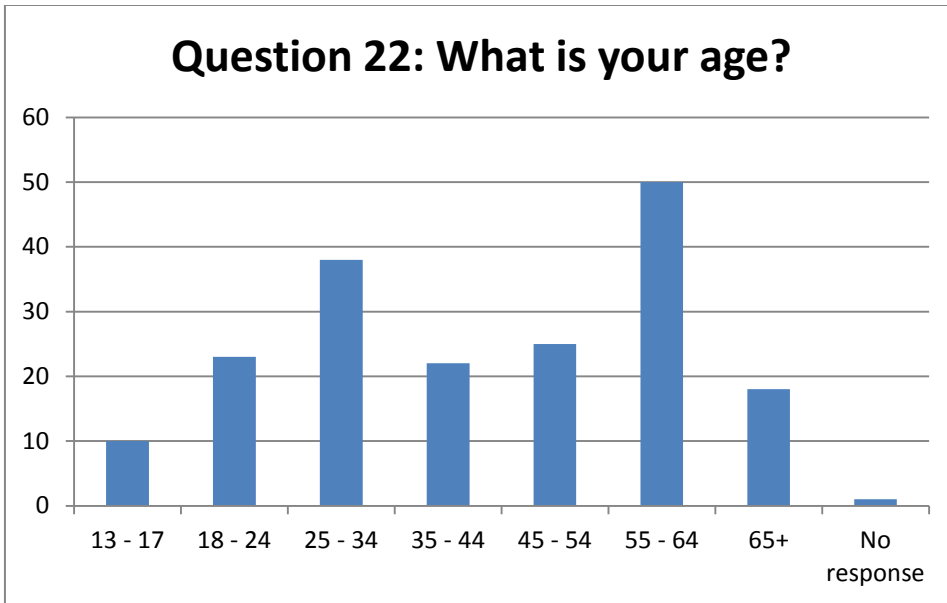
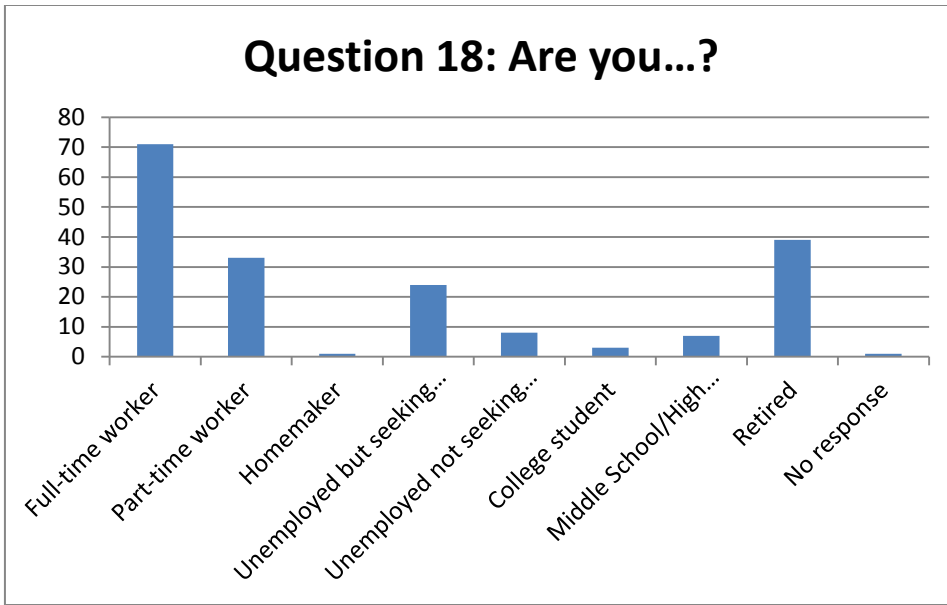


### Question 11: What is the location of you first destination?

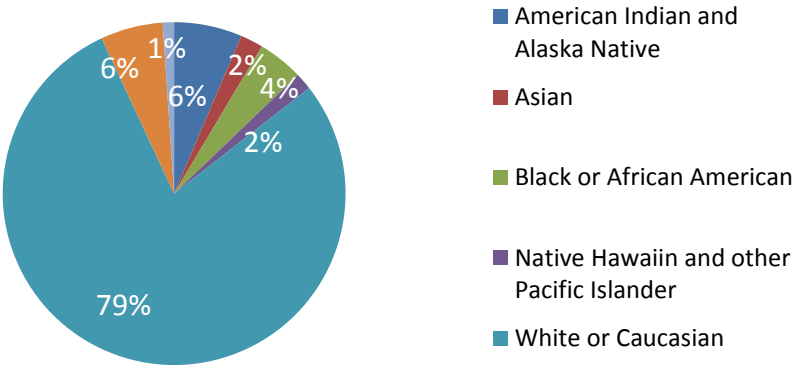


### Question 14: How did you pay for this trip?



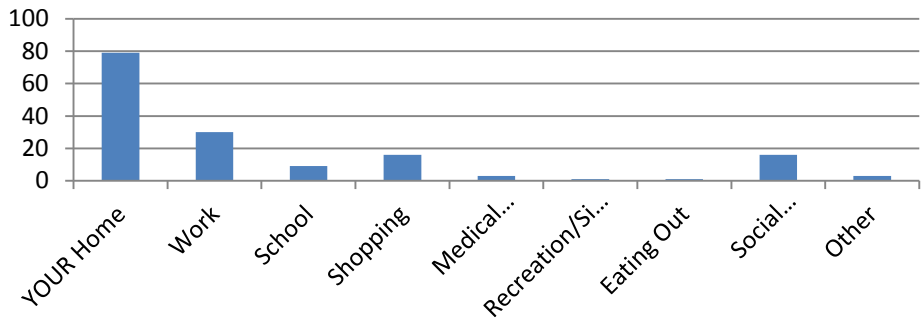


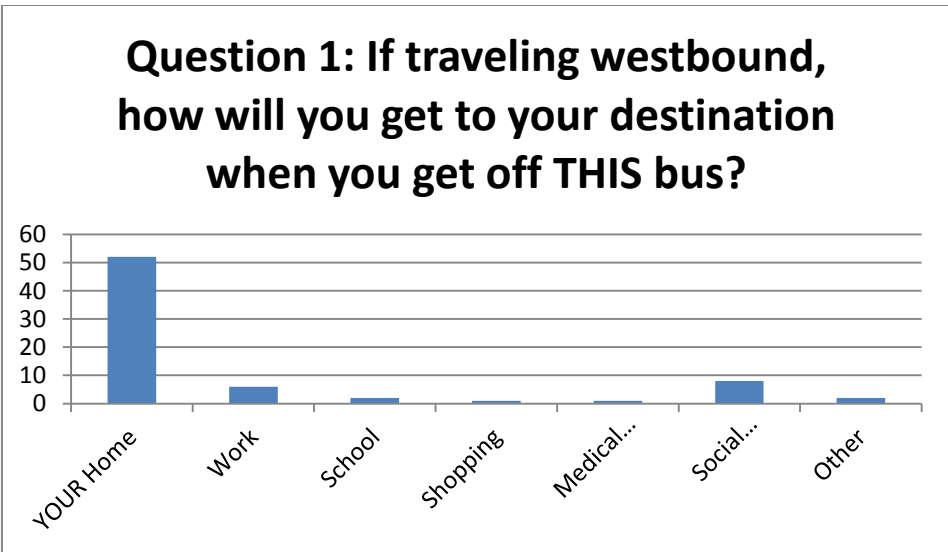
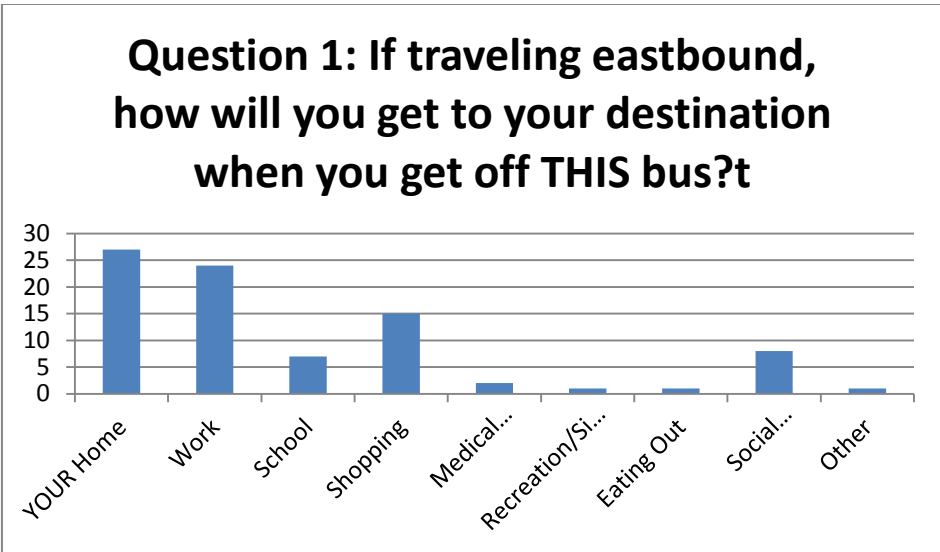
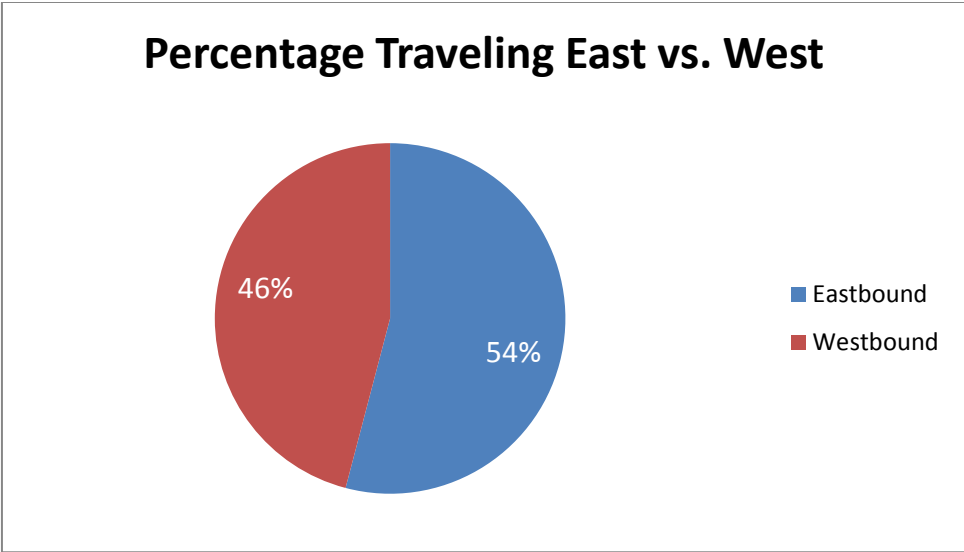
### Question 23: What is your background?

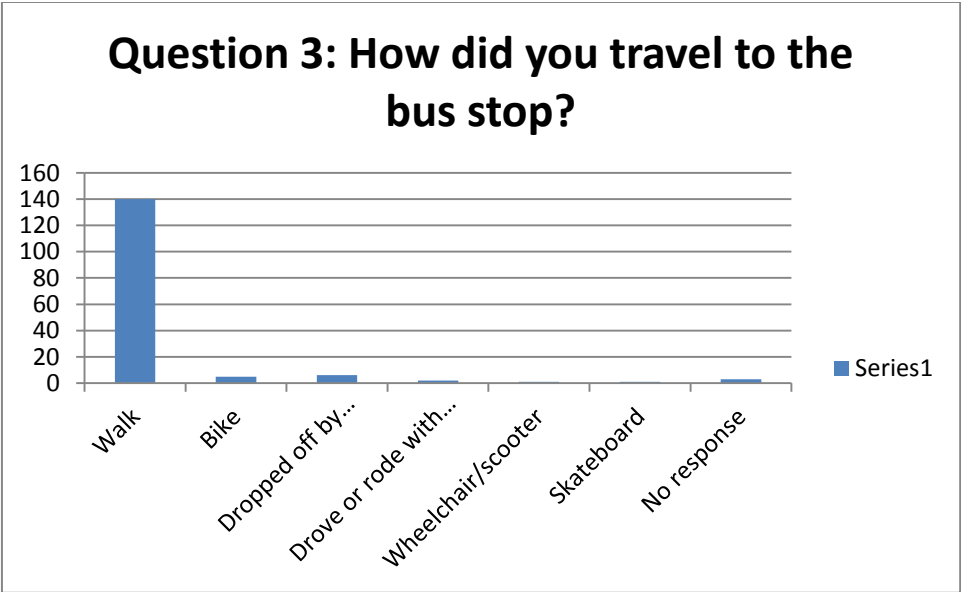
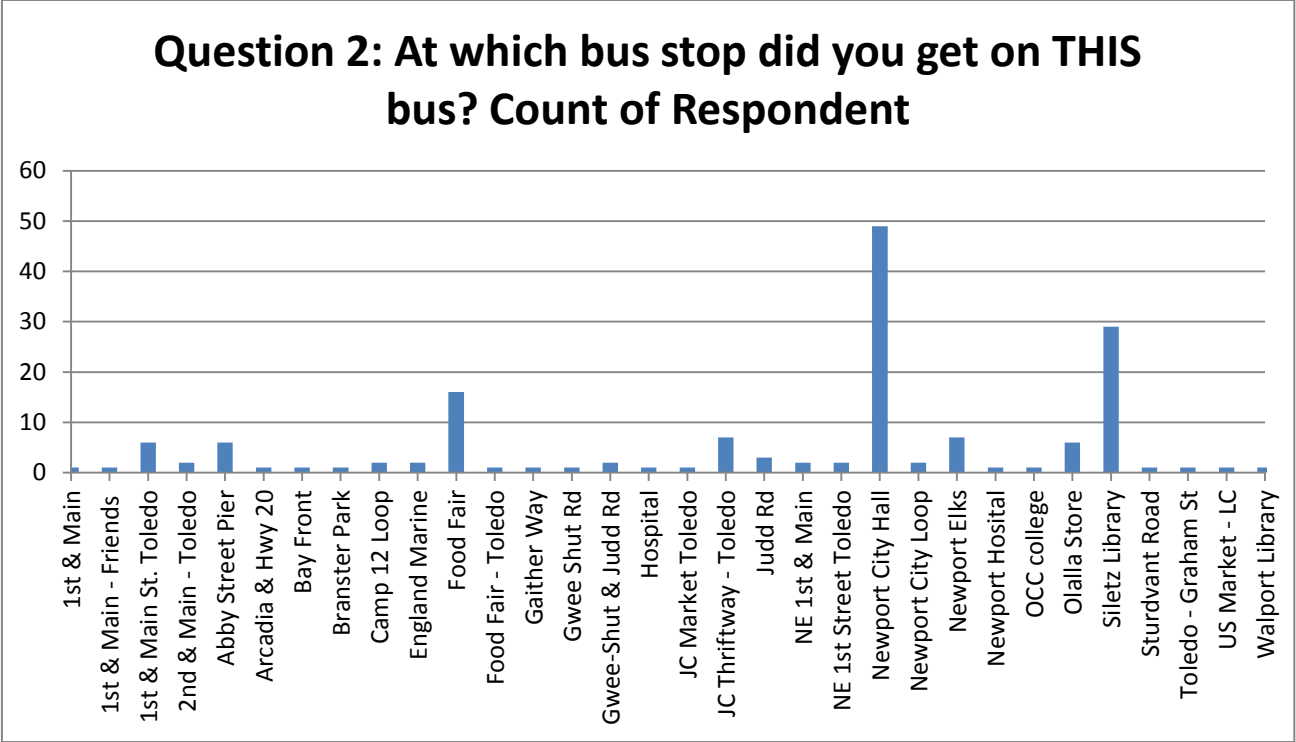


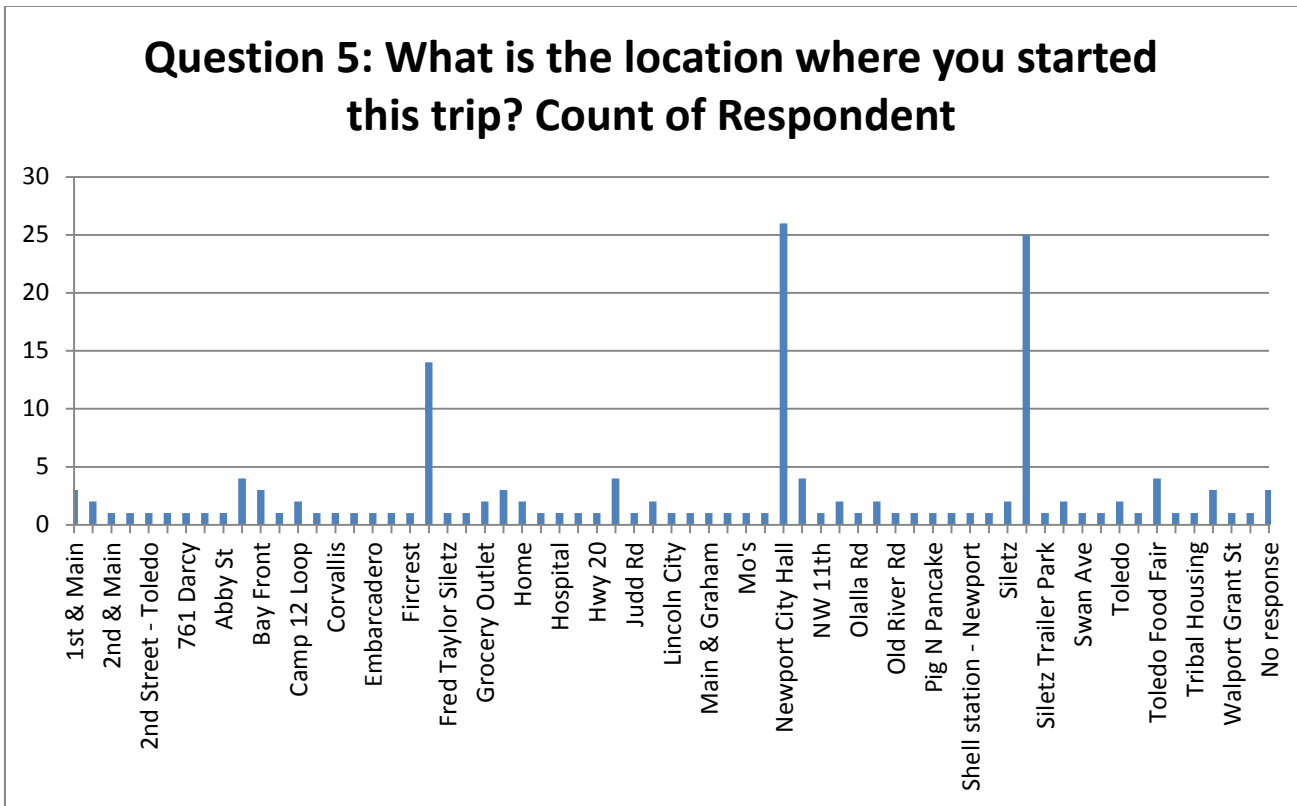
### Newport to Siletz

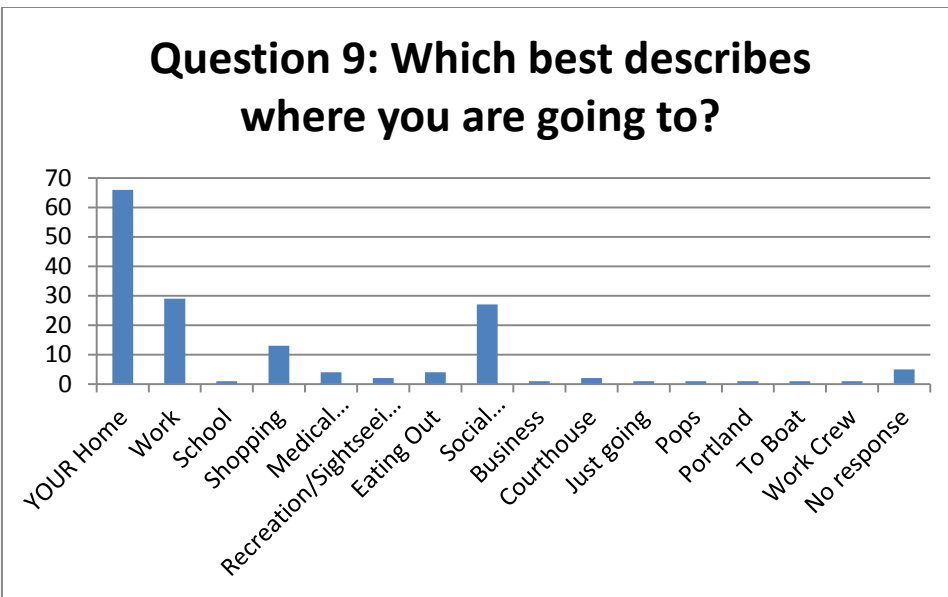
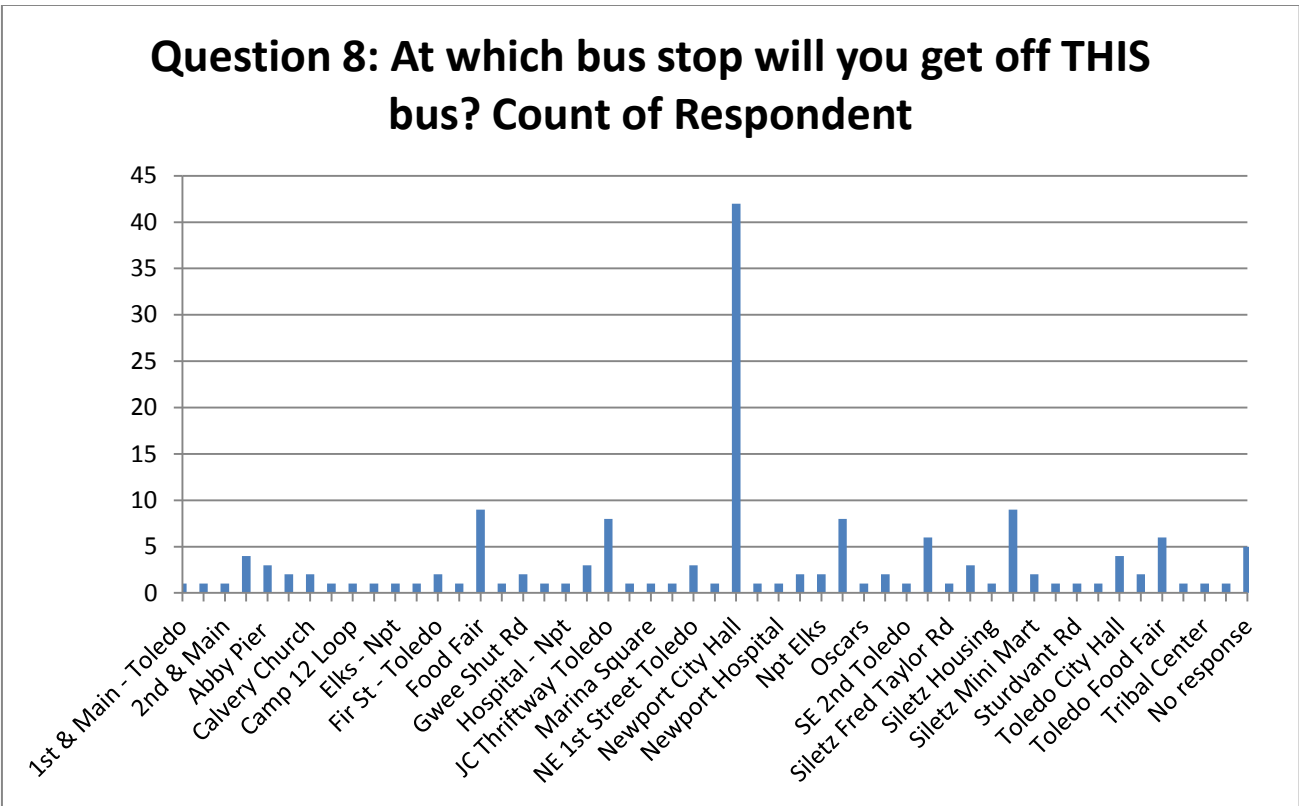
### Question 1: Which best describes where you are coming from? Count of Respondent

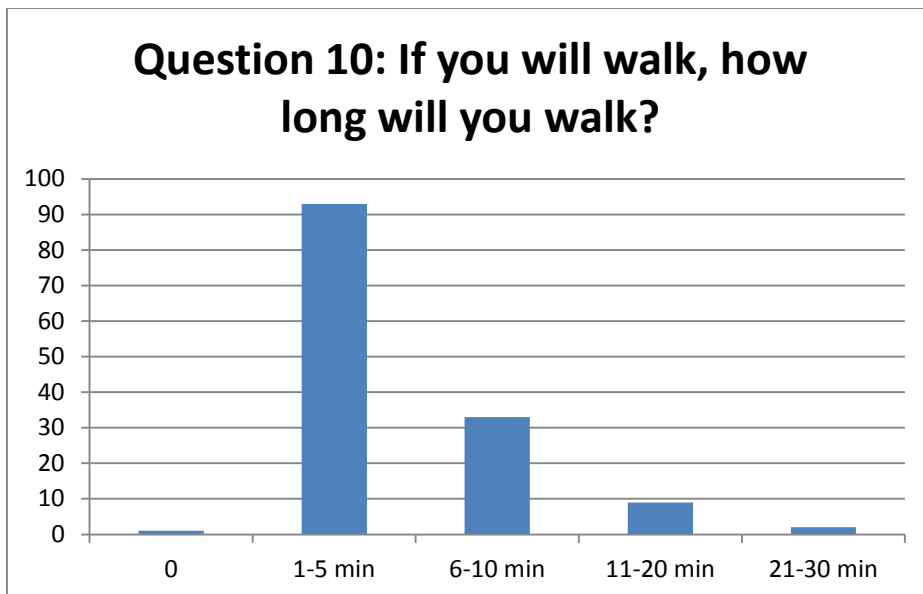
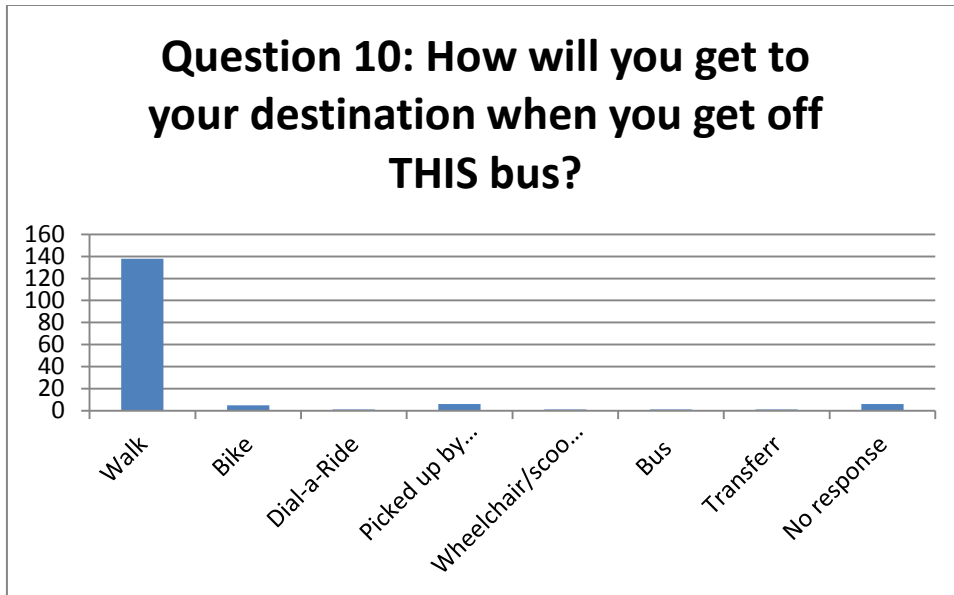




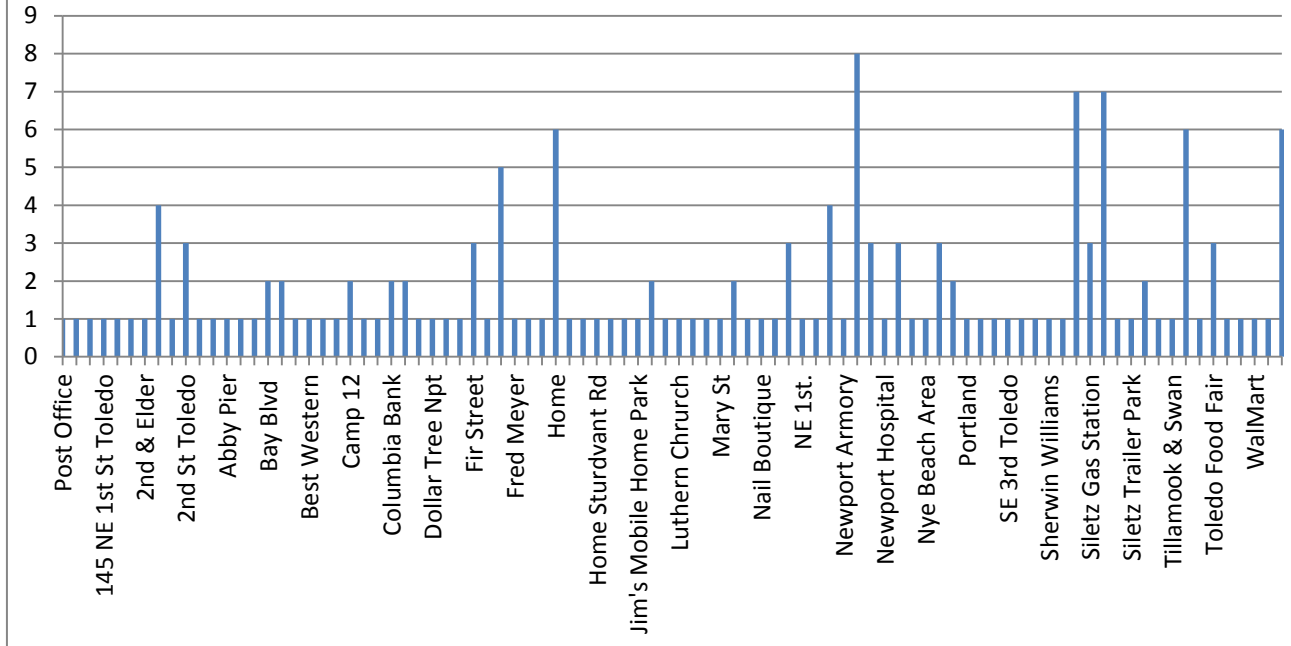




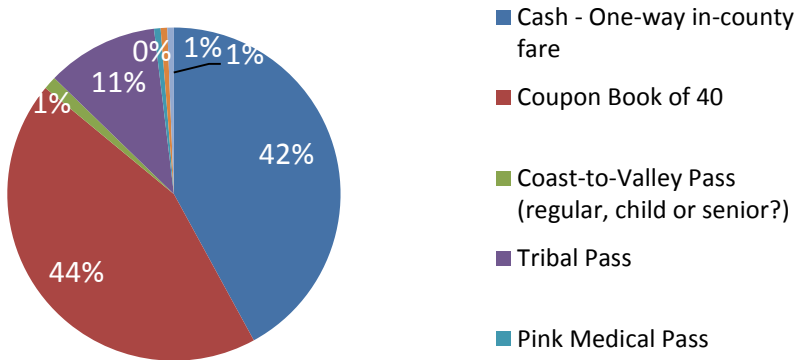


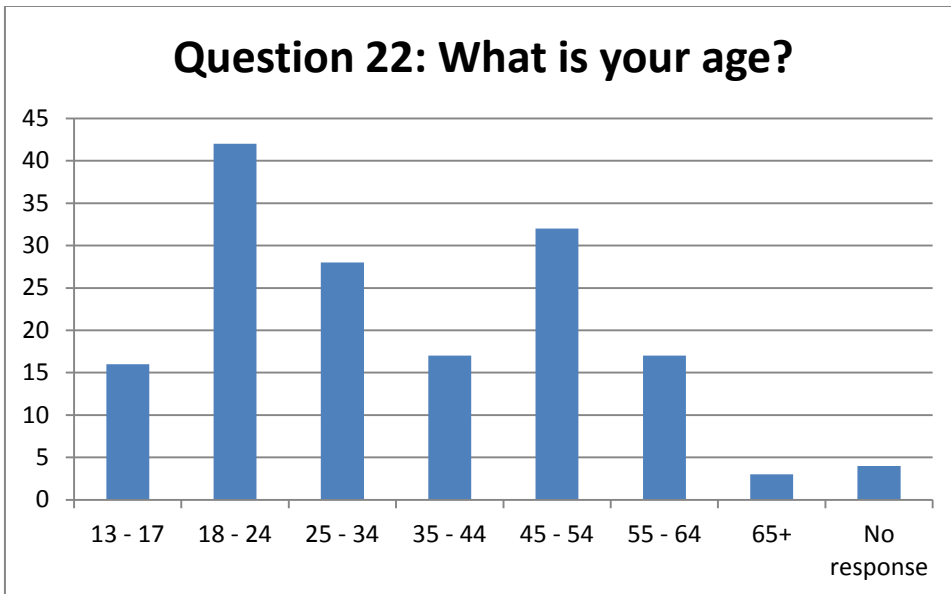
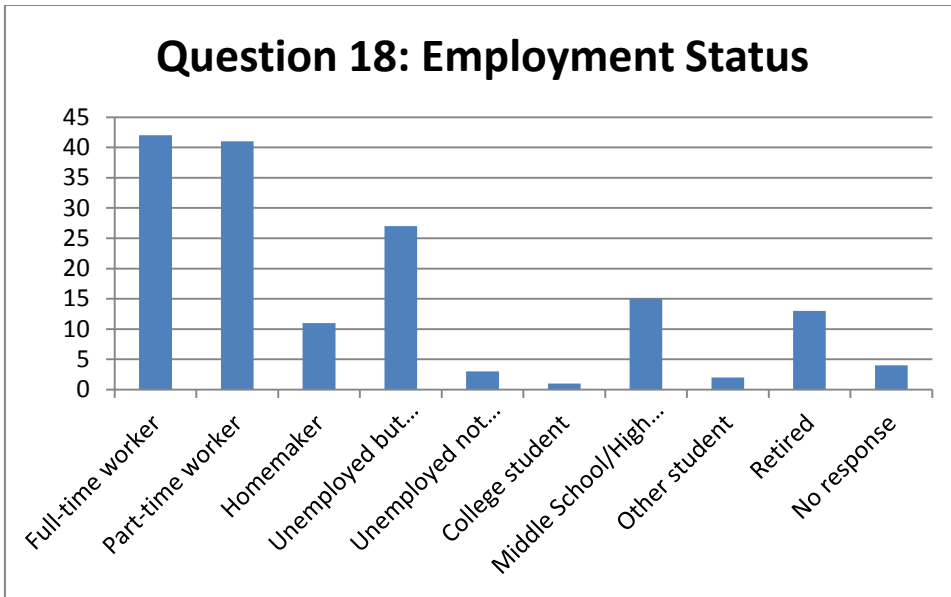


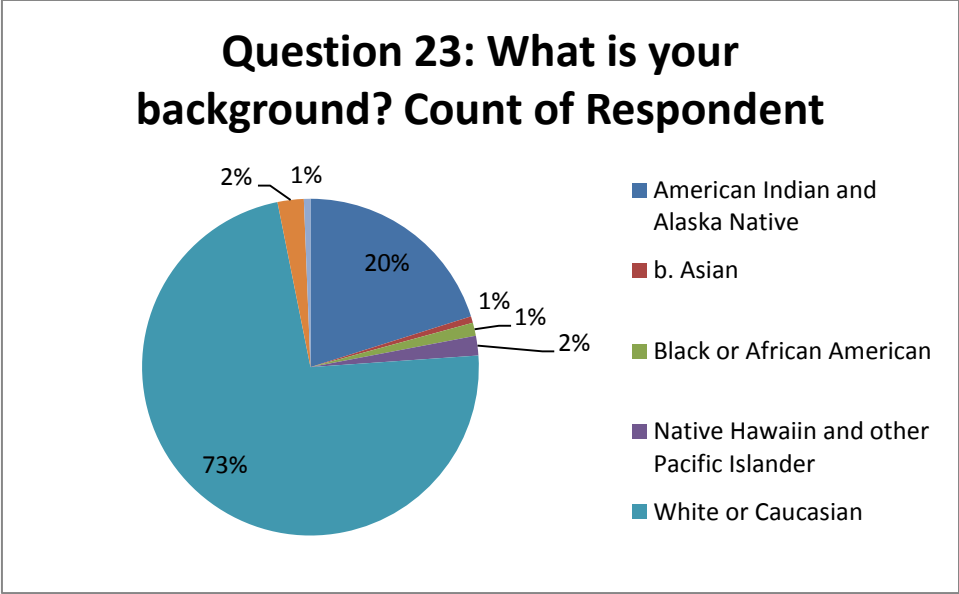
### Question 11: What is the location of you first destination? Count of Respondent



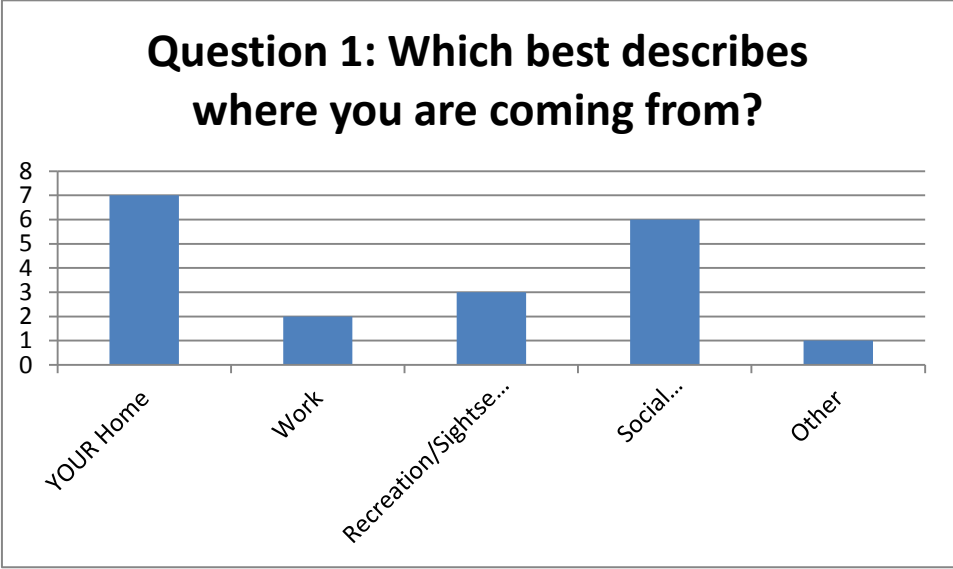
### Question 14: How did you pay for this trip? Count of Respondent

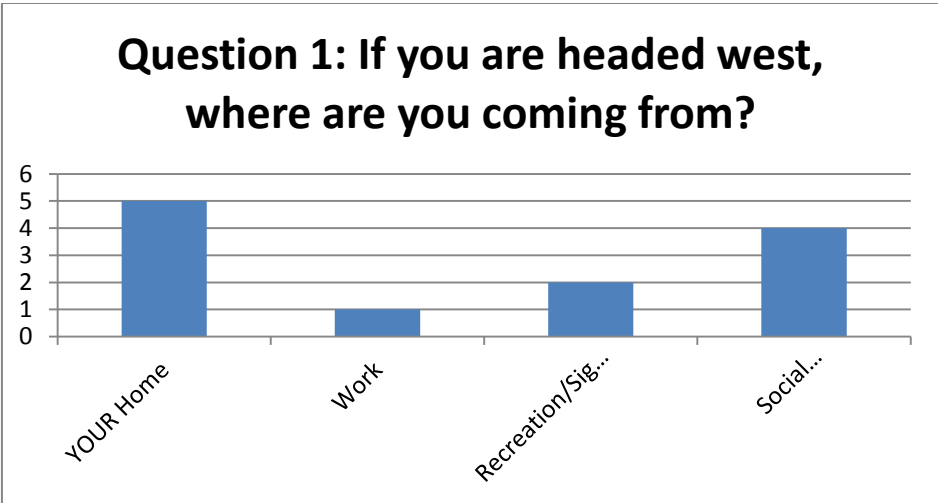
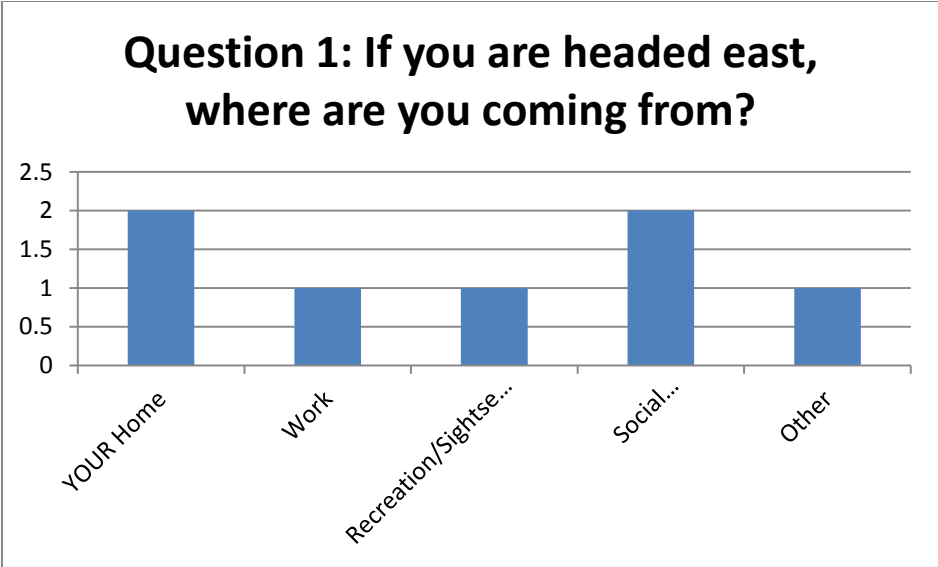
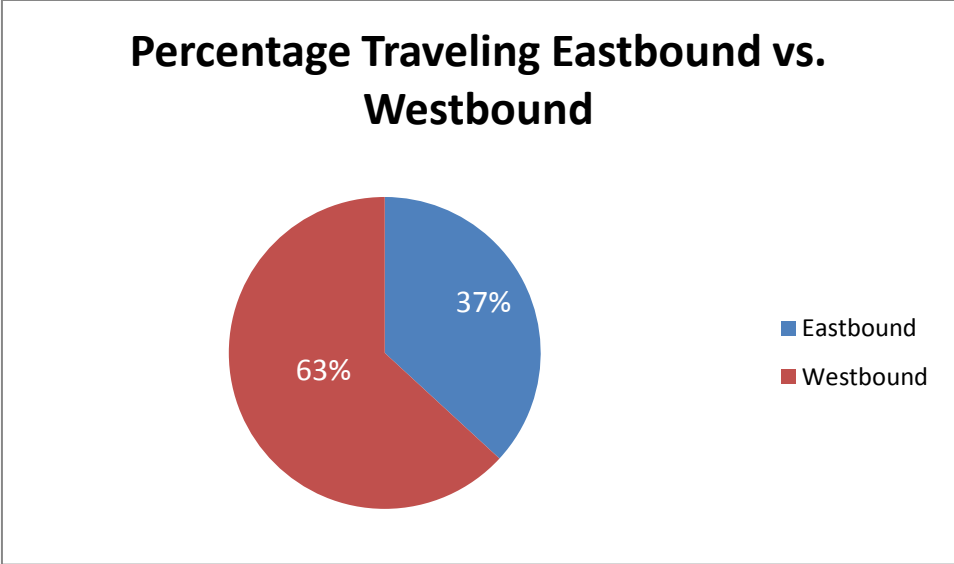




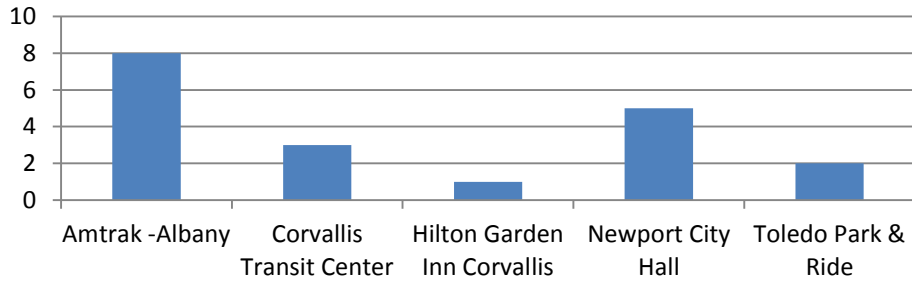


Coast-to-Valley

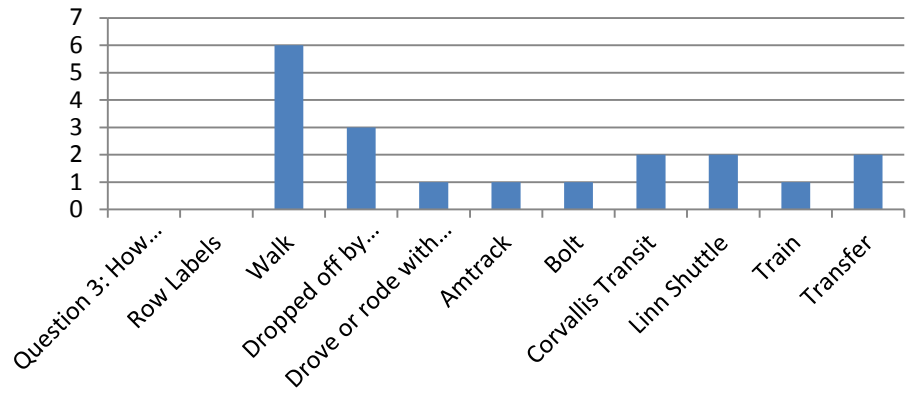


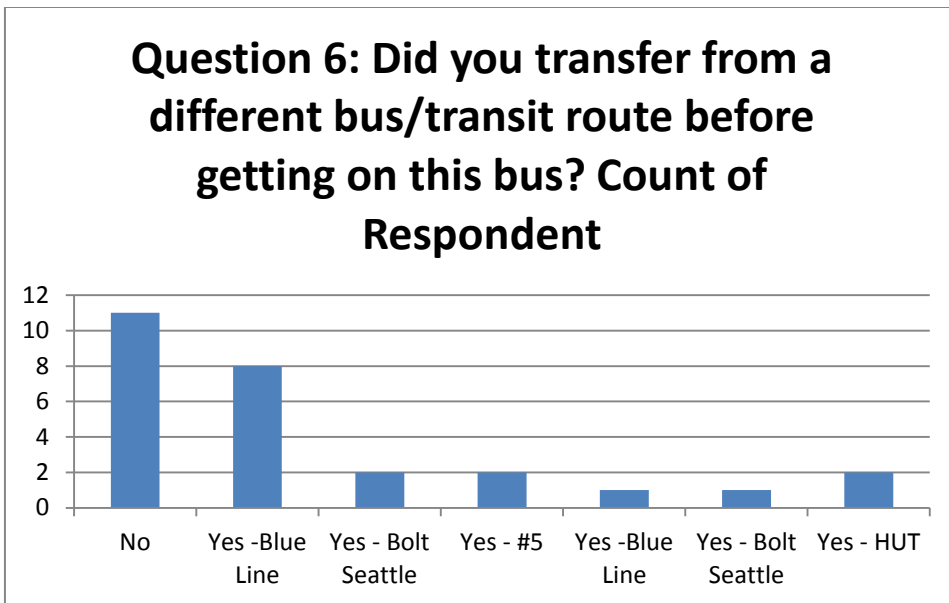
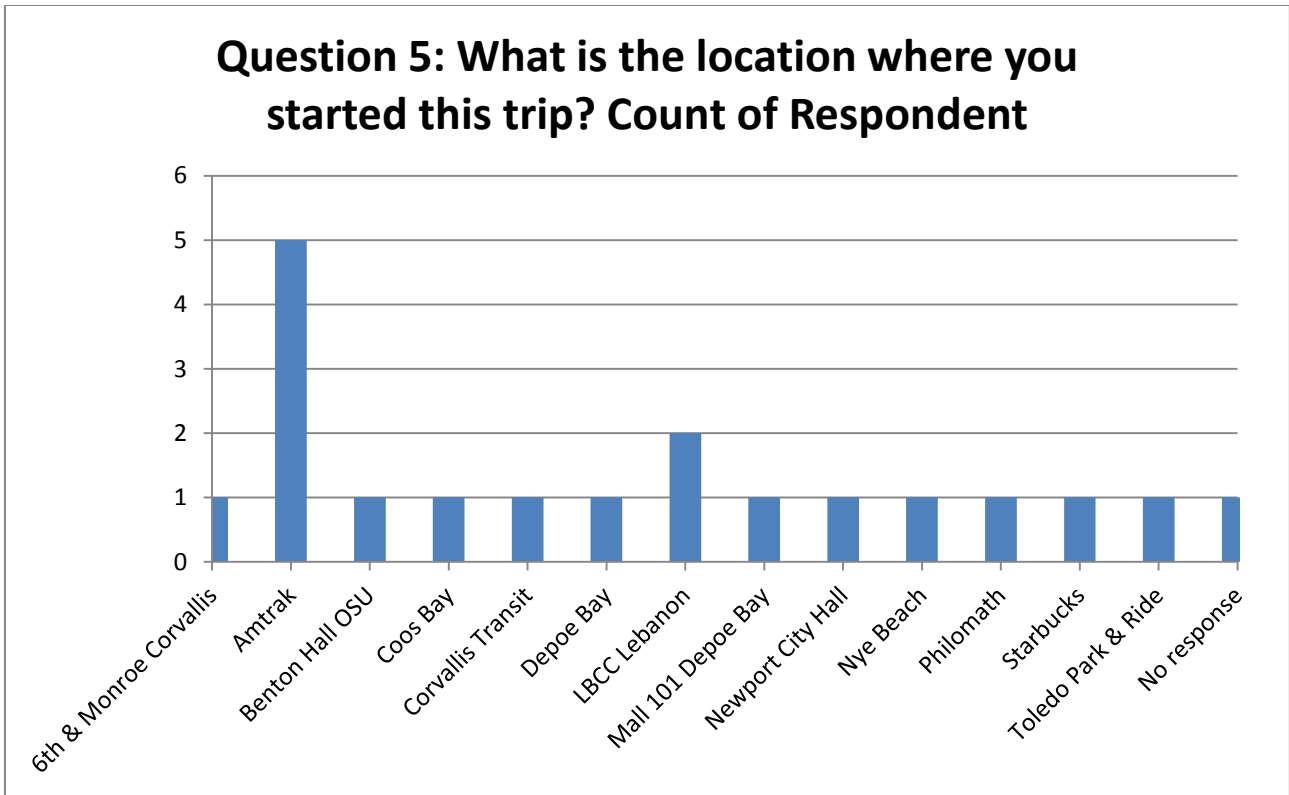


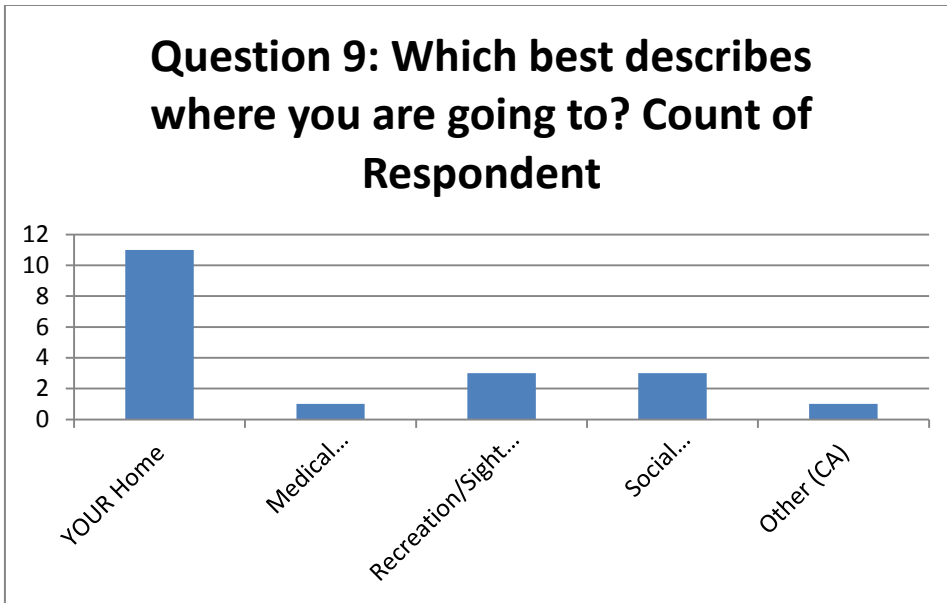
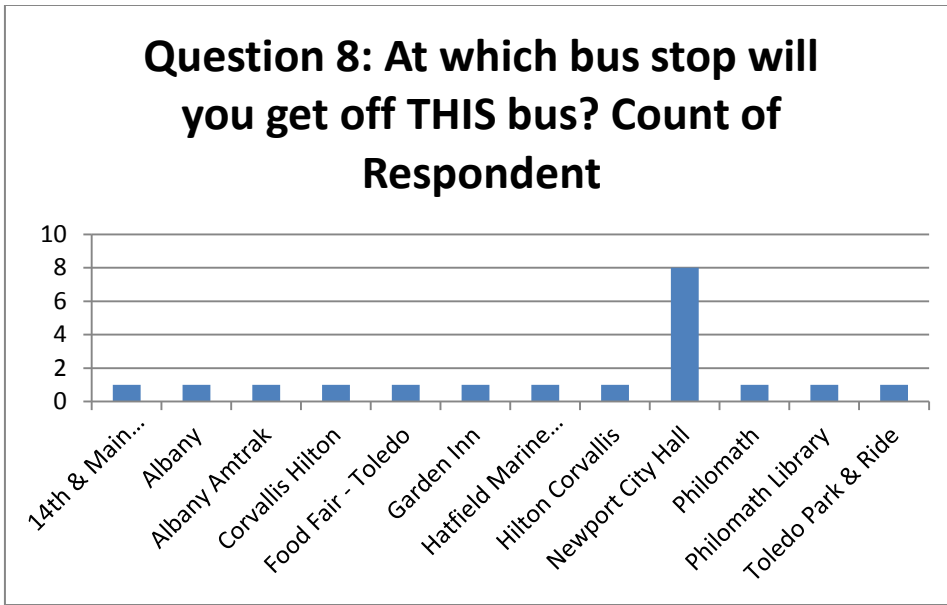
### Question 2: At which bus stop did you get on THIS bus? Count of Respondent



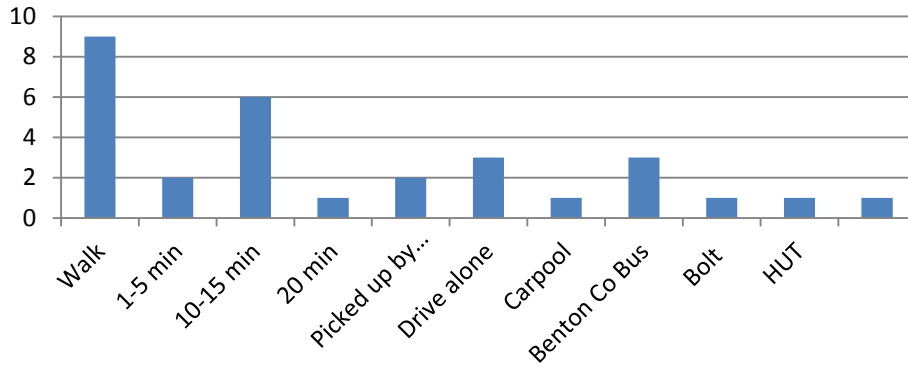
### Question 3: How did you travel to the bus stop?



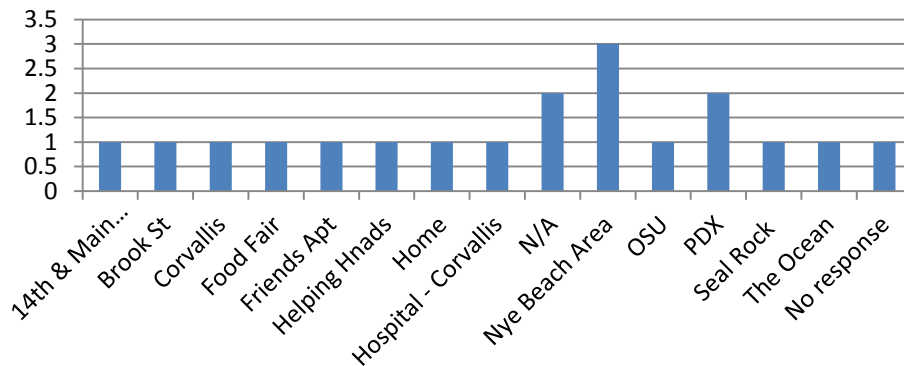




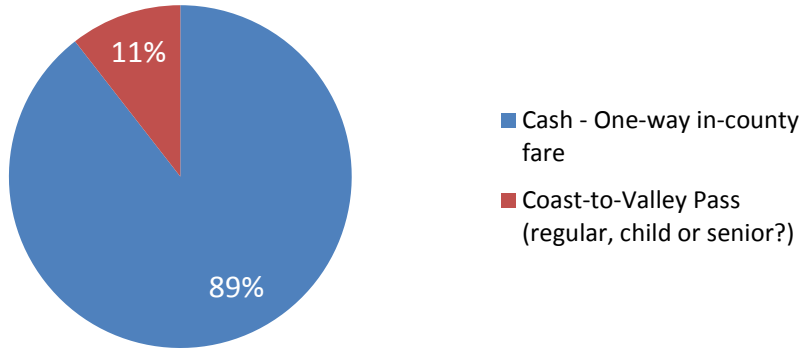
### Question 10: How will you get to your destination when you get off THIS bus? Count of Respondent



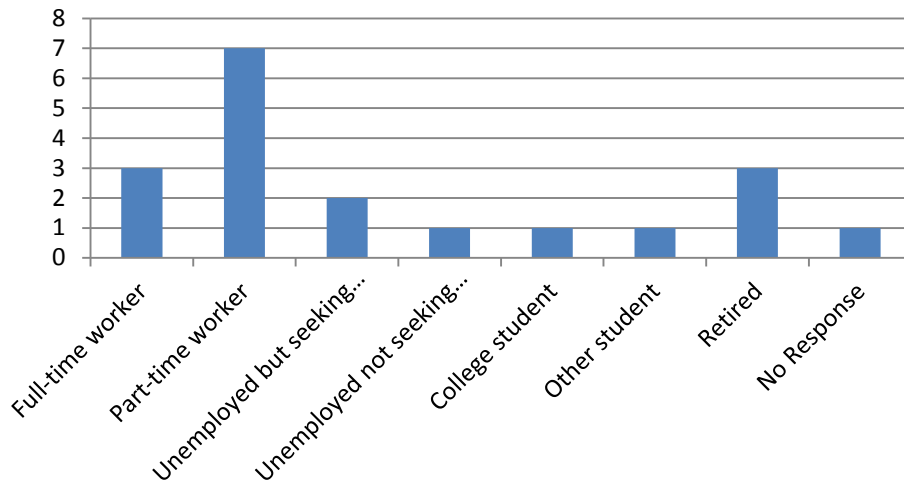
### Question 11: What is the location of your first destination? Count of Respondent

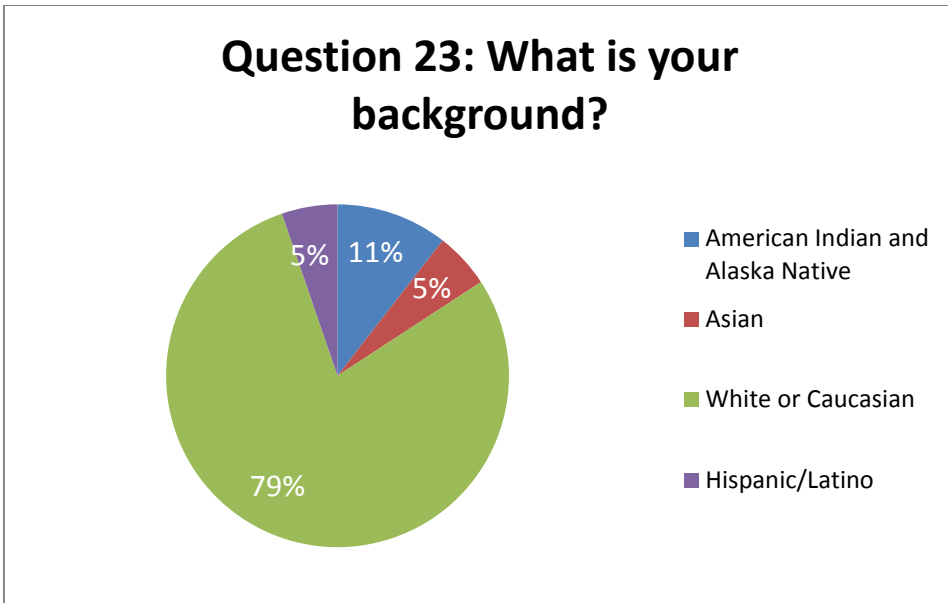
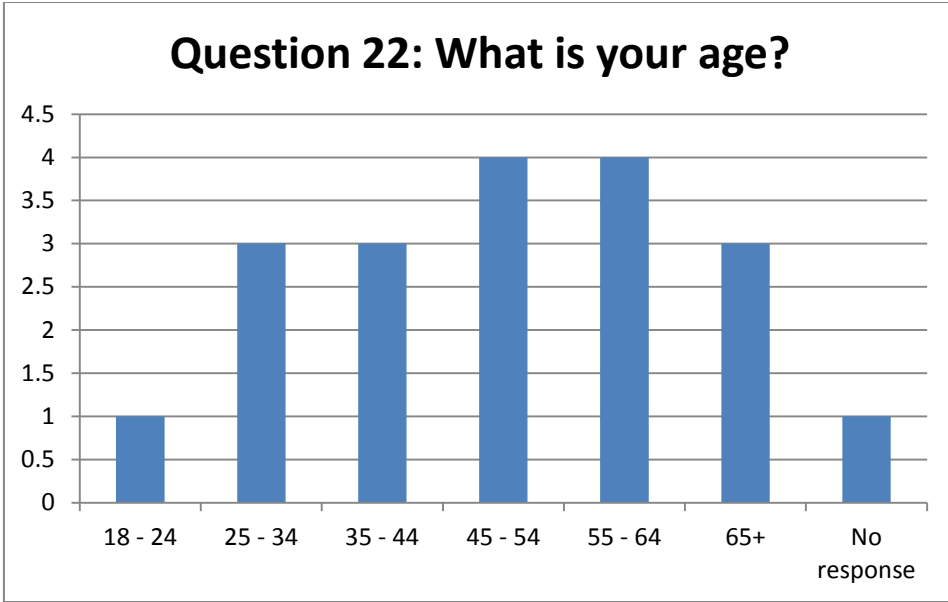


### Question 14: How did you pay for this trip? Count of Respondent



### Question 18: Employment Status



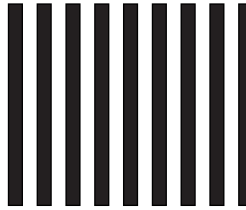


APPENDIX B CUSTOMER SURVEY #1

**23) Please select the answer or answers that best describes your background.**

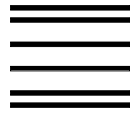
- a American Indian and Alaska Native       d Native Hawaiian and other Pacific Islander
- b Asian       e White or Caucasian
- c Black or African American       f Hispanic/Latino
- g Other \_\_\_\_\_

NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES



**24) Please rate the transit service in this area in the following categories:**

		Poor				Very Good
24A)	Buses run late enough at night	1	2	3	4	5
24B)	Buses run early enough in the morning	1	2	3	4	5
24C)	Service that is on time	1	2	3	4	5
24D)	Frequency of service	1	2	3	4	5
24E)	Goes where I need to go	1	2	3	4	5
24F)	Cost of bus service	1	2	3	4	5
24G)	Cleanliness of buses	1	2	3	4	5
24H)	Overall satisfaction with transit service	1	2	3	4	5



**25) Please provide any additional comments.**

---



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Please return survey to any bus driver, or drop in the mail.  
**Thank you!**

**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL      PERMIT NO. 778      PORTLAND, OR

POSTAGE WILL BE PAID BY ADDRESSEE

KITTELSON & ASSOCIATES INC  
610 SW ALDER ST STE 700  
PORTLAND OR 97205-9984



**The Lincoln County Transportation Service District** is conducting a survey to help plan future transit services. Please help us by completing this survey and returning it to any bus driver, or mail it, postage paid.

**Thank you!**

**Register to win** one of five coupon books (each book contains 40 \$1.00 bus passes) when you **answer all questions and provide contact information:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Route #: \_\_\_\_\_ Time: \_\_\_\_\_

Date: \_\_\_\_\_  am  pm

Direction (NB/SB/EB/WB)



**1) Which best describes where you are coming from?**

- a YOUR Home       h Eating Out
- b Hotel/Motel/Vacation Rental       i Social visit/ Church/ Volunteering/ Friend's house/ Personal business
- c Work
- d School
- e Shopping       j Other, please specify: \_\_\_\_\_
- f Medical appointment/Doctor visit      \_\_\_\_\_
- g Recreation/Sightseeing      \_\_\_\_\_

**2) At which bus stop did you get on THIS bus?**

Stop Name or Location:

---



---

Please tape on this edge for postage paid return

---

**3) How did you travel to the bus stop?**

- a Walk – Approximate # of minutes \_\_\_\_\_
- b Bike – Approximate # of minutes \_\_\_\_\_
- c Dial-a-Ride \_\_\_\_\_
- d Dropped off by family/friend \_\_\_\_\_
- e Drove alone and parked \_\_\_\_\_
- f Drove or rode with others and parked \_\_\_\_\_
- g Wheelchair/scooter \_\_\_\_\_
- h Other, please specify: \_\_\_\_\_

---

**4) If you selected e or f for question 3 please provide the parking lot name or cross streets for the parking lot or drop off location**

Parking lot location: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**5) What is the location where you started this trip?**

Please provide street address or cross streets, if possible:

Building Name: \_\_\_\_\_  
or  
Street Address: \_\_\_\_\_  
or  
Cross Streets: \_\_\_\_\_

---

**6) Did you transfer from a different bus/transit route before getting on this bus? If yes, from which route(s) (i.e., Lincoln County Bus Route, Tillamook County Bus Route, Benton County Bus Route)?**

- a Yes, 1st Bus Route Used: \_\_\_\_\_
- b Yes, 2nd Bus Route Used: \_\_\_\_\_
- c Yes, 3rd Bus Route Used: \_\_\_\_\_
- d No

---

**7) Will you transfer to a different bus/transit route after getting off this bus? If yes, to which route(s) (i.e., Lincoln County Bus Route, Tillamook County Bus Route, Benton County Bus Route)?**

- a Yes, 1st Bus Route Used: \_\_\_\_\_
- b Yes, 2nd Bus Route Used: \_\_\_\_\_
- c Yes, 3rd Bus Route Used: \_\_\_\_\_
- d No

---

**8) At which bus stop will you get off THIS bus?**

Stop Name or Location: \_\_\_\_\_

---

**9) Which best describes where you are going to?**

- a YOUR Home
- b Hotel/Motel/Vacation Rental
- c Work
- d School
- e Shopping
- f Medical appointment/Doctor visit
- g Recreation/Sightseeing
- h Eating Out
- i Social visit/ Church/ Volunteering/ Friend's house/ Personal business
- j Other, please specify: \_\_\_\_\_

---

**10) How will you get to your destination when you get off THIS bus?**

- a Walk – Approximate # of minutes \_\_\_\_\_
- b Bike – Approximate # of minutes \_\_\_\_\_
- c Dial-a-Ride \_\_\_\_\_
- d Picked up by family/friend \_\_\_\_\_
- e Drive alone \_\_\_\_\_
- f Car Pool \_\_\_\_\_
- g Wheelchair/scooter \_\_\_\_\_
- h Other, please specify: \_\_\_\_\_

---

**11) What is the location of your final destination?**

Please provide street address or cross streets, if possible:

Building Name: \_\_\_\_\_  
or  
Street Address: \_\_\_\_\_  
or  
Cross Streets: \_\_\_\_\_

---

**12) If you selected e or f for question 10 please provide the parking lot name or cross streets for the parking lot location (i.e., Toledo Park & Ride, Walmart, Safeway/Rite Aid, etc.)**

Parking lot location: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**13) Would you be able to make this trip if this bus service was not available?**

- a No
- b Yes—I would:
- c i Drive my car \_\_\_\_\_
- ii Get a ride from a friend or family member \_\_\_\_\_
- iii Other \_\_\_\_\_

---

**14) How did you pay for this trip?**

- a Cash—One way in-county fare
- b Coupon Book of 40
- c 3-Day Visitor Pass
- d 7-Day Visitor Pass
- e Coast-to-Valley Pass (regular, child or senior?) \_\_\_\_\_
- f Tribal Pass
- g Pink Medical Pass
- h Lodging Token
- i Other, please specify: \_\_\_\_\_

---

**15) Do you have a valid driver's license?**

- a Yes
- b No

---

**16) How many WORKING vehicles are available to your household?**

- a None
- b 1
- c 2
- d 3 or more

---

**17) Including YOU, how many people (adults AND children) live in your household?**

Total # of people: \_\_\_\_\_ # of children (under age 18): \_\_\_\_\_

# of adults (age 18 and older): \_\_\_\_\_

---

**18) Are you... (choose the option that best describes you)**

- a Full-time worker
- b Part-time worker
- c Homemaker
- d Unemployed but seeking work
- e Unemployed, not seeking work
- f College student
- g Middle School/High School student
- h Other student
- i Retired

---

**19) Including YOU, how many of the people in your household are employed full-time or part-time?**

- a None
- b 1
- c 2
- d 3 or more

---

**20) Are you a resident of the area or a visitor?**

- a Resident
- b Visitor – Please provide residential zip code: \_\_\_\_\_

---

**21) What is your gender?**

- a Female
- b Male

---

**22) What is your age?**

- a 12 and under
- b 13 – 17
- c 18 – 24
- d 25 – 34
- e 35 – 44
- f 45 – 54
- g 55 – 64
- h 65+

## APPENDIX C OUTREACH SUMMARY



**MEMORANDUM**

Date: March 7, 2017 Project #: 19682.1  
 To: Cynda Bruce & Julie Kay, LCTSD  
 From: Susie Wright, PE and Anais Malinge  
 Project: LCTSD TDP  
 Subject: Focus Group and Outreach Effort Summaries

**Meeting locations**

Table 1 shows the four focus groups meeting locations attended in January 2017.

**Table 1: Focus Group Meeting Locations**

Focus Group	Contact	Location	Date; Time
1. Centro de Ayuda	Omar Hernandez <a href="mailto:Omarcdea@gmail.com">Omarcdea@gmail.com</a> 541-265-6216	410 SW 9th St, Newport, OR 97365	Monday (1/9/17); 5:30PM
2. South County	Sandy Dunn <a href="mailto:Sanddunn@gci.net">Sanddunn@gci.net</a> 541-547-3205	441 Hwy 101 N., Multi- Purpose Rm., Yachats, OR, 97498	Wednesday (1/11/17); 5:30PM
3. Low-Income Housing	Sheila Stiley <a href="mailto:S.Stiley@gmail.com">S.Stiley@gmail.com</a> 541-574-0320	Ridge Apartments 3340 SE Harbor Dr, Lincoln City, OR 97367	Tuesday (1/10/17); 5:30PM
4. Siletz Tribe	Pamela Barlow-Lind <a href="mailto:PamelaL@ctsi.nsn.us">PamelaL@ctsi.nsn.us</a> 541-444-8361	Tribal Community Center 402 Siletz, Oregon	Wednesday (1/11/17) 12:00

**Questions/Themes**

The following summarizes the questions and themes discussed at the focus group meetings.

- Transit Use
- Reasons for using transit (i.e., shopping, medical appointments, social visit, church, etc)
- Barriers to using transit (i.e., access to bus stop, travel time, reliability, etc)
- Geography – where can LCTSD provide additional service?

- On-time performance
- Timing (i.e., bus headways, schedule, etc)
- Communication
  - What method of communication works best? (i.e., print materials, mailers, online, etc)
  - What content would you like to see? (i.e., how to use the bus, fare explanation, etc)
- What's great about LCTSD transit service?

## Summary

The following section summarizes the input gathered at each focus group meeting.

### *Centro de Ayuda*

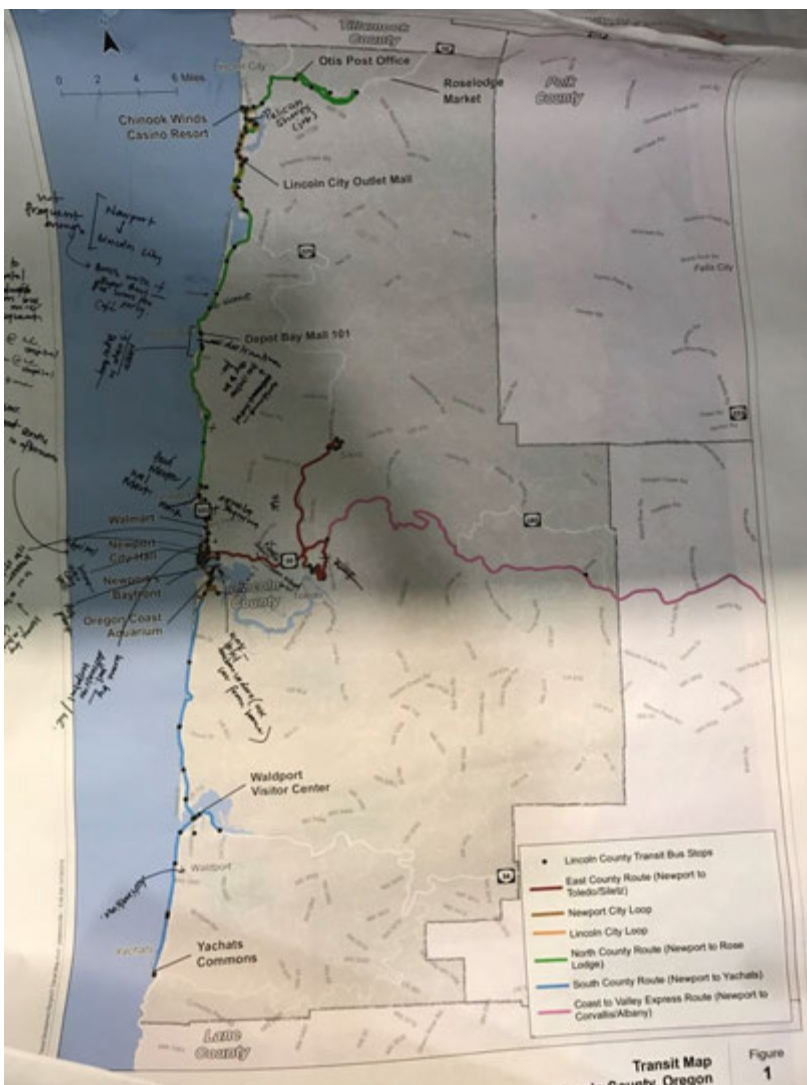
17 participants including 6 children, all Spanish speakers.

- Include dispatch phone number on brochures. 18 Spanish speakers attended (including 6 children)
- Asked where to pick up bus to go to Corvallis. Answered the Newport City Hall. Can also go from Newport to Amtrack in Albany for \$10.
- Connections to Salem? Go from Newport to Lincoln City and then, transfer to Salem.
- Asked about enough stops. Cynda said they should bring Max, the dispatcher, to the next public event so they can get to know him.
- Asked about flag stops. Answered the bus will pull over if it is safe.
- Need to get a transfer to job at WorldMart (sp?). Responded they need to let the driver know. Should be able to get dropped off in front. Better than being dropped off at the fire station. Cynda will follow-up with bus drivers after the meeting.
- Handing out surveys
- Anais Malinge took map to attendees and wrote their comments on the map.
- Omar at Centro de Ayuda put the event on the facebook site. Maria, his wife and translator, invited folks to attend as well. Good turnout.
- Go to bus stop near Newport City Hall and go to school. Work at Embarcadero. Currently drive to work. Not frequent enough stops from Depoe Bay/Lincoln City to Newport. Wait is too long.
- Another person said they did not use the bus. Pelican Shores area. Go to School. Drive with brother instead of taking the bus. Brother wanted to know more about bus service. Bus stop is near to them. Hours work.

- Another person walks to work. Wanted to know if there is bus to Lincoln City for dentist. Anais went over bus schedule with person. About 2 hours. May want another bus so it would not take 2 hours. Tends to call for a pick up by car. It takes a while at the dentist.
- Within Newport, parents wanted to know if they could take children to school in buses. There is an issue with buses being behind parents in cars and delay in bus route.
- Attendee asked about the connection from Grand Ronde Casino to Beaverton. Cynda responded they take Yamhill County Transit from Grand Ronde to McMinnville to Beaverton.

Figure 1 shows the map with input from the Centro de Ayuda meeting.

**Exhibit 1: Photo of Map with Input from Centro de Ayuda Meeting**

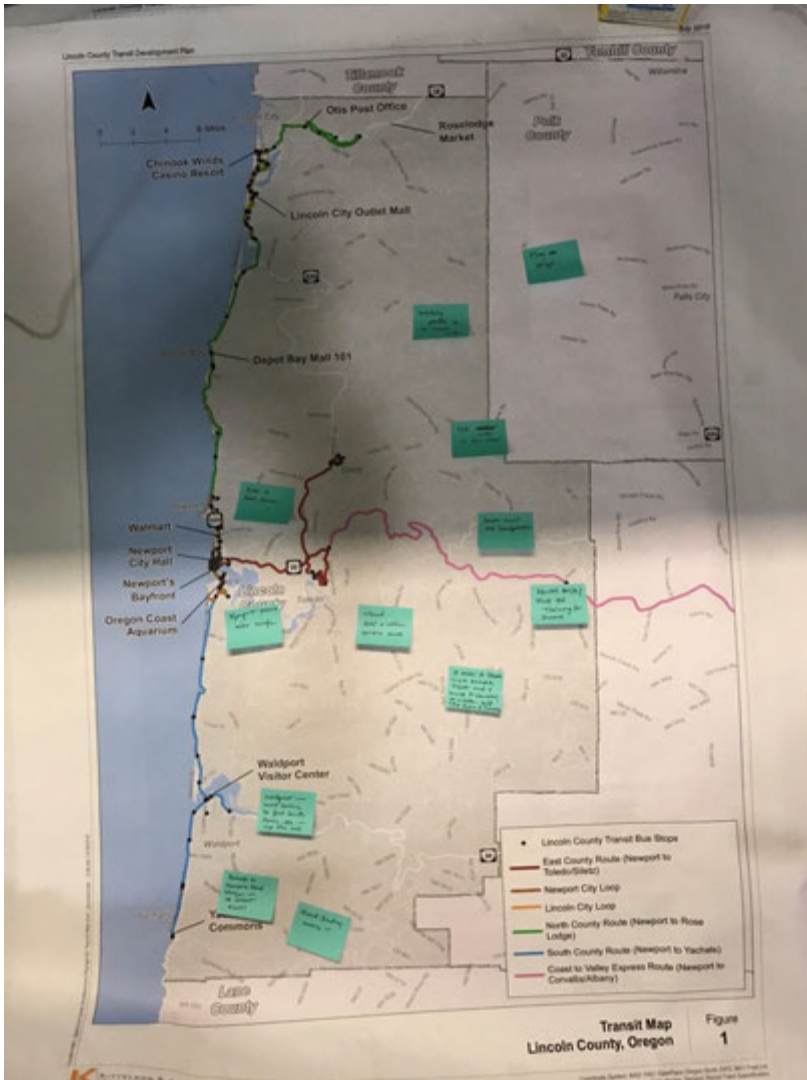


**South County**

11 participants, including elected officials

- Flag stops
- Monthly passes vs. 40 coupon book
- QR code on bus stops
- Access to food, Yachats has limited access to Fred Meyer – trip takes too long
- Senior transportation
- Newport transit center unsafe
- Mental health/first aid training for drivers
- Extend dial-a-ride service area to Yachats
- 10 buses to Toledo -> 6 buses to Siletz and 4 buses to Corvallis; to Siletz – diff. stop than to Corvallis
- Waldport – need service to food bank, clinic, etc. – up the hill
- Yachats to Newport Fred Meyer – no direct access
- Need Sunday service to Yachats

## Exhibit 2: Photo of Map with Input from South County Meeting



### **Ridge Apartments**

6 participants, residents and neighbors

- Child seats not cleaned after use; bus stop at Pride and Price not clean
- Frequency - shopping trips take 3-4 hours due to buses
- LC Loop needs to be one hour earlier and one hour later
- Bus is not on time, either too early or too late
- Wayfinding needed

### **Siletz Tribe**

9 participants, all tribe elders

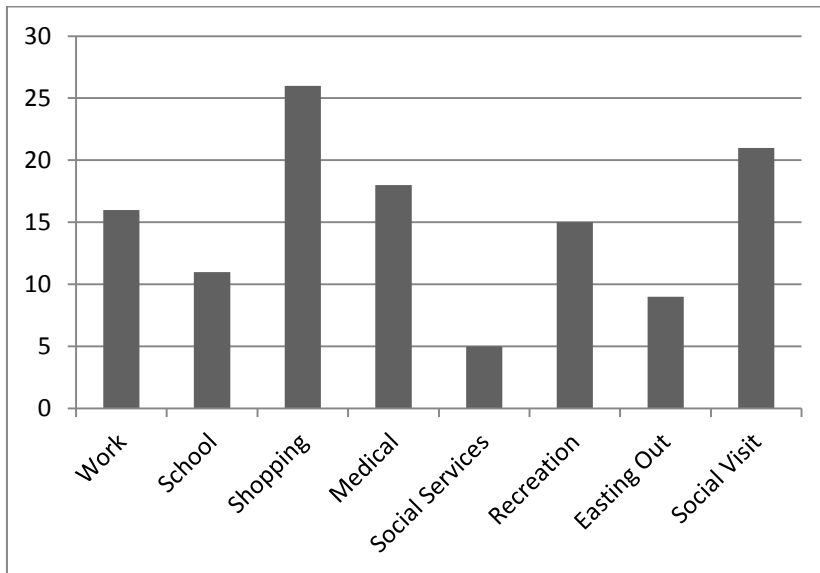
- Most tribal elders use the vanpool provided by the Tribe

### Survey Results

A survey was provided to focus group participants and participants of three outreach efforts. The outreach efforts were located at popular destinations in Lincoln County including Fred Meyer in Newport, the Lincoln City Library, and the Hatfield Marine Science Center in Newport.

Participants of both outreach efforts were surveyed to better understand trip purpose, barriers to using transit, and general impressions of the LCTSD transit system, a total of 53 responses were received. Exhibit 3 shows the trip purpose of participants. Table 2 and Table 3 provide a summary of access to social services and barriers to using transit.

**Exhibit 3: Trip Purpose of Outreach Effort Participants**



**Table 2: Responses to Access to Social Services**

#	a) is the service convenient? If not, why not? (list of reasons)	b) what would improve access to medical or social services?	c) what are the most important medical or social service locations that transit could be used to access?
1			Samaritan Clinic on Range Drive
2			Toledo to Newport Hospital and clinic
3	Yes, though of course more buses would be good	more buses	increase dial-a-ride
4	No - too few options	More frequent buses - Yachats to Samaritan (Waldport) and Oregon Coast Community College (Waldport)	Hospital - clinics
5		Regular convenient schedule	Clinic (Waldport), pharmacy (Fred Meyer, Walgreens, High School)
6			
7		Range Drive, Waldport	Waldport Clinic - my doctor
8	Yes, it's helps me get needed services for work, employment, assistance		Hospitals, urgent clinics, every building
9			
10			
11	yes. I notice the buses are always at convenient places		
12	For a small town, yes. Still need more time options	More buses available so there are time options	Siletz to Newport. Lincoln City to Siletz. Siletz to Corvallis.
13	yes	get connections and know (understand) schedule	Siletz clinic. Corvallis clinic.
14			
15			
16	More frequent connections to the valley (HUT Shuttle)/(Amtrak) required. Also later buses in the evenings	I more appreciate transport to train/airport	
17			
18			
19			
20	yes	n\	OSU Campus
21	Somewhat - during the workday, time is valuable, so if I can save an hour by driving I will almost always do it	n\	n\
22			
23			HMSC Campus, New dorms near community college, grocery stores, OSU main campus in Corvallis
24	si	el transporte, hospital, escuela, tiendas	trabajo Newport a Depoe Bay. Me gustario de 8am-530pm
25	si, longesito	el transporte	hospital, escuela, fred mayer
26			

#	a) is the service convenient? If not, why not? (list of reasons)	b) what would improve access to medical or social services?	c) what are the most important medical or social service locations that transit could be used to access?
27	escuela medicos, tiendas e iglesias	hospital, clinica para ninos, clinica de mujeres	
28	para ir al medico, compras, ir a comer a restaurante, e ir a la iglesia	podria mejorar horarios para poder hacistir a lugares sociales, y mas rutas	hospital, tiendas, clinica de mujeres
29	cita, medicas, tiendas		hospital, clinica para los ninos, y clinica para las mujeres
30	si, porque puede ir al medico, tiendas y medico	citas medicas de compras	pediatria, samaritan hospital, clinica de mujeres
31	si		
32	si	hacer una cita para que pacen a nuestra casa	
33	si		escuela, medico
34	it's to short time for medical appointment, because I have 3 kids and the appointment take a long time	will be help a lot	dentist
35	si muy importante no hay licencias para nosotras mas seguro no tendremos problemas con la policia	citas medicas, esceula, trabajo	Lincoln City, Corvallis

Source: Outreach Effort Survey, 2016

**Table 3: Responses to Barriers to Using Transit**

#	Barrier 1	Barrier 2	Barrier 3
1	Frequency of times	Monthly passes at reduced rates	
2			
3	No Sunday service		
4	Frequency of service	No covered bus stops	
5	Lack of information	Schedule	Difficult to use due to schedule from Yachats
6	Need to market/advertize website	Schedules, availability	Need to know connections to other parts of state
7	Too long wait in Newport for elderly shopping.	More bus runs? Early AM, Late PM, Midday 10-2?	
8	location and walking		
9	For my job I need access to a vehicle all of the time		
10			
11	still driving own car		
12	Timeframes, especially with three kids		
13			
14	Low number of pick-up times and length (time) of loop		
15	Time schedule - midday bus South County	Last Newport Loop bus from HMSC is 4:40pm - too early for	

#	Barrier 1	Barrier 2	Barrier 3
		volunteers	
16	Stopped using it because buses don't run frequently and have bad connections with HUT Shuttle and Amtrak		
17	I don't often use transit. Main reason is no timely route going both ways from S. Beach to Newport		
18	Availability	Ease (schedule)	
19	Access locations near home/schools	Need sidewalks to bus stops for safe access for kids and family	Access stop on Yaquina Heights and Newport Heights would be good
20			
21	I would use it more if service to Corvallis was more frequent and if the local bus was a quick and easy way to get over the bridge and up 101 (I can walk anywhere from there)	I would like to see a bus go along 101 from South Beach to Fred Meyer frequently (20 to 30 minutes). I would use that often	
22	My highly variable schedule and very tight time limits. May consider once retired but that is some years away.		
23			
24			
25	en formacion		
26			
27	no sabia, pero necesita servicio para la escuela de los ninos		
28	para poder llegar a los lugares a donde necesito		
29	no sabian, pero si lo van a usar		
30	no sabia del transpote y apenas se mudo aqui		
31			
32			
33			
34	time to wait		
35	Mas seguridad no problemas con la policia		
36	child seats not cleaned after use; bus stop at Pride and Price not clean	frequency - shopping trips take 3-4 hours due to buses	LC Loop needs to be one hour earlier and one hour later
37			
38	frequency of bus schedule		
39			
40			
41			
42			
43	bus is not on time, either too early or too late	wayfinding needed	

#	Barrier 1	Barrier 2	Barrier 3
44	hours - bus does not operate late enough		
45	bus doesn't run during the right times		

## APPENDIX D DRIVER SURVEY SUMMARY



## MEMORANDUM

Date: December 20, 2016

Project #: 19682

To: Cynda Bruce, Lincoln County Transportation Service District

From: Susie Wright, PE, Anais Malinge, and Amy Lopez

Project: Lincoln County Transportation Service District Transit Development Plan

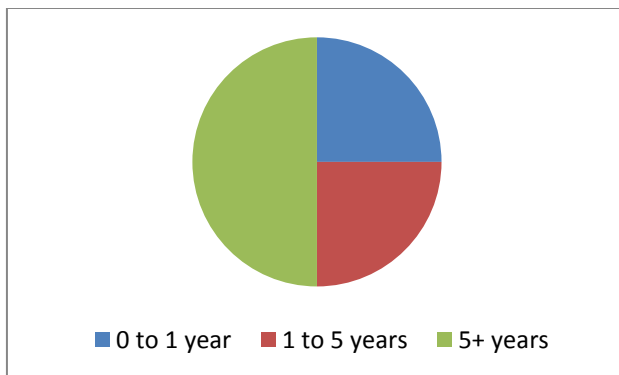
Subject: Summary of Employee Survey Responses

Lincoln County Transportation Service District (LCTSD) bus and dial-a-ride drivers were surveyed in order to better understand the state of the existing transit system. The survey was administered by LCTSD staff and was placed in each driver's mail inbox to be completed at their convenience. Each survey was anonymous, and eight completed surveys were received. This memorandum provides a summary of the answers provided by the drivers. Appendix "A" includes the raw survey responses.

### How many years have you been an employee of Lincoln County Transportation Service District?

Of the eight responses, two respondents have been an employee for one year or less, two have been an employee less than five years but more than one year, and four have been with LCTSD for more than five years (one of whom has been with LCTSD for more than 13 years).

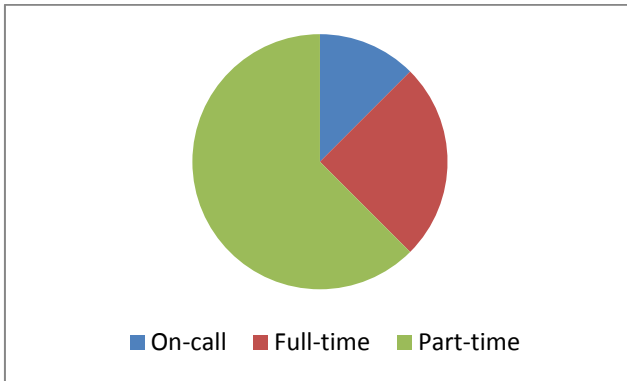
#### **Exhibit 1: Driver Respondent Years of Tenure**



### Are you a full-time or part-time employee?

Of the eight respondents, one reported being an on-call driver, two reported being part-time drivers (including someone working a 38-hour week), and five reported being full-time drivers.

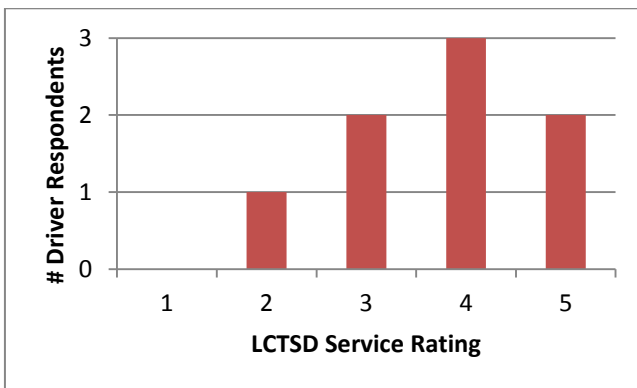
**Exhibit 2: Driver Respondent Part- versus Full-Time**



What is your overall impression of the LCTSD transit service (1 to 5, with 1 being poor and 5 outstanding)?

Five of the eight respondents rated LCTSD service either a 4 or 5. Two respondents rated the service a 3, and one respondent rated the service a 2.

**Exhibit 3: Driver Respondent Rating of LCTSD Service**



The following summarizes the common responses for the open-ended questions relating to proposed improvements to the existing system and recommendations for improvements to the transit system moving forward.

- Transit Stop Improvements: Four respondents mentioned improved and more signage at bus stops and trash bins at all bus shelters.
- Bus Upkeep: 2 drivers suggested better upkeep of buses as it relates to cleanliness and personal comfort of passengers.
- Bus Equipment Upgrades: Three drivers mentioned potential improvements for buses, including: 1) installing base antennae for better reception, 2) installing fans in the rear of buses to keep air circulating, 3) installing ergonomic seats for drivers, and 4) accepting credit cards for fare payment.

- **Improving Connections:** Four drivers cited improving connections or eliminating under-used routes.
- **Shorter Headways:** Four drivers mentioned shorter headways as a way to provide better service to riders.
- **Modifying Routes:** Three drivers suggested streamlining routes or adding new service areas, minimizing time spent waiting in parking lots, and clearly marking bus pull-over zones.
- **Policies for Riders:** One respondent mentioned the need for clearer policies regarding service animals, namely a desire for a policy requiring proof that an animal is a service animal. The same respondent also mentioned a need for policies regarding the use of baby strollers on buses.
- **Driver Retention:** One respondent suggested creating more full-time routes in order to retain drivers once they become LCTSD employees.
- **Driver Support:** One driver mentioned discomfort with handling difficult or aggressive passengers and feels drivers do not have a way to reach out for help during an emergency. Two other drivers mentioned the need to understand how to enforce rules or policies on the bus. Two additional drivers suggested limiting a driver's assignment to eight hours per day to minimize the occurrence of driver fatigue and reducing the long periods of unpaid down-time.
- **Driver Training and Incentives:** One respondent suggested enhancing the driver training program as well as introducing an incentive-based program to recognize good drivers while also motivating other drivers to improve in their role.
- One driver also mentioned a particularly difficult place to maneuver a bus stating the Newport City Hall bus shelters are extremely close to the curb and could be clipped by the tail of the bus.

## APPENDIX E TCRP 161 ANALYSIS

**SERVICE AREA CHARACTERISTICS INPUT TABLE -- Fill In All Unshaded Boxes**

Service Area:	
Analysis Description:	
Additional Description:	

**Transit Need Inputs**

Number of persons residing in households with income below the poverty level:

Number of households residing in households owning no vehicles:	Households	Persons
1-Person households:	994	994
2-Person households:	279	558
3-Person households:	159	477
4-or-more-Person households:	65	260

Mobility Gap:  
Enter State (from drop-down list):

**General Public Rural Non-Program**

	American Community Survey Table Number
Population Age 60+	15,923 B01001
Population Age 18 - 64 with a Mobility Limitation	9,792 S1810
Persons Living in Households with No Vehicle Available	2,289 B08201

**General Public Rural Passenger Transportation**

Need:   
Annual Vehicle-miles of Service:  Annual Revenue-Miles

**Small City Fixed Route Inputs**

Population of City:  Persons  
College and University Enrollment (Total):  Students  
Annual Revenue-Hours of Service:  Annual Revenue-Hours

**Demand - Commuter by Transit to an Urban Center**

Workers Commuting from Rural County to Urban Center:   
Distance from Rural County to Urban Center:  Miles  
Is the Urban Center a State Capital?  Check Box for Yes

**Program Demand Inputs**

Program Name	Program Type	Number of Program Participants	Number of Events per Week	Percentage of Participants who attend on an AVERAGE day	Percentage of Participants who are Transit Dependent or Likely to Use Transit	Number of Weeks Program is Offered (Annually)

The preferred source of demographic data is the American Community Survey, available at: <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>  
At that website enter the referenced Table Number in the appropriate box. Some table numbers may not be available for communities under



**2015-2016 Ridership**

	YTD	Weekday Equivalent (1 for each weekday, 0.5 for Saturday, 0.25 for Sunday)	Ridership * Weekdays	Approximate Riders per Weekday
Newport DAR	11,710	5		45
Lincoln City DAR	10,531	5		41
North Route	69,846	5.75		234
South Route	50,835	5.5		178
East County	66,718	5.5		233
Coast to Valley	6,434	5.75		22
Newport City Loop	53,990	5.75		181
Lincoln City Loop	47,660	5.5		167
<b>Total</b>	<b>317,724</b>			

1,101 Total Approximate Riders per Weekday  
 1,650 Daily 1-Way Passenger Trips from tCRP 161 Output

67% of mobility gap captured

## MEMORANDUM #2

Date:	May 9, 2017	Project #:19682.1
To:	Cynda Bruce (Lincoln County Transportation Service District) Naomi Zwerdling (Oregon Department of Transportation)	
From:	Susie Wright, PE, Anais Malinge, and Krista Purser (Kittelison & Associates, Inc.) Jim Owens and Anais Mathez (Cogan Owens Greene)	
Project:	LCTSD Transit Development Plan	
Subject:	Existing and Updated Goals, Policies, and Practices	

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2.1 Local Jurisdiction Existing Documents.....	1
2.2 Existing Goals and Objectives .....	4

### 2.0 INTRODUCTION

Lincoln County Transportation Service District (LCTSD) provides both fixed-route service and demand response service throughout Lincoln County, including Lincoln City, Depoe Bay, Newport, Siletz, Toledo, Waldport, and Yachats. Services include Lincoln County Transit Intercity routes, Newport to Yachats, Newport to Lincoln City, Newport to Siletz, Coast-to-Valley, Lincoln City Loop, Newport City Loop, and Lincoln City and Newport Dial-A-Ride.

This memorandum provides a review of local jurisdictions' transportation system plans (TSP) and review of the goals, policies, and practices of LCTSD's 1993 transit development plan (TDP), the Northwest Oregon Transit Alliance (NWOTA) Connector Management Plan, and Lincoln County's Coordinated Transportation Plan (CTP).

### 2.1 LOCAL JURISDICTION EXISTING DOCUMENTS

Local jurisdictions within Lincoln County, including Lincoln City, Depoe Bay, Newport, Siletz, Toledo, Waldport, and Yachats, maintain transit-related goals and policies within TSPs, community surveys, and land use plans. Table 1 summarizes goals and objectives of existing documents. These jurisdiction-specific goals and objectives will be considered in the development of recommendations and service alternatives for the LCTSD TDP.

**Table 1 Local Jurisdiction Goals and Objectives**

Document	Goals and Objectives
Depoe Bay TSP	GOAL: PROVIDE TRANSIT SERVICE AND AMENITIES THAT ENCOURAGE RIDERSHIP
	▶ Establish and maintain transit stops in locations that are safe and convenient for users.
	▶ Identify areas that support transit services, and coordinate with transit providers to improve the coverage, quality, and frequency of services as needed
	▶ Consider transit user needs that complement the basic provision of service to encourage higher levels of usage (e.g., sidewalk and bicycle connections, shelters, benches, signage, lighting, wheelchair access).
	▶ Consider the need for park-and-ride lots in the community.
Lincoln City TSP	GOAL 3: TRANSIT SERVICE AND AMENITIES THAT ENCOURAGE A HIGHER LEVEL OF RIDERSHIP.
	▶ Locate transit stops in locations that are safe and convenient for users.
	▶ Explore tourist-based transit options (e.g., trolley) that operate during the summer.
	▶ Provide additional transit services and coordinate with transit providers to improve the coverage, quality and frequency of services where needed.
	▶ Provide for transit user needs beyond basic provision of service (e.g., sidewalk and bicycle connections, shelters, benches) to encourage higher levels of use.
▶ Identify locations for designated park-and-ride lots.	
Lincoln County CTP	GOAL: BETTER EDUCATE HUMAN AND HEALTH SERVICES PROVIDERS ABOUT AVAILABLE PUBLIC TRANSPORTATION SERVICES.
	GOAL: ADVISE PUBLIC TRANSPORTATION PROVIDERS OF THE HUMAN SERVICES SECTORS' PUBLIC TRANSPORTATION NEEDS.
Lincoln County TSP	GOAL #4: PUBLIC TRANSPORTATION – PROVIDE COST-EFFECTIVE AND SAFE PUBLIC TRANSPORTATION OPTIONS AND ACCESS TO ALTERNATIVE TRANSPORTATION MODES TO COUNTY RESIDENTS.
	▶ Ensure an appropriate level of County support for public transportation.
	▶ Support Lincoln County Transit's efforts to work with ODOT to secure federal funding for the County Transit System on a regular and ongoing basis.
	▶ Ensure appropriate lock-up and storage facilities for bicycles at destinations within Lincoln County.
	▶ Work to improve the signage and amenities at transit stops and stations.
	▶ Work with Lincoln County Transit to expand transit service as necessary during summer months of peak travel.
▶ Support Lincoln County Transit's coordination efforts with local jurisdictions to meet the transit needs of Lincoln County communities.	

Document	Goals and Objectives
	<p><b>GOAL #6: ACCESSIBILITY – PROVIDE A TRANSPORTATION SYSTEM THAT SERVES THE NEEDS OF ALL MEMBERS OF THE COMMUNITY.</b></p> <ul style="list-style-type: none"> <li>▶ Coordinate with Lincoln County Transit to encourage programs that serve the needs of the transportation disadvantaged.</li> <li>▶ Provide for the transportation disadvantaged by complying with state and federal regulations and cooperating with Lincoln County Transit and other agencies to provide transportation services for the disadvantaged.</li> </ul>
Newport TSP	<p><b>2.3 GOALS AND OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>▶ Identify transit alternatives for local, intercity, and recreational users</li> </ul>
NWOTA Connector Management Plan	<p><b>2.4 GOALS AND OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>▶ Improve Rider Access and Convenience</li> <li>▶ Promote Connector Awareness</li> <li>▶ Improve Regional Service Delivery</li> <li>▶ Increase Organizational and Financial Stability</li> <li>▶ Enhance Community Livability</li> </ul>
Siletz Community Survey	<p><b>ADDITIONAL COMMENTS</b></p> <ul style="list-style-type: none"> <li>▶ Request for more public transportation within town, more intercity transit to Newport and Toledo and expanded service hours.</li> </ul>
Toledo TSP	<p><b>2.1 GOAL: GENERAL GOALS</b></p> <ul style="list-style-type: none"> <li>▶ The City of Toledo will seek for all its citizens a customer-based regionally coordinated public transit system that is efficient, effective, and founded on present and future needs.</li> </ul> <p><b>2.2.7 GOAL: TRANSIT OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>▶ The City will support and promote regional planning for public transportation services that use innovative technology to maximize efficiency of operation, planning, and administration of public transportation.</li> <li>▶ The City encourages the use of carpools and park-and-ride lots in the area and other strategies to reduce the number of single occupant vehicle trips.</li> <li>▶ The City shall support existing public transportation services by improving facilities including adding bus shelters at all stops and promoting public awareness of the services.</li> </ul>

Document	Goals and Objectives
	<ul style="list-style-type: none"> <li>▶ The City will coordinate with other jurisdictions when park-and-ride facilities are needed.</li> </ul>
	<ul style="list-style-type: none"> <li>▶ Maintain longstanding partnership with Lincoln County Transit and the North Northwest Connector to support new investments in transit service and infrastructure, and identify potential new funding sources to implement these improvements.</li> </ul>
	<ul style="list-style-type: none"> <li>▶ Encourage the Toledo Chamber of Commerce or other organization to explore a citywide transit shuttle or circulator that could meet the demand for improved local service for Toledo residents and employees.</li> </ul>
	<ul style="list-style-type: none"> <li>▶ Encourage local and regional partners to explore long-term feasibility of water taxi or ferry service to Newport.</li> </ul>
Waldport TSP	TRANSPORTATION IMPROVEMENT D: PUBLIC TRANSPORTATION
	<ul style="list-style-type: none"> <li>▶ Increased public transit (bus and van) service between Waldport and other cities, i.e. Newport, Lincoln City, Corvallis, Salem, and Portland.</li> </ul>
	PUBLIC TRANSPORTATION POLICIES
	<ul style="list-style-type: none"> <li>▶ Policy 7. The City of Waldport shall work with ODOT, Lincoln County, the Cities of Newport and Lincoln City, and transit service providers to study public transit needs and possibilities.</li> </ul>
	<ul style="list-style-type: none"> <li>▶ Policy 8. The City of Waldport shall work with special service providers, ODOT, Lincoln County, and the cities of Newport and Lincoln City to secure additional funding and promote transit services that may currently be underutilized.</li> </ul>
<ul style="list-style-type: none"> <li>▶ Policy 9. The City of Waldport shall identify and monitor transportation needs of the elderly and disadvantaged, and attempt to fulfill those needs.</li> </ul>	
Yachats Comprehensive Land Use Plan	GOAL M - TRANSPORTATION
	<ul style="list-style-type: none"> <li>▶ 9. The City shall encourage and support alternative transportation where safe passage can be maintained.</li> </ul>

## 2.2 EXISTING GOALS AND OBJECTIVES

The following section summarizes the goals and objectives documented in the NWOTA Connector Management Plan, the Lincoln County CTP, and the LCTSD 1993 Transit Development Plan (TDP). These will help guide LCTSD in prioritizing recommendations and service improvements developed through the TDP update. Objectives and strategies developed as part of the NWOTA Plan and CTP are included in *Appendix "A."*

## 2.2.1 LCTSD 1993 Transit Development Plan

LCTSD adopted their previous Transit Development Plan in 1993. The plan identified five overarching goals and related objectives, listed below. The associated measures and standards for each objective are also listed below. Table 2 includes the objectives and strategies included in the 1993 TDP and gives an assessment of the strategy, including consistency with the NWOTA Plan and the CTP.

### Goal 1) Encourage multimodal approach to transportation development

Objectives:

- a. Promote intermodal connections
  - **Measure:** Number of passengers making connections between modes
  - **Standard:** Increase the number of intermodal connections (specific standards to be established following baseline survey)
- b. Reduce emissions and vehicle miles traveled in Lincoln County
  - **Measure:** Vehicle miles traveled (VMT)
  - **Standard:** Decrease in VMT (specific standard will be determined by County as Goal 12 guidelines are met)

### Goal 2) Coordinate transportation throughout county

- a. Empower local officials and committees to ensure local and regional planning documents include transit goals and needs
- b. Meet transit needs in all areas of Lincoln County
  - **Measure:** Frequency of service to areas of high population density
  - **Standard:** Distribution of riders correlated to population clusters

### Goal 3) Operate a safe and efficient system

- a. Maintain excellent safety record
  - **Measure:** Preventable accidents
  - **Standard:** No preventable accidents
- b. Measure performance
  - **Measure:** Monthly, quarterly, yearly reports, which include data on cost per mile, cost per rider, and riders per mile
  - **Standard:** Cost per mile \$3.13 or less, cost per mile .88 or less, riders per mile .4 or more
- c. Provide information to the public
  - **Measure:** Percentage of residents in different geographical areas who know about the transit system. Percentage of visitors who know about the system.

### Goal 4) Provide excellent customer service

- a. Maintain excellent on-time performance
  - **Measure:** Percent on-time performance
  - **Standard:** Minimal late or missed trips due to mechanical or staffing problems
- b. Increase rider satisfaction and confidence
  - **Measure:** Percent of riders satisfied with system

- **Standard:** Increase
- c. Increase ridership on fixed route service
  - **Measure:** Number of riders
  - **Standard:** 59,000 rides provided annually by December 1995
- d. Accommodate expected increase in need for demand-responsive services
  - **Measure:** Number of riders
  - **Standard:** Additional 12,800 rides by year 2000
- e. Attract both transportation disadvantaged riders and riders who make a choice to use the system instead of driving
  - **Measure:** Percent of transportation disadvantaged riders. Percent of other (general population) riders.
  - **Standard:** Increase percent of general population riders by 5% per year

**Goal 5) Secure stable financial support**

- a. Gain local support of public transportation
  - **Measure:** Percent of residents and percent of visitors who know about the public transit system. Percent of residents supportive of the system. Number of transportation disadvantaged using the system. Number of general public using the system.
  - **Standard:** Steady increase of all measures.
- b. Secure federal and/or state financial support
  - **Measure:** Percent of funding from state/federal grants
  - **Standard:** Maintain combination of state and federal funding at 30%
- c. Stabilize local financial support
  - **Measure:** Percent of funding from fares and other local sources
  - **Standard:** Achieve 70% funding between farebox and other local sources

**Table 2: 1993 TDP Objectives and Strategies Summary and Assessment**

TRANSIT DEVELOPMENT PLAN		
Summary	Consistency with NWOTA and CTP	Assessment with Updated TDP
Promote Intermodal Connections		Ongoing
Include phone numbers for local airports, taxi services, intercity bus services on transit schedules.	Consistent with NWOTA Objective 1,3 and CTP Strategy 6	Not completed.
Count number of riders connecting or attempting to connect with other modes.		Ongoing. No other survey efforts completed beyond Customer Survey #1.
Identify possible park and ride locations, construct parking facilities.		Ongoing. One existing park and ride facility in Toledo with adjoining parking facility. Updated TDP will evaluate need and feasibility of additional park and ride facilities.
Investigate feasibility of installing bike racks on vehicles.		Completed.

Improve bicycle parking at major bus stops and bus stations.		Ongoing. Current bike facility at Newport City Hall. Inventory of existing bicycle facilities at major bus stops.
Ensure routes and schedules allow connections with private transit, air, and rail services.		Ongoing. Existing intercity schedule gaps will be evaluated as part of updated TDP.
Investigate developing a centralized intermodal facility.		Newport City Hall serves as transit hub.
<b>Reduce emissions and vehicle miles traveled in Lincoln County</b>		
Periodically calculate ridership and miles traveled to determine VMT savings using Department of Transportation formulas.		Included in ODOT quarterly reporting and NWOTA reporting since January 2017.
Publicize environmental, economic and social benefits of adequate public transit (reduced need for highway construction, reduced pollution, etc.).	Not a focus in NWOTA or CTP	Status? Existing marketing effort in place to market environmental benefits of public transportation?
<b>Empower local officials and committees to ensure local and regional planning documents include transit goals and needs</b>		
Measures, standards, and actions are outlined in Section V through roles of local officials, committees, and state agencies in meeting this objective.	Consistent with CTP Strategy 5	Ongoing. Consider how best to coordinate with local jurisdictions in updated TDP.
<b>Meet transit needs in all areas of Lincoln County</b>		
Maintain origin and destination records.		Not completed. Provide O/D in updated TDP through the Customer Survey #1.
Count numbers of riders whose trip origin or destination is outside the county.		Not completed. General inter-county analysis provided in updated TDP through the Census on-the-map tool.
Count number of visitors (nonresidents) using system.		Not completed. Provide in updated TDP through the Customer Survey #1.
Create efficient routes between cities and other high use areas.		Ongoing. Existing express route between Newport and Lincoln City. Identify feasibility for additional express routes in the updated TDP.
Serve areas of less population density as funding becomes available.		Ongoing. Explore in the updated TDP.
Assist riders in making connections with transit services to other counties.	Consistent with NWOTA Objective 1, 3	Ongoing. Existing intercity schedule gaps will be evaluated as part of updated TDP.

<b>Maintain excellent safety record</b>		
Maintain detailed accident records.	Not a focus in NWOTA or CTP	Status? Completed. Process in place to record accidents. Safety committee with Lincoln County with transit representatives.
Conduct ongoing driver training.		Ongoing.
Retain excellent drivers.		Ongoing.
Maintain and replace vehicles as scheduled.		Ongoing. Include fleet replacement schedule in updated TDP.
<b>Measure performance</b>		
Count riders, revenues, costs, mileage.	Not a focus in NWOTA or CTP	Ongoing. LCTSD provides quarterly counts to ODOT. Provide recommended process for reporting and monitoring in updated TDP. Updated TDP will include historical and existing metrics.
Maintain ongoing records.		Ongoing. LCTSD provides quarterly counts to ODOT. Provide recommended process for reporting in updated TDP.
Prepare and present reports to appropriate committees.		Ongoing. LCTSD provides quarterly counts to ODOT. Provides recommended process for reporting in updated TDP. Provides report to County Board of Supervisors.
<b>Provide information to the public</b>		
Conduct survey.	Consistent with NWOTA Objective 2 and CTP Strategy 7	Ongoing. Customer Survey #1 completed as part of updated TDP. Additional survey efforts?
Hire promotions person(s).		Status? Not completed. Lincoln County Public Information Officer provides information to public.
Provide easily accessible information on the system, including schedules, prices, and restrictions.		On-going. LCTSD provides information on-line and will be including schedules and map at various stops as part of stop inventory effort.
Investigate possibility of creating central information/dispatch system for all Lincoln County transportation services.		Completed. LCTSD has a dispatch system.
<b>Maintain excellent on-time performance</b>		
Update schedule as needed to maintain reliable schedule.	Not a focus in NWOTA or CTP	Ongoing. Schedule updated periodically.
Repair/replace vehicles as needed.		Ongoing. Fleet replacement schedule will be included in updated TDP.
Hire and retain sufficient trained staff.		Ongoing.

<b>Increase rider satisfaction and confidence</b>		
Establish procedure for riders to make suggestions.		Status? Completed. Process in place with comment/complaint form available to riders and comments forms available to drivers. As part of updated TDP, driver surveys and Customer Surveys inform process.
Conduct periodic rider surveys to determine passengers' experience using the system.		Ongoing. Customer Survey #1 completed as part of updated TDP.
Install and maintain well-marked bus stop areas and signs.	Consistent with NWOTA Objective 2 and CTP Strategy 7	Ongoing. LCTSD completed a stop inventory in early 2017 and ordered bus stop amenities, including stop signs and polls.
<b>Increase ridership on fixed route service</b>		
Maintain excellent customer service as outlined above.	Consistent with NWTOA and CTP.	Ongoing.
<b>Accommodate expected increase in need for demand responsive services</b>		
Monitor ridership trends.		Ongoing. LCTSD provides quarterly counts to ODOT. Provide recommended process for reporting and monitoring in updated TDP. Updated TDP will include historical and existing metrics.
Budget and purchase vehicles to meet needs.	Not a focus in NWOTA. Consistent with CTP Strategy 2.	Ongoing. Include fleet replacement schedule in updated TDP.
<b>Attract both transportation disadvantaged riders and riders who make a choice to use the system instead of driving</b>		
Track youth, elderly, mobility limited, and lower income citizens separately in ridership counts.		Ongoing. Customer Survey #1 as part of updated TDP disaggregates the ridership base.
Promote system to youth, elderly, mobility limited, and lower income citizens.		Completed. Existing marketing to reach population groups in County. Fare structure prompted potential transit-dependent populations to ride.
Ensure system information is available to these specific target populations.	Consistent with all CTP objectives.	Completed.
<b>Objective: Gain local support of public transportation</b>		
Encourage citizen involvement in transit planning and evaluation from diverse geographic and economic segments of county.	Consistent with NWOTA Objective 2	Ongoing. Outreach efforts of updated TDP. Additional parallel efforts?

Conduct random survey of Lincoln County residents, in part to understand why people don't use transit.		Ongoing. Customer Survey #1 completed as part of updated TDP. Additional survey efforts?
Work toward actively correcting image and scheduling problems, so more residents will use the system.		Ongoing.
Publicize transit system.		Ongoing. Outreach efforts of updated TDP. Additional parallel efforts?
Add service for special events as funding allows.		Not completed.
Develop public relations through Chambers of Commerce, Hi Neighbors program and others.		Ongoing. Public relations efforts will be evaluated as part of Updated TDP.
Encourage scheduling community classes and services during transit system hours.		Not completed.
<b>Objective: Secure federal and/or state financial support</b>		
Maintain links with ODOT Public Transit Section.		Ongoing. Connection with quarterly monitoring and updated TDP.
Maintain knowledge of grant funding cycles, deadlines.		Ongoing.
Track percentage of funding from fares, grants, donations, other sources.	Not a focus in NWOTA. Consistent with CTP Strategy 1.	Completed. Budget informs funding proportions.
Solicit grant funds.		Ongoing.
<b>Objective: Stabilize local financial support</b>		
Solicit funding support from local governments (at budget hearings, etc.)	Not a focus in NWOTA or CTP	Status? Ongoing. LCTSD coordinated with local jurisdictions. Several jurisdictions, including Siletz Tribe, Lincoln City, and City of Newport provide funding to LCTSD.

## 2.2.2 NWOTA Connector Management Plan

The October 2016 update to the Connector Management Plan outlines long-range goals to support the Connector's vision. The goals and objectives are as follows:

### Goal 1) Improve Rider Access and Convenience

Objectives:

- Develop a trip planning tool for the Connector website.
- Agree on major stops and amenities to be installed with Enhance funding from ODOT.
- Provide branded shelters, timetables, and other amenities at each major Connector stop location.
- Develop consistent passenger comfort standards for bicycles, animals, luggage, food, and drink.

- Implement an automated phone information system specific to the Connector, with the same call-in number for all five transit agencies. Also include Connector information as an automated phone menu option on all five Connector agency telephone services.

**Goal 2) Promote Connector Awareness**

- Develop a job description and jointly fund a regional public involvement coordinator position for the Connector.
- Develop and fund a regular, ongoing marketing and public information campaign that is held simultaneously throughout the five-county region.
- Establish a driver training and customer service training program for the sale of visitor passes. Provide an annual training session for staff at all five agencies beginning in 2017.
- Connect with local visitor attractions that can offer off-season discounts.
- Provide a website that is easy and intuitive for customers to use.
- Work with Travel Oregon to include the Connector in their “Seven Wonders of Oregon” marketing program.
- Provide a presentation to update the OTC upon completion of the Management Plan

**Goal 3) Improve Regional Service Delivery**

- Develop coordinated timetables for Connector service by 2017.
- Coordinate transfer times between Connector service and local service.
- Increase frequencies and service levels on valley to coast corridors (Highways 6, 20 and 30).
- Expand the Connector system into Yamhill County.
- Open a dialogue with other transit providers that serve the Connector area (e.g. Amtrak, POINT). Hold a meeting to share service and visitor pass information, and discuss ways to coordinate transfer times.
- Standardize data collection practices by all Connector partners.

**Goal 4) Increase Organizational and Financial Stability**

- On an ongoing basis, look for opportunities to jointly procure equipment, stop amenities, consulting services and other major purchases.
- Complete a detailed study to look for additional regional operational cost efficiencies by 2020.
- Launch a regional customer service training program.
- Develop a regional policies and procedures manual, and establish initial policies for topic areas recommended in the management plan.
- Reach out to the Oregon Transit Association for assistance in lobbying for regional coordination funding.
- Convene representatives from each partner agency’s board to discuss potential management strategies and resolve barriers to executing an updated Intergovernmental Agreement.

**Goal 5) Enhance Community Livability**

- Develop an implementation plan for a marketing concept like Sonoma County’s “Transit to Trails” program, and build a page for it on the Connector website.
- On an annual basis, reach out to local community agencies, such as senior centers, to demonstrate how to ride the Connector.

- Partner with local jurisdictions to integrate the Connector into local planning and development approval processes.

### 2.2.3 Lincoln County Coordinated Transportation Plan

The Lincoln County CTP identifies strategies and potential actions to better educate human and health service providers about available public transportation services and advises public transportation providers of the human and health service sectors' public transportation needs.

- ▶ **Strategy 1)** Seek funding to sustain existing levels of public transit service within the county as the highest priority.
- ▶ **Strategy 2)** As funding permits and as demand is demonstrated, expand access to and convenience of public transportation through expansion of and/or improvements to existing services.
- ▶ **Strategy 3)** Improve freedom of movement and quality of life for special needs and other transit dependent populations and focus transportation services on access to jobs, health care, education, and other basic services.
- ▶ **Strategy 4)** Support and increase the pool of paid and volunteer drivers.
- ▶ **Strategy 5)** Continuously strive to coordinate the planning for and provision of public transportation services with the provision of human and health services.
- ▶ **Strategy 6)** Continue to pursue opportunities for regional collaboration and expansion of the regional public transportation system.
- ▶ **Strategy 7)** Expand efforts to inform the public of available public transportation services, including seniors, low income persons and non-English speaking populations.

APPENDIX A OBJECTIVES AND STRATEGIES  
SUMMARY

## Objectives and Strategies Summary

Strategies were identified as steps to implement the identified objectives and overarching goals. Table A1 lists the objectives and strategies included in the Connector Management Plan and the CTP.

**Table A1: NWOTA and CTP Objectives and Strategies Summary**

NWOTA Connector Management Plan
<b>Improve Rider Access and Convenience</b>
▶ Develop a trip planning tool for the Connector website.
▶ Agree on major stops and amenities to be installed with Enhance funding from ODOT.
▶ Provide branded shelters, timetables, and other amenities at each major Connector stop location.
▶ Develop consistent passenger comfort standards for bicycles, animals, luggage, food, and drink.
▶ Implement an automated phone information system specific to the Connector, with the same call-in number for all five transit agencies. Also include Connector information as an automated phone menu option on all five Connector agency telephone services.
<b>Promote Connector Awareness</b>
▶ Develop a job description and jointly fund a regional public involvement coordinator position for the Connector.
▶ Develop and fund a regular, ongoing marketing and public information campaign that is held simultaneously throughout the five-county region.
▶ Establish a driver training and customer service training program for the sale of visitor passes. Provide an annual training session for staff at all five agencies beginning in 2017.
▶ Connect with local visitor attractions that can offer off-season discounts.
▶ Provide a website that is easy and intuitive for customers to use.
▶ Work with Travel Oregon to include the Connector in their “Seven Wonders of Oregon” marketing program.
▶ Provide a presentation to update the OTC upon completion of the Management Plan.
<b>Improve Regional Service Delivery</b>
▶ Develop coordinated timetables for Connector service by 2017.
▶ Coordinate transfer times between Connector service and local service.
▶ Increase frequencies and service levels on valley to coast corridors (Highways 6, 20 and 30).
▶ Expand the Connector system into Yamhill County.
▶ Open a dialogue with other transit providers that serve the Connector area (e.g. Amtrak, POINT). Hold a meeting to share service and visitor pass information, and discuss ways to coordinate transfer times.
▶ Standardize data collection practices by all Connector partners.

### Increase Organizational and Financial Stability

- ▶ On an ongoing basis, look for opportunities to jointly procure equipment, stop amenities, consulting services and other major purchases.
- ▶ Complete a detailed study to look for additional regional operational cost efficiencies by 2020.
- ▶ Launch a regional customer service training program.
- ▶ Develop a regional policies and procedures manual, and establish initial policies for topic areas recommended in the management plan.
- ▶ Reach out to the Oregon Transit Association for assistance in lobbying for regional coordination funding.
- ▶ Convene representatives from each partner agency's board to discuss potential management strategies and resolve barriers to executing an updated Intergovernmental Agreement.

### Enhance Community Livability

- ▶ Develop an implementation plan for a marketing concept like Sonoma County's "Transit to Trails" program, and build a page for it on the Connector website.
- ▶ Partner with local jurisdictions to integrate the Connector into local planning and development approval processes.
- ▶ Develop an implementation plan for a marketing concept like Sonoma County's "Transit to Trails" program, and build a page for it on the Connector website.

## Lincoln County CTP

### Seek funding to sustain existing levels of public transit services within the County as the highest priority.

- ▶ Continue to strive to capture available Federal and State transit funding and advocate for equitable, effective, sufficient and sustainable Federal and State programs and policies.
- ▶ Explore alternative funding sources, including public-private partnerships such as financial contributions by health care providers toward the cost of transportation services.
- ▶ Continue to allocate STF and Section 5310 funds to programs and projects that currently receive such funds as the highest priority for County funding.
- ▶ Continue to pursue funding for vehicle replacement, capital improvements and preventive maintenance needed to ensure the desirability, safety and convenience of public transportation services.
- ▶ Pursue opportunities to share vehicles between public agencies, non-profits, churches, schools, vocational facilities, group homes for developmentally disabled residents, and senior care facilities.
- ▶ Seek funding to develop driver recruitment and training programs.
- ▶ Seek funding for technologies (e.g., coordinated trip planning, mobile tools) and data management programs that facilitate the most efficient and cost-effective provision of services.
- ▶ Ensure adequate funding for staff and technical assistance in implementing Coordinated Plan priorities and actions and other public transportation-related activities.

**As funding permits and as demand is demonstrated, expand access to and convenience of public transportation through expansion of and/or improvements to existing services.**

- ▶ As demand warrants, expand Lincoln Transit System fixed-route and demand response services, with increased frequency in weekday service as a higher priority than weekend service.
- ▶ Continue to pursue opportunities to partner and improve connections with regional public transportation providers.
- ▶ Explore opportunities to extend public transportation services to underserved communities and rural areas of the County through options to fixed route service, such as volunteer-based demand response programs, shuttle routes, feeder services, and shopping or medical shuttles.
- ▶ Provide facilities needed to ensure convenient and safe transit services, including bus stops, shelters, and more and better signage.
- ▶ As funding allows, improve pedestrian/bicycle connections to transit, focusing on high priority safety needs identified through the Connector grant.

**Improve freedom of movement and quality of life for special needs and other transit dependent populations and focus transportation services on access to jobs, healthcare, education and other basic services.**

- ▶ Preserve the existing demand response services available to older adults and persons with disabilities. As resources permit, expand demand response services, including evening and weekend service, to accommodate both current and projected demand.
- ▶ Pursue partnerships with state human service agencies to ensure efficient and cost-effective services that leverage state and local resources.
- ▶ Coordinate with RideLine on the use of brokered rides to address high priority needs (access to medical and human service offices) for demand response services in areas not currently served.
- ▶ Increase outreach and marketing of services to low-income residents and, in coordination with Cascade West Council of Governments and major employers, investigate opportunities to improve transportation access to employment sites, including hospitality industry sites in Lincoln City and Newport, and to employment training locations, through vanpools, shuttles or other means.
- ▶ Continue to strive to improve and expand transportation assistance for veterans, including coordinating trips to VA medical facilities in Portland and Eugene with RideLine and existing providers.
- ▶ To facilitate use of public transportation services to access educational facilities, periodically consult with educational institutions, e.g. OSU, to ensure that public transportation schedules are coordinated to the extent feasible with classroom schedules. Consult with human services agencies on regional strategies to address homeless youth transportation needs and implement appropriate improvements in service.

**Support and increase the pool of paid and volunteer drivers.**

- ▶ Work with ODOT and regional partners to develop and/or update driver recruitment and training programs.
- ▶ Continue to promote and fund volunteer-based programs, focusing on those that provide curb-to-curb service between communities and service to rural portions of the County.

**Continuously strive to coordinate the planning for and provision of public transportation services with the provision of human and health services.**

- ▶ Partner with DHS and other state and local agencies whose clients need transportation services to assess

and communicate those needs to transportation providers in the County and region.

- ▶ Continue to coordinate with volunteer and non-profit organizations, human service agencies, healthcare providers, major employers, and other programs to improve the delivery of timely, safe and cost-effective transportation services.
- ▶ Encourage appointment to the STF Advisory Committee of eligible representatives with human and health services experience. Explore the opportunity to expand the breadth of interests and experience through ex-officio positions or other means.
- ▶ Request that County and city planning and community departments notify Lincoln County Transit of land use proposals that potentially affect the demand for or provision of transit services.
- ▶ To help ensure that the public transportation system is prepared to assist in emergency preparedness and response, clearly define the roles of all public transportation providers in the county, regularly train drivers in emergency preparedness, and have up-to-date plans so providers can assist as needed in emergency management. Work with Lincoln County to define the emergency management roles of human and health service providers.

**Continue to pursue opportunities for regional collaboration and expansion of the regional public transportation system.**

- ▶ Continue to coordinate with regional partners on information sharing, training, public education and outreach, and other joint endeavors.
- ▶ Continue to actively participate in regional efforts to improve the coordination of public transportation and health and human services, e.g. co-sponsoring forums such as Connecting the Dots Between Health and Transportation.
- ▶ Assist ODOT or other appropriate parties to biennially update the database of transportation providers/resources in the region.

**Expand efforts to inform the public of available public transportation services, including seniors, low-income persons and non-English speaking populations.**

- ▶ Cooperate with Benton and Linn Counties to re-publish and distribute a tri-county public transportation brochure, with distribution to transportation providers, social agencies, employment training programs, employment agencies, major employers, senior groups, volunteer groups, low-income residents, and others.
- ▶ Improve website information and sharing of this information among providers about the various services available within the county and region.
- ▶ Continue to engage with civic organizations and conduct outreach at fairs, markets, etc. Encourage the business community to promote transit use to their employees.
- ▶ Periodically provide free transit days as a public education tool.
- ▶ Periodically provide cultural awareness training to transportation service providers.
- ▶ Periodically consult with Latino advocacy organizations and leaders on options to best address the transportation needs of the Latino population.

## MEMORANDUM #3

Date:	June 26, 2017	Project #:	19682
To:	Cynda Bruce (Lincoln County Transportation Service District) Naomi Zwerdling (Oregon Department of Transportation)		
From:	Susie Wright, PE, Zachary Horowitz, and Krista Purser (Kittelison & Associates, Inc.)		
Project:	LCTSD Transit Development Plan		
Subject:	Land Use Impact on Future Transportation Needs		

### 3.0 INTRODUCTION

Memorandum #1 evaluated the existing Lincoln County Transportation Service District (LCTSD) transit system through an evaluation of demographic and survey data. Memorandum #2 reviewed the existing transportation and transit plans for Lincoln County, cities within the county, and related regional transit plans. Memorandum #3 builds upon the previous two memoranda and addresses future conditions by evaluating existing demographic and development trends and opportunities using U.S. Census data, existing plans, stakeholder interviews, and tax-lot level information. Based on this information and taking into account the transit market analysis completed in Memorandum #1, this memorandum identifies potential growth areas and projects to improve the transit system and better meet current and future needs.

#### IN THIS MEMO >>

- ▶ *Future land use and transit markets*
- ▶ *Potential future transit service areas*
- ▶ *Potential future revenues and costs*

#### NEXT STEPS >>

- ▶ *Develop evaluation framework (Memo 4)*
- ▶ *Analysis of future opportunities and prioritization (Memo 5)*

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## 3.1 EXISTING AND FUTURE DEMOGRAPHICS

Existing and future demographics and system usage throughout Lincoln County can be used to identify additional transit needs. This section summarizes existing demographic information as discussed in detail in Memorandum #1 and analyzes future demographic information.

### 3.1.1 Existing Demographics

The following are key transit market characteristics of Lincoln County, as discussed in detail in Memorandum #1:

- ▶ The July 2015 population of Lincoln County was approximately 47,000.
- ▶ Approximately 58 percent of the population lived within city limits while 42 percent lived in unincorporated areas of the county.
- ▶ Demographic groups in Lincoln County that are more reliant on transit than the general population include youths (12 percent), seniors (22 percent), people with low incomes (28 percent), people with disabilities, (20 percent) and zero-car households (7 percent).
- ▶ There are approximately 16,000 people employed in Lincoln County, and 71 percent of those workers are Lincoln County residents.
- ▶ Approximately 25 percent of Lincoln County residents commute greater than 50 miles to work one-way.
- ▶ Approximately 30 percent of Lincoln County residents commute to work between 6:30 and 8:30 AM.

### 3.1.2 Future Demographics

Future population and employment trends were examined to inform the process of identifying transit needs. The sections below describe the forecasted future demographics of Lincoln County, based on the best current estimates of population and employment.

#### **Population Trends**

The State of Oregon's Department of Administrative Services, Office of Economic Analysis, develops and publishes county level population forecasts. These forecasts are based on historical trends and consider birth, death, and migration rates.

Lincoln County has grown slowly in the past 30 years. Between 1980 and 2015, the population has increased approximately 32 percent, increasing by over 11,000 people to today's population of approximately 47,000 people. This represents an average annual growth rate of one percent. It is not expected that the growth rate will change dramatically in the future, though current demographic trends indicate a chance of slightly slower growth in the years ahead.

By 2050, the county is expected to grow by an additional 9,000 people, rising to a population of approximately 56,000 people. This forecast is based on an assumption that Lincoln County will continue to grow at a rate (one

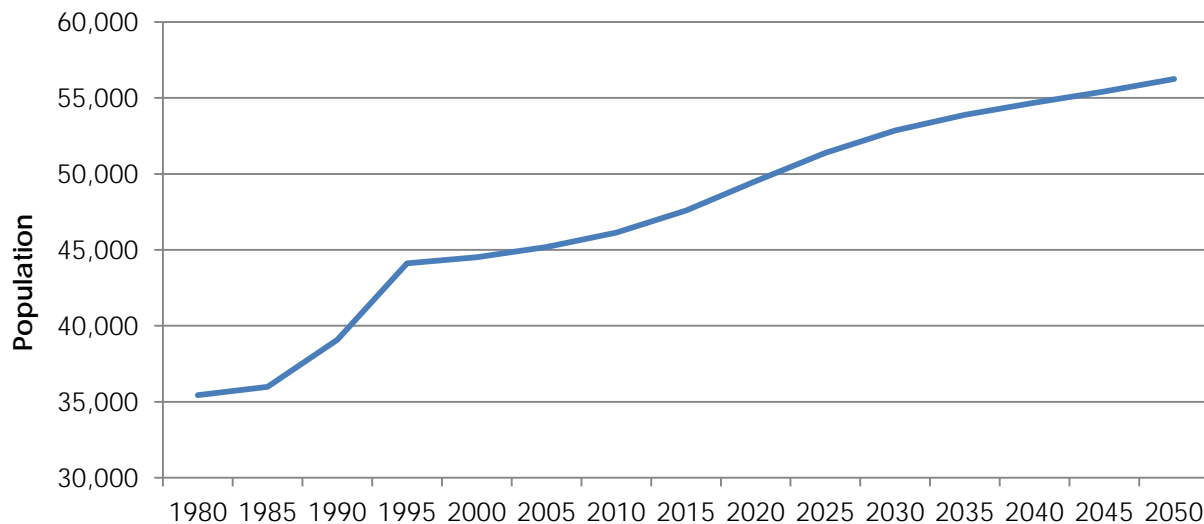
percent) roughly similar to the rate between 1980 and 2015. More than two-thirds (6,500 people) of the growth between 2015 and 2050 will be people 60 years and older, creating potential new demand for transit among this demographic group. Table 1 and Figure 1 show how growth has occurred between 1980 and 2015 as well as the future growth expected in the county from 2010 to 2050. Future population growth is a key input in determining future demand for transit.

**Table 1: Actual and Forecasted Populations of Lincoln County, 1980 - 2050**

	Year	Population	5 Year Change	5 Year % Change	Annual Growth Rate
U.S. Census Bureau Estimate	<u>1980</u>	35,443	-	-	-
	<u>1985</u>	35,979	536	1.5%	0.3%
	<u>1990</u>	39,075	3,096	8.6%	1.7%
	<u>1995</u>	44,112	5,037	12.9%	2.6%
	<u>2000</u>	44,519	407	0.9%	0.2%
	<u>2005</u>	45,192	673	1.5%	0.3%
	<u>2010</u>	46,135	943	2.1%	0.4%
	<u>2015</u>	47,038	903	2.0%	0.4%
Forecast	<u>2020</u>	49,535	1,945	4.1%	0.8%
	<u>2025</u>	51,371	1,835	3.7%	0.7%
	<u>2030</u>	52,857	1,486	2.9%	0.6%
	<u>2035</u>	53,895	1,038	2.0%	0.4%
	<u>2040</u>	54,688	793	1.5%	0.3%
	<u>2045</u>	55,421	733	1.3%	0.3%
	<u>2050</u>	56,245	823	1.5%	0.3%

Source: Office of Economic Analysis. March 28, 2013. *Forecasts of Oregon's County Populations and Components of Change, 2010 – 2050*. [http://www.oregon.gov/das/OEA/Documents/County\\_forecast\\_March\\_2013.xls](http://www.oregon.gov/das/OEA/Documents/County_forecast_March_2013.xls). Accessed April 24, 2017.

**Figure 1: Lincoln County Population 1980 - 2050**



As shown on Table 2, population growth in Lincoln County is occurring primarily within cities. Most of the larger cities and communities saw growth above the county ten-year average of 2.5 percent between 2000 and 2014. The cities of Depoe Bay, Yachats, Lincoln City, and Siletz experienced the fastest growth of the urban areas. The cities of Toledo and Waldport maintained their populations over the 14-year period from 2000 to 2014, as well as the percentage of County residents that lived within incorporated areas. It is generally more efficient and cheaper to provide transit services in denser, urbanized areas, and growth within the established urban communities in Lincoln County will simplify future transit planning to a certain extent.

**Table 2: City Population Trends**

City	2000 Population	2010 Population	2014 Population	Growth (2000-2014)	% Growth
Depoe Bay	1,174	1,398	1,410	236	20%
Lincoln City	7,437	7,930	8,400	963	13%
Newport	9,532	9,989	10,095	563	6%
Siletz	1,133	1,212	1,235	102	9%
Toledo	3,472	3,465	3,485	13	< 1%
Waldport	2,050	2,033	2,060	10	< 1%
Yachats	617	690	720	103	17%
<b>Total City Population</b>	25,415	26,717	27,405	1,990	8%
<b>Total Unincorporated Areas</b>	19,064	19,317	19,485	421	2%
<b>Total County Population</b>	<b>44,479</b>	<b>46,034</b>	<b>46,890</b>	<b>2,411</b>	<b>5%</b>
<b>% in Cities</b>	<b>57.1%</b>	<b>58.0%</b>	<b>58.4%</b>		

Sources: United States Census Bureau. Census 2000 Gateway. <http://www.census.gov/main/www/cen2000.html>. Accessed June 19, 2015. United States Census Bureau. 2010 Census Data. <http://www.census.gov/2010census/data/>. Accessed June 19, 2015.

### **Employment Trends**

The Oregon Employment Department Workforce and Economic Research Division publishes employment forecasts by industry. These ten-year forecasts are defined by regions (as opposed to counties or cities), and organize employment forecasts by primary industry. The region that includes Lincoln County also includes Benton, Clatsop, Columbia, and Tillamook counties.

It is expected that the largest employment increases will occur in the construction (1.9 percent), wholesale trade (1.7 percent), food manufacturing (1.7 percent), food services (1.5 percent), professional business services industries (1.4 percent), and natural resources and mining (1.3 percent) sectors. An understanding of where faster growing trade sectors and businesses are located (or could locate) allows for design of transit routes that can efficiently serve workers and employers. All industry forecasts are shown in Table 3.

**Table 3: 2014-2024 Industry Employment Forecast (Benton, Clatsop, Columbia, Lincoln, Tillamook)**

Industry	2014	2024	Change	% Change	Annual Growth Rate
<b>Total Payroll Employment</b>	<b>99,580</b>	<b>107,030</b>	<b>7,450</b>	<b>7%</b>	<b>0.7%</b>
Natural resources and mining	3,430	3,880	450	13%	1.3%
Mining and logging	1,080	1,150	70	6%	0.6%
Construction	3,060	3,630	570	19%	1.9%
Manufacturing	8,880	9,060	180	2%	0.2%
Durable goods	4,700	4,510	-190	-4%	-0.4%
Wood product manufacturing	1,090	1,070	-20	-2%	-0.2%
Nondurable goods	4,190	4,550	360	9%	0.9%
Food manufacturing	1,860	2,170	310	17%	1.7%
Paper manufacturing	1,390	1,210	-180	-13%	-1.3%
Trade, transportation, and utilities	13,930	14,600	670	5%	0.5%
Wholesale trade	1,050	1,230	180	17%	1.7%
Retail trade	10,980	11,440	460	4%	0.4%
Transportation, warehousing, and utilities	1,900	1,930	30	2%	0.2%
Information	1,070	950	-120	-11%	-1.1%
Financial activities	3,550	3,700	150	4%	0.4%
Professional and business services	6,620	7,550	930	14%	1.4%
Professional and technical services	3,180	3,610	430	14%	1.4%
Private educational and health services	11,690	12,900	1,210	10%	1.0%
Hospitals	3,930	4,360	430	11%	1.1%
Leisure and hospitality	14,590	16,250	1,660	11%	1.1%
Accommodation	3,760	3,900	140	4%	0.4%
Food services and drinking places	9,790	11,230	1,440	15%	1.5%
Other services and private households	3,750	4,010	260	7%	0.7%
Government	24,180	25,290	1,110	5%	0.5%
Federal government	1,210	1,140	-70	-6%	-0.6%
State government	12,610	13,300	690	5%	0.5%
State education	10,510	11,060	550	5%	0.5%
Local government	10,360	10,850	490	5%	0.5%
Local education	4,370	4,570	200	5%	0.5%
Self-employment	4,830	5,210	380	8%	0.8%

Source: *Employment Projections by Industry and Occupation 2014-2024 Northwest Oregon (Benton, Clatsop, Columbia, Lincoln, Tillamook)*. <https://www.qualityinfo.org/documents/10182/92203/Northwest+Oregon+Employment+Projections+2012-2022?version=1.0>. Accessed April 24, 2017.

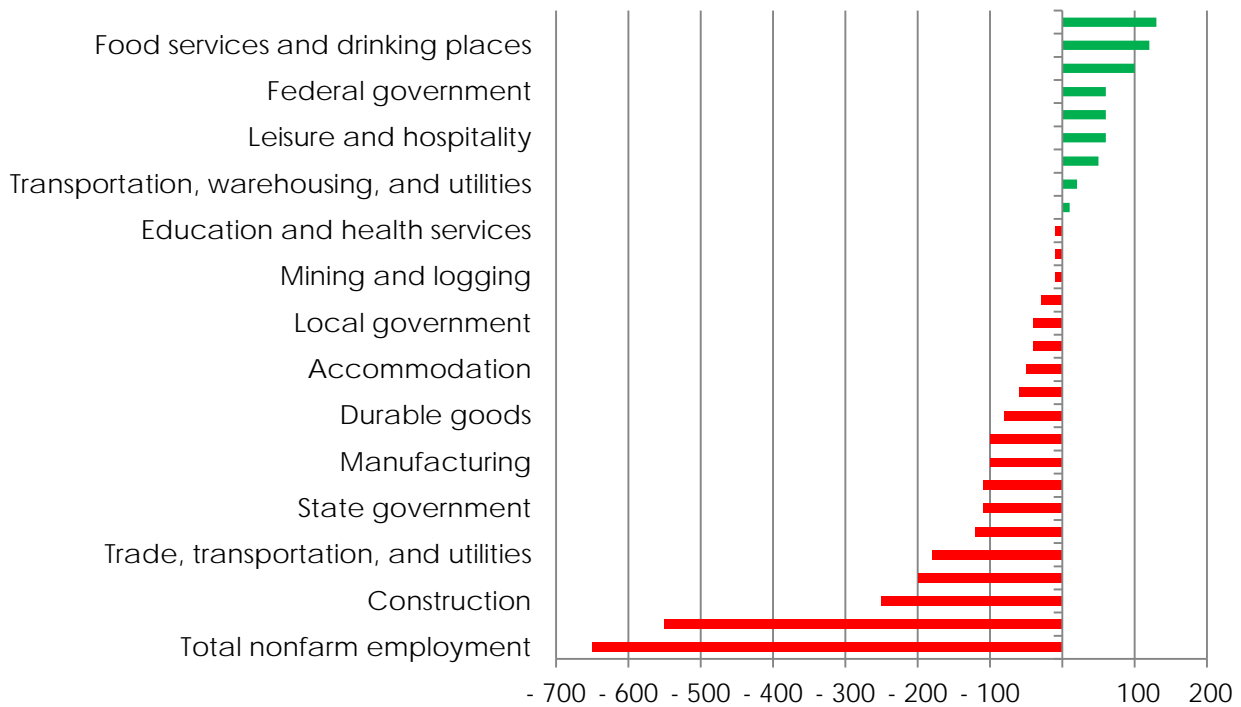
The Oregon Employment Department publishes current employment trends specific to Lincoln County. While jobs have returned to the county after the recession of 2008-2009, they are still below pre-recession employment levels. If Lincoln County employment level continue to increase, transit service will need to

accommodate ridership demands. Employment totals and net changes by industry are shown in Figure 2 and Figure 3, respectively.

**Figure 2: Lincoln County Seasonally Adjusted Non-farm Employment 2008-2017**



**Figure 3: Lincoln County Employment Changes by Industry 2008-2016**



## SUMMARY >>>

### Demographics and Employment Findings

- ▶ Lincoln County's **population** has grown slowly in the past 35 years. Between 1980 and 2015, the population has increased by 11,595, from 35,443 to 47,038 people. This represents an average annual growth rate of 0.9%.
- ▶ Over the past 15 years, Depoe Bay, Lincoln City and Yachats experienced the **fastest growth** of the urban areas, with the slowest growth in Toledo and Waldport.
- ▶ It is expected that the **largest employment increases** will be seen in the construction (1.9%), wholesale trade (1.7%), food manufacturing (1.7%), food service (1.5%), professional business services industries (1.4%), and natural resources and mining (1.3%) sectors.
- ▶ Employment remains below 2008 levels due to the recession, which saw the **greatest loss of jobs** in the construction sector, as well as trade, transportation and utilities, state government, and manufacturing. Between 2008 and 2016, approximately 650 jobs were lost in Lincoln County.
- ▶ Total employment growth between 2014 and 2024 is anticipated to be 0.7 percent annually while population growth is anticipated to be 1.0 percent. This means that residents of Lincoln County will have fewer job opportunities within the Northwest Oregon region. Nevertheless, employment increase presents an opportunity to increase transit ridership for work trips to and from employment areas or connecting to Northwest Connector transit services.
- ▶ Future development is expected to primarily occur in or around the existing cities. This indicates an additional opportunity for LCTSD to better serve existing places by increasing frequency as communities grow.

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## 3.2 EXISTING AND FUTURE LAND USE PATTERNS

Existing and future anticipated land use patterns provide geographic context to anticipated growth. Locating growth spatially is critical to identifying transit service needs at the route level.

In order to establish a basic understanding of land use trends, current transit and land use plans were reviewed and analyzed. Stakeholders were also interviewed by phone to help identify local transit needs and land use trends. Finally, Lincoln County parcel-level tax lot data in several larger communities was reviewed to obtain a more detailed perspective on growth patterns. This is useful in identifying both general and localized transit service gaps and opportunities.

### 3.2.1. Existing Land Use and Transportation Plans

As stated in the previous section, growth has been uneven in the County, with three of seven cities growing at over 10 percent and four cities at less than 10 percent. Population growth rates have averaged approximately 0.5 percent year in most communities, though Depoe Bay, Lincoln City, and Yachats have grown faster. Most jurisdictions in Lincoln County continue to work toward goals and visions established within their respective

comprehensive and transportation plans. The growth forecasts of these plans have for the most part not been met so there is a general understanding that the plans are still valid tools as guiding documents for future growth. The following provides a list of the reviewed plans, listed in alphabetical order:

- ▶ Depoe Bay Transportation System Plan (2017)
- ▶ Lincoln County Transportation System Plan (2007)
- ▶ Lincoln County Coordinated Human Services-Public Transportation Plan (2017)
- ▶ Lincoln County Transit Development Plan (1993)
- ▶ Newport Transportation System Plan (2007)
- ▶ NWOTA Connector Management Plan (2016)
- ▶ Siletz Community Survey (2008)
- ▶ Toledo Transportation System Plan (2013)
- ▶ Waldport Transportation System Plan (1999)
- ▶ Yachats Comprehensive Land Use Plan (2002)
- ▶ Confederated Tribes of Siletz Indians Coordinated Human Services-Public Transportation Plan (2017 – in production)
- ▶ Siletz Reservation Transportation Plan (2009)

### 3.2.2. Stakeholder Outreach

A series of interviews were conducted with stakeholders within Lincoln County for this memorandum. Interviewees were asked to provide their opinions on ongoing and expected changes within the County in several areas including: residential and job growth, tourism, and transit service. Sample questions included:

- ▶ Which areas have you recently seen growth in residential and employment?
- ▶ Where do you see development and growth occurring over the next 20 years? What type of growth do you expect to see? Is the growth related to developments of new communities or changes in areas recently annexed by cities?
- ▶ When considering plans for growth, are the availability of existing (or planned) transit connections considered?
- ▶ How you coordinate with LCTSD?
- ▶ What are your concerns for transit?
- ▶ Do you have any general comments to add?

In addition to the stakeholder surveys conducted for the Lincoln County TDP, stakeholder survey results from the ongoing Lincoln County Coordinated Human Services-Public Transportation Plan were incorporated into the results.

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## **Residential Growth**

Lincoln County is not expected to experience substantial population growth in the foreseeable future, though forecasts indicate that the County's population will continue to increase. Stakeholders identified the following areas of growth and change within the County:

- ▶ In Newport, residential growth is primarily focused in the South Beach area, south of the Yaquina Bay Bridge. This includes the Wilder Planned Unit Development (PUD) which is adjacent to Oregon Coast Community College. The area near the Wilder PUD is also a potential location for annexation into the city. In addition, 130 residential units for students are planned to be constructed. The South Beach area is served by the Newport City Loop, the South County route, and Newport Dial-a-Ride.
- ▶ There are redevelopment opportunities on the Newport Bayfront including Nye Beach. This area is currently served by the Newport City Loop, and there have been discussions about a new Bayfront/Nye Beach Loop route.
- ▶ The north end of Newport is also experiencing some growth – the Oceanview Senior Living facility on 71<sup>st</sup> is expanding and is currently served by the Newport City Loop. There are possibilities for additional multi-family and senior housing near the intersection of Harney Street and 31<sup>st</sup> Street.
- ▶ Lincoln City has growth potential at the north end of town at Cascade Head - a master planning effort is underway and may include a town center type commercial area. There is also residential growth potential in the southern part of the city between SE 23<sup>rd</sup> Street and SE 35<sup>th</sup> Street (primarily to the east of US 101) in the Nelscott Gap area.
- ▶ Depoe Bay has a large area of developable land on the north end of town on the east side of US 101, north of Lillian Lane. There is one approved master plan in that area with a second master plan underway. These developments will include residential development that is likely to be largely vacation homes but with some year-round residents.
- ▶ Depoe Bay also has developable land at the south end of town on the east side of US 101 across from Singing Tree with potential for approximately 150 residential units.
- ▶ Waldport anticipated additional growth out Crestline Drive.
- ▶ Yachats anticipates additional residential growth up to 80 units on the east side of US 101 at the north end of town on the hillside area.
- ▶ Lincoln County's large and growing percentage of seniors is interested in "aging in place", and part of their ability to be successful in doing so relates to the need for reliable and effective transit service.
- ▶ Growth in the veteran population will increase the need to provide transit service to services such as medical clinics and community health services..

## Job Growth

In regards to job growth and the relationship to transit planning in Lincoln County:

- ▶ Samaritan Pacific Hospital in Newport is redeveloping and discussing how to accommodate transit in the remodel. Currently, the Newport City Loop bus has a stop right in front of the hospital on 9<sup>th</sup> Street and the North and South County Routes buses stop at US-101 and 2<sup>nd</sup> Street which is approximately ½ mile away to the north.
- ▶ Oregon State University is expanding the Hatfield Marine Science Center as part of a larger effort to establish the first residential university campus on the Oregon Coast. The proposed Marine Science Building will provide more than 100,000 square feet of classroom space, a 250-seat auditorium, teaching and research labs, faculty and research office space, and space for interactions with the community. The new facility is expected to have up to 500 students living in Newport. The Hatfield Marine Science Center is currently served by both the Newport City Loop and South County Bu routes.
- ▶ The Nelscott Gap area in Lincoln City includes some commercial and industrial areas (primarily to the east of US 101) that will result in some job growth in that area.
- ▶ The approved master plan in Depoe Bay includes general commercial and may include restaurants, a small grocery store, other specialty retail and possibly a hotel. The Cascade head area could also see employment growth in the proposed commercial town center.
- ▶ Waldport could have additional job growth or relocation of jobs to the Crestline Drive area as many essential services are moving to this area outside of the tsunami zone.
- ▶ Commercial fishing and related industries (e.g. boat building, repair) has gained strength since the recession ended. The timber sector has also rebounded since the end of the recession. Though there is only one small mill in Lincoln County, there is value in harvestable timber on private lands in Lincoln County and forestry experts notes that there is potential for increased growth in employment in this sector of the County economy.

## Tourism

The NW Connector Study analyzed the current visitor market for coastal areas, which includes tourists. Tourism primarily occurs between June and September. These months account for 38 to 42 percent of trips to the coast by visitors. The study concluded with a list of opportunities to increase transit ridership by appealing to the following key demographics:

- ▶ **Choice Riders** – the transit system should appeal to those who are not as sensitive to cost, but more sensitive to convenience and the overall travel experience.
- ▶ **Summer Visitors** – Between 38 and 42 percent of all overnight tourist trips occurred June through September.
- ▶ **Internet Planners** – Have an up-to-date and easy-to-use website.
- ▶ **Bike and Car-Free Travelers** – Transit travel could be marketed as part of a car-free trip.

- ▶ **“Green” Tourists** – Tourists that are attracted to bike and car-free travel and the “sustainable brand” of Oregon, and may be likely to choose to use transit on their trip.
- ▶ **Travelers from Portland** - The Portland metropolitan area is a major origin for a large portion of overnight trips to the coast.
- ▶ **Trip Chaining Tourists** – Connecting major tourist destinations (e.g. casinos, beach destinations, and city attractions).

### *Transit Service*

Many interviewees provided comments on the state of transit service in Lincoln County. Comments ranged from assessments of existing conditions and needs, to discussions of future opportunities to improve and enhance transit service. Comments on existing service included:

- ▶ Agency staff is coordinating on an Oregon Department of Transportation (ODOT) Statewide Transportation Improvement Program (STIP) Enhance project to add sidewalks to the east side of US-101 from NE 36<sup>th</sup> Street south to NW 25<sup>th</sup> Street in Newport. The new sidewalks will improve transit access for residents of nearby apartments and for other people who are going to/from jobs and services.
- ▶ Transit shelters, City Hall bathrooms, and other public bathrooms are used by transients and can pose safety and maintenance issues.
- ▶ There is an ongoing parking study of the Bayfront area and one resulting recommendation may be to meter parking for Bayfront and portions of Nye Beach. This could generate a revenue stream that could be used to partner to enhance transit in this area. Another option is to construct a paid parking structure, but metering parking would be a more affordable solution.
- ▶ Housing in Waldport is cheaper than in Newport and many people live in Waldport and commute to Newport for work. Improved frequency and hours could increase the use of transit for work related trips between Newport and Waldport.
- ▶ Yachats has many service workers that work in approximately 10 restaurants and four hotels. Most of these workers cannot afford to live in Yachats and may be reliant upon transit.

Representative comments from stakeholder interviews for the County’s Coordinated Human Services-Public Transportation Plan include:

- ▶ The regular bus routes that are in place provide reliable, consistent service.
- ▶ Valley Transportation works well in bringing coastal residents to Corvallis for medical services.
- ▶ Limited hours of operation and frequency of service are most frequently cited as the major barriers to the use of public transit in the County. Gaps in mid-day, evening, and weekend service are particularly problematic. Length of time between buses is a discouragement towards ridership, both current and new.

- ▶ While Dial-a-Ride works well, it is very time-consuming to accomplish more than one task, e.g. medical appointment plus shopping. In addition, one needs to be on the bus no later than 3:00 pm to be able to use this service.
- ▶ Bus service cannot be used to access most public meetings,
- ▶ Clients doing shift work, especially in service industries, are challenged to access employment because of limited public transportation.
- ▶ Older adults and people with disabilities living outside Newport and Lincoln City are not well served by public transportation.

Comments on future service needs included:

- ▶ There is a need to assess transit frequency and service span – this will have a positive impact on getting more workers to use transit.
- ▶ Future improvements should include creating additional stops at key destinations and workplaces, developing more robust stop amenities, improving pedestrian safety and transit stop accessibility, and making operation and security improvements at transit stops, including the City Hall stop in Newport.
- ▶ Beginning in July 2017 and funded through June 2018, a new service will provide a transit connection between Yachats and Florence. The number of trips per day and days of operation per week has yet to be confirmed, but a survey is being conducted to inform the decision process. The Rhody Express (the City of Florence’s transit service) operates on weekdays only, and the likely transfer stop for the new service with LCTSD’s South County line would be at 3<sup>rd</sup> Street in Yachats. Stop locations in Florence (e.g. Grocery Outlet, PeaceHealth Peace Harbor Medical Center) are still to be determined. From Florence, Pacific Crest Bus Lines provides service from Coos Bay to Eugene via Florence. The bus goes to the Amtrak Station in Eugene, and from there a local Eugene bus is available to transport passengers to the Eugene Airport.
- ▶ For aging Baby Boomers, there is a desire to age in place. There will be more senior living facilities and more over-55 housing that will need to be served with public transportation.
- ▶ Millennials are tending to drive less/not own vehicles, creating an increasing demand for transportation alternatives, including public transportation.

### 3.2.3 Existing Land Use Patterns

The cities of Lincoln City, Newport, Toledo, and Waldport provided current tax lot zoning data. This information shows existing development patterns and land uses and provides a context for understanding existing transit alignments. Because Lincoln County has a lot of agricultural and forest land, it is important to understand where the available zoned land is located as future development is generally constrained to non-farm parcels. The tax lot data has been organized to display current developed and vacant residential, commercial, and industrial uses, as well as farmland parcels. It is displayed for the four largest cities.

#### **Lincoln City**

For Lincoln City, current transit service covers the downtown area fairly well. Most commercial and industrial sites are served by the North County transit line and many residences are within walking distance. Areas along the waterfront, US-101 and to the east of the City which are anticipated to be the target of growth in the future also have transit service via the Lincoln City Loop. A zoning map of Lincoln City can be seen in Figure 4.

### ***Newport***

In Newport, current transit service covers the main sections of the city well due to the linear nature along the coast and Yaquina Bay. Centrally located in Lincoln County, Newport is served by all LCTSD transit lines with the exception of the Lincoln City Loop route and Lincoln City Dial-A-Ride service. This provides Newport the most coverage of any city in the county. Most commercial and industrial sites are served by the North County transit line and many residences are within walking distance of transit. Areas along the Pacific Ocean and Yaquina Bay waterfront, US-101 and to the east and south of the city, which are anticipated to be the target of growth in future, currently have some transit service. A zoning map of Newport can be seen in Figure 5.

### ***Toledo***

In Toledo, current transit service covers the downtown area. The area north of central Toledo and some areas east of the river are not served as well. Most commercial and industrial sites in downtown and along the Yaquina River are served by the East County transit line. A zoning map of Toledo can be seen in Figure 6.

### ***Waldport***

In Waldport, the South County transit route travels through downtown and heads east after crossing the Alsea River, before looping back towards Crestview Golf Club and to US-101 before heading south to Yachats. A zoning map of Waldport can be seen in Figure 7. Most of the city is located near the transit route, residential growth is anticipated in the south end of town and could occur off of the highway in the Crestline Drive. This area is located outside of the tsunami zone and is becoming the location of essential services including the Samaritan Waldport Clinic and Waldport High School. Fixed route transit service was recently modified to serve this area.

Figure 4. Lincoln City Tax Lots

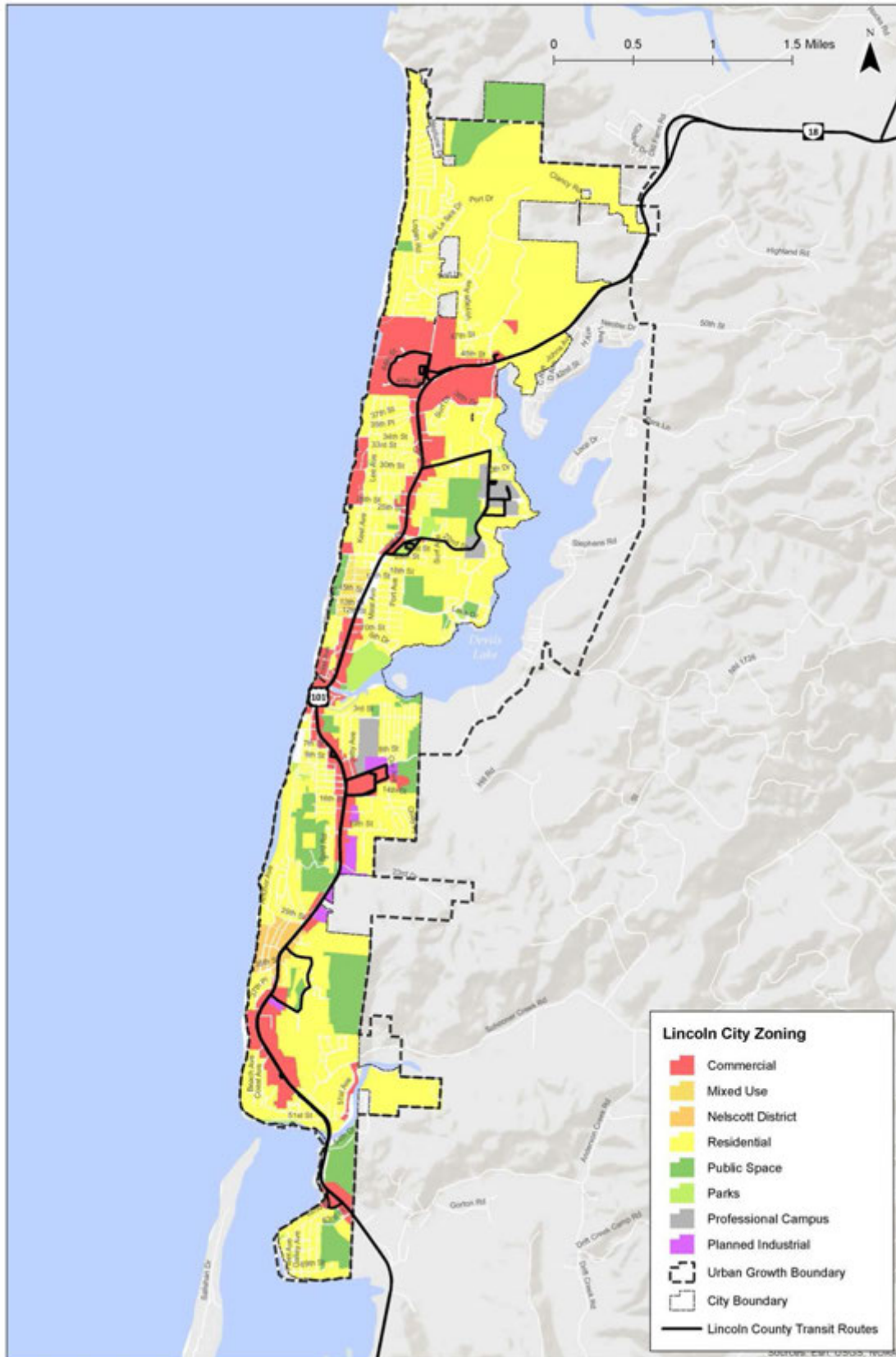


Figure 5. Newport Tax Lots

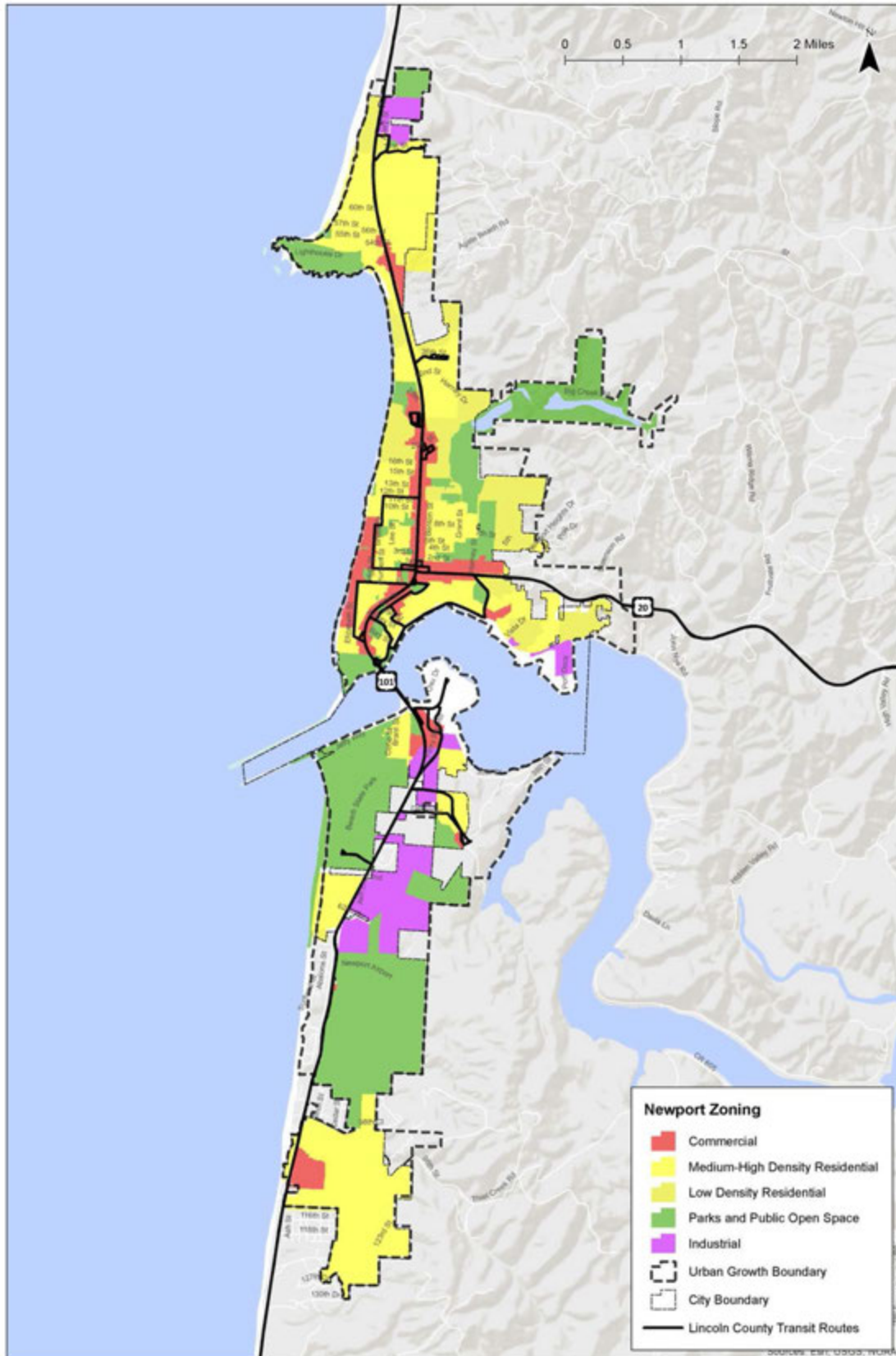


Figure 6. Toledo Tax Lots

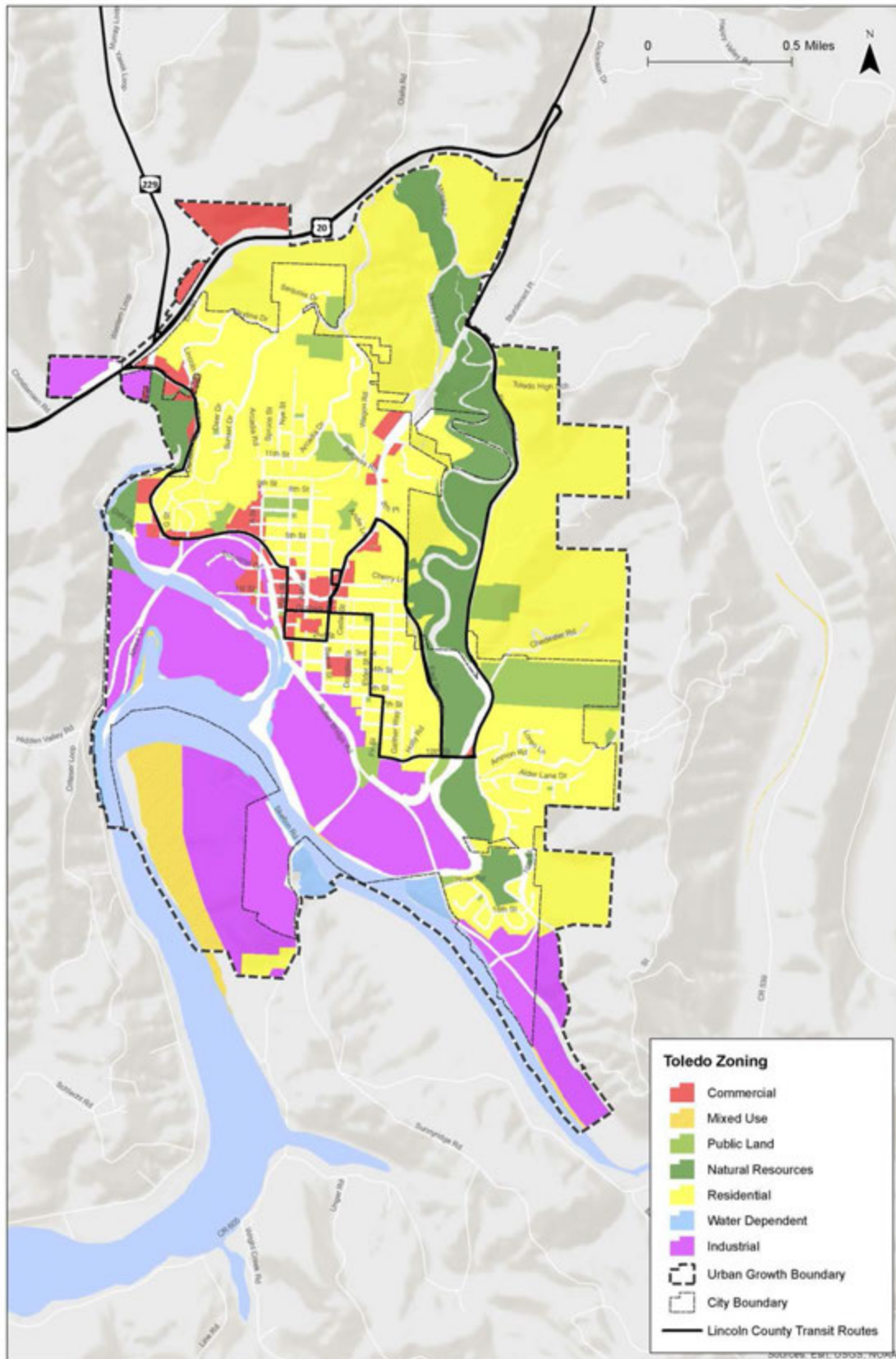
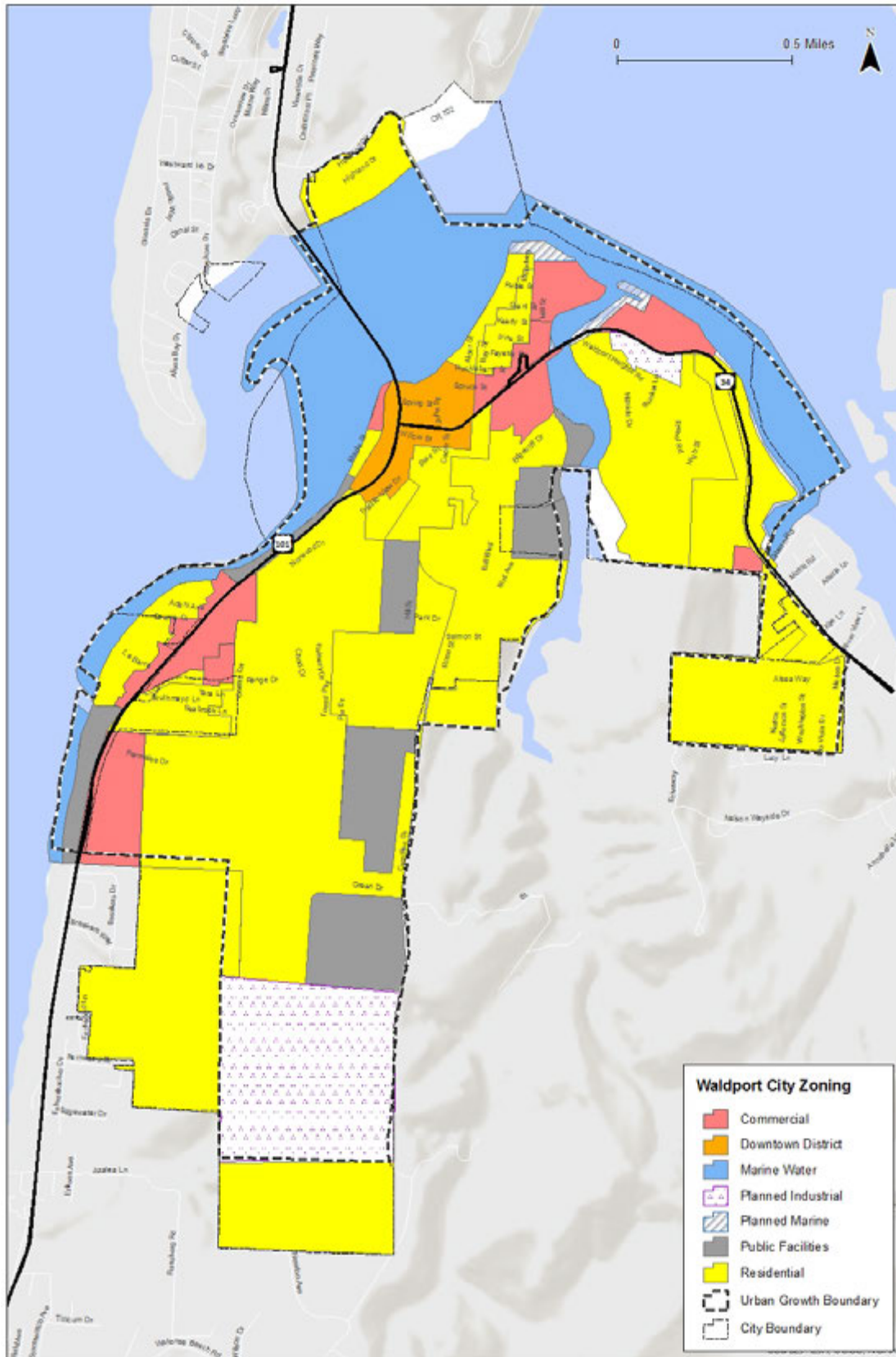


Figure 7. Waldport Tax Lots



## SUMMARY>>>

### Existing and Future Land Use Pattern Findings

This is useful in identifying both general and localized transit service gaps and opportunities. A summary of the findings are as follows:

- ▶ There remain unfulfilled goals from existing transportation and transit plans from within cities in Lincoln County, as well as from the County's last TSP and its current Coordinated Human Services-Public Transportation Plan. The information in the documents (as shown in Memorandum #2) is useful for transit planning and goals/objective setting purposes. Specific unfilled goals include the desire for a tourist route in Lincoln City, addition of park-n-rides lots in the County, and to improve transit facilities.
- ▶ Lincoln County is not expected to experience substantial population growth in the foreseeable future, though forecasts indicate that the County's population will continue to increase. Residential growth is expected in the Newport South Beach area, Newport Bayfront, north and south ends of Depoe Bay, and north end of Lincoln City.
- ▶ Job growth is anticipated through the redevelopment of Samaritan Pacific Hospital and Oregon State University's Hatfield Marine Science Center and some commercial growth in the Lincoln City Nelscott Gap area and Depoe Bay north end of town along US-101.
- ▶ Tourism is a strong potential for transit growth with focus on summer visitors, sustainable and car-free travelers, Portland travelers, trip-chaining tourists, and internet planners. Lincoln City's TSP identifies the need for a tourist oriented transit route.
- ▶ Better signage. Stop improvements and sidewalk connectivity were identified as existing needs for LCTSD transit service. Dangerous street crossings and other Highway 101 safety issues need to be addressed.
- ▶ Additional fixed route transit is needed to serve underserved communities and rural areas of the County.
- ▶ There are locations, e.g. Dorchester House, where access to transit stops can be improved through crosswalks and other improvements.
- ▶ An ongoing parking study in the Newport Bayfront area is assessing paid and/or metered parking, generating a revenue stream that could be used to enhance transit.
- ▶ Future transit needs include assessed transit frequency and service span, additional stop amenities, and stop accessibility.
- ▶ A new service providing connection from Yachats to Florence will begin in July 2017 and is funded through June 2018.
- ▶ Due to the linear nature of many cities within Lincoln County, transit routes using US-101 and other north-south routes are close to residential, commercial, recreational, and employment areas. Areas not within the near vicinity of Highway 101, however, are not well served.

## 3.3 EXISTING AND FUTURE TRANSIT DEMAND

### 3.3.1 Existing Transit Demand

Customer surveys were conducted on board transit vehicles in September and October 2016, and the results were discussed in Memorandum #1. Key findings from these surveys are as follows:

- More than half of all LCTSD riders work either full- or part-time, and an additional eight percent are students. Almost 20 percent of riders are retirees, which may be a demographic that could be enticed to use transit by modified or enhancing routes and service.
- Lincoln County has approximately seven percent zero-car households, however, 66 percent of LCTSD riders live in zero-car households.
- Approximately 95 percent of riders that responded to the survey live within Lincoln County. Because the on-board survey was administered during the fall, it may underrepresent the number of visitors or tourists from outside the county.
- If transit was not available to the riders who answered the survey, 72 percent would have elected to not make their trip, 15 percent would have carpooled, 12 percent would have opted to walk or bike to their destination, and two percent would have driven or hailed a taxi.
- Approximately one-third of Lincoln County residents are younger than 18 years or older than 65 years, but only 15 percent of riders fall into one of those two demographics groups. This disparity suggests that there may be an opportunity to capture more riders within those age groups, especially as people in those age cohorts may be transit-dependent.
- Approximately 90 percent of existing LCTSD trips originate from or are destined to home. The remaining ten percent of trips are work-, shopping-, or other-based trips.
- Approximately 70 percent of existing riders walk five minutes or less to and from transit stops, approximately 25 percent walk between 6 and 20 minutes, and five percent walk more than 20 minutes. This highlights both the relatively linear geography of Lincoln County cities as well as the proximity of existing transit routes to origins and destinations.

As part of the on-board survey, most riders indicated the origins and destinations for their trips. These points were geo-coded and mapped onto figures that include LCTSD transit routes. *Appendix "A" includes a set of six the figures showing the clusters of origins and destinations as well as stop location for boardings and alightings throughout Lincoln County.*

Each of the following six figures displays and is centered on one specific transit route and show trip origins, trip destinations, boarding location, and alighting location points for any of the six routes. The key travel points near each route are as follows:

- **Figure A1. East County** – Primarily shows the triangular-shaped region containing the cities of Newport, Toledo, and Siletz.
- **Figure A2. Lincoln City Loop** – Lincoln City, including the Tanger Outlet Mall, and the high ridership stops at 9<sup>th</sup> Street/US-101, Lincoln City Community Center, Safeway, and Chinook Winds Casino.
- **Figure A3. Coast to Valley** – Centered on the transit route, this map includes the triangular-shaped region containing the cities of Newport, Toledo, and Siletz as well as Depoe Bay.

- **Figure A4. Newport City Loop** – This map primarily shows the City of Newport.
- **Figure A5. North County** – This map covers the area from Lincoln City in the north, Depoe Bay, and the triangular-shaped region containing the cities of Newport, Toledo, and Siletz.
- **Figure A6. South County** – This map shows the transit connection from Newport to Waldport to Yachats.

As discussed in Memorandum #1, Transit Cooperative Research Program (TCRP) Report 161 defines a methodology for estimating transit demand based on demographic inputs. The output from the TCRP Report 161 analysis forecasts that 1,650 people per weekday would be expected to make a transit trip based on their demographic characteristics and mobility needs given LCTSD’s existing service miles (including Dial-A-Ride service miles). Currently, LCTSD serves approximately 1,100 riders per weekday. The difference between the forecasted demand and the actual ridership suggests an opportunity to match transit service with demand, as LCTSD is currently capturing 67 percent of the mobility gap total<sup>1</sup>.

Consistent with the findings of the Lincoln County demographics summary, LCTSD customer survey, the County’s Coordinated Human Services-Public Transportation Plan, and the TCRP Report 161 transit demand results suggests there are unmet transportation needs within Lincoln County. LCTSD could help meet this unmet demand by expanding service areas, increasing transit frequency, and/or providing other service enhancements. *Appendix “B” includes the results of the TCRP Report 161 analysis.*

### 3.3.2 Future Transit Demand

The TCRP Report 161 methodology for estimating rural transit demand requires data on the number of people with low incomes and living in zero-car households. Using the assumption that the growth of transit-dependent households is proportional with growth of the rest of the population, future transit demand can be estimated by using future demographic data. Table 4 shows the year 2010 and forecast year 2040 demographics.

**Table 4: Summary of Statistics and Funding (2015-2016)**

TCRP Report 161 Factor			2010 Population	Percent of 2010 Population	2040 Population
Population			46,034	100%	56,245
Persons below Poverty Level			7,754	17%	9,474
Households Owning No Vehicles	1-person households	994	994	2%	1,214
	2-person households	279	558	1%	682
	3-person households	159	477	1%	583
	4+ person households	65	260	1%	318

<sup>1</sup> This estimate assumes transit trips originate from zero-car households, whereas trips may realistically be from households that own more than vehicle. TCRP 161 methodology measures need in origin-destination trips. To the extent that riders transfer between routes to complete their trip, the number of origin-destination trips made by transit will be overestimated.

Given these inputs, future transit need is estimated to be approximately 3,000 daily one-way passenger-trips, or approximately 920,000 annual one-way passenger-trips (LCTSD currently provides just under 320,000 one-way passenger-trips per year). *Appendix "B" includes the detailed analysis per TCRP Report 161 methodology.*

## SUMMARY>>>

### Transit Demand Findings

Existing and future transit demands were assessed to identify transit needs and opportunities for improvements in Lincoln County. The findings of the following sections are summarized as follows:

- ▶ Customer surveys showed most LCTSD riders are employed or students, do not own a vehicle, and walk to access transit.
- ▶ 72 percent of LCTSD riders would forgo their trip if transit was not available.
- ▶ Approximately one-third of Lincoln County residents are younger than 18 years or older than 65 years, but only 15 percent of riders fall into one of those two demographics groups. This disparity suggests that there may be an opportunity to capture more riders within those age groups.
- ▶ Except in Lincoln City and Newport where there are loop services, existing ridership travel points are in the downtown areas of the County's cities.
- ▶ Transit demand is anticipated to increase from an existing 1,650 passenger trips per weekday to 3,080 passenger trips per weekday in 2040. However, only 67 percent of the current transit demand is met, with approximately 1,100 riders per weekday. To continue to provide service at a similar level in 2040, LCTSD would need to provide nearly twice the current number of rides per year.

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## 3.4 SERVICE IMPROVEMENTS

Based on the findings of this memo, LCTSD should consider the following types of improvements: new corridors, refinements to existing routes, and enhancements to existing service. New corridors would provide service to areas that currently are without service from the deviated fixed route system. Refinements would include changes in service times, headways, and bus stop locations. Service enhancements include infrastructure and technological improvements.

The demographic analysis of Lincoln County identifies Newport and Lincoln City as the two largest municipalities (by population) in the county, and their density and location within the region drives ridership in both cities. Sixty percent of the population of Lincoln County lives in cities, and, along with the linear nature of development patterns that follow the coastline in most locations, transit service is concentrated along US-101. Transit service is particularly important to the fast-growing senior population, the 20 percent of people in the county that have disabilities, and people with low-incomes, especially in the cities of Toledo and Siletz. Transit is also important for people to get to work at Lincoln County's largest employers – Chinook Winds Casino, the

Siletz Community Health Clinic, and centrally located businesses in Newport and Lincoln City. Providing access to employment markets in Portland, Salem, Corvallis, and Albany creates opportunities for Lincoln County workers.

### 3.4.1 Proposed New Corridors

Existing LCTSD service is provided to all the major cities in Lincoln County. Transit stops are located in locations that are central to denser populations within each of the cities and the built-up urban areas. Analysis suggests that there is demand for additional or modified stops, increased service frequency and hours of fixed routes and expansion of service options. These likely could do more than new corridors could to expand transit ridership.

Feedback received through the stakeholder interviews, including those conducted as part of the County's Coordinated Human Services-Public Transportation Plan indicated that there were several requests for expansion of transit service. Most of these destinations fall within existing routes. Specifically, the identified needs for new transit service are:

- To/from outlying and rural areas and in the smaller cities of Lincoln County. The County's Coordinated Human Services-Public Transportation Plan has identified service to these areas as the greatest need for seniors, people with disabilities, and other populations with special needs.
- To/from the City of Florence.
- To the Eugene Airport, especially from the Newport area and points further south.
- Provide service that links Lincoln, Benton, and Linn counties, especially to/from the residential areas between Salem and Corvallis, and along OR-34 from Waldport to Asea.
- Additional demand-response service, shopping/medical shuttles, and coordination with private providers.
- Additional loop services in cities, such as Siletz that will help connect people who live up and down the river to the bus stop
- A longer-term need to move critical service out of the tsunami zone
- Tourist oriented transit routes in Lincoln City and Newport (Bayfront and Nye Beach)
- Additional Dial-A-Ride services in Lincoln City.

Some of these represent new coverage areas but they could be accomplished through extensions of existing routes and are considered in the Refinements to Existing Routes section, below. Nevertheless, they could ultimately be provided through new or substantially modified routes.

### 3.4.2 Proposed Refinements to Existing Routes

As noted in the previous sections, most existing transit routes traverse the key roadways in the cities they serve. Additional service opportunities likely will come from service refinements. The most common comments are for increased frequency, particularly around commute times, and extended hours/days of service. Proposed refinements to existing routes included:

- Better connections to/from:
  - Beaches, Oregon State Parks, and other recreational locations
  - Employment areas, including fisheries
  - Food banks, homeless shelters, and other social services
  - Medical facilities
  - Human service agencies
  - Retirement and assisted living centers
- Improvements in schedules to Yachats to allow people to more easily complete a round trip.
- Intra-community connections
- As some community services are being relocated up and out of tsunami zones, there is a need to provide transit route connections up into the hills, such as in the area between Waldport and Yachats.
- To better serve future residential and employment growth in the Nelscott area, service (fixed route or demand-response) could be provided along a proposed new north-south connection paralleling US 101 between the existing ends of SE Lee Avenue and SE Fleet Street.

### 3.4.3 Proposed Service Enhancements and Efficiencies

Potential service enhancements include the following:

- Increasing route frequencies:
  - Improving weekday service would be a higher priority than weekend service
  - On the Coast to Valley Express lines
- Addition of weekend service to provide buses throughout the week.
- Increasing the service span (hours per day), especially during the evening hours.
- Provide more demand-response service, especially to rural portions of the County.
- Increased schedule reliability and efficiency through coordination efforts with other providers
- Improving access to/from and at transit stops and bus terminals
- Make transit easier to ride via online tools and public information campaigns
- Better accommodation for tourism and bicycles
- Improved coordination between transit providers, especially in areas such as system integration, fares, timetables, transportation planning efforts, and trip planning applications/software.
- Improve technological services and make riding transit easier.
- Service designed with workers and people with low incomes
  - Specialized employment shuttles
  - To/from hospitality sites
  - Parents with kids in after-school programs
- Work with local agencies to identify potential developer-funded transit sites (e.g. bus stops and related amenities such as sidewalks) such as residential development, commercial properties, and/or resort facilities. The identified locations could also include opportunities to work with developers to create a transit operations and maintenance agreement for any new facilities.

## SUMMARY>>>

### Service Improvements Findings

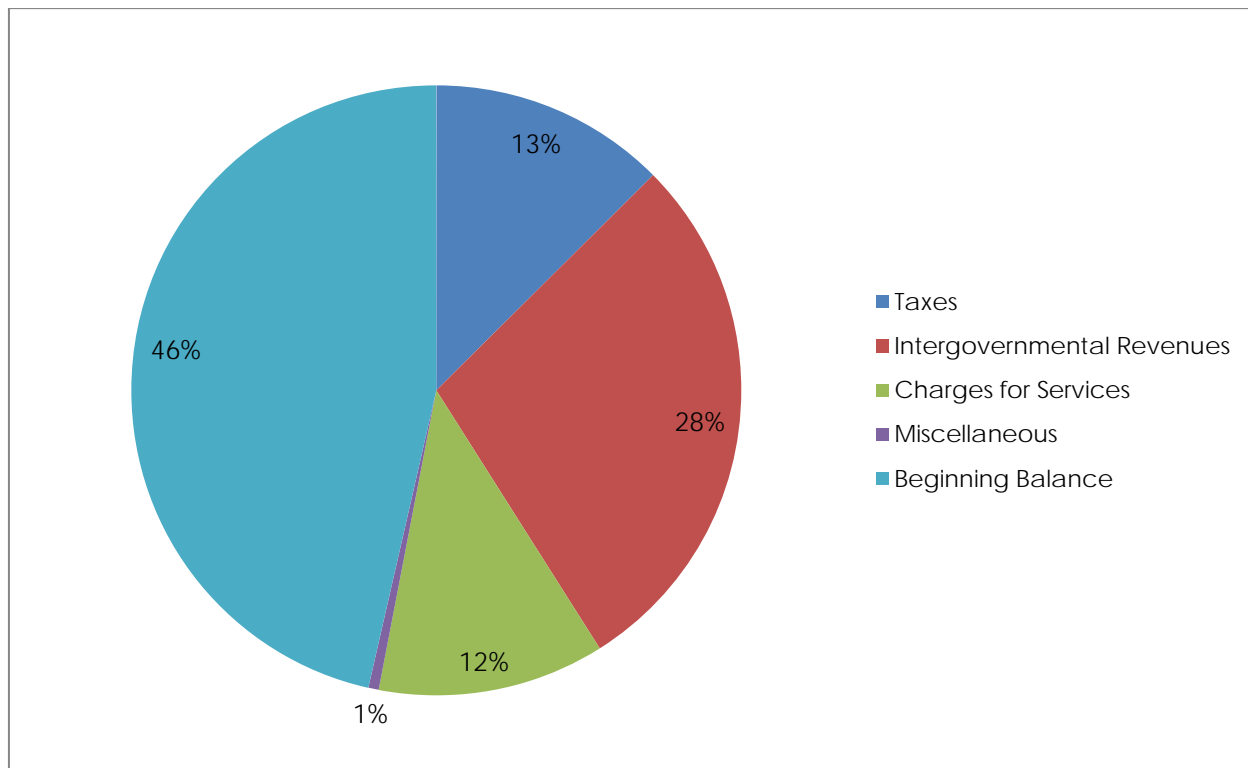
Based on demographic data, existing transit service, survey results, and stakeholder feedback, the following recommendations were developed for new corridors, refinements to existing routes, and enhancements to existing services. These will be evaluated further in Memorandum #5 using criteria discussed in Memorandum #4 (Evaluation Framework).

- ▶ New routes could include:
    - To/from the City of Florence and the Eugene Airport
    - Expanded service connecting Lincoln County to Benton and Linn counties. (Except for Coastal Connector service to Grande Ronde and, on weekends, to Salem, there are no direct connections from Lincoln City to the Valley; connecting to services in Newport is required.)
    - Tourist oriented routes in Lincoln City and Newport
  - ▶ Better connections to a range of destinations, including:
    - Beaches, Oregon State Parks, and other recreational locations
    - Employment areas, including fisheries
    - Food banks, homeless shelters, and other social services
    - Medical and human services facilities
    - Retirement and assisted living centers
    - Within communities
  - ▶ Service enhancements to existing routes and infrastructure
    - Improve hours and frequency of service, especially with the needs of workers and people with low-incomes
    - Add weekend service and lengthen service span
    - Provide more demand-response service, especially to rural areas
    - Improve access to/from and safety at transit stops and bus terminals
    - Provide better accommodation for bicycles and pedestrians
-

### 3.5 FUNDING ANALYSIS

The Lincoln County Transportation Service District (LCTSD) provides transit service with a relatively small operating budget compared to larger, more robust transit systems. Figure 8 shows operating revenue sources as a proportion of the total LCTSD operating budget. Revenues are organized by the categories that are shown as part of the Lincoln County Annual Budget Fiscal Year 2016-2017.

**Figure 8. LCTSD 2016-2017 Projected Revenue Sources**



As shown in Figure 8, intergovernmental revenues, taxes, and charges for services make up slightly more than 50 percent of the available annual revenues. In order to determine the future revenue base, each revenue source was extrapolated for a 20-year horizon, assuming the following methodologies:

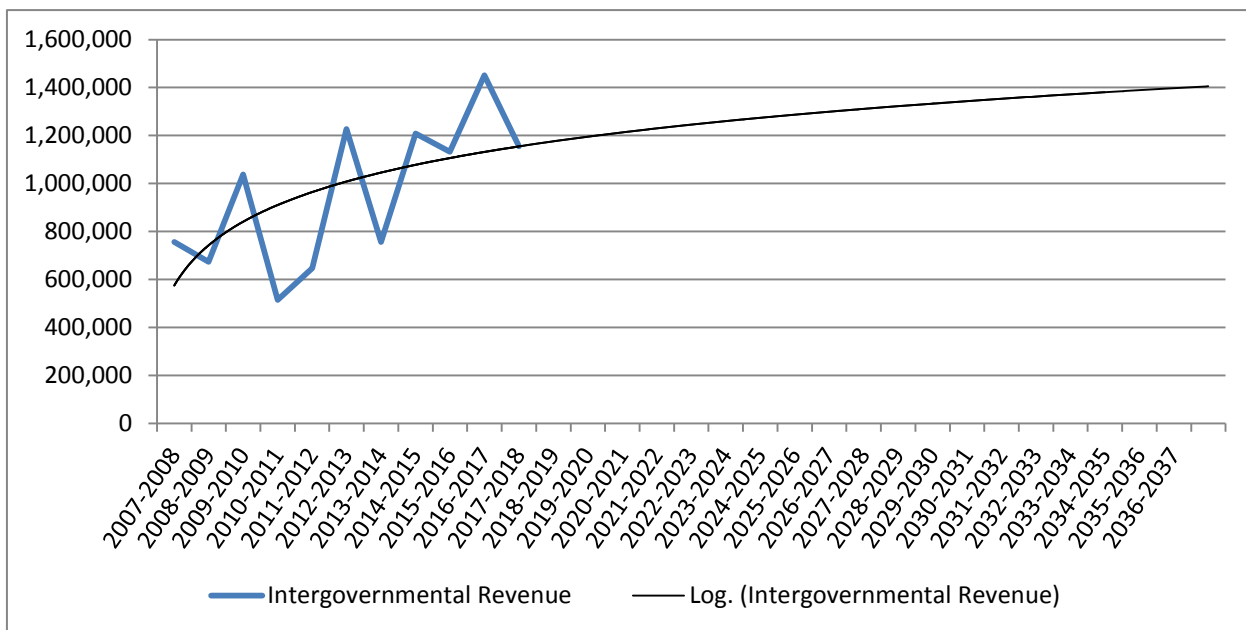
- ▶ **Taxes:** LCTSD collects a tax with a rate of \$0.0974 per \$1,000 of assessed property values, which has remained the same since the November 1996 general election. The forecast property tax is based on an annual increase of three percent of total existing property taxes and the additional property taxes from anticipated housing growth in the county.
- ▶ **Beginning Balance:** Available cash-on-hand varies between fiscal years and is dependent on the previous fiscal year. As such, the future revenue forecast will assume that the available cash-on-hand will remain consistent throughout the forecast years.
- ▶ **Charges for Services:** Farebox revenue growth is proportional to estimated population growth in the county, but does not assume any change in the existing fare structure.
- ▶ **Intergovernmental Revenue:** State/Federal grants, as allocated by ODOT, have varied but generally increased since the 2007-2009 biennial allocation period. Figure 9 shows the historical

grant revenue, between fiscal years 2007-2008 and 2016-2017, and the logarithmic extrapolation assuming the historical variation in grant revenue. While ODOT allocates grants on a biennial cycle, LCTSD budgets on a fiscal year cycle. In application, LCTSD has the flexibility to earmark biennial grant allocations in either of the two fiscal years in a biennium.

- ▶ **Other Revenue:** Other revenue includes interest earned and other miscellaneous revenue sources. Other revenue is assumed to remain constant throughout the forecast years.

As shown in Figure 9, and based on funding levels for the past several years, the general trend of grant funding is projected to increase in Lincoln County. This finding is consistent with the correlation of total population in Lincoln County and the grant allocation methodology for State Special Transportation Fund (STF) grants, despite an impending decrease of approximately 17 percent during the upcoming 2017-2019 biennium. STF grants are allocated based on total population, senior population, and persons with disabilities, with total population representing a larger share of the total grant allocation. Lincoln County has been growing at a slower rate than Oregon which is reflected in the decreasing STF grant allocation. As with all funding forecasts, estimates can change quickly given the uncertainty of federal and state funding levels, and LCTSD should continually monitor the funding environment and update future revenue forecasts regularly. The current state transportation funding bill being discussed in the Oregon legislature includes a statewide 0.1 payroll tax to support mass transit systems around the state, excluding the Portland area’s light rail. This is based on hearing strong need and support for improved transit service throughout the state during listening sessions in summer 2016.

**Figure 9. Historical and Forecast State/Federal Grant Revenue**



Note: The economic recovery funds from Oregon Jobs and Transportation Act, and the Federal American Recovery and Reinvestment Act were extracted from Biennium 2009-2011

**Table 5. Forecast Operating Budget by Revenue Source**

Revenue Sources	Projected Fiscal Year				
	2016-2017	2021-2022	2026-2027	2031-2032	2036-2037
Future Tax Revenue from Existing Property <sup>1</sup>	640,000	741,935	860,106	997,099	1,155,911
Additional Tax Revenue from New Growth <sup>2</sup>	-	22,375	51,175	87,790	133,879
Charges for Services <sup>3</sup>	613,172	652,915	703,025	755,416	810,177
Future Intergovernmental Revenue	1,450,809	1,229,882	1,299,409	1,353,337	1,397,401
Miscellaneous Revenue Sources <sup>4</sup>	28,000	32,214	38,725	49,415	69,151
<b>Total LCTSD Operating Budget<sup>4</sup></b>	<b>2,731,981</b>	<b>2,679,321</b>	<b>2,952,440</b>	<b>3,243,057</b>	<b>3,566,519</b>

<sup>1</sup> Property tax revenue increases assume 3% annual growth in assessed value but no increases in rate or number of households.

<sup>2</sup> Assumes cumulative increase of households within the county based on estimated population growth and a constant average household size.

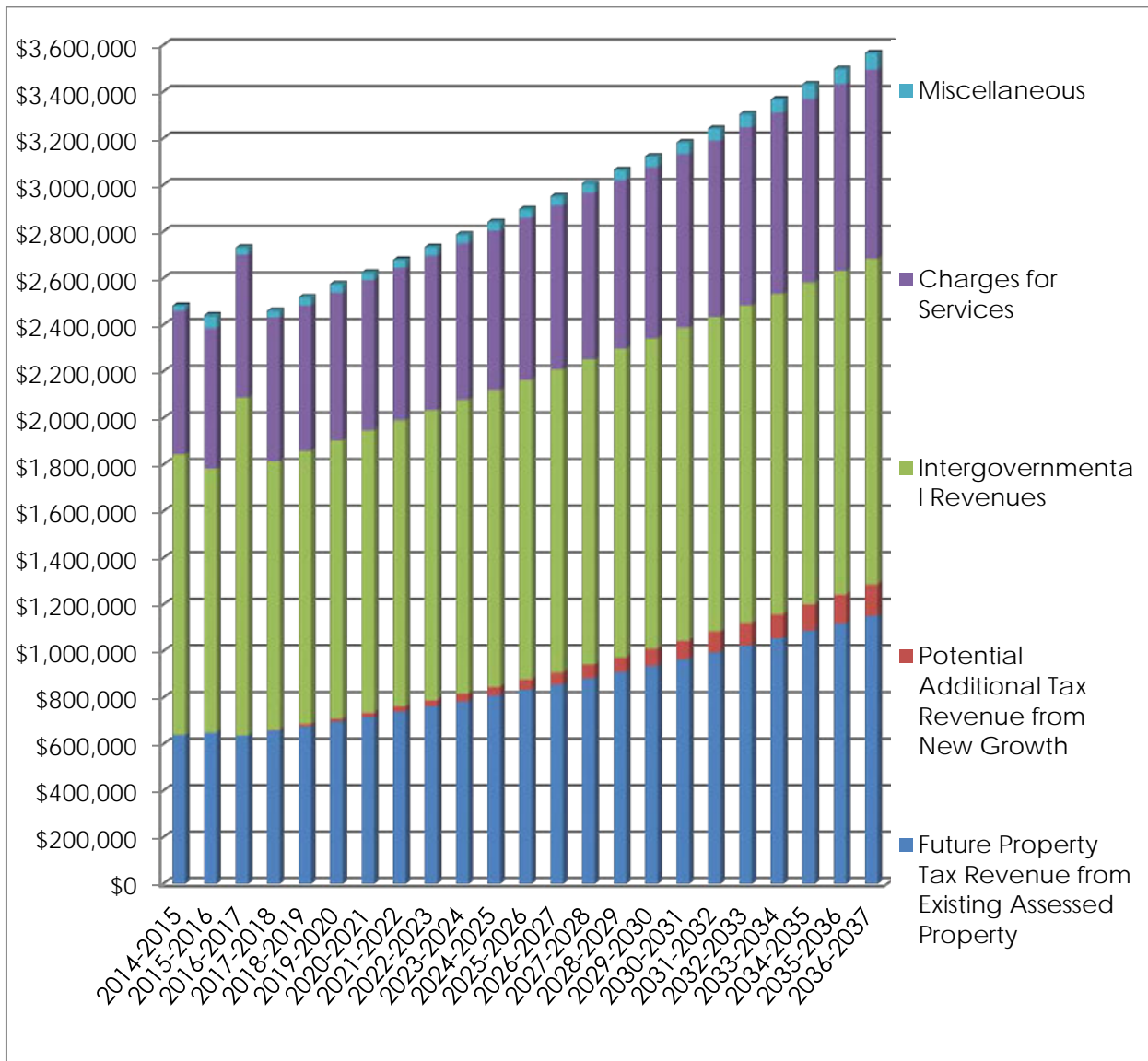
<sup>3</sup> Charge for services is assumed to increase relative to population increase, and accounts for an annual 1% increase in fares.

<sup>4</sup> Miscellaneous revenue sources is expected to increase 1% annually.

<sup>4</sup> Total LCTSD operating budget estimates were calculated based on today's dollars (i.e., no projected inflation applied to projections)

As shown in Table 5 and Figure 10, there is a projected growth in the operating budget for the 20-year planning horizon. The estimated growth between the 2016-2017 and 2036-2037 fiscal years is approximately 30 percent (a net annual increase of approximately \$835,000). This corresponds to an approximate annual revenue growth rate of 1.5 percent.

Figure 10. Revenue Source Proportional to Forecast Operating Budget



## Future Funding Needs

Strategies to address the transit needs previously classified as creating new corridors, making refinements to existing routes, and providing service enhancements and efficiencies as well as those needs identified in the Coordinated Human Services-Public Transportation Plan, include, in no particular order:

- ▶ Seek funding to sustain existing levels of public transit services within the County (maintaining existing levels will require a doubling of fixed route transit rides by 2040 which will require additional service) including increases in property tax millage rates and fares.
- ▶ Continue to strive to capture available Federal and State transit funding and advocate for equitable, effective, sufficient and sustainable Federal and State programs and policies.

- ▶ Explore alternative funding sources, including public-private partnerships such as financial contributions by health care providers toward the cost of transportation services.
- ▶ Continue to allocate STF and Section 5310 funds to programs and projects that currently receive such funds as the highest priority for County funding.
- ▶ Continue to pursue funding for vehicle replacement, capital improvements and preventive maintenance needed to ensure the desirability, safety and convenience of public transportation services.
- ▶ Pursue opportunities to share vehicles between public agencies, non-profits, churches, schools, vocational facilities, group homes for developmental disabled residents and senior care facilities.
- ▶ Seek funding to develop driver recruitment and training programs.
- ▶ Seek funding for technologies (e.g., coordinated trip planning, mobile tools) and data management programs that facilitate the most efficient and cost-effective provision of services
- ▶ Ensure adequate funding for staff and technical assistance in implementing Coordinated Plan

## SUMMARY>>>

### Funding Analysis Findings

Existing funding, projected funding, and future funding needs were assessed to inform transit service improvement feasibility, the results of which are as follows:

- ▶ Taxes, service charges, and intergovernmental sources make up more than 50 percent of annual revenues.
- ▶ The general trend of grant funding is projected to increase in Lincoln County. However, STF grant allocation is expected to decrease due to Lincoln County's slow population growth rate.
- ▶ Estimated revenue growth for the 20-year planning horizon is approximately 30 percent, or about 1.5 percent annually. This could be increased with increased tax milage rates or fare increases.
- ▶ In addition to continued attention to programs and projects that receive federal and state funding, LCTSD aims to explore alternative funding sources such as public-private partnerships.
- ▶ Seeking funding to sustain existing public transit systems, replace vehicle fleet as needed, and invest in capital improvements and preventative maintenance remain priorities for LCTSD.

### 3.6 COST ANALYSIS

Information provided by LCTSD was used to allocate costs by type of service. Route mileage, service hours, and administrative costs contribute to total transit costs. Table 6 shows the cost breakdown for LCTSD routes.

**Table 6: Existing Total and Unit Costs (FY 2015-2016)**

Route	Hourly Based Costs (\$)	Mileage Based Costs (\$)	Admin Costs (\$)	Total Costs (\$)	Service Hours	Total Cost/ Hour
Newport DAR	62,561	17,063	28,537	108,161	2,150	\$ 50.31
Lincoln City DAR	62,736	21,257	30,102	114,095	2,156	\$ 52.92
<b>Total DAR</b>	<b>125,297</b>	<b>38,320</b>	<b>58,639</b>	<b>222,256</b>	<b>4,306</b>	<b>\$ 51.62</b>
North Route	178,401	94,466	97,793	370,659	6,131	\$ 60.46
South Route	106,266	55,611	58,015	219,893	3,652	\$ 60.21
East County	178,401	85,394	94,542	358,336	6,131	\$ 58.45
<b>Total County Route</b>	<b>463,068</b>	<b>235,471</b>	<b>250,350</b>	<b>948,889</b>	<b>15,914</b>	<b>\$ 59.63</b>
<b>Coast to Valley</b>	<b>98,614</b>	<b>76,268</b>	<b>62,676</b>	<b>237,558</b>	<b>3,389</b>	<b>\$ 70.10</b>
Newport City Loop	107,459	40,451	53,010	200,920	3,693	\$ 54.41
Lincoln City Loop	97,159	36,302	47,831	181,292	3,339	\$ 54.30
<b>Total City Loop</b>	<b>204,618</b>	<b>76,753</b>	<b>100,841</b>	<b>382,212</b>	<b>7,032</b>	<b>\$ 54.35</b>
<b>Total</b>	<b>891,596</b>	<b>426,812</b>	<b>472,506</b>	<b>1,790,914</b>	<b>30,641</b>	<b>\$ 58.45</b>

Newport and Lincoln City Dial-a-Ride total costs average \$51.62/hour, city loops average \$54.35/hour, county routes average \$59.63/hour, and the Intercounty Coast to Valley route is \$70.10/hour. Based on the average cost per hour for each type of service, one additional bus route (serving new areas or providing additional service on existing routes) would result in the following annual costs<sup>2</sup>:

- Dial-a-Ride: \$188,000
- City Loop Service: \$198,000
- County Service: \$217,000
- Coast to Valley Service: \$256,000

These examples will inform the cost estimating for service alternatives considered in the next step of the project.

<sup>2</sup> Additional bus service assumed a 10-hour schedule block per service day for a full year.

## SUMMARY>>>

### Cost Analysis Findings

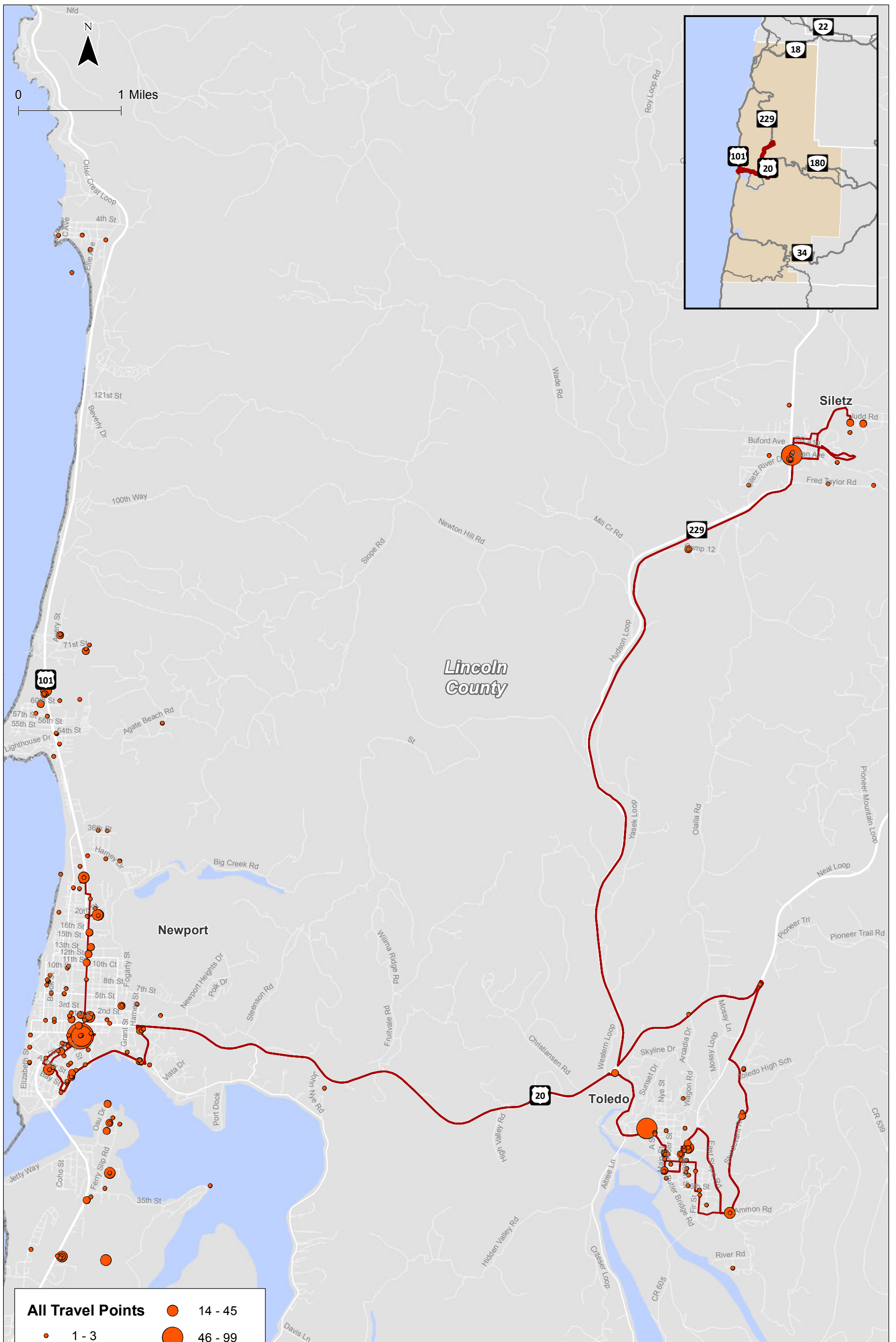
LCTSD provided recent total cost and cost allocation information. These costs were analyzed to determine anticipated costs for increased service.

- ▶ The Intercounty Coast to Valley route has the highest average operating cost of \$70.10/hour, and would cost \$256,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ County routes have an average operating cost of \$59.63/hour, and would cost \$217,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ City loops have an average operating cost of \$54.35/hour, and would cost \$198,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ Dial-a-Ride have an average operating cost of \$51.62/hour, and would cost \$188,000 to operate one additional bus for 10 hours a day for an entire year.

## 3.7 NEXT STEPS

This memorandum will be reviewed with the Transit Advisory Committee (TAC) to collect input on the proposed transit service improvements and to identify any additional improvements that should be considered. The service improvements will be evaluated based on the evaluation criteria contained within Memorandum #4, and presented in Memorandum #5.

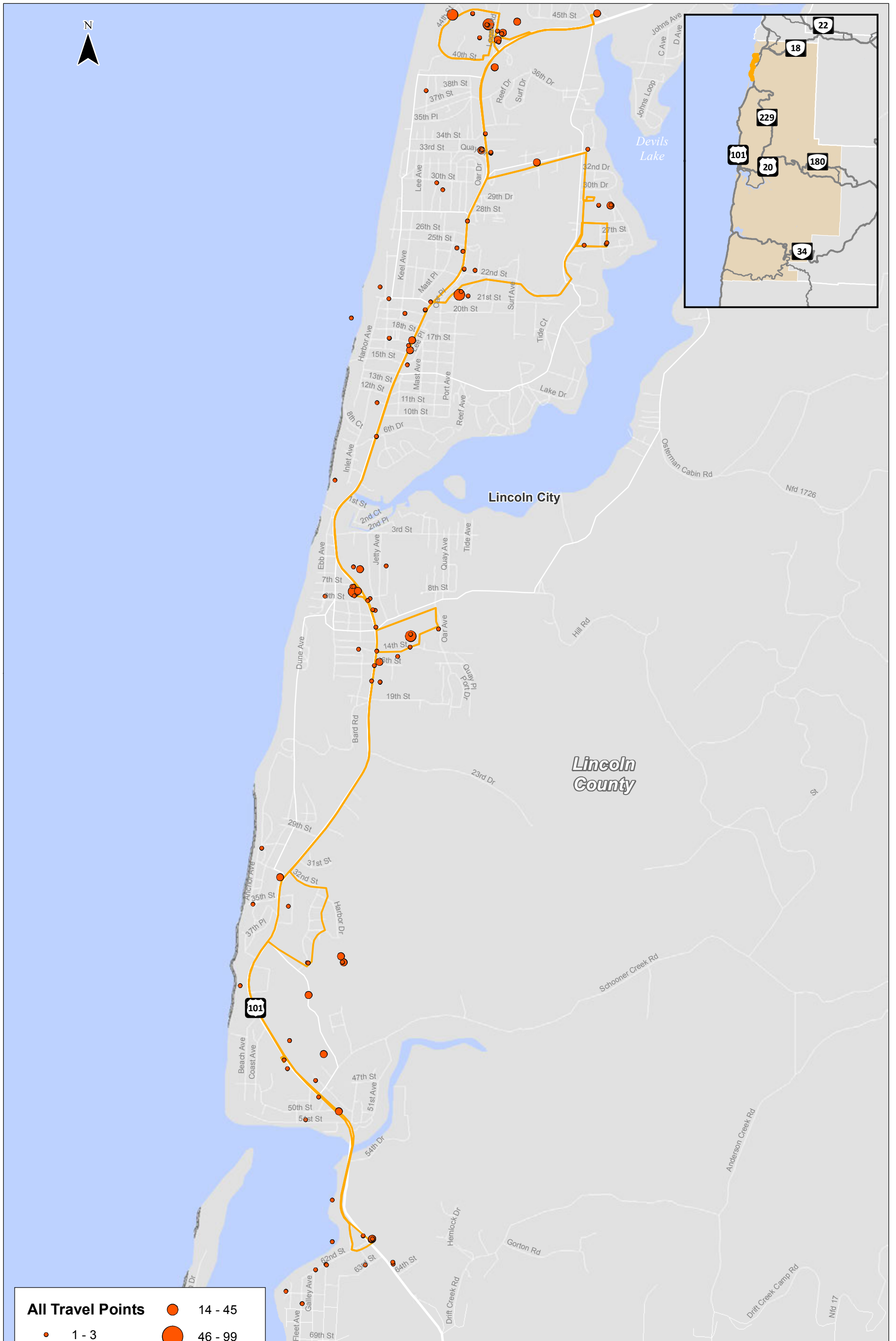
## APPENDIX A [ORIGIN-DESTINATION MAPS](#)



**Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon**

**Figure  
1**

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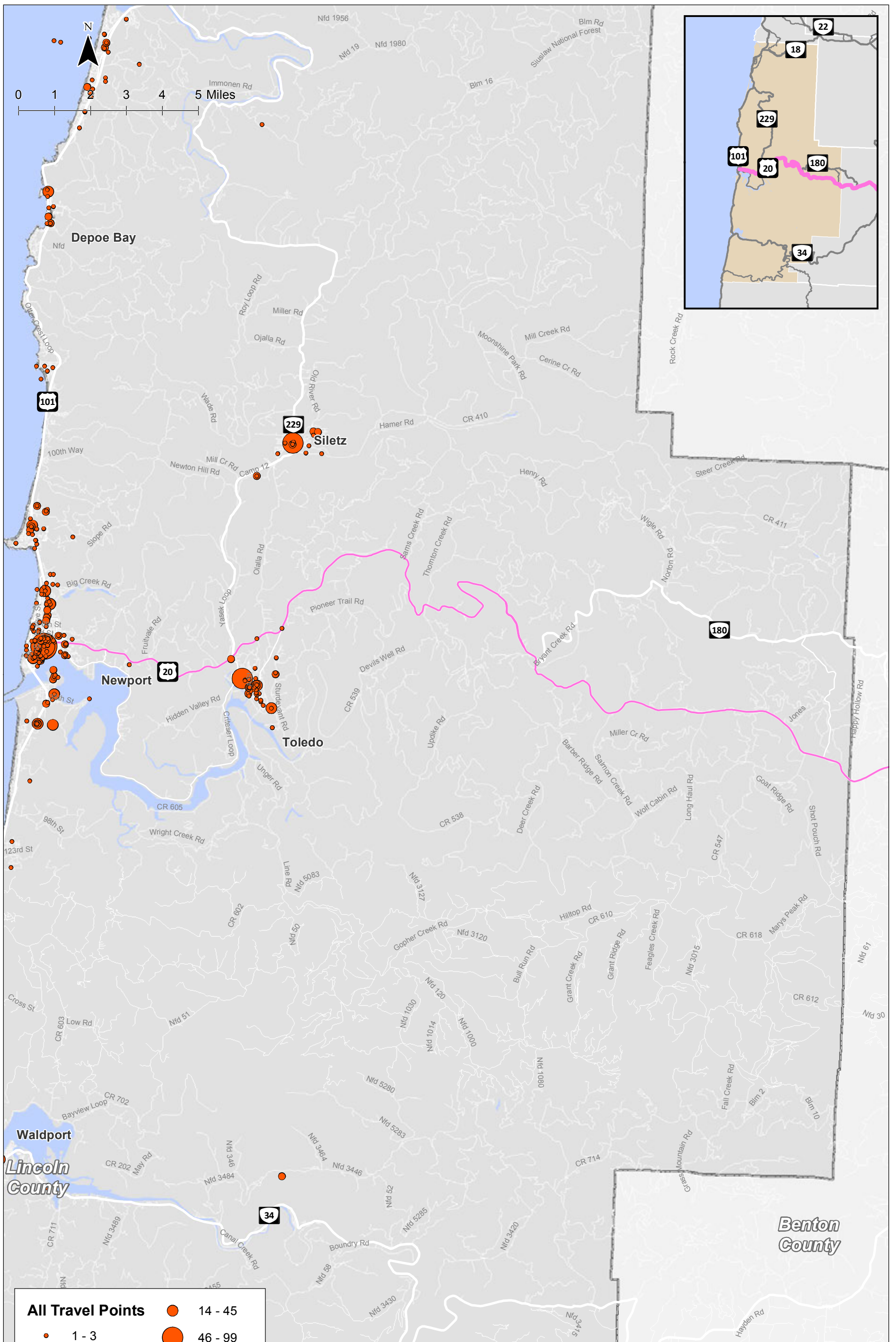


All Travel Points	
	1 - 3
	4 - 13
	14 - 45
	46 - 99
	100 - 201

Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon

Figure  
2

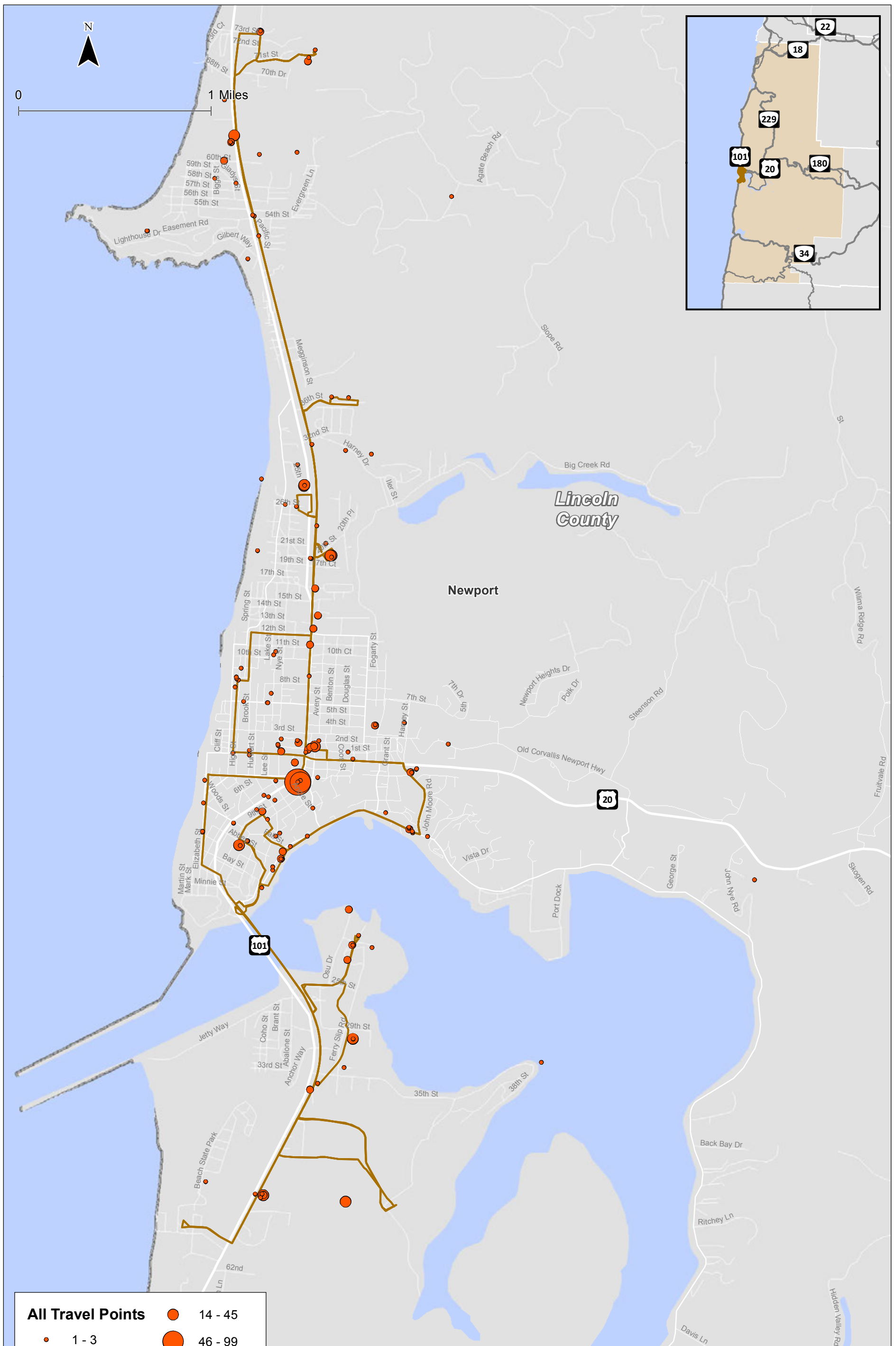
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**Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon**

**Figure  
3**

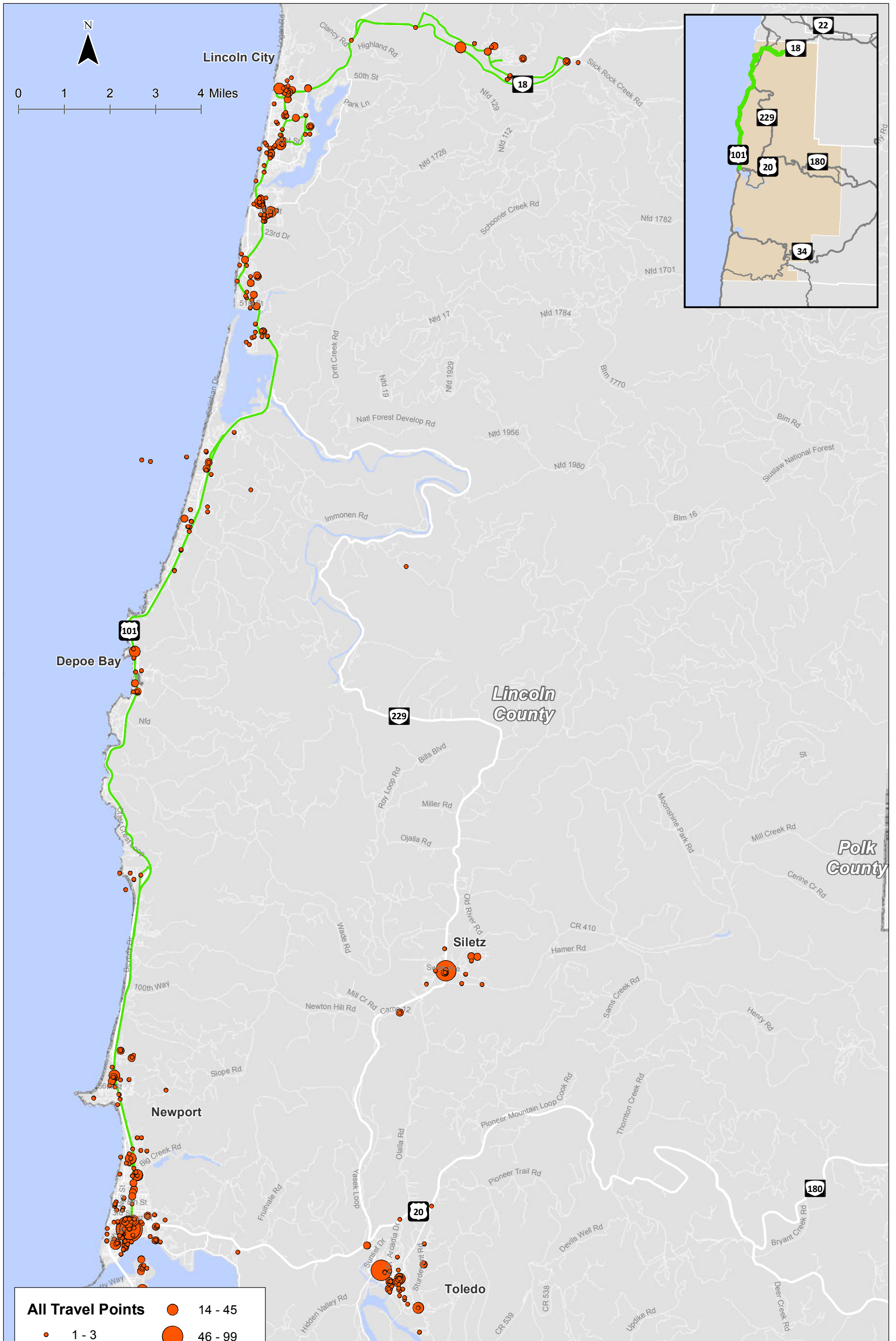
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Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon

Figure  
4

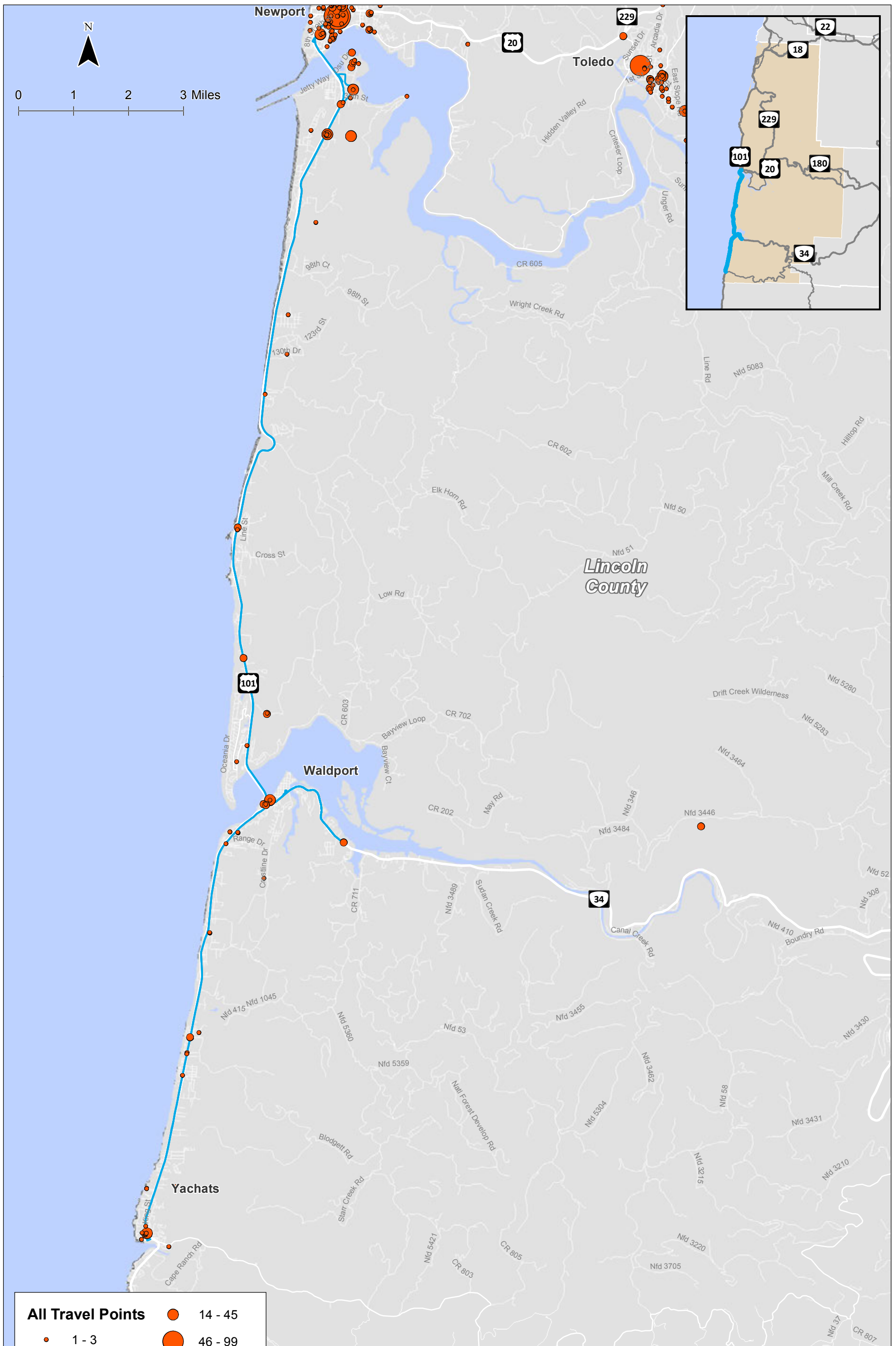
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Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon

Figure  
5

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All Travel Points	
<span style="color: orange;">●</span> 1 - 3	<span style="color: orange;">●</span> 14 - 45
<span style="color: orange;">●</span> 4 - 13	<span style="color: orange;">●</span> 46 - 99
	<span style="color: orange;">●</span> 100 - 201

**Travel Points from Surveyed Transit Riders  
Lincoln County, Oregon**

**Figure  
6**

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APPENDIX B [TCRP 161 ANALYSIS](#)





**2015-2016 Ridership**

	YTD
Newport DAR	11,710
Lincoln City DAR	10,531
North Route	69,846
South Route	50,835
East County	66,718
Coast to Valley	6,434
Newport City Loop	53,990
Lincoln City Loop	47,660
<b>Total</b>	<b>317,724</b>

Weekday Equivalent (1 for each weekday, 0.5 for Saturday, 0.25 for Sunday)

Ridership \* Weekdays

Approximate Riders per Weekday	45
	41
	234
	178
	233
	22
	181
	167

1,101 Total Approximate Riders per Weekday  
 1,650 Daily 1-Way Passenger Trips from tCRP 161 Output

67% of mobility gap captured

## MEMORANDUM #4

Date:	June 30, 2017	Project #:19682
To:	Cynda Bruce (Lincoln County Transportation Service District) Naomi Zwerdling (Oregon Department of Transportation)	
From:	Susan Wright, PE, and Krista Purser (Kittelson & Associates, Inc.)	
Project:	LCTSD Transit Development Plan	
Subject:	Evaluation Framework	

## CONTENTS

4.0 Introduction .....	1
4.1 Service Alternatives Evaluation.....	2
4.2 Performance Evaluation Framework .....	4
4.3 Recommendations and Next Steps.....	9
References.....	9

### 4.0 INTRODUCTION

This memorandum presents preliminary evaluation criteria for evaluating and prioritizing future transit service opportunities that will be considered during the next step of the Transit Development Plan (TDP) Update. It also includes a draft performance measurement framework to monitor performance and progress towards LCTSD’s goals over time. This framework will be refined and supplemented towards the end of the plan development and result in a performance monitoring program for LCTSD that will be incorporated into the plan.

#### IN THIS MEMO >>

- ▶ *Criteria for evaluating and prioritizing future service alternatives*
- ▶ *Performance Measurement Framework*

#### NEXT STEPS >>

- ▶ *Analysis of future opportunities and prioritization*

## 4.1 SERVICE ALTERNATIVES EVALUATION

The following five criteria are proposed for evaluating and prioritizing future service alternatives. They will primarily be applied to fixed route services; however, they will also be applied to dial-a-ride service as applicable if changes are considered.

The criteria include both quantitative and qualitative criteria. Travel time, cost, ridership and service area are quantitative criteria for which data are available.

### Travel Time

Travel time measures the additional or reduced travel time between stop locations. Changes in route configurations will be evaluated to determine if they increase or decrease the travel time between popular destinations.

### Cost

Future service alternatives will be evaluated based on the costs developed in Memorandum 3. **Table 1 Error! Reference source not found.** summarizes the total operating costs per hour by transit route. Estimates of costs are directly related to travel time and route length.

## EVALUATION CRITERIA >>

- ▶ **Travel Time** - Will the alternative reduce travel time between key destinations?
- ▶ **Cost** - How much will it cost and will it improve efficiency?
- ▶ **Ridership and Service Area** - How many potential new riders will be served?
- ▶ **Reliability** - Will reliability for riders be improved?
- ▶ **Impact to Rider** - What is the overall impact to the rider (cost, time, safety, comfort, convenience)?
- ▶ **Economic Benefit to the Community** - Is the alternative likely to have economic benefits for the community?

**Table 1 LCTSD Annual Operating Costs by Service Type (FY 2015-2016)**

Route	Hourly Based Costs (\$)	Mileage Based Costs (\$)	Admin Costs (\$)	Total Costs (\$)	Service Hours	Total Cost/ Hour
Newport DAR	62,561	17,063	28,537	108,161	2,150	\$ 50.31
Lincoln City DAR	62,736	21,257	30,102	114,095	2,156	\$ 52.92
<b>Total DAR</b>	<b>125,297</b>	<b>38,320</b>	<b>58,639</b>	<b>222,256</b>	<b>4,306</b>	<b>\$ 51.62</b>
North County	178,401	94,466	97,793	370,659	6,131	\$ 60.46
South County	106,266	55,611	58,015	219,893	3,652	\$ 60.21
East County	178,401	85,394	94,542	358,336	6,131	\$ 58.45
<b>Total Intercity Routes</b>	<b>463,068</b>	<b>235,471</b>	<b>250,350</b>	<b>948,889</b>	<b>15,914</b>	<b>\$ 59.63</b>
<b>Coast to Valley</b>	<b>98,614</b>	<b>76,268</b>	<b>62,676</b>	<b>237,558</b>	<b>3,389</b>	<b>\$ 70.10</b>
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<b>Total</b>	<b>891,596</b>	<b>426,812</b>	<b>472,506</b>	<b>1,790,914</b>	<b>30,641</b>	<b>\$ 58.45</b>

DAR = Dial-a-Ride

### Ridership and Service Area

The Remix platform transit planning software (purchased by ODOT) was used to overlay LCTSD routes to determine the population and employment captured by existing transit service. Table 2 shows the existing population and employment captured within ¼ mile (comfortable walking distance), ½ mile, and ¾ mile (route deviation area) from existing transit stops. As shown, the North Route serves the most population and employment, while the South Route serves the least population and employment.

Changes in service routes will be evaluated to determine if they increase or decrease the total population and employment served by LCTSD. Consideration will also be given to whether the affected areas have high concentrations of populations that are transportation disadvantaged (low income, elderly, people with disabilities, non-English speaking, or low access to a vehicle)

**Table 2 Existing LCTSD Population and Employment Service Area**

Route	¼ Mile Capture		½ Mile Capture		¾ Mile Capture	
	Population	Employment	Population	Employment	Population	Employment
North Route	5,087	6,280	11,955	10,257	15,210	11,553
South Route	1,450	3,268	4,332	5,289	5,910	6,129
East County	2,854	4,661	6,713	6,407	8,746	7,207
Newport City Loop	4,932	6,220	6,584	6,828	7,350	6,969
Lincoln City Loop	3,383	3,908	6,221	4,732	7,404	4,782
<b>Total LCTSD Service<sup>1</sup></b>	<b>11,619</b>	<b>17,506</b>	<b>28,911</b>	<b>29,231</b>	<b>45,953</b>	<b>39,624</b>

Source: U.S. Census, 2010.

<sup>1</sup> Total LCTSD Service refers to the total population and area captured for all routes. The total for both population and area will not be the sum of each individual route since some routes serve the same areas.

### *Reliability*

Reliability refers to how frequently service follows published schedules. Factors that affect reliability include deviations, traffic, and bus breakdowns.

In evaluating the route alternatives, reliability can be qualitatively measured by determining if the alternative reduces the number of regular route deviations by accommodating them through fixed route service. In parallel, additional service enhancements may be determined by understanding the cause for these deviations including limited pedestrian infrastructure. To this end, some deviations could be eliminated if ADA-compliant sidewalks were constructed from the origin to the fixed route bus stop.<sup>1</sup>

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<sup>1</sup> While capital improvements such as sidewalk construction are not in the purview of LCTSD, LCTSD may choose to engage local agencies to partner to fill pedestrian gaps in the network, particularly those that link areas to existing or proposed LCTSD bus stops.

### ***Impact to Existing Transit Users***

Evaluating impacts on existing users when evaluating future service alternatives refers to trips that would be made by transit regardless of whether a service alternative were implemented. Three factors are considered in evaluating the impact, including:

- Direct financial impact (i.e., change in fare)
- Service quality changes (i.e., change in actual or perceived travel time)
- Service improvement change (i.e., change in rider comfort, safety, or convenience)

### ***Economic Benefit to the Community***

Although not easily quantified, potential economic benefits to the community can be considered. Economic benefits could derive from helping more people access jobs and access businesses and reducing costs of transportation (e.g. many service employees in Lincoln City spend significant amount of money each month on taxi cab service for work-related transportation).

## **4.2 PERFORMANCE MEASUREMENT FRAMEWORK**

LCTSD adopted their previous Transit Development Plan in 1993. The plan included five overarching goals, related objectives, and measures and standards to monitor performance over time. These were presented in Memorandum #2.

Some of the measures from the 1993 plan are in use by LCTSD while some are not. The measures were intended to help LCTSD track progress towards their goals and objectives over time. Table 3 provides the proposed performance measurement framework to aid decision-making and monitor progress towards LCTSD's goals over time. As shown, the evaluation matrix includes general focus areas, associated performance measures, and the benchmark type. Several of the focus areas and performance measures are consistent with LCTSD's 1993 plan. These are supplemented with measures developed through the Transit Cooperative Research Program Reports 88 and 141 (References 1 and 2).

The Northwest Connector Management Plan identifies four performance measures: ridership, fossil fuel savings, VMT avoided, and carbon emissions avoided. Fossil fuel savings, VMT avoided, and carbon emissions area are correlated with ridership; however, they require data on average trip length which is not readily available for LCTSD routes. Ridership data is available for LCTSD routes and has been identified as a performance measure (Reference 3).

### **LCTSD GOALS >>**

- ▶ ***Goal 1) Encourage multimodal approach to transportation development***
- ▶ ***Goal 2) Coordinate transportation throughout the county***
- ▶ ***Goal 3) Operate a safe and efficient system***
- ▶ ***Goal 4) Provide excellent customer service***
- ▶ ***Goal 5) Secure stable financial support***

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## Focus Areas

Performance measures below are proposed to be used to evaluate service enhancement alternatives. Performance measures are most effective when supported by readily available data. As such, the focus areas shown in Table 3 are outcome measures which describe the performance given a set of inputs. The focus areas directly relate to advancing LCTSD's goals related to serving the entire county, increasing safety and efficiency, and increasing quality of service. Each focus area is described below:

- ▶ **Cost-Efficiency:** Cost-efficiency measures evaluate how efficiently service is provided, irrespective of whether it's meeting passenger needs (i.e., cost per mile).
- ▶ **Cost-Effectiveness:** Cost-effective measures compare the cost to the outcomes of the transit service (i.e., cost per passenger trip).
- ▶ **Productivity:** Productivity measures evaluate how many passengers are served by each unit of service (i.e., passenger trips per mile).
- ▶ **Service Utilization:** Service utilization measures evaluate the gross outcome to the service (i.e., total annual passenger trips).
- ▶ **Resource Utilization:** Resource utilization measures evaluate how effectively the agency's resources are being used (i.e., hours per vehicle).
- ▶ **Maintenance Administration:** Maintenance administration measures focus on the agency's vehicle fleet and maintenance functions (i.e., miles between break downs).
- ▶ **Perceived Service Quality:** Perceived service quality measures complement cost-efficiency measures by evaluating how passengers perceive the effectiveness of the transit service (i.e., number of missed timed transfers).
- ▶ **Safety and Security:** Safety and security measures supplement perceived service quality measures by providing insight into perceived and real safety and security of the transit service (i.e., total number of accidents).

## Performance Measures

The performance measures associated with each focus area are tailored to small transit agencies that serve a large rural area and operate within the constraints of a relatively small operating budget.

The availability and reliability of data was a consideration in the identification of implementable performance measures. Each performance measure in Table 3 is either available through the National Transit Database (NTD) and the Florida Transit Information System (FTIS) or is feasible for LCTSD to track with internal data.

## Benchmark Type

The benchmark type associated with each performance measure, trend analysis and/or peer comparison, is dependent on the available data through the NTD and FTIS. In order to measure performance within any given

### BENCHMARK TYPES >>

- ▶ **Trend Analysis** – evaluate performance based on past performance
- ▶ **Peer Comparison** – evaluate performance based on peers

focus area, LCTSD should compare performance against internal and/or external targets. A trend analysis provides the agency a means to benchmark by evaluating past performance, while a peer comparison enables the agency to compare relative to similar transit agencies. Peer comparison analyses incorporate context into benchmarking and performance measures.

All performance measures can be evaluated through a trend analysis. However, performance measures associated with maintenance administration, perceived service quality, safety and security, and community support can only be evaluated through trend analysis.

**Table 3: Proposed Framework for Performance Monitoring**

Focus Area	Included in 1993 Plan	Performance Measure <sup>1</sup>	Performance (2014 FTIS Data)	Current Performance (2015-16)	Performance Target	Benchmark Type
Cost Efficiency	X	Cost Per Vehicle Mile	\$3.11	\$3.38	Reduce	Trend Analysis and/or Peer Comparison
	X	Cost Per Vehicle Hour	\$56.19	\$58.45	Reduce	Trend Analysis and/or Peer Comparison
Cost Effectiveness	X	Farebox Recovery (%)	12.27%	11.94%	Increase	Trend Analysis and/or Peer Comparison
		Cost Per Vehicle	\$97,192	\$94,259 <sup>2</sup>	Reduce	Trend Analysis and/or Peer Comparison
	X	Cost Per Passenger Trip	\$5.48	\$5.64	Reduce	Trend Analysis and/or Peer Comparison
Productivity		Passenger Trips per Vehicle Mile	0.57	0.60	Increase	Trend Analysis and/or Peer Comparison
		Passenger Trips per Vehicle Hour	10.26	10.37	Increase	Trend Analysis and/or Peer Comparison
Service Utilization	X	Total Passenger Trips	319,418	317,724	Increase	Trend Analysis and/or Peer Comparison
		Annual Vehicle Miles (total and by region or route)	563,181	529,489	Increase	Trend Analysis and/or Peer Comparison
		Annual Vehicle Hours (total and by region or route)	31,134	30,641	Increase	Trend Analysis and/or Peer Comparison
Resource Utilization		Vehicle Miles per Vehicle	31,288	27,868	Increase	Trend Analysis and/or Peer Comparison
		Vehicle Hours per Vehicle	1,730	1,613	Increase	Trend Analysis and/or Peer Comparison
Maintenance Administration		Vehicle Miles between failures	TBD	TBD	Increase	Trend Analysis
		Maintenance cost as a percentage of operating costs	N/A	27%	Reduce	Trend Analysis
Perceived Service Quality		# of missed connections with coordinated transit systems	TBD	TBD	Reduce	Trend Analysis
Safety and Security		Total Reportable Incidents	0	0	Reduce	Trend Analysis
		Vehicle Miles between Incidents	TBD	TBD	Increase	Trend Analysis
	X	Total Accidents (Fatalities + Injuries)	0	TBD	Reduce	Trend Analysis
		Vehicle Miles between Accidents	TBD	TBD	Increase	Trend Analysis

<sup>1</sup> Based on available data, each performance measure can be disaggregated by service type. All measures assumed to be based on revenue hours or revenue miles.

<sup>2</sup> Assumes 19 vehicles.

## Peer Comparison

The following transit agencies were selected for peer performance evaluation based size, rural character, and service characteristics:

- ▶ Connector Alliance Members<sup>2</sup>
  - Columbia County
  - Tillamook County
  - Sunset Empire Transportation District
- ▶ Other Agencies
  - Yamhill County
  - Douglas County
  - Basin Transit Services

The historical performance of this peer group is provided in Appendix "A". It includes data for each performance measure for which available data was available through FTIS, during the years 2011-2014. In comparing performance with peers, it is important to note that there are many factors impacting the results including service area characteristics, mix of service types, and funding mix; therefore, comparisons should be used to identify how and why LCTSD or its peers is trending up or down and identify factors that make an agency's results distinct from their peers. Several examples of service characteristics or changes over the past several years that affect the data include:

- ▶ Columbia County has a hybrid commuter service to Portland.
- ▶ Some counties have higher population and population densities.
- ▶ Yamhill County has undergone changes in service that affect its operating statistics.
  - In January 2010, service to Newberg increased by 50%;
  - The Highway 99 route was extended from Sherwood to Tigard;
  - In March 2011 the Newberg and McMinnville transit services, excluding Dial-a-Ride (DAR), were combined into one operation; and,
  - In July 2012 the McMinnville DAR program was incorporated into the operation and the operations and bus maintenance was contracted out to First Transit.
- ▶ In the 2010-2011 fiscal year, Sunset Empire service experienced significant service reductions due to financial deficits.
- ▶ In the 2013-2014 fiscal year, Columbia County reduced services by 65 percent to adjust to their budget realities.

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<sup>2</sup> Benton County is not included as their data is not available in the FTIS.

## 4.3 NEXT STEPS

This memorandum will be reviewed with the Transit Advisory Committee (TAC) to collect input on the proposed criteria for evaluating service alternatives and to determine if there are additional goals or performance measures that should be considered by LCTSD for monitoring their long-term progress towards their goals and objectives.

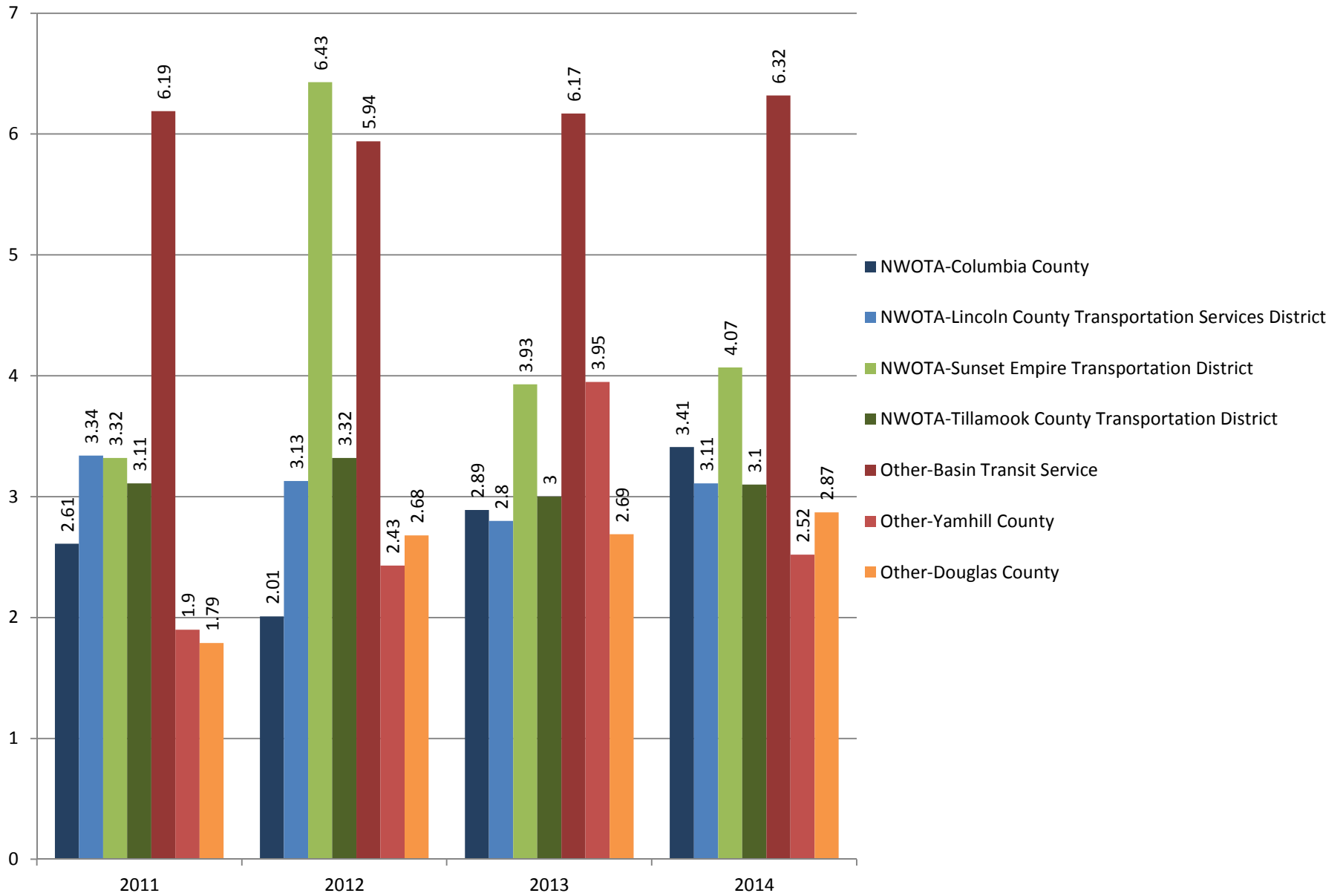
Service alternatives will be developed based on the information included in Memorandums #1 - #3. They will be evaluated based on the evaluation criteria contained within this Memorandum #4, presented in Memorandum #5, and discussed with the TAC. The performance measurement framework will then be refined in Memorandum #6 and included in the Draft Transit Development Plan which will include goals and policies; enhancements to transit service and facilities; and, management, funding, and implementation plans.

## REFERENCES

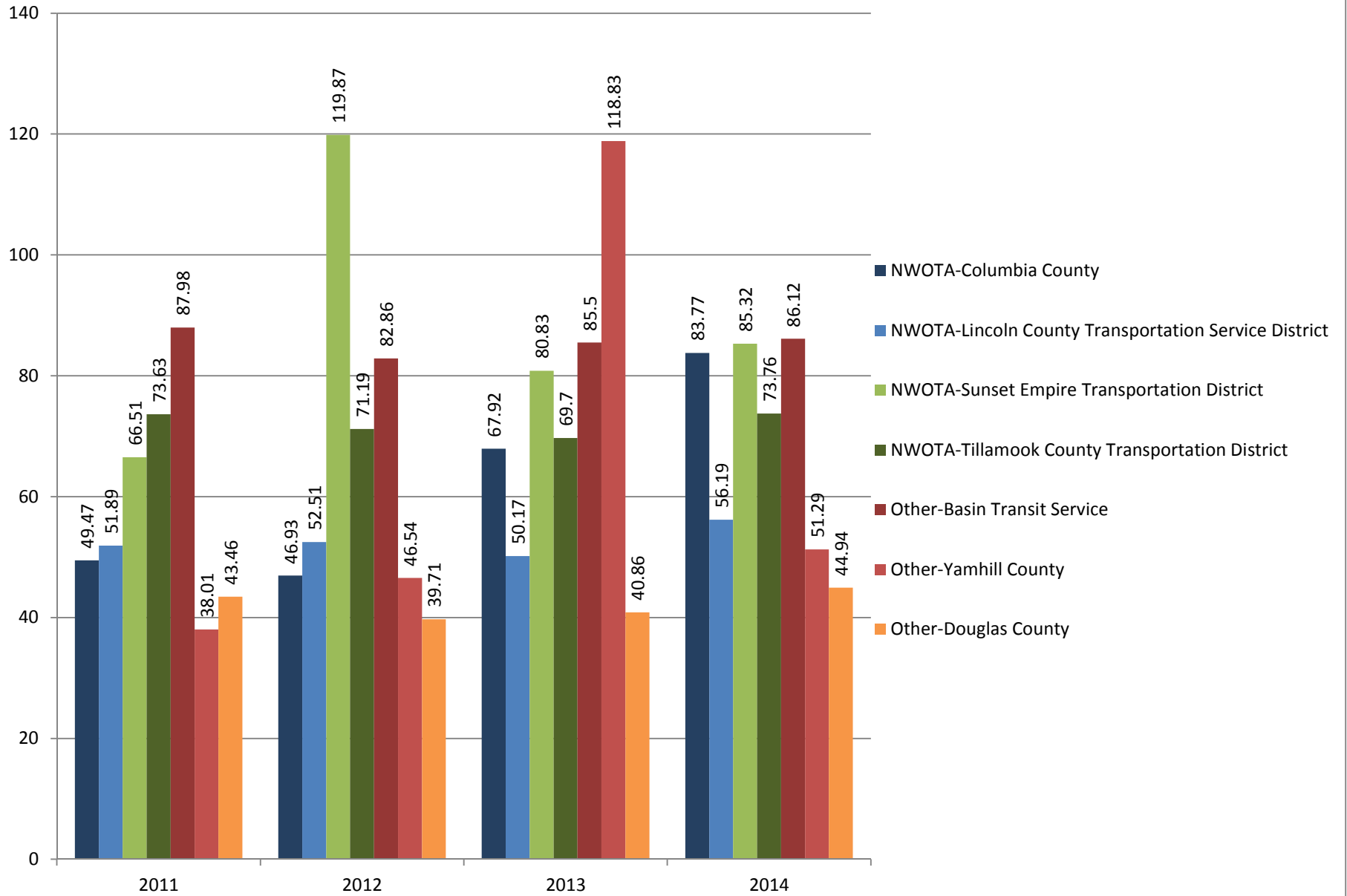
1. Transportation Research Board. *TCRP Report 141: A Methodology for Performance Measurement and Peer Comparison in the Public Transportation Industry*. 2010.
2. Transportation Research Board. *TCRP Report 88: A Guidebook for Development a Transit Performance-Measurement System*. 2003.
3. NW Oregon Transit Alliance. *North by Northwest Connector Management Plan*. 2016.

## APPENDIX A PEER COMPARISON

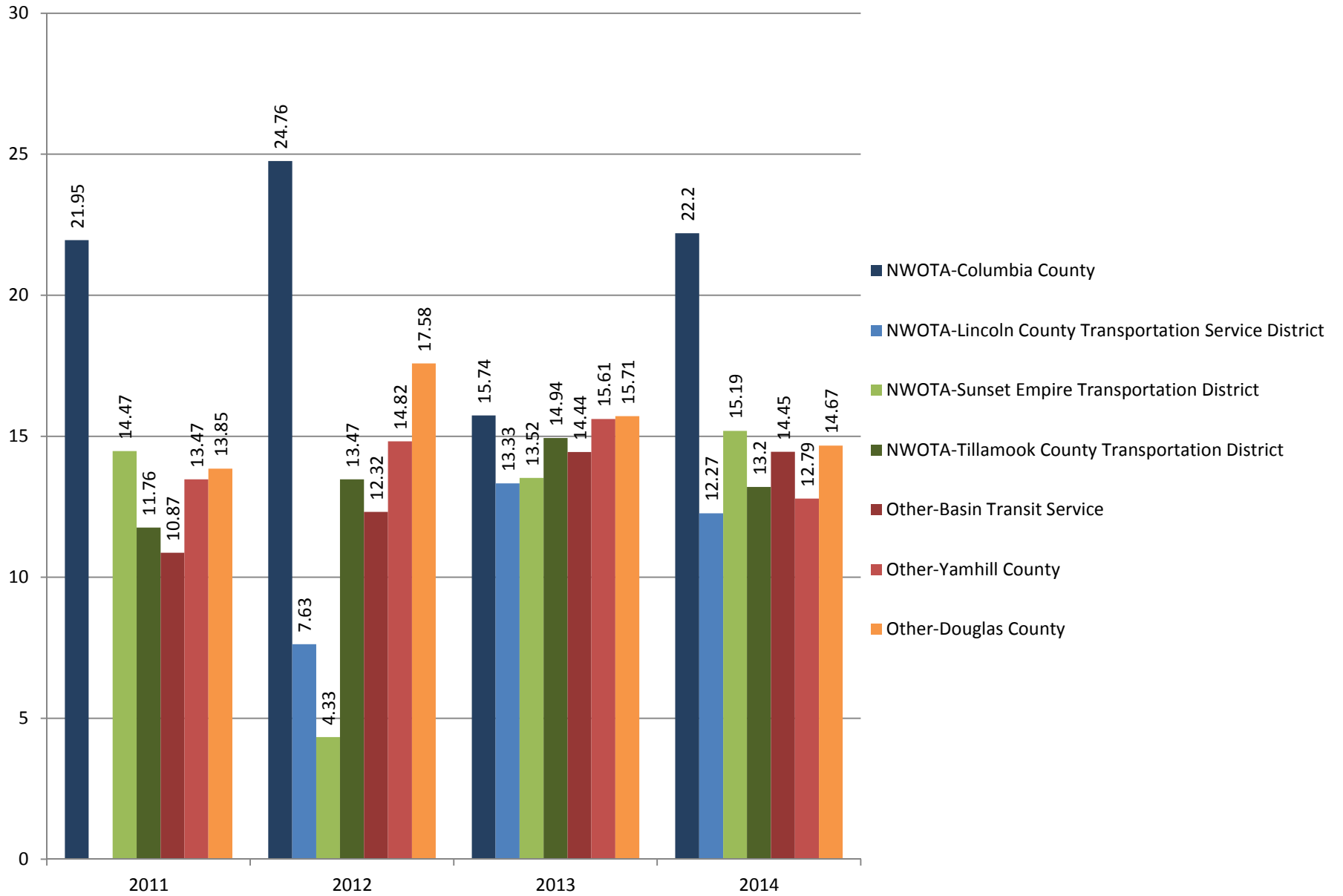
## Operating Expense Per Vehicle Revenue Mile



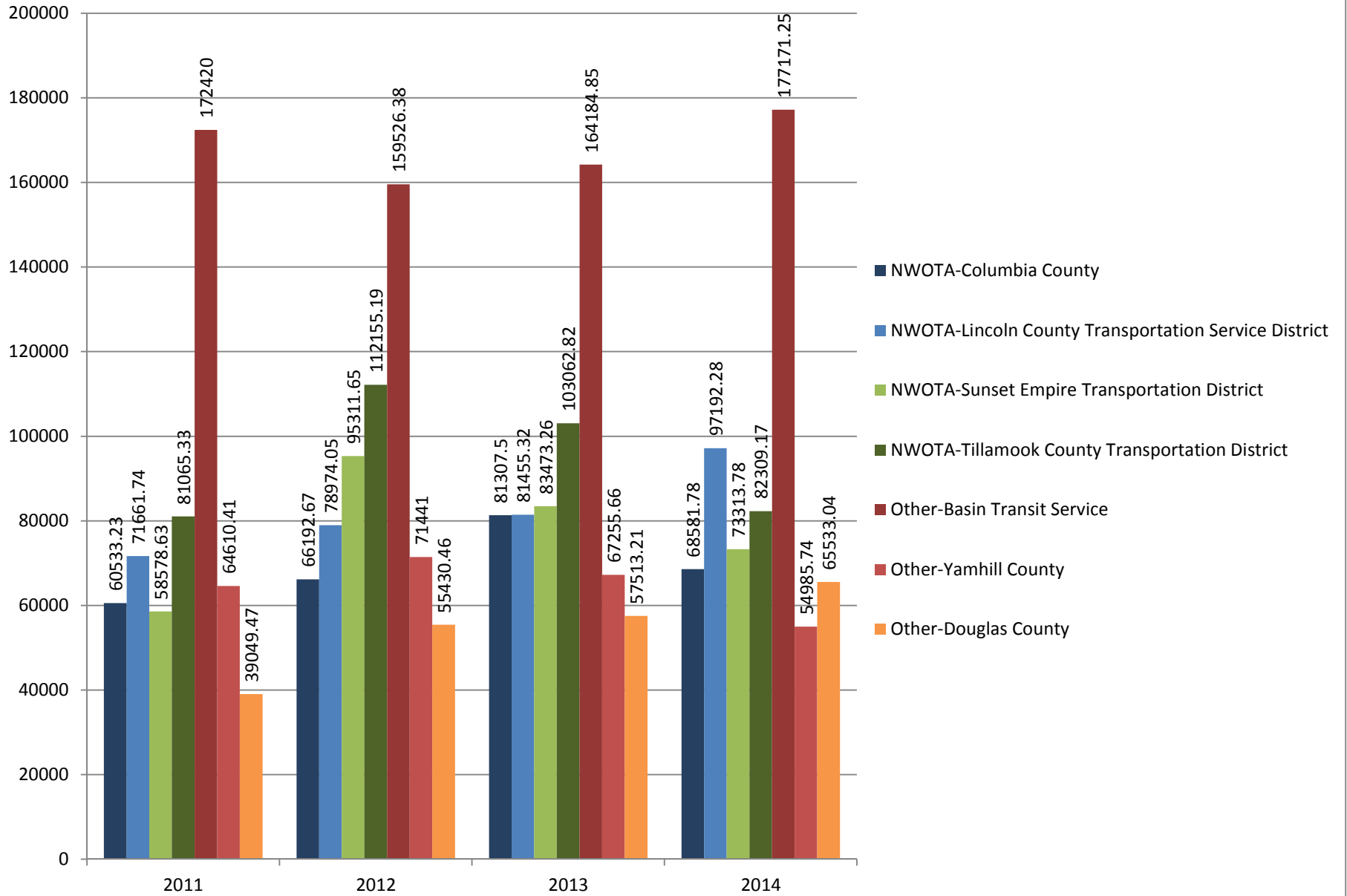
## Operating Expense Per Vehicle Revenue Hour



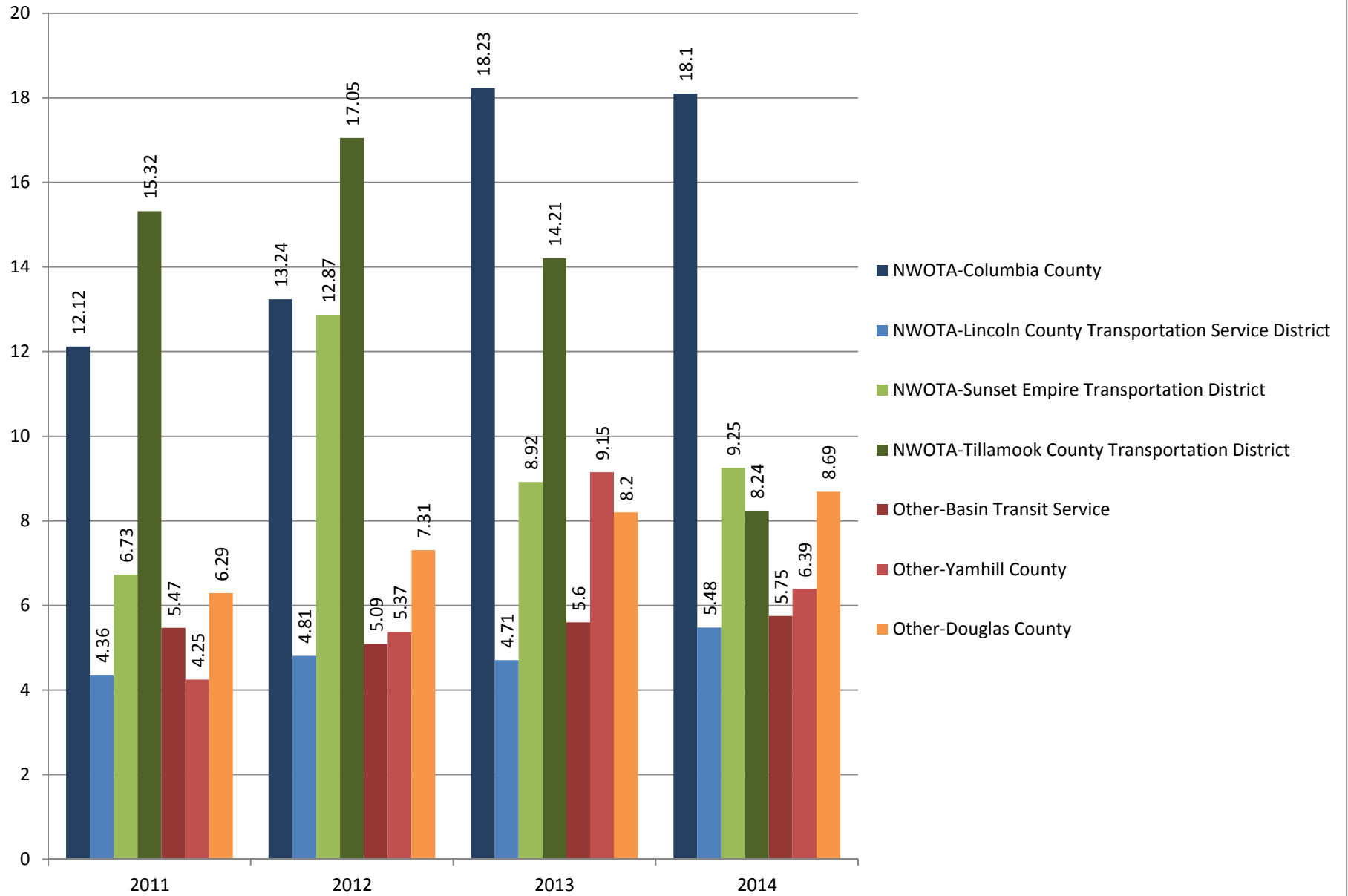
# Farebox Recovery (%)



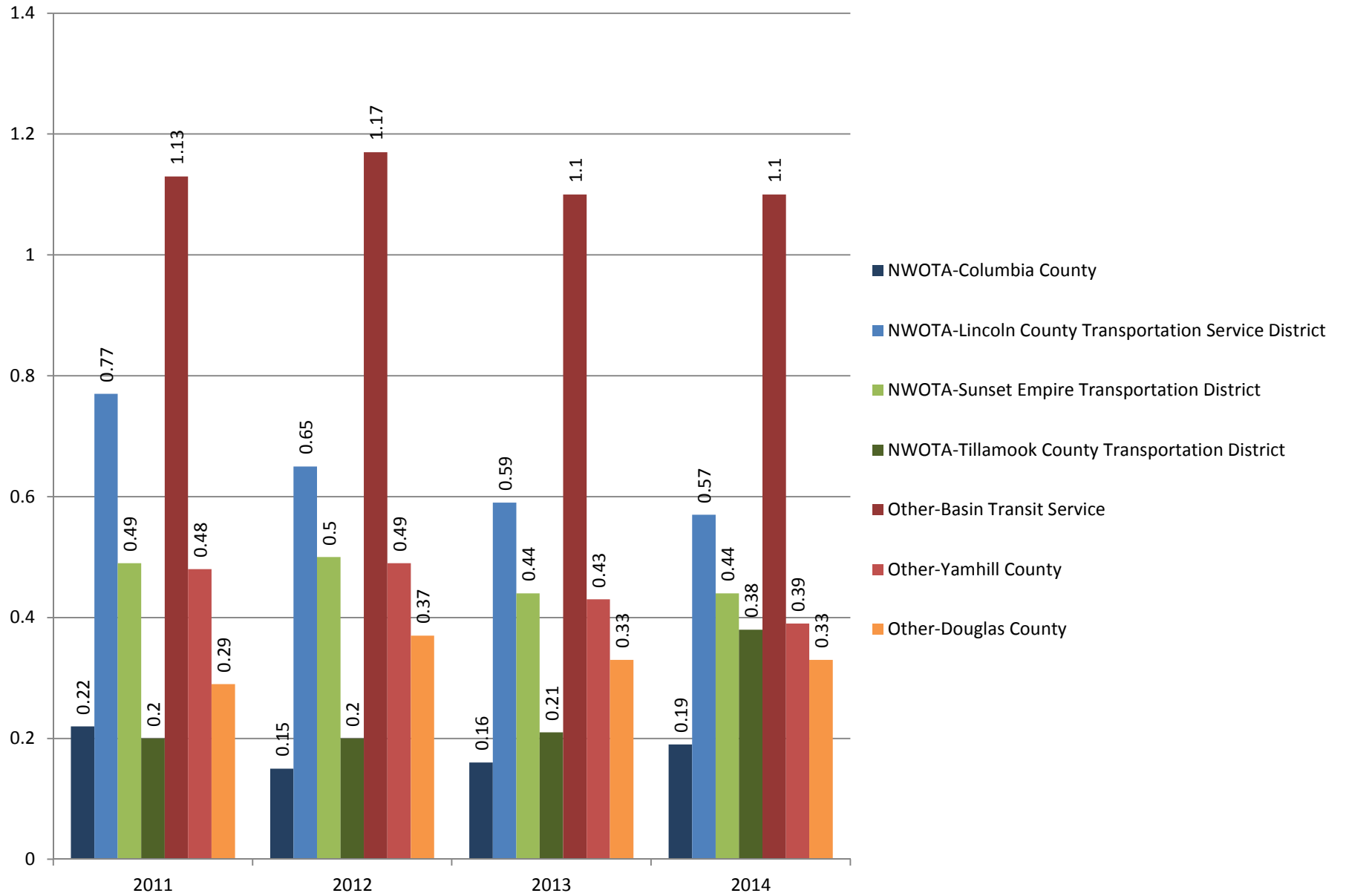
# Operating Expense Per Revenue Vehicle



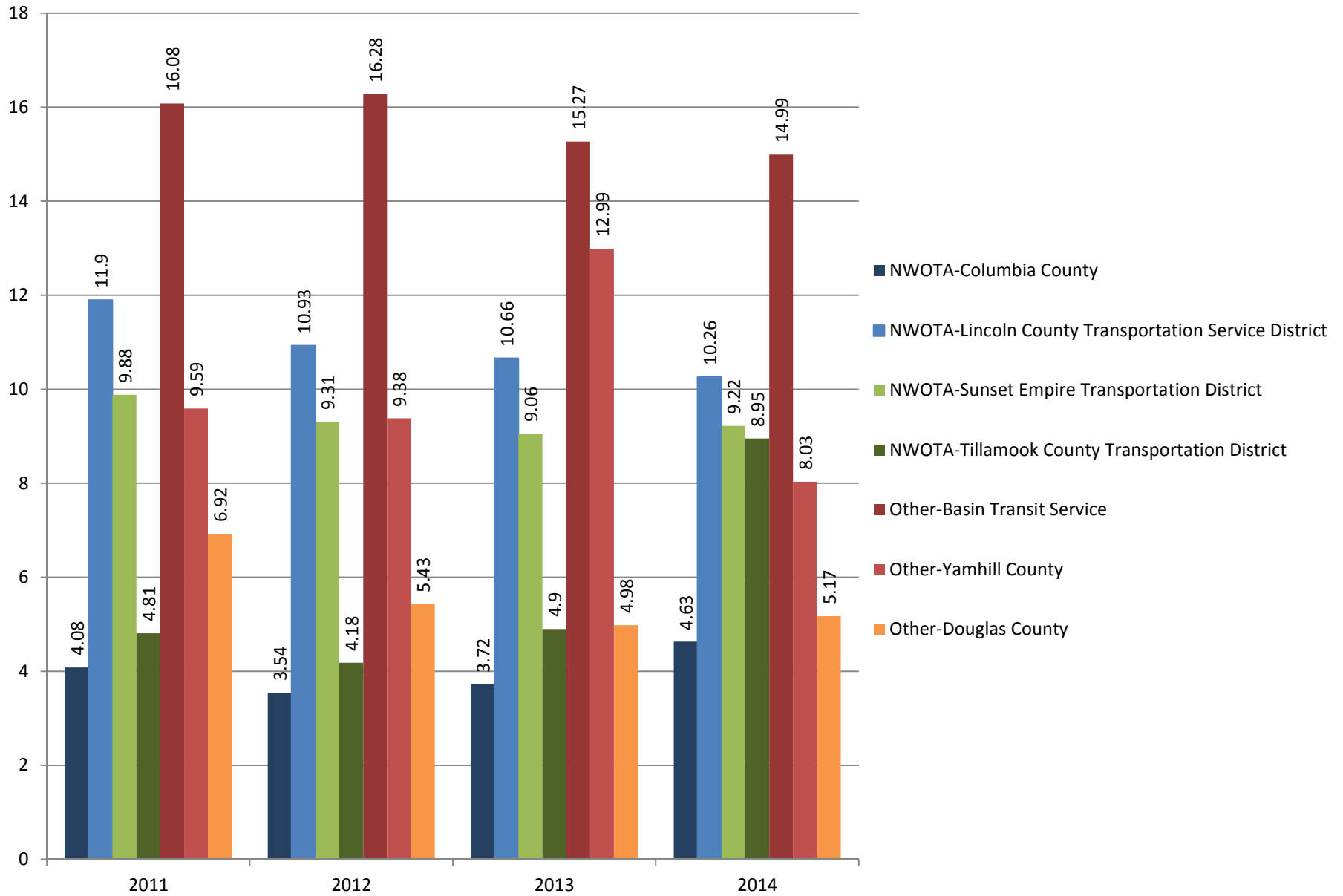
## Operating Expense Per Total Unlinked Passenger Trip



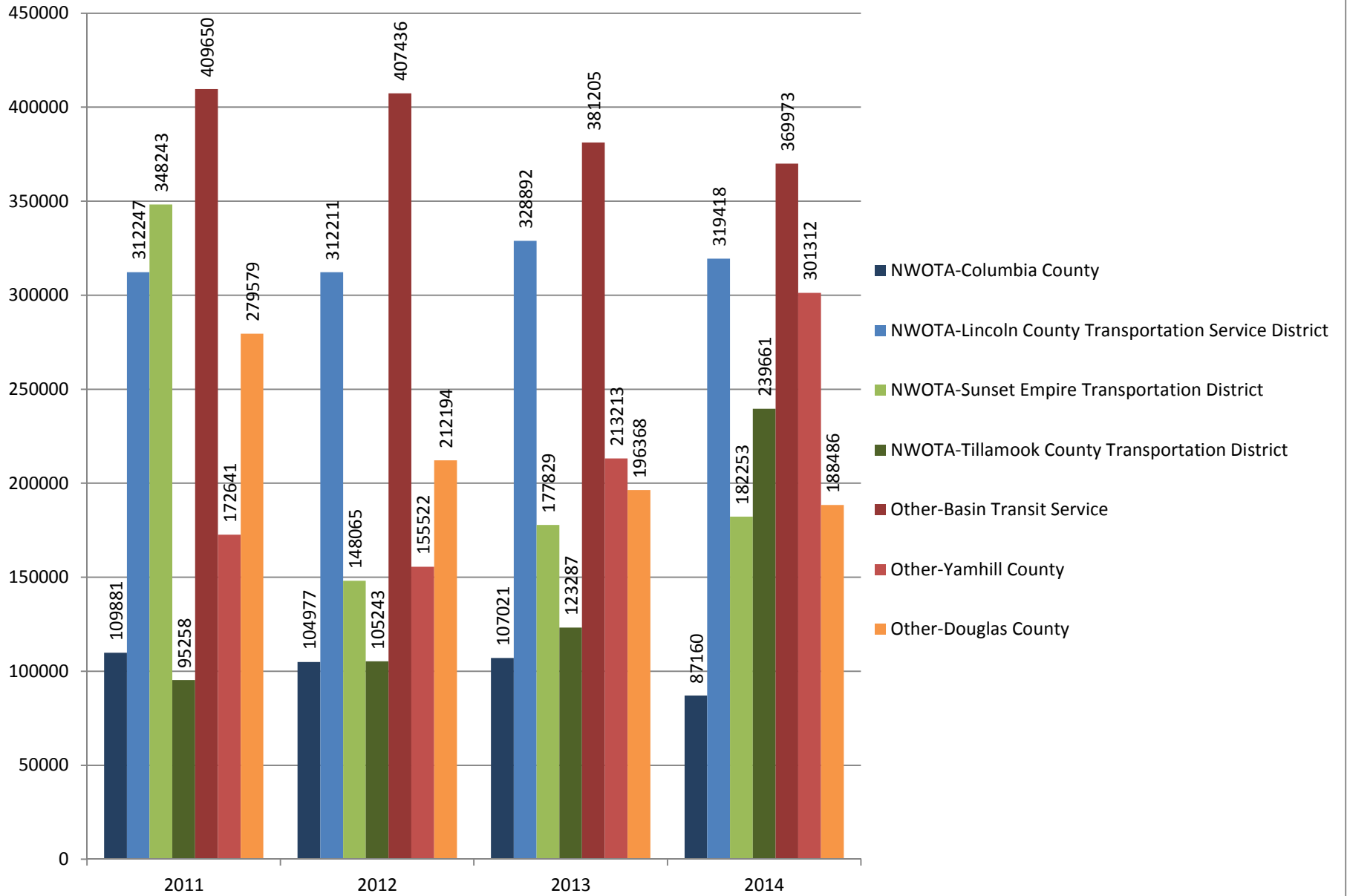
## Total Unlinked Passenger Trips per Vehicle Revenue Mile



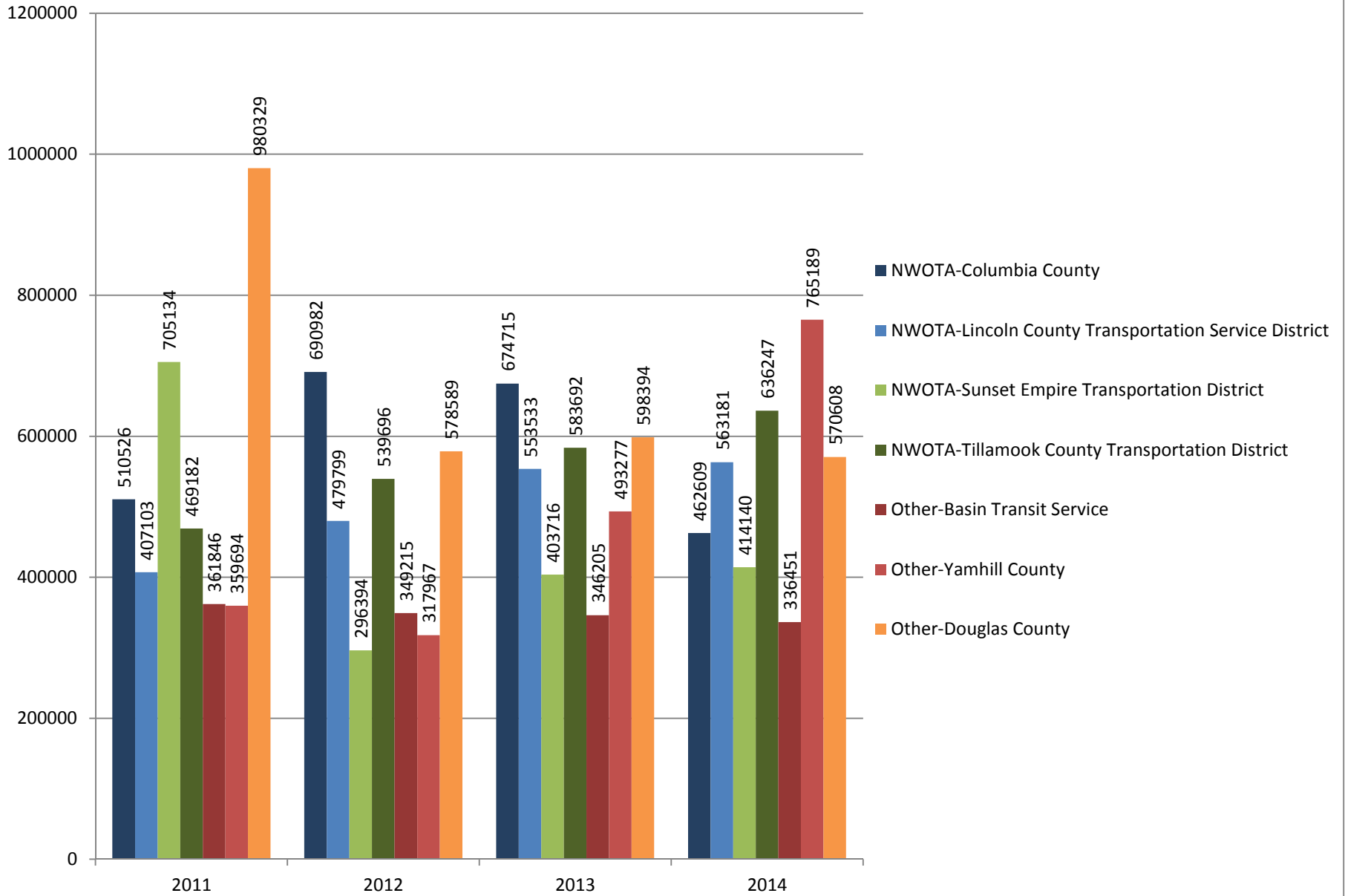
# Total Unlinked Passenger Trips per Vehicle Revenue Hour



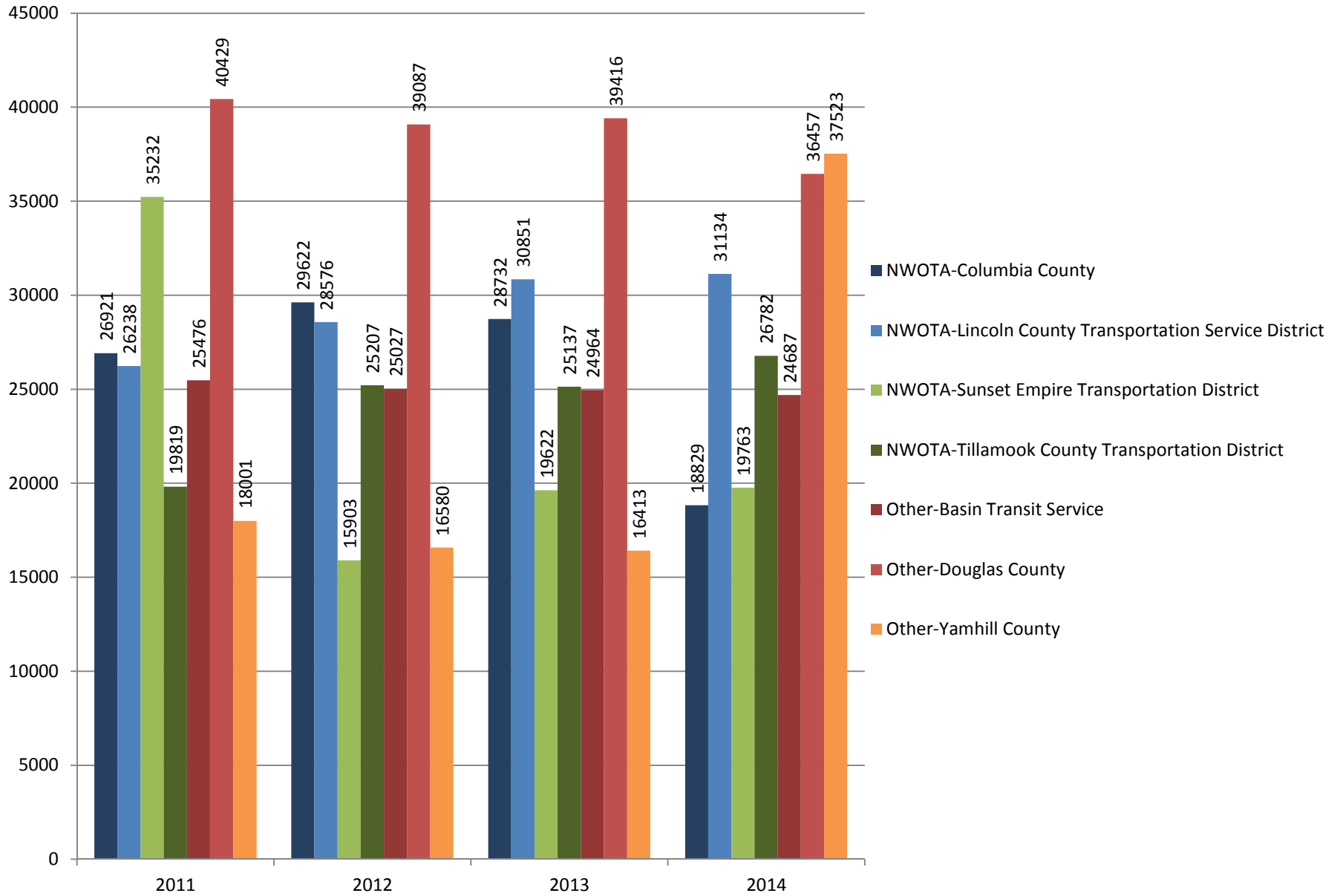
# Total Unlinked Passenger Trips



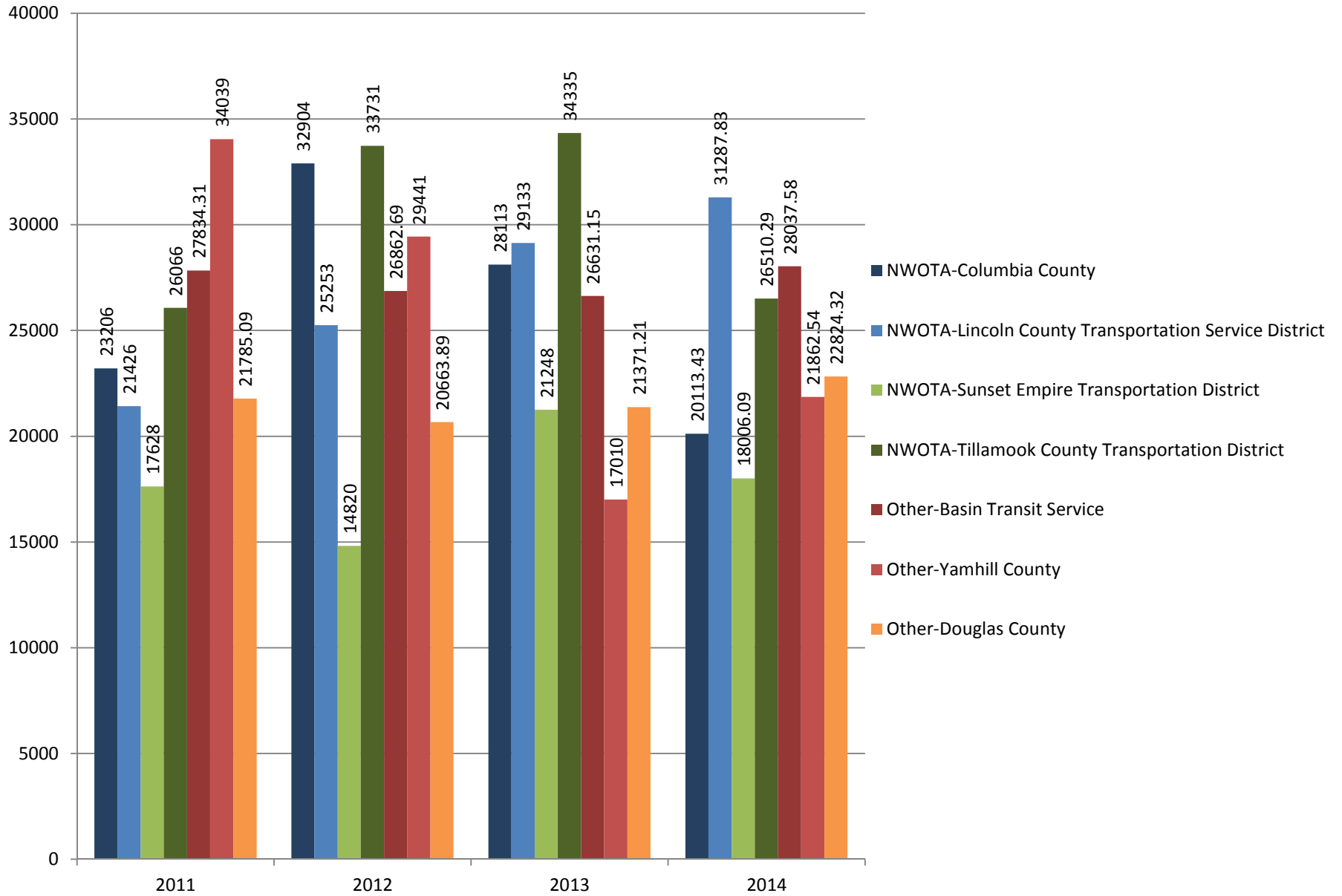
## Annual Vehicle Revenue Miles (total and by region)



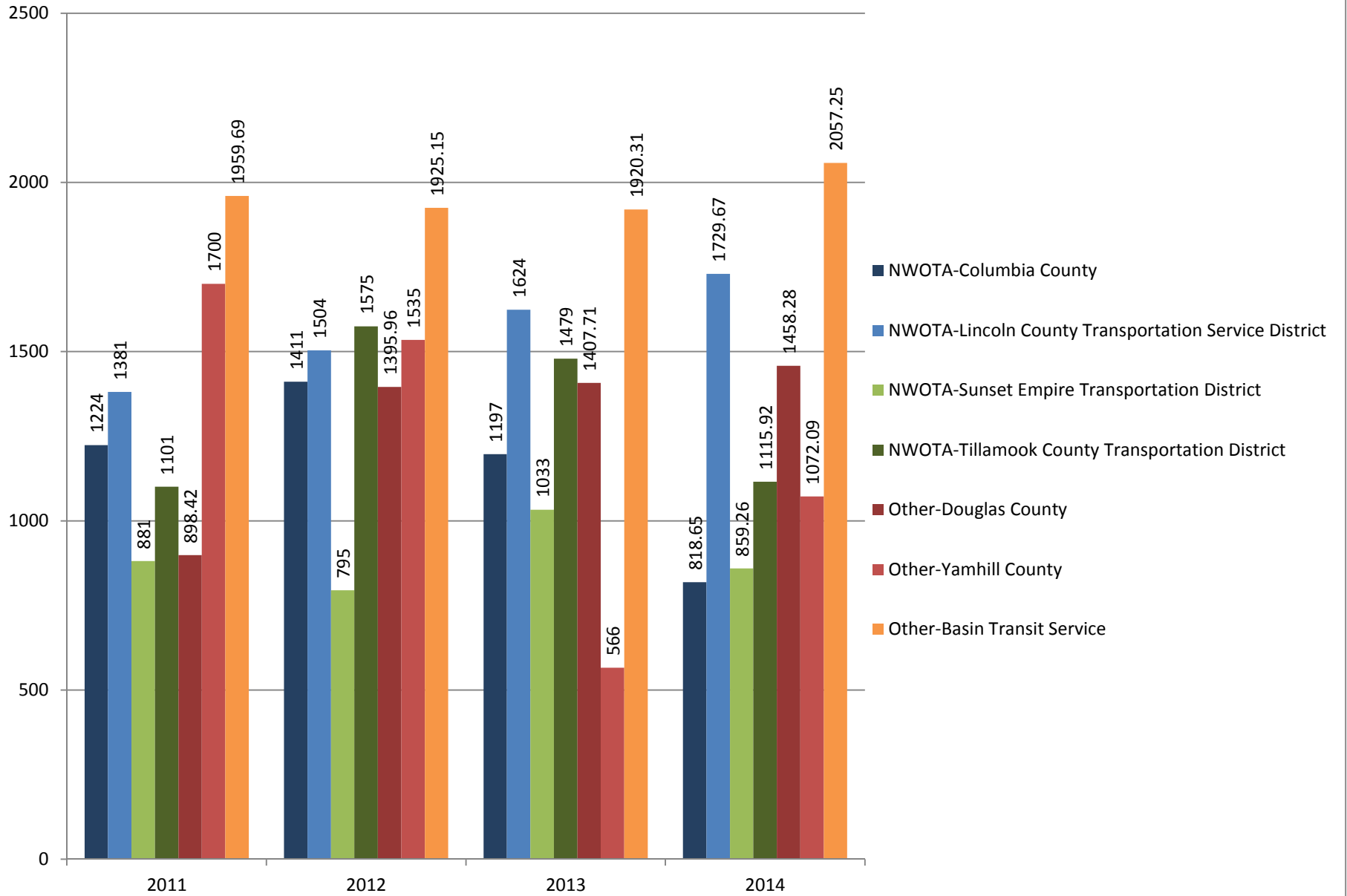
# Annual Vehicle Revenue Hours (total)



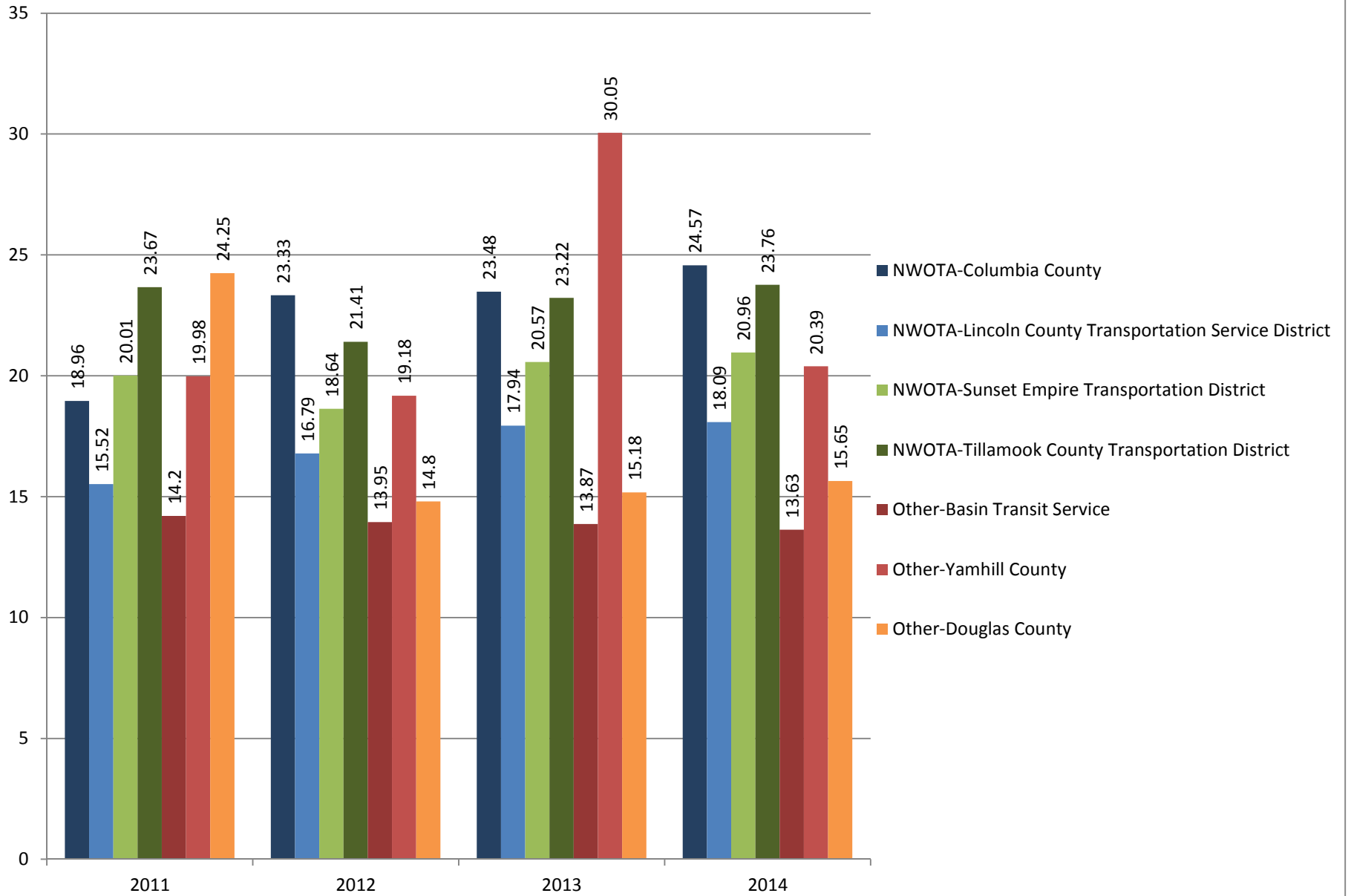
## Vehicle Revenue Miles per Revenue Vehicle



## Vehicle Revenue Hours per Revenue Vehicle



# Average Speed (RM/RH)



## MEMORANDUM #5

Date: December 7, 2017 Project #:19682

To: Cynda Bruce

From: Susie Wright, PE, Zachary Horowitz and Krista Purser (Kittelison & Associates, Inc.)  
Jim Owens (Cogan Owens Cogan)

Project: Lincoln County Transit Service District Transit Development Plan

Subject: Future Service Opportunities

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This memo presents the service alternatives developed to guide the future of Lincoln County Transit Service District (LCTSD). The analyses documented in Technical Memorandum #3 (Land Use Impact and Future Transportation Needs) and Technical Memorandum #4 (Evaluation Framework) provide the foundation for the service alternatives identified in this memo to address service gaps and needs. The content of this memo is divided into two main parts:

- 1 Assumptions Informing Future Service Alternatives – This section summarizes the assumed future conditions documented in previous memos:
  - 1.1 Population and Employment Growth in Lincoln County;
  - 1.2 Growth in Lincoln County per Future Plans and Stakeholder Input;
  - 1.3 Transit Demand;
  - 1.4 Funding and Costs; and,
  - 1.5 Alternatives Evaluation
- 2 Future Service Alternatives – This section outlines alternatives responding to identified existing and future needs:
  - 2.1 Service Alternatives
  - 2.2 Alternatives Evaluation
  - 2.3 Capital Alternatives

### 1.0 ASSUMPTIONS INFORMING FUTURE SERVICE ENHANCEMENTS

This section summarizes the findings from Technical Memorandum #3 (Land Use Impact and Future Transportation Needs) that affect the development of future service alternatives.

#### 1.1 Population and Employment Growth in Lincoln County

Key transit market population and employment characteristics of Lincoln County include:

- ▶ Lincoln County's population is anticipated to grow an average of 0.6 percent annually through 2050. Historically, population growth within cities has been more rapid than in unincorporated regions, and this trend is expected to continue. A higher concentration of population within the county's urbanized areas would increase transit demand in those locations and make serving that population more efficient.
- ▶ Lincoln County has a relatively high proportion of persons 65 years and older; this group represented 26 percent of the county's population in 2015. By 2050, the senior-age population is expected to grow by 7,200 people and would then constitute approximately one-third of the county's population.
- ▶ Approximately one-third of the population of Lincoln City, Siletz, and Toledo lives in low-income households.
- ▶ Regional employment is expected to grow an average of 0.7 percent annually from 2014 to 2024. Total employment during this period is anticipated to grow by 7,450 jobs.

### Population Growth Patterns

The future demographics of Lincoln County, based on the best current estimates of future population and employment, are summarized below.

Between 1980 and 2015, Lincoln County experienced an average annual population growth rate of 0.9 percent. Based on population forecasts from the Oregon Office of Economic Analysis, this is expected to slow to a 0.6 percent average annual population growth through 2050. By 2050, the population in Lincoln County is expected to be approximately 56,000 people.

Between 2000 and 2010, population growth in Lincoln County was concentrated in the cities of Depoe Bay, Lincoln City, Newport, Siletz, and Yachats. As shown in Table 1, between 2000 and 2010, growth in Lincoln County was concentrated within urbanized areas, while the population of unincorporated Lincoln County grew at a slower pace. Based on these historical patterns, future population growth is expected to continue to be concentrated in the county's urban areas. It is generally more efficient and cheaper (on a cost-per-rider basis) to provide transit services in relatively dense, urbanized areas compared to rural areas. Therefore, growth within the established urban communities in Lincoln County is an encouraging trend for the success of future transit planning efforts.

**Table 1: City Population Trends**

City	2000 Population	2010 Population	2014 Population	Growth (2000-2014)	% Growth
Total City Population	25,415	26,717	27,405	1,990	8%
Total Unincorporated Areas	19,064	19,317	19,485	421	2%
<b>Total County Population</b>	<b>44,479</b>	<b>46,034</b>	<b>46,890</b>	<b>2,411</b>	<b>5%</b>
<b>% in Cities</b>	<b>57.1%</b>	<b>58.0%</b>	<b>58.4%</b>		

Sources: United States Census Bureau. Census 2000 Gateway. <http://www.census.gov/main/www/cen2000.html>. Accessed June 19, 2015. United States Census Bureau. 2010 Census Data. <http://www.census.gov/2010census/data/>. Accessed June 19, 2015.

Lincoln County has a relatively high proportion of potentially transit-dependent populations, including seniors, youth, people with low incomes, and persons with disabilities. In 2015, persons 65 and older represented 26 percent of the population in Lincoln County (approximately 12,200 people). In 2050, seniors are forecast to

represent 34 percent of the population in Lincoln County (approximately 19,400 people). Based on the estimated difference in the population 65 and older between 2015 and 2050, there is a projected increase of this potentially transit-dependent population of 7,200 people<sup>1</sup>.

### **Employment Growth Patterns**

Regional employment in Lincoln County is forecast to increase by 7,450 jobs between 2014 and 2024, an average annual growth rate of 0.7 percent. It is expected that the largest employment increases will occur in the construction (1.9 percent/570 jobs), wholesale trade (1.7 percent/180 jobs), food manufacturing (1.7 percent/310 jobs), food services (1.5 percent/1,440 jobs), professional business services industries (1.4 percent/930 jobs), and natural resources and mining (1.3 percent/450 jobs) sectors.

Top employers in Lincoln County include the Confederated Tribes of Siletz Indians (which includes Chinook Winds Casino), Good Samaritan Health Services, Lincoln County School District, Lincoln County, and Georgia Pacific in Toledo. Larger concentrations of employment also include the Tanger outlet stores in Lincoln City and the downtown Newport business district.

### **Population and Employment Growth Patterns**

Population and employment forecasts suggest that employment is expected to grow at a slightly faster rate than population. The forecasted population growth in Lincoln County is 0.6 percent, compared to a forecasted employment growth rate of 0.7 percent. These population and employment growth patterns suggest that Lincoln County residents will have access to more job opportunities, thereby presenting LCTSD the following areas to concentrate transit planning efforts:

- Increasing ridership for employment-related trips,
- Improving and enhancing planning and coordination with neighboring transit agencies; and
- Increasing transit service between cities in Lincoln County.

## **1.2 Growth in Lincoln County per Future Plans and Stakeholder Input**

- ▶ Beyond historical and forecast population and employment growth analysis, qualitative analyses were conducted to provide a comprehensive picture of the future transit gaps, deficiencies, and opportunities, including:
  - Reviewing adopted long-range plans, including transit and land use plans;
  - Interviewing key stakeholders, including city, county, and community organization representatives; and
  - Reviewing Lincoln County parcel-level tax lot data.
- ▶ These activities resulted in the following observations and findings:
  - Residential growth is expected in the Newport South Beach area, the Newport Bayfront, the north and south ends of Depoe Bay, and the north end of Lincoln City.

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<sup>1</sup> Source: Office of Economic Analysis, *Forecasts of Oregon's County Populations and Components of Change, 2010 – 2050*.

- Job growth is anticipated as a result of Samaritan Pacific Hospital's redevelopment and Oregon State University's new campus at the Hatfield Marine Science Center, along with commercial and industrial development in Lincoln City's Nelscott Gap area and in the north end of Depoe Bay along US 101.
- Tourism creates a strong potential for ridership growth from visitors during the peak summer season and, to a lesser extent, from travelers interested in a sustainable and car-free experience year-round. Lincoln City's Transportation System Plan (TSP) identifies the need for a tourist-oriented transit route.
- Improved signage, bus stop improvements, sidewalk connectivity, and improved pedestrian crossings of US 101 at bus stops have been identified as existing needs for LCTSD transit service. As much of the county's transit service runs along major highways, safety concerns such as the US 101 crossing near the Dorchester House are priorities that should be addressed.
- An ongoing parking study in the Newport Bayfront area is assessing the need for metered parking, which would generate a revenue stream that could be used to enhance transit.
- Future transit needs include increasing transit frequency, lengthening the service span, constructing additional stop amenities, and improving stop accessibility.
- A new service connecting Yachats to Florence, managed by Lane Transit District, will begin in September 2017.
- Due to the linear nature of many cities within Lincoln County, transit routes that use US 101 and other north-south routes generally pass close to residential, commercial, recreational, and employment areas. However, areas not in the vicinity of US 101 are less well-served. Additional fixed-route transit or demand-responsive service is needed to serve the county's underserved communities and rural areas.

### 1.3 Transit Demand

Transit demand is anticipated to increase in conjunction with population and employment growth. Based on results from the *TCRP Report 161* analysis, overall transit demand from zero-car households is expected to increase from 1,650 riders per workday in 2010 to 3,080 riders per workday in 2040. Today's transit ridership of approximately 1,100 riders per weekday results in a mobility gap of 67 percent. Given these findings, suggestions for improved service include:

- ▶ Service Enhancements and Efficiencies
  - Increased weekday route frequencies
  - Expanded weekday hours of service
  - Added weekend service
  - Increased demand-response service, especially in rural areas
  - Make using transit easier via online tools, public information campaigns, and technological services
  - Better accommodate tourists with additional frequency during summer months
- ▶ Refinements to Existing Routes
  - Better connections to recreational areas, employment, social services, medical facilities, human services agencies, and retirement and assisted living centers
  - Improved schedule reliability and service efficiency through coordination efforts with other transit providers, such as improvements in schedules to Yachats for easier round trips

- Intra-community connections such as regularly scheduled service on the East County route to Fred Meyer and Wal-Mart in Newport
- A longer-term need to move critical service out of the tsunami zone
  - › Re-route existing service off US 101 to parallel, higher-elevation streets
  - › Smaller-city loop services to maintain access to community services
  - › Determine whether higher-elevation streets are dimensioned adequately for LCTSD's intercity vehicles, or whether smaller vehicles would be needed
- ▶ New Corridors
  - New service:
    - › To smaller cities within Lincoln County
    - › To outlying and rural areas within Lincoln County
    - › Tourist-oriented routes
    - › Loop services in smaller cities
      - Coordination with other transit providers to provide improved intercounty service to locations such as the City of Florence (such as the pilot project with the Rhody Express) and the Eugene Airport (with the Lane Transit District)
      - Demand-response service and shopping/medical shuttles to and within areas not currently served

The Title VI outreach revealed a number of suggestions that could enhance service to populations who rely on LCTSD including:

- ▶ Improve pedestrian access to/from and at transit stops and bus terminals.
- ▶ Services designed with workers and people with low incomes, including specialized employment shuttles, service to/from hospitality sites, and service for parents with children in after-school programs.

## 1.4 Funding and Costs

### Costs

Future service alternatives can be evaluated using the costs developed in Technical Memorandum #3. LCTSD provided recent total cost and cost allocation information, which was analyzed to determine anticipated costs for increased service. These costs for existing services are summarized as follows:

- ▶ The Intercounty Coast to Valley route has the highest average operating cost of \$70.10/hour, and would cost \$256,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ County routes have an average operating cost of \$59.63/hour, and would cost \$217,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ City loops have an average operating cost of \$54.35/hour, and would cost \$198,000 to operate one additional bus for 10 hours a day for an entire year.
- ▶ Dial-a-Ride has an average operating cost of \$51.62/hour, and would cost \$188,000 to operate one additional bus for 10 hours a day for an entire year.

- ▶ Regional connections in Lincoln County tend to have higher operating costs, whereas city loops and the Dial-A-Ride services operate at lower costs on a per-hour basis. These costs will be used to prepare cost estimates for service and route alternatives.

### Funding

Projected funding developed in Technical Memorandum #3 indicated a 20-year planning horizon growth of approximately 30 percent (a net annual increase of approximately \$835,000). This corresponds to an approximate annual revenue growth rate of 1.5 percent. Table 2 shows the existing and projected revenue sources.

**Table 2. Forecast Operating Budget by Revenue Source**

Revenue Sources	Projected Fiscal Year				
	2016-2017	2021-2022	2026-2027	2031-2032	2036-2037
Future Tax Revenue from Existing Property <sup>1</sup>	640,000	741,935	860,106	997,099	1,155,911
Additional Tax Revenue from New Growth <sup>2</sup>	-	22,375	51,175	87,790	133,879
Charges for Services <sup>3</sup>	613,172	652,915	703,025	755,416	810,177
Future Intergovernmental Revenue	1,450,809	2,019,721 <sup>4</sup>	2,365,381 <sup>4</sup>	1,353,337	1,397,401
Miscellaneous Revenue Sources <sup>5</sup>	28,000	32,214	38,725	49,415	69,151
<b>Total LCTSD Operating Budget <sup>6</sup></b>	<b>2,731,981</b>	<b>3,469,160</b>	<b>4,018,412</b>	<b>3,243,057</b>	<b>3,566,519</b>

<sup>1</sup> Property tax revenue increases assume 3% annual growth in assessed value but no increases in rate or number of households.

<sup>2</sup> Assumes cumulative increase of households within the county based on estimated population growth and a constant average household size.

<sup>3</sup> Charge for services is assumed to increase relative to population increase, and accounts for an annual 1% increase in fares.

<sup>4</sup> Estimate includes 50 percent of 2021-2023 and 2025-27 biennium funds as described in the forecasted allocation from Oregon HB 2017 (<https://olis.leg.state.or.us/liz/2017R1/Downloads/CommitteeMeetingDocument/137649>)

<sup>5</sup> Miscellaneous revenue sources is expected to increase 1% annually.

<sup>6</sup> Total LCTSD operating budget estimates were calculated based on today's dollars (i.e., no projected inflation applied to projections)

The largest funding growth stems from future tax revenue from existing properties and charges for service. There is the potential to increase the property tax millage rate, which would create additional revenues, which would be compounded by the general annual increase of approximately three percent of property appraised value. Intergovernmental (state and federal grants and funding) revenues are projected to stay the same or decrease slightly (the proposed transportation bill HB 2017 may affect this projection). Projected revenue indicates that the total operating budget may decrease in the short-term. Long-term revenue projections indicate the ability to add new service corridors, extend service hours, or provide service enhancements.

While actual future tax revenues are unknown and depend on a number of variables not explicitly accounted for by these estimates, the analysis provides an order-of-magnitude estimate about the potential for future service enhancements.

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## 1.5 Evaluation/Prioritization Criteria

Technical Memorandum #4 (Evaluation Framework) presented evaluation and prioritization criteria to (1) measure progress on LCTSD's goals, policies, and practices and (2) prioritize future service alternatives. Five criteria were developed to prioritize future alternatives:

1. **Travel time** measures the change in travel time between stop locations. Changes in route configurations will be evaluated to determine if they increase or decrease the travel time between popular destinations.
2. **Costs** take hourly-based, mileage-based, and administration-based expenses into account. Future service alternatives can be evaluated based on the costs for different types of service listed above.
3. **Ridership and service area** measure the historical ridership and potential for new ridership. Changes in route configurations or new services can be evaluated based on the population and employees they serve, and the appropriate services for various markets and regions throughout Lincoln County.
4. **Reliability** refers to how frequently service follows published schedules. Reliability can be improved by evaluating causes for route deviations, such as limited pedestrian infrastructure, and by ensuring buses are well-maintained to avoid bus breakdowns.
5. **Impact to Existing Transit Users** measures direct financial impacts, service quality changes, and service improvement changes to users who would make the transit trip regardless of whether a service alternative is implemented.
6. **Economic Benefit to the Community** measures potential economic benefits to the community, such as access to jobs and reducing the cost of transportation for riders.

Table 3 summarizes the performance measures identified in Technical Memorandum #4 which will be used to evaluate future service alternatives.

**Table 3. Proposed Framework for Performance Monitoring**

Focus Area	Performance Measure <sup>1</sup>	Benchmark Type	Evaluated for Future Service Alternatives?
Cost Efficiency	Cost Per Vehicle Mile	Trend Analysis and/or Peer Comparison	X
	Cost Per Vehicle Hour	Trend Analysis and/or Peer Comparison	X
Cost Effectiveness	Farebox Recovery (%)	Trend Analysis and/or Peer Comparison	X
	Cost Per Vehicle	Trend Analysis and/or Peer Comparison	
	Cost Per Passenger Trip	Trend Analysis and/or Peer Comparison	X
Productivity	Passenger Trips per Vehicle Mile	Trend Analysis and/or Peer Comparison	X
	Passenger Trips per Vehicle Hour	Trend Analysis and/or Peer Comparison	X
Service Utilization	Total Passenger Trips	Trend Analysis and/or Peer Comparison	X
	Annual Vehicle Miles (total and by region or route)	Trend Analysis and/or Peer Comparison	X
	Annual Vehicle Hours (total and by region or route)	Trend Analysis and/or Peer Comparison	X
Resource Utilization	Vehicle Miles per Vehicle	Trend Analysis and/or Peer Comparison	
	Vehicle Hours per Vehicle	Trend Analysis and/or Peer Comparison	
Maintenance Administration	Vehicle Miles between failures	Trend Analysis	
	Maintenance cost as a percentage of operating costs	Trend Analysis	
Perceived Service Quality	# of missed connections with coordinated transit systems	Trend Analysis	
Safety and Security	Total Reportable Incidents	Trend Analysis	
	Vehicle Miles between Incidents	Trend Analysis	
	Total Accidents (Fatalities + Injuries)	Trend Analysis	
	Vehicle Miles between Accidents	Trend Analysis	

<sup>1</sup> Based on available data, each performance measure can be disaggregated by service type. All measures assumed to be based on revenue hours or revenue miles.

## 2.0 FUTURE SERVICE ALTERNATIVES

This section discusses potential service and capital equipment alternatives. Service alternatives have been created and organized by corridor and route and take into account the information that has been discussed and developed to date through other technical memoranda, advisory committee meetings, stakeholder feedback, and related transportation plans.

Each service alternative is presented with a statement of the need being addressed. In addition, each service alternative's change in revenue service hours and potential costs has been estimated using the Remix software, while potential changes to ridership and service area, reliability, and impacts (if any) to existing riders have been evaluated qualitatively.

Recommendations relating to LCTSD's fare structure follow the list of potential service alternatives. Next, each service alternative is evaluated. Finally, this section concludes by reviewing and evaluating the existing and proposed vehicle fleet; discussing potential changes to existing transit facilities such as bus stops, shelters, and other passenger amenities; and reviewing potential options for new technologies to improve efficiency and customer satisfaction.

### 2.1 Services Alternatives

The following sections describe service and route alternatives for each of the six existing LCTSD routes and the Dial-A-Ride system.

#### **East County Route**

The following two alternatives are proposed for the East County route:

- ▶ **East County Route Alternative EC1:** Modify the schedule so that westbound buses from Siletz and Toledo always stop at the Fred Meyer/Safeway and Wal-Mart stops in Newport.
  - **Justification:** This change would provide an opportunity to meet needs for shopping, pharmacy, and banking trips, as well as provide a means to travel to work at these locations and other businesses in the northern part of Newport without needing a transfer at City Hall or a one-mile walk. In addition, this change would provide an easier way to get into Newport and points south for residents of the Little Creek apartments. The overarching theme is the regularity of the service and the elimination of the need to make special stop requests or to get picked up from these locations.
  - **Revenue operating hours:** This alternative assumes that buses would continue to serve the same stop locations as the existing route, with the addition of always serving the Fred Meyer and Wal-Mart stops. Under this assumption, the travel time of the five daily routes that currently serve the Fred Meyer/Wal-Mart stops by request only would equal the travel time from Newport City Hall and back (approximately 24 minutes for each run). This would increase the operating hours by a total of two hours per day (5 runs × 24 minutes per run).

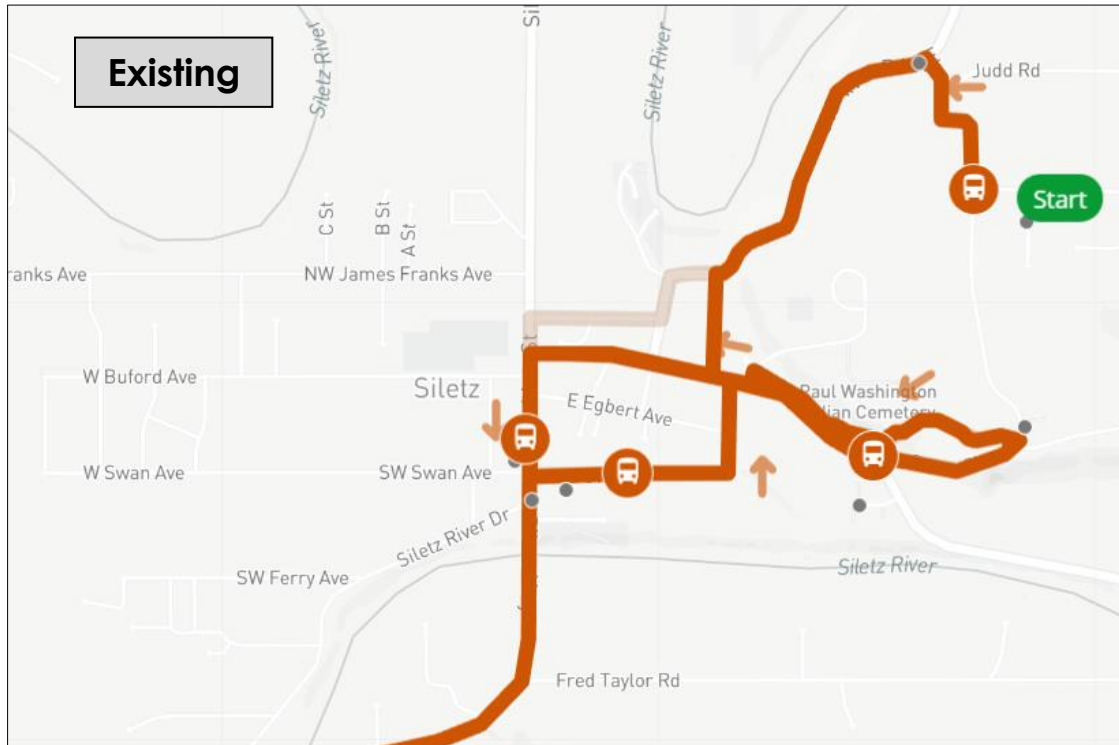
- **Cost:** Based on the additional travel time, the operating cost for this additional service is approximately \$117/day and \$36,500/year.<sup>2</sup>
  - **Ridership and Service Area:** The addition of the Fred Meyer/Wal-Mart stops to the regular schedule for each run would not increase the areas or populations served. As the additional bus would reduce the need to transfer or walk during most of the day, it would be easier and more convenient for people to reach those destinations throughout the day.
  - **Reliability:** Some potential negative impact to reliability because the route would be lengthened. Reliability would be improved for those who would use the service as there would be no need to request pick-up.
  - **Impacts to Existing Users:** Existing users would be better served with more frequent service.
- ▶ *East County Route Alternative EC2:* Alter the routing in Siletz and Toledo to simplify the routing and capture more population and employment within bus stop walksheds, using two loops in Siletz. Figure 1 and Figure 2 show the existing and modified East County Routing.
- **Justification:** New roadways in Siletz and development in Toledo provide the potential for better routing on the East County Route.
  - **Revenue operating hours:** Changes to the route would save approximately 200 annual revenue operating hours.
  - **Cost:** Routing changes would decrease mileage and time, decreasing costs by approximately \$38/day or \$11,800/year.<sup>2</sup>
  - **Ridership and Service Area:** Siletz service area is expanded and Toledo service area is modified, capturing more employment and population.
  - **Reliability:** Reduced route mileage would improve reliability.
  - **Impacts to Existing Users:** May change route scheduling, with potential to cause confusion after route changes. In the long-term, improvements to reliability and increased amenities near bus stops would benefit existing users.
- ▶ *East County Route Alternative EC3:* Alter the routing in Siletz and Toledo to simplify the routing and capture more population and employment within bus stop walksheds, using a loop and spur in Siletz. Figure 1 and Figure 2 show the existing and modified East County Routing.
- **Justification:** New roadways in Siletz and development in Toledo provide the potential for better routing on the East County Route.
  - **Revenue operating hours:** Changes to the route would save approximately 300 annual revenue operating hours.
  - **Cost:** Routing changes would decrease mileage and time, decreasing costs by approximately \$57/day or \$17,700/year.<sup>2</sup>
  - **Ridership and Service Area:** Siletz service area is expanded and Toledo service area is modified, capturing more employment and population.
  - **Reliability:** Reduced route mileage would improve reliability.

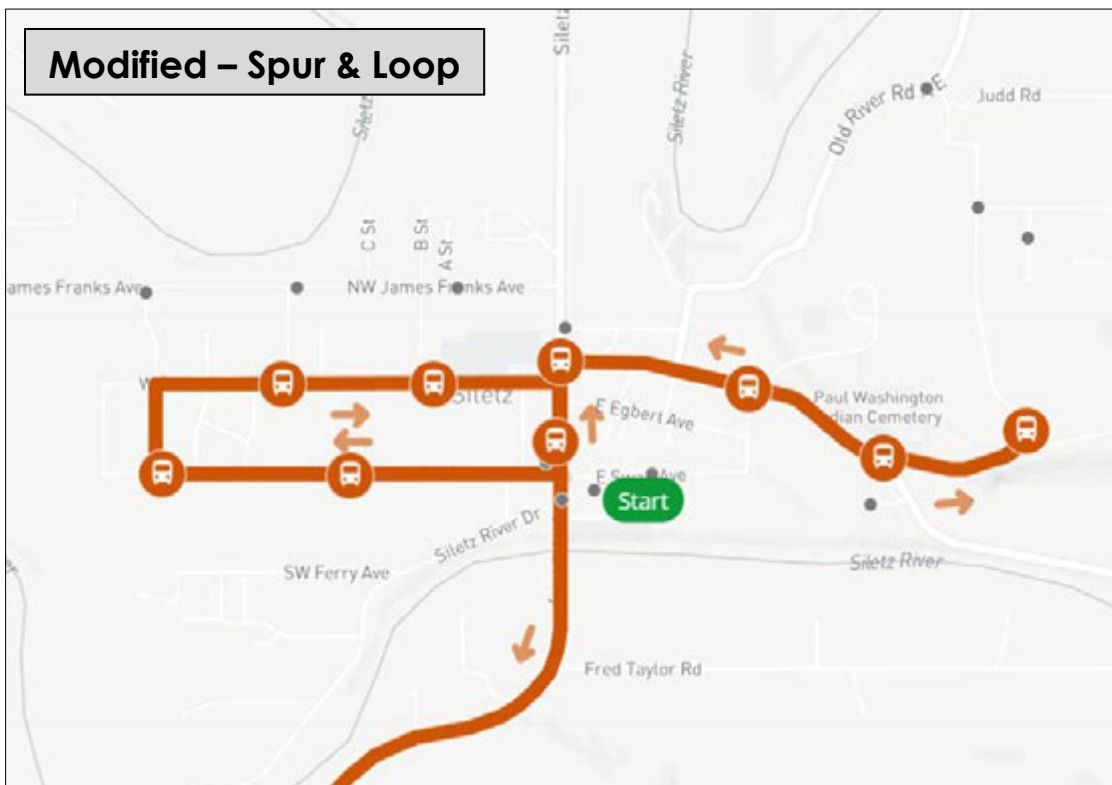
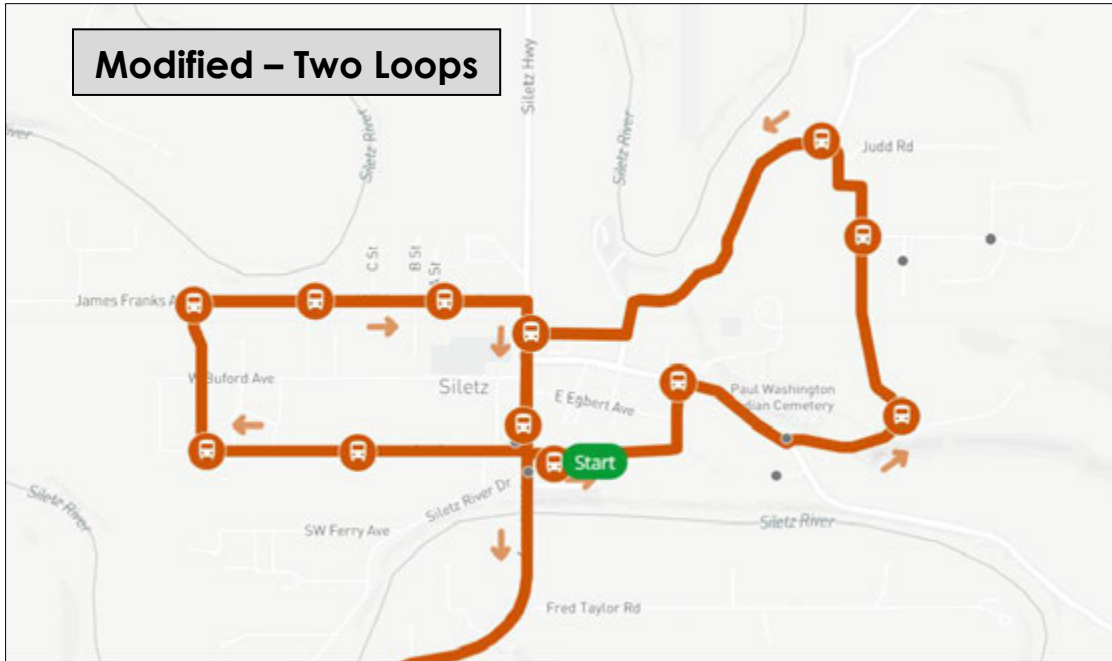
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<sup>2</sup> Based on costs developed in Memorandum 3, the East County Route has a cost of \$58.45/hour.

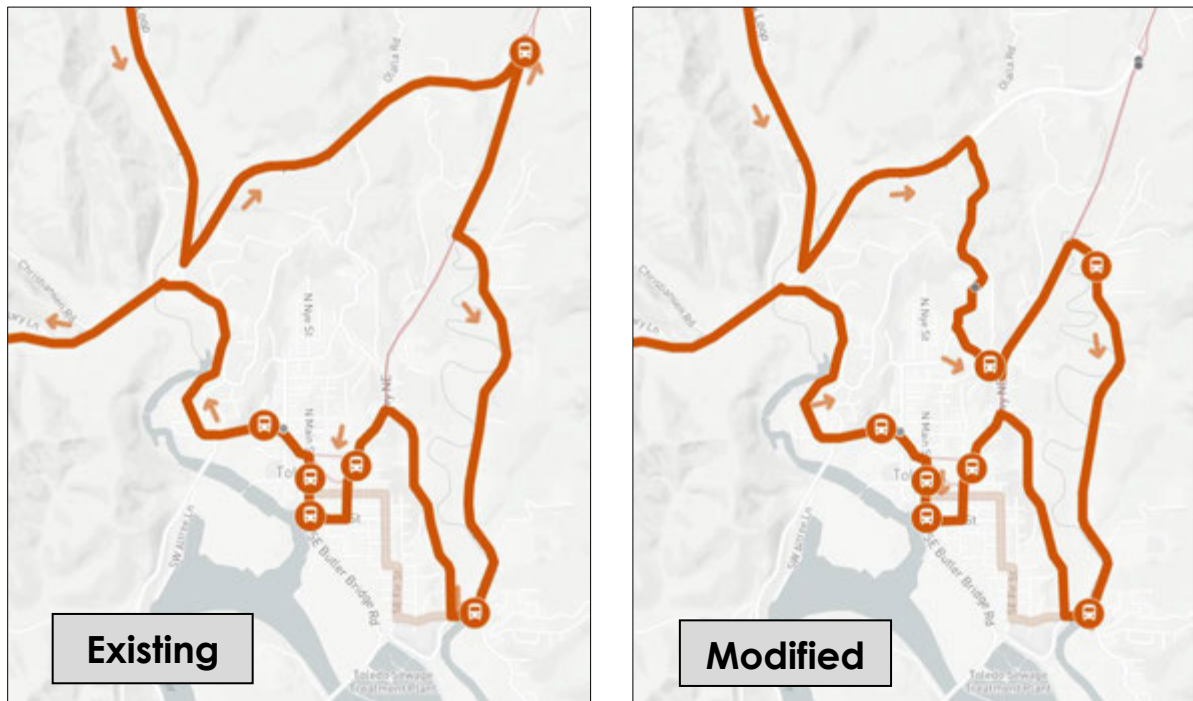
- **Impacts to Existing Users:** May change route scheduling, with potential to cause confusion after route changes. In the long-term, improvements to reliability and increased amenities near bus stops would benefit existing users.

**Figure 1: Existing and Modified East County Route - Siletz**





**Figure 2: Existing and Modified East County Route - Toledo**



### **Lincoln City Loop**

The following three alternatives are proposed for the Lincoln City Loop route:

- ▶ **Lincoln City Loop Alternative LCL1:** Adjust schedule to accommodate start time for Taft High and Taft Elementary Schools, and provided a stop at the intersection of US 101 and SE High School Drive.
  - **Justification:** Currently, the Lincoln City Loop Route does not provide service from Lincoln City to the stops closest to Taft Elementary and Taft High School for students or staff to arrive in time for the beginning of the school day.
  - **Revenue operating hours:** One additional hour, five days a week, for the duration of the school year would be needed.
  - **Cost:** Based on travel time, the cost of an additional hour would approximately be \$55/day and \$11,000 for a typical school year.<sup>3</sup>
  - **Ridership and Service Area:** The additional bus would not increase the area served, but will create a two new opportunities for students and employees to commute to school on public transit.
  - **Reliability:** No impact to reliability.
  - **Impacts to Existing Users:** Employees and students are not currently able to use the Lincoln City Loop route to reach school in time for the day to begin.

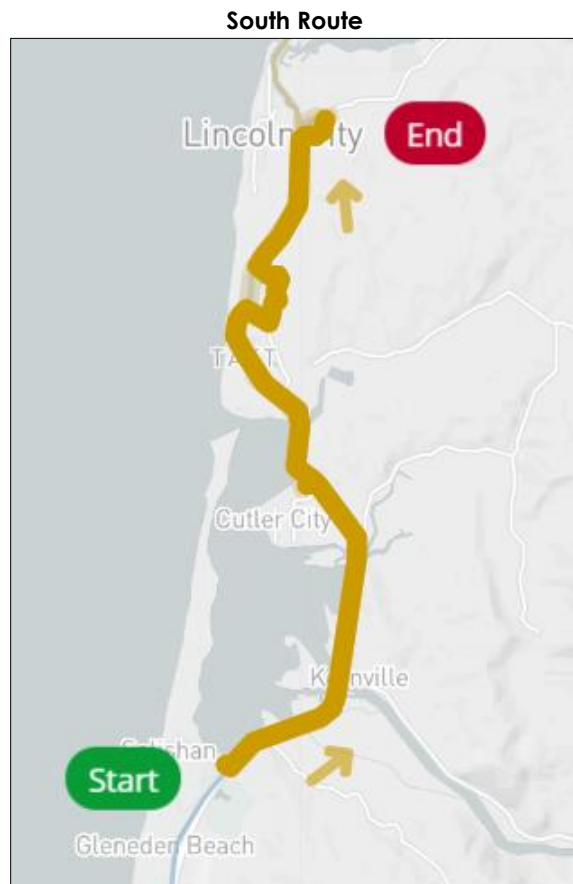
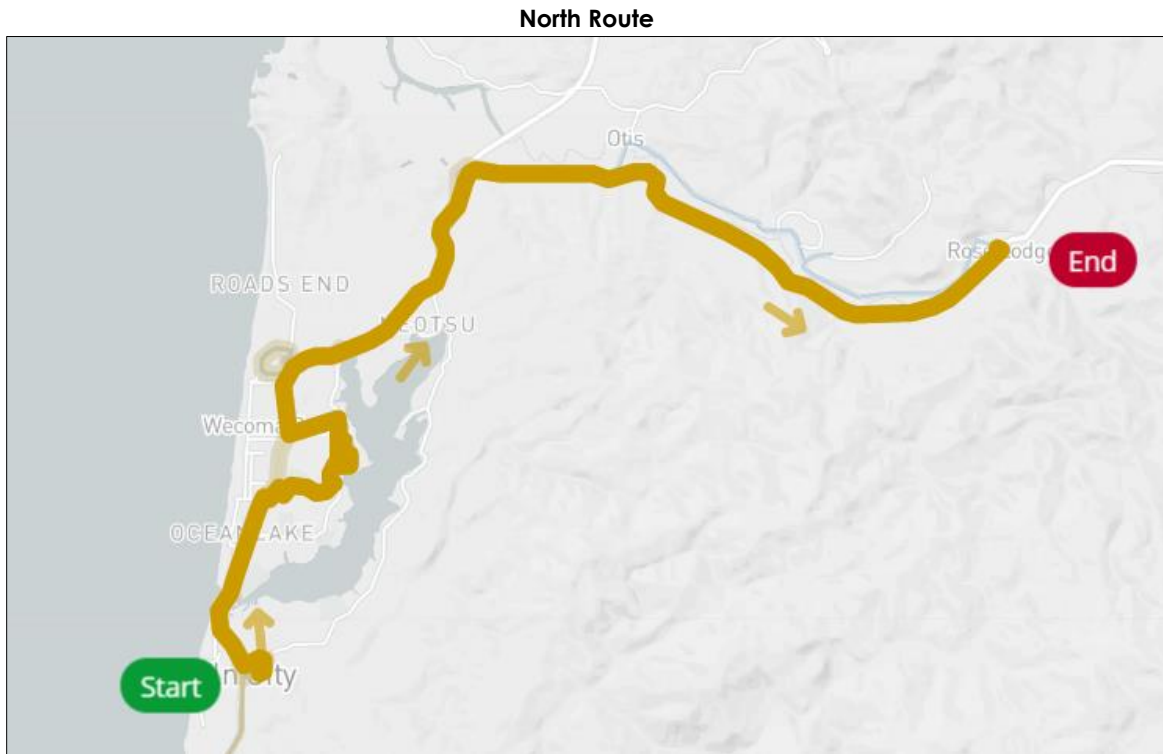
<sup>3</sup> Based on costs developed in Memorandum 3, the Lincoln City Loop Route has a cost of \$54.30/hour.

- ▶ **Lincoln City Loop Alternative LCL2:** Run on Sunday to provide service 7 days per week
  - **Justification:** Providing Sunday service would give residents a daily transit alternative to travel around town, provide access to jobs, serve tourist needs, and connect with other services and transportation modes.
  - **Revenue operating hours:** One additional 10-hour day of service every week.
  - **Cost:** Based on travel time, the cost of an additional 10-hour day of service would be approximately \$545/day and \$28,300/year.<sup>4</sup>
  - **Ridership and Service Area:** The additional bus would not increase the areas or populations served; however, because the additional bus would provide service on Sunday, it can be assumed that more people would use transit.
  - **Reliability:** No impact to reliability.
  - **Impacts to Existing Users:** Existing users would be better served with daily service.
  
- ▶ **Lincoln City Loop Alternative LCL3:** Create a second Lincoln City Loop Route by adding a bus, extending the service area, and splitting the existing route into a north loop and a south loop, shown in Figure 3 below.
  - **Justification:** Provides increased geographic coverage by extending service to Salishan. Potential for decreased headways through the use of smaller loops. Headways can also be decreased over time, incrementally increasing revenue operating hours and costs.
  - **Revenue operating hours:** Doubles annual revenue operating hours from 3,339 to 6,678.
  - **Cost:** Operating costs would double, an increase of \$181,000/year. An additional bus may be needed to run both loops at the current frequency.
  - **Ridership and Service Area:** The extension to Salishan would increase the areas and populations served.
  - **Reliability:** Potential increase for the need to transfer buses and potential to miss a connection. Increased frequency improves reliability.
  - **Impacts to Existing Users:** Existing users may need to transfer if their origin and destination are not on the same loop. Existing users would be better served with increased frequency.

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<sup>4</sup> Based on costs developed in Memorandum 3, the Lincoln City Loop Route has a cost of \$54.30/hour.

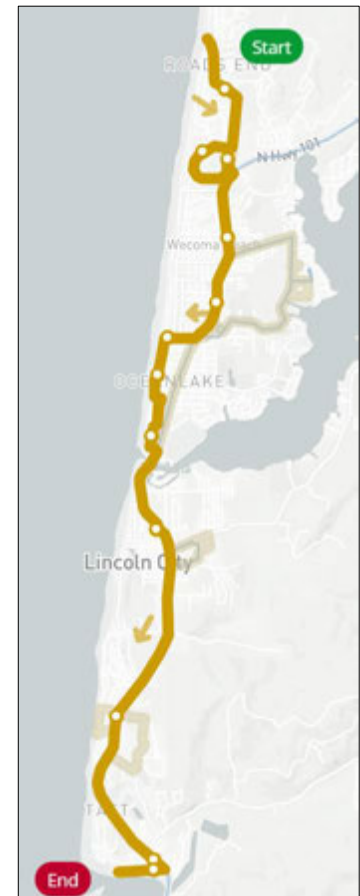
**Figure 3: Existing and Modified East County Route – Toledo**



**Figure 4: Lincoln City Loop Tourist Route**

- ▶ **Lincoln City Loop Alternative LCL4:** Create a second Lincoln City Loop Route during the peak travel season by adding a bus and providing service to key destinations, recreation, and tourism locations, shown in Figure 4.

- **Justification:** Providing increased service to both visitors and residents of Lincoln City during peak travel season, effectively doubling service to key destinations in conjunction with the existing Lincoln City Loop.
- **Revenue operating hours:** Annual revenue operating hours would increase by 840 hours (running 10 hours/day, 6 days/week, 14 weeks/year). This assumes service between Memorial Day and Labor Day.
- **Cost:** Operating costs would be approximately \$45,600/year<sup>5</sup>. An additional bus would be necessary.
- **Ridership and Service Area:** The extension to Salishan and Road's End would increase the areas and populations served. Additional transit frequency is likely to increase ridership.
- **Reliability:** Addition of service would offer more transit options for travel within Lincoln City as well as more opportunities for transfer to regional routes.
- **Impacts to Existing Users:** The existing Lincoln City Loop will not be affected. Existing riders would have more options for travel.



### Coast to Valley

The following alternative is proposed for the Coast to Valley route:

- ▶ **Coast to Valley Alternative CV1:** Increase service frequency and lengthen service span by adding one run to the beginning of the existing schedule, two mid-day runs, and one run to the end of the existing schedule.
- **Justification:** Increasing frequency and service span would give Lincoln County workers and students more options to reach employers and campuses in the Corvallis and Albany area, and allow others to more easily access services, destinations and connect with other transportation modes in Corvallis and Albany.
- **Revenue operating hours:** Service would double with four additional runs per day, an additional 3,389 revenue operating hours.
- **Cost:** Based on travel time, the cost of the additional hours of service would be approximately \$655/day and \$237,600/year.<sup>6</sup>

<sup>5</sup> Based on costs developed in Memorandum 3, the Lincoln City Loop Route has a cost of \$54.30/hour.

<sup>6</sup> Based on costs developed in Memorandum 3, the Coast to Valley Route has a cost of \$70.10/hour.

- **Ridership and Service Area:** The service area would not change, but additional service and options would draw higher ridership, as this service provides a connection to the Amtrak station in Albany.
- **Reliability:** No impact to reliability, though the additional hours of service would make the impacts of missing a bus less onerous.
- **Impacts to Existing Users:** Existing users would be better served with the additional frequency and service hours.

### Newport City Loop

The Newport City Loop alternatives focus on seasonal traffic demand and routing that serves both tourists and residents. The City of Newport provided parking utilization data along Nye Beach and the Bayfront to inform Newport City Loop service alternatives. The findings are as follows:

- Nye Beach summer and winter peak hours occur on Saturday afternoons.
  - During the summer peak, parking is greater than 85% occupied on segments of W Olive Street, NW Coast Street, NW 2<sup>nd</sup> Court, NW 3<sup>rd</sup> Street, NW Beach Drive, and NW 6<sup>th</sup> Street.
  - During the winter peak, parking is greater than 85% occupied on segments of NW Cliff Street, NW Coast Street, NW 3<sup>rd</sup> Street, and NW Beach Drive.
  - Parking occupancy at the Performing Arts Center was 59% or less at the summer peak, indicating potential as a park-and-ride lot.
- Bayfront summer and winter peak hours occur on Saturday afternoons.
  - During the summer peak, parking is greater than 85% occupied along Bay Boulevard from its western terminus to SE Eads Street, along SW Canyon Way, SW Hatfield Drive, SW 13<sup>th</sup> Street, and most parking lots.
  - During the winter peak, parking is greater than 85% occupied along Bay Boulevard from the Bay Market Parking Lot to SW Hatfield Drive and two small parking lots.
  - A park-and-ride facility toward the City Hall transfer point may alleviate the parking demand along the Bayfront.

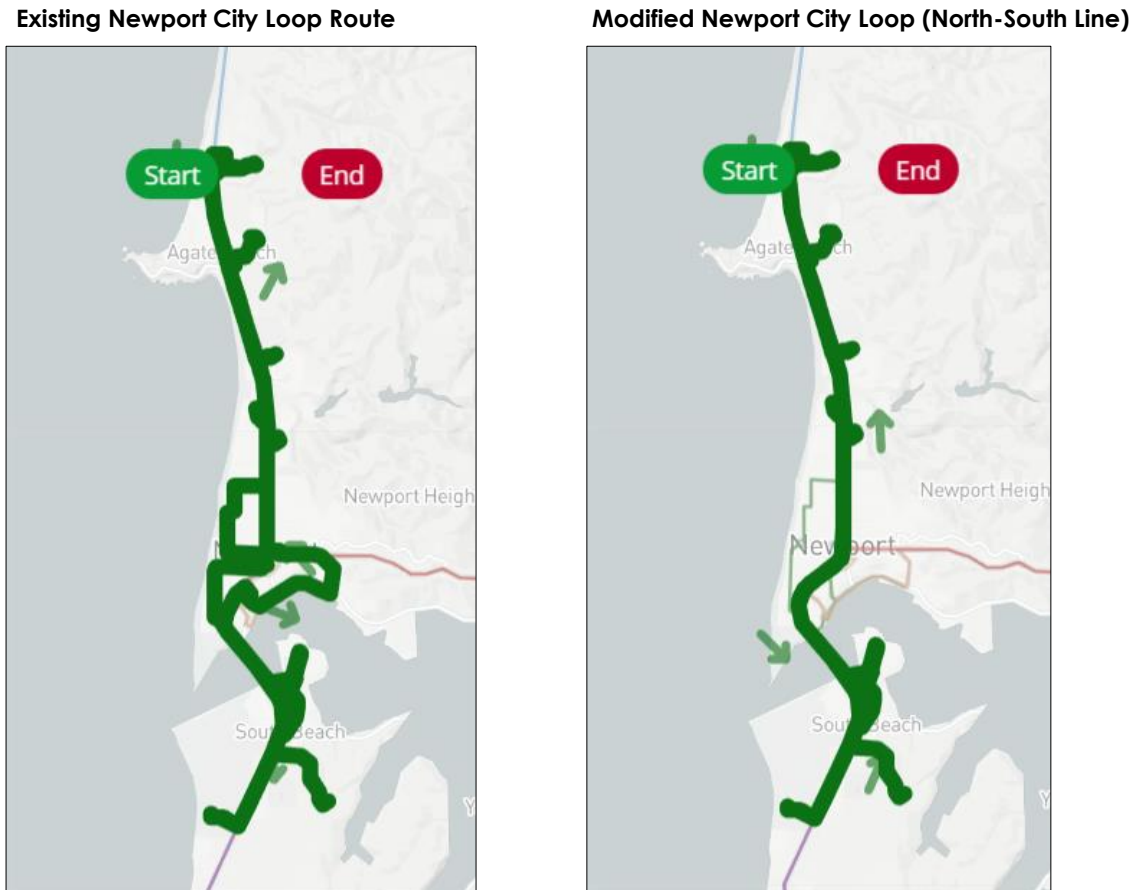
Table 4 shows the existing schedule information for the Newport City Loop.

**Table 4: Existing Route Schedule**

Segment	Direction	Travel Time
North End-Fred Meyer	Southbound	10 minutes
Fred Meyer – City Hall	Southbound	10 minutes
City Hall – South End – City Hall	Southbound – Northbound	45 minutes
City Hall – Fred Meyer	Northbound	5 minutes
Fred Meyer – North End	Northbound	10 minutes
City Hall Dwell Time	-	10 minutes
<b>Total</b>		<b>90 minutes</b>

When adding the Newport Tourist Route, the Bayfront and Nye Beach spurs of the Newport City Loop are removed from the existing route. These portions are covered by the Nye Beach-Bayfront routes. Existing and modified Newport City Loop Routes are shown in the Figure 5 and Figure 6 below. Though a 5-10 minute travel time savings is anticipated with these modifications, the replacement of several call-stops with regular stops would bring travel times back to the anticipated 90 minutes.

**Figure 5: Existing and Modified Newport City Loops**

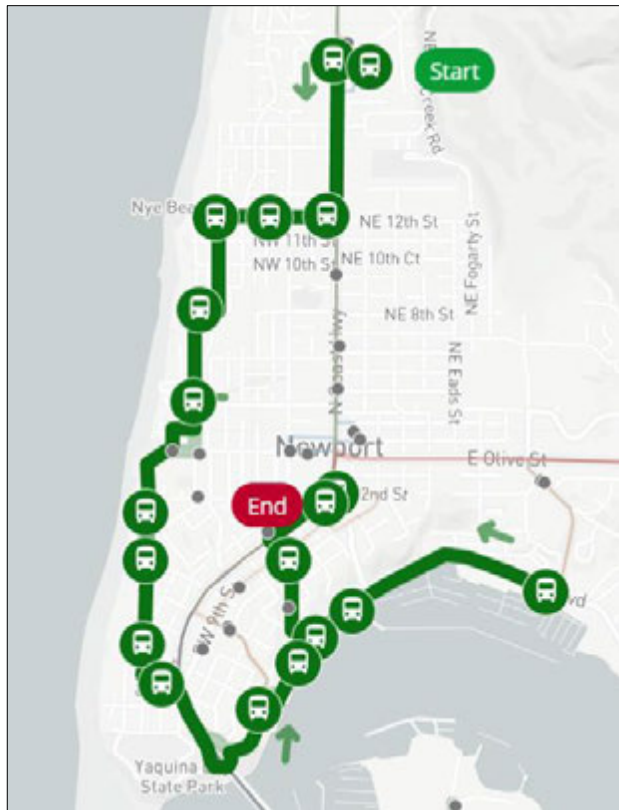


- ▶ **Newport City Loop Alternative NCL1:** Create a second Newport City route by adding a route from Nye Beach to the Bayfront to Embarcadero, with opportunities to transfer to the Newport City Loop North-South Route at Fred Meyer and Newport City Hall.
  - **Justification:** Maintain headways on the existing Newport City Loop by removing the Nye Beach and Bayfront diversions, cover these regions with the Nye Beach-Bayfront route, establish call-stops as regular stops, and provide increased connectivity. Provide Nye Beach to Bayfront connectivity on 45-minute headways.
  - **Revenue operating hours:** Doubles the annual revenue operating hours from 3,693 to 7,386.
  - **Cost:** Operating costs would also double, an increase of \$201,000/year. One new bus would be needed to operate the new route at 45-minute headways.

- **Ridership and Service Area:** Service area would not change. However, the more direct routing to key destinations may increase ridership.
- **Reliability:** Potential increase for the need to transfer buses and potential to miss a connection, but more direct connections to key destinations.
- **Impacts to Existing Users:** Existing users may need to transfer if their origin and destination are not on the same route. Existing users would be better served with increased route options. Both routes would maintain stops at Fred Meyer and City Hall, major transfer points to regional routes.

Figure 6: Modified Newport City Loops (Nye Beach – Bayfront Route)

Inbound



Outbound



**Table 5: Travel Time Comparisons**

Segment	North-South Line		Nye Beach – Bayfront Line	
	Direction	Travel Time	Direction	Travel Time
North End-Fred Meyer	Southbound	10 minutes	-	-
Fred Meyer – City Hall	Southbound	10 minutes	Southbound	20 minutes
City Hall – South End – City Hall	Southbound – Northbound	45 minutes	-	-
City Hall – Fred Meyer	Northbound	5 minutes	Northbound	20 minutes
Fred Meyer – North End	Northbound	10 minutes	-	-
Dwell/Catch-Up Time	-	10 minutes	-	5 minutes
<b>Total</b>		<b>90 minutes</b>		<b>45 minutes</b>

**Table 6: Example Route Timing**

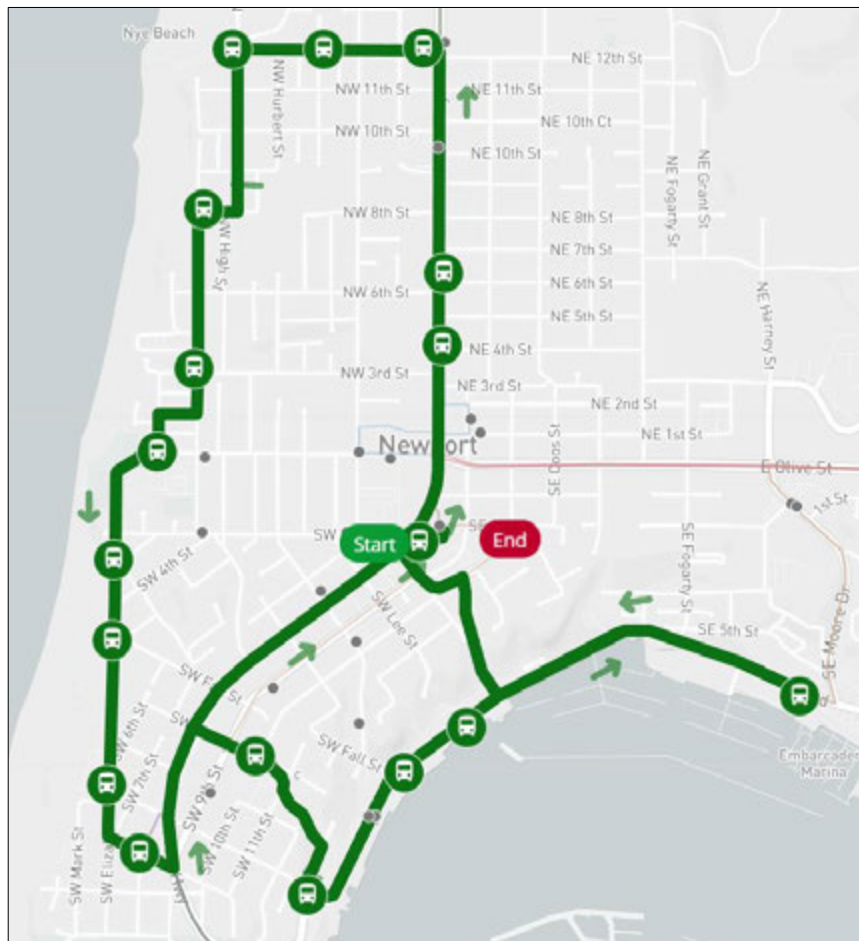
Stop Location	North-South Line			Stop Location	Nye Beach – Bayfront Line		
	Direction	Stop Time	Travel Time to Next Stop		Direction	Stop Time	Travel Time to Next Stop
North End	Southbound	8:50 AM	10 minutes	-	-	-	-
Fred Meyer	Southbound	9:00 AM <sup>1</sup>	10 minutes	Fred Meyer	Southbound	9:00 AM <sup>1</sup>	20 minutes
City Hall	Southbound – Northbound	9:10 AM 9:55 AM <sup>2</sup>	45 minutes	City Hall	Northbound	9:20 AM	20 minutes
				Fred Meyer	Southbound	9:40 AM	20 minutes
				City Hall	Northbound	10:00 AM <sup>2</sup>	20 minutes
Fred Meyer	Northbound	10:05 AM	5 minutes	Fred Meyer	Southbound	10:20 AM	20 minutes
North End	Northbound	10:15 AM	10 minutes	-	-	-	-

<sup>1</sup> Southbound/Inbound Transfer Opportunity

<sup>2</sup> Northbound/Outbound Transfer Opportunity

- ▶ **Newport City Loop Alternative NCL2:** Create a second Newport City route by adding a route from Nye Beach to the Bayfront to Embarcadero, with opportunities to transfer to the Newport City Loop North-South Route at Newport City Hall as shown in Figure 7 below. The route could be on 30 minute headways and include a 15-minute loop around Nye Beach to City Hall and a 15-minute loop around Bayfront to City Hall.
  - **Justification:** Maintain headways on the existing Newport City Loop by removing the Nye Beach and Bayfront diversions, cover these regions with the Nye Beach-Bayfront route, establish call-stops as regular stops, and provide increased connectivity. Provide Nye Beach to Bayfront connectivity on 30-minute headways.
  - **Revenue operating hours:** Doubles the annual revenue operating hours from 3,693 to 7,386.
  - **Cost:** Operating costs would also double, an increase of \$201,000/year. One new bus would be needed to operate the new route at 30-minute headways.
  - **Ridership and Service Area:** Service area would not change. However, the more direct routing to key destinations may increase ridership.
  - **Reliability:** Potential increase for the need to transfer buses and potential to miss a connection, but more direct connections to key destinations.
  - **Impacts to Existing Users:** Existing users may need to transfer if their origin and destination are not on the same route. Existing users would be better served with increased route options. Both routes would maintain stops at City Hall, a major transfer point to regional routes.

**Figure 7: Modified Nye Beach-Bayfront Loop for Alternative NCL2.**



**Table 7: Example Route Timing**

Stop Location	North-South Line			Stop Location	Nye Beach – Bayfront Line		
	Direction	Stop Time	Travel Time to Next Stop		Direction	Stop Time	Travel Time to Next Stop
North End	Southbound	8:50 AM	10 minutes	-	-	-	-
Fred Meyer	Southbound	9:00 AM	10 minutes	City Hall	-	9:00 AM <sup>3</sup>	5 minutes
City Hall	Southbound – Northbound	9:10 AM <sup>1</sup> 9:55 AM <sup>2</sup>	45 minutes	Nye Beach	-	9:05 AM	10 minutes
				City Hall	-	9:15 AM	5 minutes
				Bayfront	-	9:20 AM	10 minutes
Fred Meyer	Northbound	10:05 AM	5 minutes	City Hall	-	9:30 AM	5 minutes
North End	Northbound	10:15 AM	10 minutes	Nye Beach	-	9:35 AM	10 minutes
				City Hall		9:45 AM <sup>4</sup>	5 minutes
				Bayfront		9:55 AM	10 minutes
				City Hall		10:00 AM <sup>3</sup>	5 minutes

<sup>1</sup> Southbound Transfer Opportunity to Bayfront  
<sup>2</sup> Northbound Transfer Opportunity to Nye Beach  
<sup>3</sup> Bayfront Transfer Opportunity to Southbound 101  
<sup>4</sup> Nye Beach Transfer Opportunity to Northbound 101

### North County Route

The following alternative is proposed for the North County route:

- ▶ **North County Route Alternative NC1:** Increase North County route frequency by adding buses to the fleet, maintaining the existing route, and providing schedule coordination with connecting routes. Table 8 shows the operating costs, projected ridership, and resulting cost per rider.

**Table 8. North County Frequency Costs and Ridership**

Scenario	Operating Cost	Projected Ridership	Cost/Rider
Existing Frequency	\$370,659	69,846	\$5.31
1.5x Weekday Frequency	\$503,037	87,545	\$5.75
1.5x Everyday Frequency	\$555,989	94,498	\$5.88
2x Weekday Frequency	\$635,415	104,295	\$6.09
2x Everyday Frequency	\$741,318	117,253	\$6.32
3x Weekday Frequency	\$900,172	135,583	\$6.64
3x Everyday Frequency	\$1,111,977	158,655	\$7.01

### South County Route

The following alternative is proposed for the South County route:

- ▶ **South County Route Alternative SC1:** Add a spur for connectivity to Oregon Coast Community College (OCCC).
  - **Justification:** OCCC is currently only served by the Newport City Loop. South County Route riders would need to either transfer to the Newport City Loop or walk over one mile along a road lacking sidewalks to reach OCCC.
  - **Revenue operating hours:** A stop at OCCC can be accommodated without change to revenue operating hours.
  - **Cost:** Operating costs did not change from existing in the Remix Platform transit analysis tool, though costs would be expected to increase minimally with the added driving distance.
  - **Ridership and Service Area:** Provides connectivity to a key destination. OCCC student enrollment is near 3,000 and faculty employment near 50, increasing potential for South County students and faculty to commute via transit.
  - **Reliability:** Negligible impact to reliability.
  - **Impacts to Existing Users:** Would add several minutes to travel times for passengers not traveling to OCCC. Would reduce the need to transfer for users accessing OCCC.

### Demand-Response Services

Lincoln County demand-response services (also referred to as Dial-A-Ride or DAR) is an origin-to-destination coordinated and accessible transit service available without eligibility restrictions. Reservations are taken on a first-call, first-served basis. Same-day service is provided if space is available, but a 24- to 48- hour notice is recommended. The DAR service area is within the cities of Newport and Lincoln City only, and operates from

8:00 AM to 3:30 PM, Monday through Friday; LCTSD notes that later times may be available. Fares are \$1.00 for one-way trips, plus \$1.00 for each additional stop. Coupon books with 40 coupons are available for \$30.00 (\$0.75/ride).

On weekends, DAR service is not provided. Instead, riders can use the City Loop services if feasible (Lincoln City Loop is available on Saturdays, Newport City Loop is available on Saturdays and Sundays).

Trips are restricted to a "two stop" limit per day, with additional stops scheduled for different days. While the DAR service may be used for connections to other regional services, the intention of the origin-to-destination service is for direct connections to local services.

Figure 8 and Figure 9 show the combined DAR origins and destinations for approximately one month of service calls in October 2016. Table 9 and Table 10 identify the top ten locations that have the largest number of (combined) origins and destinations in Lincoln City and Newport, respectively. As shown in the two figures and two tables, the majority of DAR trips have an origin or destination on or very close to stops on existing fixed transit routes. This suggests an opportunity to find ways to get existing DAR users to switch to fixed-route service, which would be an opportunity for LCTSD to reduce operating costs for DAR service and repurpose the savings for DAR expansion or other priorities. Some DAR requests could be eliminated if complete pedestrian links were present between these origins/destinations and LCTSD bus stops. LCTSD should work with local agencies (Lincoln County, cities, and ODOT) to incorporate pedestrian facilities in their Capital Improvement Plans in order to prioritize these in the future.

Opportunities and alternatives to improve and expand existing DAR services include the following:

- ▶ Expand DAR services to Siletz, Toledo, Depoe Bay, Waldport, Yachats and rural portions of Lincoln County.
- ▶ Provide DAR services for longer hours during weekdays and on weekends.
- ▶ Explore opportunities to extend public transportation services to underserved communities and rural areas of the County through options to fixed route service, such as volunteer-based demand response programs, shuttle routes, feeder services, and shopping or medical shuttles.
- ▶ Explore options to reduce the demand of more costly demand-response services through promotion and public education of fixed route services, (e.g. dispatchers counseling on accessibility/availability of fixed route services; incentives for fixed route use; screening of demand response rider eligibility; increased demand response service fares; travel training and work with human service agencies and senior facilities to provide escort assistance on fixed-route services appropriate policy changes; and other means).
- ▶ To encourage use of fixed route transit by older adults and persons with disabilities, provide and actively promote travel training and travel companion programs provided by others, such as Samaritan Health Services' Senior Companion Program and Easter Seals. Investigate other techniques to encourage fixed route transit use, such as travel hosts at transit hubs.
- ▶ Preserve inter-city service between Lincoln and Benton Counties to improve access to medical care.
- ▶ Coordinate with Ride Line and InterCommunity Health Network (Coordinated Care Organization) on the use of brokered rides and gas reimbursements to access medical and human services.
- ▶ Inventory all human and health service providers (e.g. senior centers, retirement centers, assisted living centers), major employers, and other appropriate parties to identify those entities in the County that have

the capability to provide transportation services. Use results to coordinate with those entities on service provision.

- ▶ Increases in fixed route service frequency and service span in areas such as Siletz, Toledo, Waldport, Yachats and rural portions of Lincoln County that have greater densities of older adults can reduce the need to provide DAR service in those areas.

### Demand-Response Alternative

The following alternative is proposed for the demand-response service in Lincoln County route:

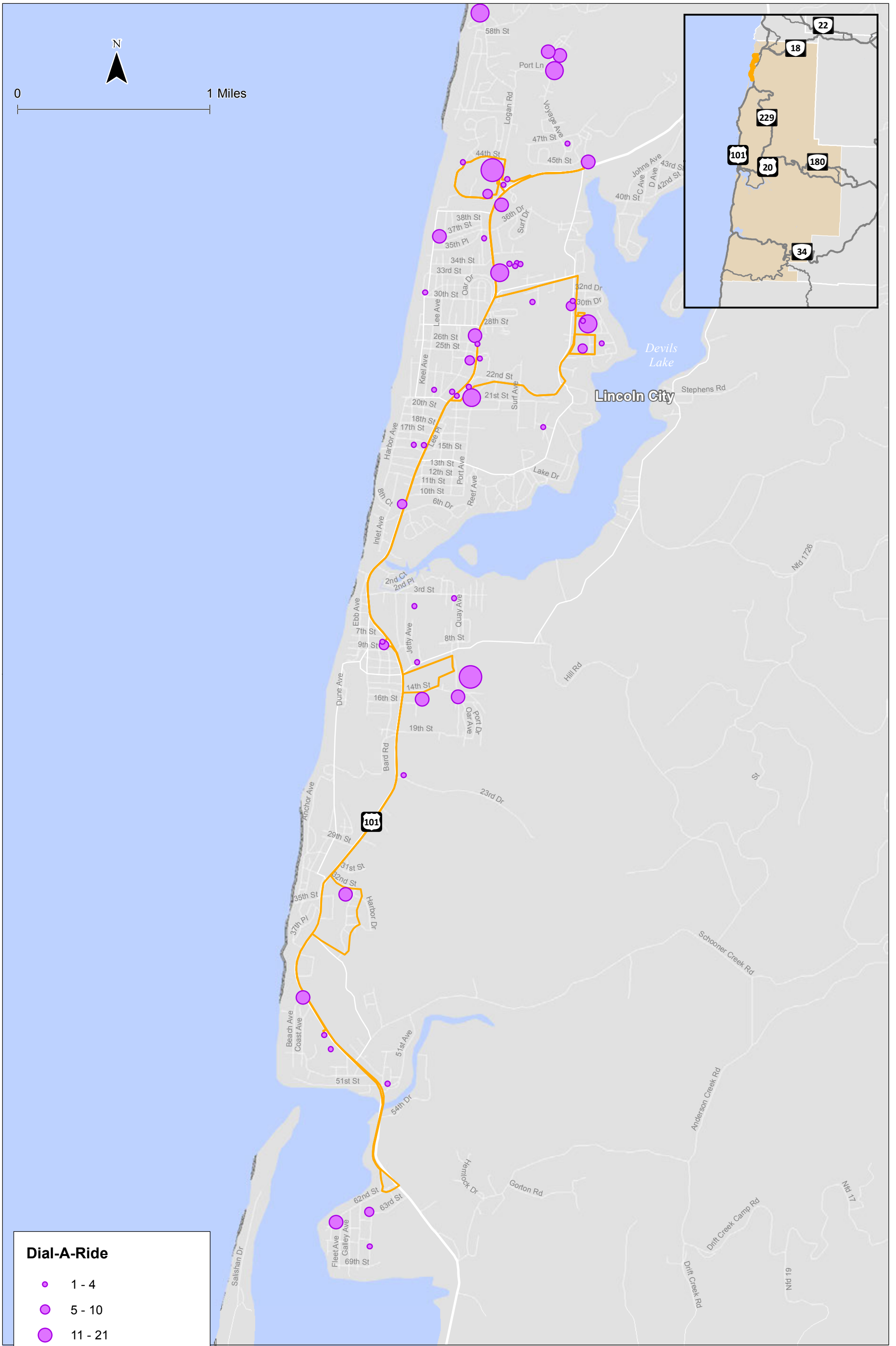
- ▶ **Demand-Response Alternative DR1:** Extend demand-response service hours from 8:00 AM to 3:30 PM to 7:00 AM to 6:00 PM, and provide service seven days a week. This alternative includes outreach and marketing effort to encourage demand-response users to transfer to fixed route service if they are able. In addition, efforts would be undertaken to increase the number of volunteer drivers available to provide rides.
  - **Justification:** Fulfills requested service gap on weekends, and provides flexibility to riders needing demand-response service earlier and later during the week.
  - **Revenue operating hours:** Annual revenue operating hours would grow from 1,960 to 4,000.
  - **Cost:** Operating costs would increase by \$207,000/year. Depending on ridership and availability of volunteer drivers, a new van may be required.
  - **Ridership and Service Area:** Service area would not change. However, the increased service span and addition of weekend service would be likely to increase ridership.
  - **Reliability:** More volunteer drivers would reduce waiting times. More service could potentially reduce reliability.
  - **Impacts to Existing Users:** Existing users would be better served by longer service span and weekend service.

**Table 9. Top 10 Lincoln City Dial-A-Ride Origin and Destinations**

Location	Total Passengers (sum of Origins and Destinations)	Number of Trips
Safeway	83	45
North County Route Bus Transfer	66	64
Bi-Mart	53	50
Starbucks Coffee	31	31
North Lincoln Hospital	29	26
Walgreen's	21	21
Dorchester House	20	20
Community Center	19	19
NESS (North End Senior Solutions)	14	14
DMV	12	12
Price & Pride	9	9

**Table 10. Top 10 Newport Dial-A-Ride Origin and Destinations**

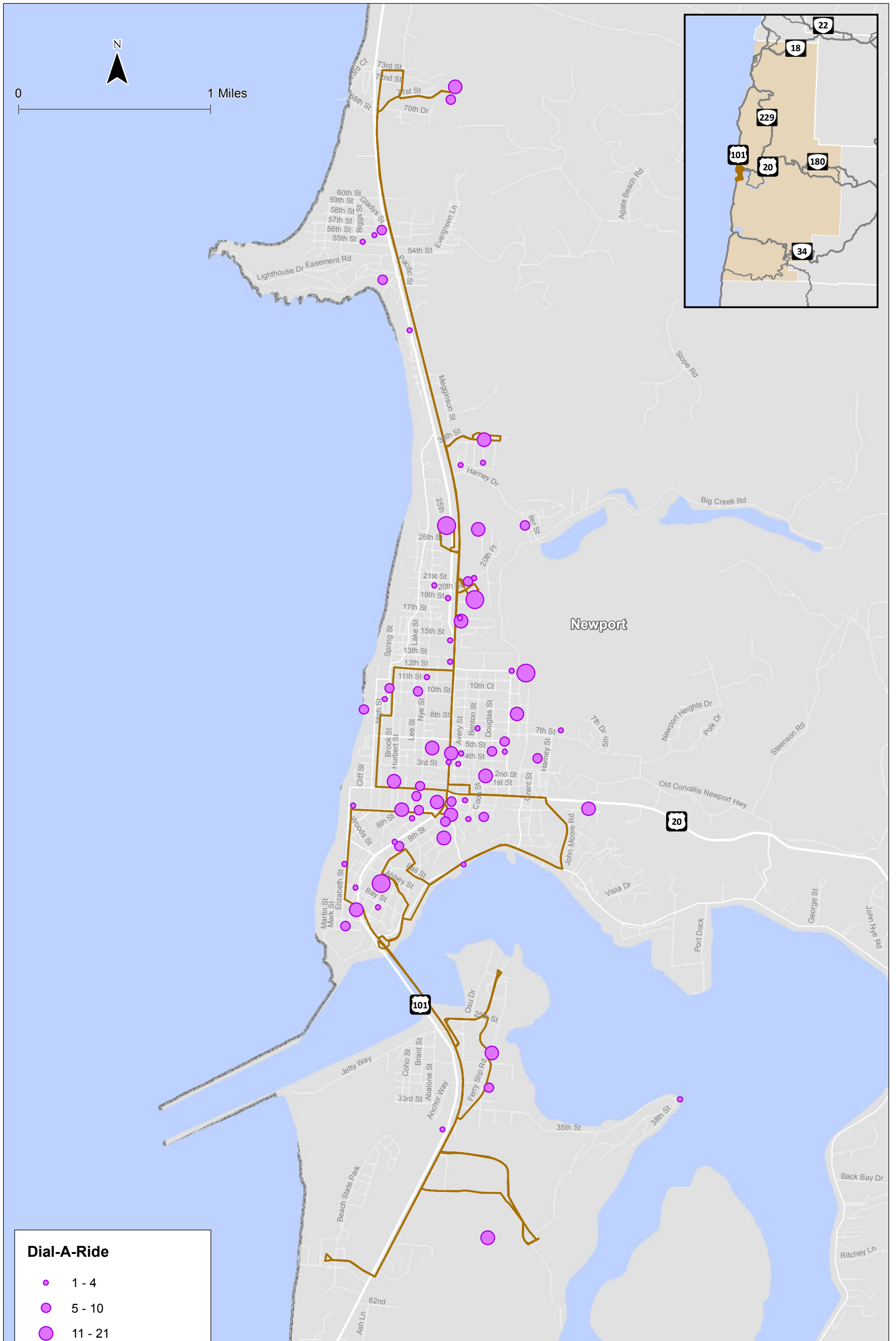
Location	Total Passengers (sum of Origins and Destinations)	Number of Trips
Samaritan Pacific Communities Hospital	38	32
Newport Pool	37	37
Walmart	31	29
Fred Meyer	29	27
Big Creek Point Senior Apartments	17	10
Dollar Store	14	14
OCCC	14	14
Oceanview Assisted Living	13	13
Lincoln Community Health Center	12	12
Laundromat	12	11
Newport Adult Activity Center	12	11



Lincoln City Loop Dial-A-Ride Passengers  
Lincoln County, Oregon

Figure  
8

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Newport City Loop Dial-A-Ride Passengers  
Lincoln County, Oregon

Figure  
9

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## Fare Policy

The current LCTSD fare structure is based on a system of nine zones, where travel in each zone costs \$1.00. Coupon books with 40 one-zone passes each cost \$30.00, reducing the cost per zonal trip to \$0.75. The vast majority of riders (92 percent, based on the 2016 LCTSD Customer Survey), pay for their fares using either cash or the zone coupons. In addition, LCTSD offers several discounted fare options for different population groups, as follows:

- ▶ Riders five years and under and over 90 years of age ride free
- ▶ Tribal members ride free with Tribal ID
- ▶ Hotel/motel guests ride free with voucher from lodging establishment
- ▶ Medical access riders ride free with medical access pass
- ▶ LCTSD provides passes to the local Veterans office
- ▶ Community service workers ride free; in return LCTSD buses are detailed every other week
- ▶ 3-day and 7-day visitor passes

Opportunities to modify existing fare policy include the following alternatives:

- ▶ Consideration to simplify the existing nine-zone system into a three-zone system based on the following origin-destination pairs:
  - Lincoln City – Newport
  - Newport – Yachats
  - Newport – Siletz
  - Each zone would cost \$2.00 (\$1.50, reduced) per trip
- ▶ Monthly passes
  - Equivalent pricing based on a fare structure where one round trip for 20 days equals the monthly pass cost suggests a monthly pass cost of \$60.00
- ▶ Tourist bus
  - Summer only (approximately Memorial Day to Labor Day)
  - Annual operating costs for the Lincoln City or Newport City Loop bus = \$54.30/hour × 10 hour/day × 7 days/week × 12 weeks = approximately \$45,000 each.
    - › Possibly funded by a per-person, per-night surcharge of \$0.25 for all hotels, rentals, and AirBNBs within 1/8 mile of the route
    - › Hotel opt-out option – provide X number of hours of private shuttle service per day
- ▶ Inflation should be monitored to adjust fares accordingly every year
- ▶ LCTSD may choose to negotiate pass programs on a per-person basis for additional organizations, rather than providing a reduced price per passenger
- ▶ Student and employee discounts for educational institutions

The benefits of moving to a simplified three-zone system would be the relative ease of fare and transfer management for drivers, as they would no longer need to check zones or ask passengers their fare status as well as increased ease for riders: there would be no need to determine how many zones to buy for a given trip.

The following example illustrates the economic benefit of moving to a simplified three-zone system for a theoretical rider traveling from Siletz to the Chinook Winds Casino in Lincoln City.

The current round-trip cost from Siletz to Chinook Winds Casino in Lincoln City is \$12.00/day (\$9.00/day, using the reduced prices available through the 40-coupon book). This trip is currently a one-way six-zone journey. If the trip was converted to a two-zone one-way trip, the reduced roundtrip fare would drop from \$9.00 to \$6.00. For someone working full-time, using transit five days a week, and making the Oregon minimum wage (\$9.75/hour), the change in zone policy (reducing the number of zones and increasing the cost per zone) would save \$15.00/week, which would be approximately four percent of their weekly gross wages. This would be a substantial, positive impact for people with low incomes, and the money saved would likely go right back into the community.

Lincoln County School District encourages employee use of transit by subsidizing transit passes. Continue to coordinate with Lincoln County School District on programs, e.g. subsidized transit passes to encourage employee use of transit.

### **Scheduling, Coordination, Volunteer Driver, and Marketing Strategies**

In addition to the service alternatives described above, LCTSD should continue to examine individual route scheduling, timed transfers, and coordination with adjacent transit service providers. Opportunities to build the volunteer driver fleet would be helpful to provide additional point-to-point transportations services for those in need, and ongoing driver recruitment and training will provide quality customer service and positive ridership experiences. A coordinated, targeted, and effective public information and marketing campaign would help publicize and encourage people to use transit – these methods can also be used to shift transit demand from DAR services to fixed routes, increasing service efficiencies and reducing costs. Finally, ongoing and thoughtful efforts to streamline administrative functions, find additional cost savings, and increase management efficiency will create positive benefits for LCTSD.

## **2.2 Alternatives Evaluation**

To evaluate and assess each alternative according to the evaluation criteria, a scoring system was developed. Each evaluation criterion was assigned a range of values (●, ◐, ○), and each alternative was scored relative to the other alternatives. The alternative that achieves each metric better than others receives a “●”, those that do not impact the metric receive a “◐”, those that underperform compared to other concepts receive a “○” score. Table 11 outlines the elements considered in the initial evaluation and aspects of each element that characterized the variations between alternatives.

**Table 11. Service Alternatives Evaluation**

Alternative	Description	Criteria				
		Revenue Operating Hours <sup>1</sup>	Cost <sup>2</sup>	Ridership/Service Area <sup>3</sup>	Reliability <sup>4</sup>	Impact to Existing Users <sup>5</sup>
EC1	Modify schedule to always stop at the Newport Fred Meyer and Wal-Mart	●	●	◐	◐	●
EC2	Modify route to increase access for Siletz/Toledo residents and jobs using two loops in Siletz	●	●	●	●	◐
EC3	Modify route to increase access for Siletz/Toledo residents and jobs using a loop and spur in Siletz	●	●	●	●	◐
LCL1	Schedule adjustments to accommodate school start times	◐	◐	◐	◐	●
LCL2	Provide Sunday service	◐	◐	●	◐	●
LCL3	Create a second Lincoln City Loop route by splitting the existing route into two	○	○	●	◐	◐
LCL4	Create a second Lincoln City Loop route during the summer	◐	◐	●	◐	◐
CV1	Increase service frequency and service span	○	○	◐	◐	●
NCL1	Create a second Newport route by providing a route from Nye Beach to the Bayfront	○	○	◐	◐	◐
NCL2	Create a second Newport City route by adding a route from Nye Beach to the Bayfront to Embarcadero.	○	○	◐	◐	◐
NC1	Increase service frequency	◐	○	◐	●	◐
SC1	Modify the route to go to the Oregon Coast Community College	●	●	●	◐	○
DR1	Increase service span and add weekend service	○	○	●	◐	●

<sup>1</sup> ○ = substantial increase in revenue operating hours; ◐ = moderate increase in revenue operating hours; ● = no increase to revenue operating hours

<sup>2</sup> ○ = substantial increase in cost; ◐ = moderate increase in cost; ● = no increase to cost

<sup>3</sup> ○ = reduces existing service area; ◐ = does not change existing service area; ● = increases existing service area or provides additional frequency which may increase ridership

<sup>4</sup> ○ = negatively impacts reliability; ◐ = does not change reliability status quo; ● = improves reliability

<sup>5</sup> ○ = negatively impacts existing users; ◐ = does not impact existing users; ● = improves service for existing users

## 2.3 Capital Alternatives

This section reviews the capital alternatives for the existing and future fleet, including fuel types and low floor bus options.

### Vehicle Types

Currently, LCTSD has a fleet of 19 vehicles ranging from medium-sized buses to modified vans. The buses are typically used for the intercity and loop route service, while the vans are used for the Dial-a-Ride service. A summary of the current fleet is shown in Table 12, below.

**Table 12: LCTSD Transit Fleet**

Vehicle Type <sup>1</sup>	Fuel	Seats	Length (ft)	Useful Life	Count
B: Medium-Size, Heavy-Duty Transit Bus	Diesel	32-34	30-35	10yr/350,000 mile	7
C: Medium-Size, Medium-Duty Transit Bus and Truck Chassis Cutaway	Diesel	20	25-30	7yr/200,000 mile	5
D: Medium-Size, Light-Duty Bus and Van Chassis Cutaway Bus	Diesel	15	20-25	5yr/150,000 mile	4
D: Medium-Size, Light-Duty Bus and Van Chassis Cutaway Bus	Gasoline	8-12	20-25	5yr/150,000 mile	3

<sup>1</sup> Vehicle type classified by ODOT

LCTSD tracks bus age and mileage to determine a bus replacement schedule. The replacement needs by year for the next five years are shown in Table 13, below.

**Table 13: Cost of Vehicle Replacement by Fiscal Year**

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
Total Cost	\$351,588	\$292,238	\$248,000	\$360,000	\$360,000
Section 5339/5310	\$315,480	\$262,225	\$222,530	\$306,000	\$306,000
Local Match	\$36,108	\$30,013	\$25,470	\$54,000	\$54,000
Vehicles Replaced this FY	4	2	2	2	2

This tracking can be converted into a fleet plan that includes a twenty-year projection of fleet needs, allowing LCTSD to develop a long-range fleet financing plan. The plan would include both a replacement schedule for existing buses as they reach the end of their useful life, as well as an element for possible fleet expansion to accommodate service growth.

The fleet plan should also address the types of vehicles to be purchased. Transit agencies face the issue of balancing the efficiency advantages of fleet standardization with the benefits of matching vehicle size and other vehicle attributes with specific service needs. Benefits of fleet standardization are greater flexibility in vehicle assignments and a reduced need for spare vehicles since sub-fleets each require their own spare vehicles, and smaller fleets typically require a greater spare ratio. In addition, fleet standardization reduces

maintenance costs by requiring less parts inventory and letting mechanics focus on a reduced number of vehicle models, which allows them to become more familiar with the specific maintenance requirements of those vehicles. The benefit of having several diverse vehicle types is that a vehicle can be more closely tailored to a specific service need or operating environment. For example, the circulator routes within Lincoln City and Newport might be more appropriately served by a small, shuttle-type vehicle, while a longer route, such as the Coast-to-Valley service, would be better served by a larger bus with amenities such as softer seats and reading lights.

For LCTSD, it is recommended that the fleet be standardized to two types of vehicles:

- ▶ Medium-sized (approximately 20- to 25-foot) buses for the fixed-route service; and
- ▶ Vans for the Dial-a-Ride service

Other recommendations for the fleet are:

- ▶ Purchase vehicles in larger batches. There is an advantage in having multiple vehicles that are identical in terms of parts and maintenance needs. Even very similar vehicles purchased in different years will have differences that may impact maintenance costs.
- ▶ Maintain an average fleet age that is less than half of the average life span of the vehicles. For example, a sub-fleet of 10-year buses should have an average fleet age of five years or less.

### **Fleet Size**

The size of the fleet is determined by the service needs, and a final size recommendation will be made once the future service plan has been established and financial forecasts are finalized.

Typically a 20 percent spare ratio is recommended. Adequate spare buses are particularly important for small fleets, since one or two buses that are out of service for an extended period (such as after an accident) can have a significant impact on the ability to meet service needs. In addition, with some routes operating with long headways, missing a trip due to not having an available spare bus will have a significant impact on service.

There are two approaches to establishing the spare fleet. One approach is that spares are composed of older buses that are no longer cost-effective for daily service, but are maintained to the point that they can be used on a limited basis. Typically, the maintenance costs to keep the older buses in running condition are higher than for a newer bus.

The other option is to have a spare fleet that is similar in age to the in-service fleet. In this case, the spare buses can be rotated into service, which can reduce the mileage accrued on individual vehicles and extend vehicle life. In addition, the incidence of road calls with a newer spare fleet is likely to be lower.

### **Fuel Types**

LCTSD has been purchasing diesel buses. While diesel engines have been getting "cleaner" as a result of stricter federal emissions standards, LCTSD could consider the purchase of lower-emission vehicles, such as buses using hybrid-electric propulsion. A bus with hybrid-electric propulsion costs \$150,000 to \$200,000 more than a similar bus with diesel propulsion, but will generally reduce fuel costs by approximately 25 to 30 percent.

Given these costs and savings, the payback on the initial higher purchase price is very likely to be insufficient to justify the purchase of hybrid-electric buses simply on a direct cost-benefit basis. However, some transit agencies believe that there is additional value to hybrid technology resulting from reduced emissions and an improved community perception of the transit agency. In addition, there are occasionally federal funding incentives for the purchase of low-emission buses that may make the purchase of hybrid-electric buses more feasible.

There have also been substantial advancements in all-electric buses. A promising option for all-electric bus technology appears to be quick re-charging of batteries while the bus is stopped at a station or at a layover spot, often without substantial service delay. While this technology has not advanced to the point that it is currently marketable, it may make sense for all new or reconstructed stations to be designed to accommodate higher-voltage electrical connections. This can simply involve incorporating the appropriate conduit when the facility is constructed.

A third fuel type option is compressed natural gas (CNG) buses. Natural gas is an abundant, domestically produced fuel that is used in transit vehicle throughout the United States. Advantages of CNG buses include the current low cost of natural gas, which is typically from 25 to 45 percent lower than a gallon of diesel fuel. Another advantage is that CNG buses typically produce approximately 20 percent less greenhouse gases when compared with diesel buses. Challenges in using CNG is the additional cost of purchasing new vehicles (typically \$25,000 to \$50,000 more than comparable diesel models) need to have dual fueling facilities, the availability of natural gas, CNG storage, and development of an implementation schedule in regards to fleet conversion.

### **Low Floor**

The transit vehicle market is clearly trending toward low-floor buses. Low-floor buses eliminate the steps in the vehicle, provide easier access for riders, and speed boarding and alighting. This is particularly important for riders with mobility challenges, and for people who may have strollers or carts. LCTSD currently operates the Lincoln City and Newport Loop Routes using low-floor buses. It is recommended that LCTSD continue to purchase low-floor buses for all routes that are able to accommodate low-floor buses. Routes with challenging topography and stops where it is difficult to maintain an ADA-compliant slope on the ramp, for example, are best served by buses with lift systems to accommodate passengers with disabilities. Eventually, as part of the normal bus replacement schedule and as sidewalk infrastructure improves, replace any remaining high-floor buses with low-floor models.

### **Facility Improvements**

Transit passenger facilities include bus stops, passenger shelters, signage, transit centers, and park-and-ride lots. Discussion of each of these follows. A good information source for transit facilities in smaller communities is *Transit in Small Cities: A Primer for Planning, Siting, and Designing Transit Facilities in Oregon*, (<http://www.oregon.gov/LCD/TGM/docs/fulltransitprimer4-4-13.pdf>).

#### *Transit Centers and Major Transit Stops*

Transit centers provide a connecting (transfer) point for bus routes, while major transit stops are typically provided at major activity centers. In addition to providing greater passenger amenities that improve rider

comfort, transit centers and major transit stops provide visibility for the transit service, reminding residents and visitors of the availability of the service within their community. For that purpose, there is a substantial benefit in having a small transit center in Lincoln City and Newport and designated major transit stops in other communities served by LCTSD to serve as focal points for the transit system. For the smallest communities, this could be as simple as providing a comfortable passenger shelter.

The following key concepts should be considered when constructing transit centers or major transit stops:

- ▶ The location of the stop or transit center should consider pedestrian access to nearby destinations, ease of access by bus that reduces out-of-direction travel and allows for safe bus operations, and a location that is highly visible, both to publicize the service and to enhance rider safety and security.
- ▶ The stop or transit center should be sized to accommodate planned 20-year growth, both in terms of the number of buses accommodated and the size of rider amenities, such as a passenger shelter.
- ▶ Materials used should consider life-cycle costing, which usually points toward high quality, long-lasting materials that have lower on-going maintenance costs. This feature is especially important in coastal communities that are subject to high winds, heavy rains, and salt air.
- ▶ The stop or transit center design should use Crime Prevention Through Environmental Design (CPTED) principles to improve rider security. CPTED principles include maintaining clear sight lines into and across the station, eliminating "hiding" spots, and providing adequate lighting.
- ▶ Public art should be considered for transit centers. Art has been shown to discourage vandalism and can also be used to involve the local art community in the transit center project. Regulations now require that public art funded through FTA be "functional." Art associated with railings, benches, pavement, windscreens, or any other element of the shelter would meet the FTA requirement. Free-standing art, such as a sculpture, would not.
- ▶ Information case should be located at transit centers and at some major stops to provide system-wide data, transfer times between routes, and general schedule and overall system information.

Location of future transit centers and major transit stops is dependent on future route locations and frequency. The Newport City Hall stop is the busiest one in the County and should be considered for conversion into a small transit center, especially because all LCTSD bus lines except the Lincoln City Loop connect to it.

Current bus stops within the county that have more than ten boardings a day should be considered major stops, and merit consideration for a higher level of improvement (relative to the base level amenities found at all bus stops), such as a shelter or information case. Major stops include Newport City Hall, Siletz Library, the Food Fair and JC Thriftway markets in Toledo, Chinook Winds Casino, Tanger Outlet Mall, Wal-Mart, Fred Meyer, Oregon DHS in Newport, Safeway, Waldport Post Office, downtown Yachats, downtown Depoe Bay and several others. Final decisions about transit center locations and other stop improvements depend on the final service network.

#### *Bus Stops*

Waiting at a bus stop is generally the first part of a rider's journey on LCTSD's transit system, and a comfortable and safe stop helps enhance the transit system. Currently, LCTSD uses a combination of bus stops and flag stops, and it is recommended that where feasible, flag stops be replaced with designated bus stops.

Designated bus stops have the following advantages:

- ▶ They provide awareness of the service, improving the visibility of LCTSD in the community.

- ▶ The stop can be located to assure safe bus and passenger access
- ▶ The stop can be improved with a paved landing pad, for example, to facilitate access by riders needing to use the bus lift or ramp
- ▶ They can consolidate access, reducing the number of stops a bus makes
- ▶ They can help communicate service information such as route numbers are included on the signs

The cost for a new bus stop signage and pole, installed, can range from \$300 to \$1,000, depending on the material and the installation conditions. Bus stop poles and the attached signs should be sturdy to stand up to the high coastal winds. An option of perforated metal poles in concrete footings may work well. It is recommended that route names be placed on the signs to assist riders in identifying the service. Bus stop displays with specific route, schedule, and fare information can also be very helpful, though they require updating when there are services or fare changes, which adds to operating cost. If service and fare changes are relatively infrequent, the more specific rider information at the highly used bus stops is recommended. This option is especially important in areas where visitors tend to use the LCTSD service, because they are less likely to be familiar with the fares, routes and schedules. Recently, STF funds have been dedicated to an LCTSD bus stop sign/schedule project that will install 180 two-sided reflective bus stop signs throughout the County-wide service area. The installations will also include bus schedule holders.

Bus stops should be located to allow for safe bus and passenger access. Where possible, bus stops would be located at locations that have sidewalks or other pedestrian connections, and that allow for safe pedestrian crossing of the street. On major roadways, such as state highways, bus stops should allow for the bus to stop out of the traffic lane to avoid rear end collisions and discourage unsafe passing of the bus by motorists. Major bus stops should have some lighting and accommodations for bicycle parking such as racks.

#### *Shelters*

Passenger shelters add to the comfort of using transit and are generally very popular with riders. An "off the shelf" passenger shelter (there are several companies that provide them) typically costs approximately \$6,000 installed. In addition to initial capital costs, passenger shelters will incur maintenance costs, both for routine on-going cleaning and repair and replacement as needed. The primary maintenance issues for shelters, apart from the routine cleaning, are vandalism and fading/clouding of the windscreen. For routine cleaning, trash receptacles, if included, would dictate the frequency that the shelter should be serviced. If trash receptacles are not provided, the regular cleaning and servicing of shelters can be as low as a once per month.

Passenger shelters must be designed to meet the requirements of the Americans with Disabilities Act (ADA) and should be located so as to provide safe and convenient pedestrian connections with nearby destinations. Coordination of shelter placement with sidewalk and other pedestrian improvements projects planned by ODOT or local agencies is encouraged. In addition to the overhead protection (roof), shelter amenities can include:

- ▶ Windscreens
- ▶ Benches
- ▶ Trash receptacles
- ▶ Passenger information

Passenger shelters are recommended at high-use stops and all transit centers. They are especially important in a coastal community given the high incidence of wind and inclement weather. LCTSD currently has approximately 15 bus stops with shelters, some of which have schedule boards. All of the major stop locations noted in the transit center section should have a shelter. The condition of existing shelters at these locations should be reviewed and additional amenities considered, although final prioritization depends on the future service plan.

There is a tradeoff between the level of wind/weather protection provided through the use of windscreens and an open shelter design, without a windscreen, that reduces maintenance costs. If vandalism is not a major problem for LCTSD, windscreens are recommended for LCTSD shelters both to address coastal winds and because the infrequent service can lead to longer wait times which suggests the need for a higher level of protection from the weather. Glass in lieu of acrylic should be considered to address weathering and fading issues.

An alternative to a shelter for a stop that has less ridership is a bench. Benches should be considered for stops with at least three boardings per day, although other factors, such as the proximity to senior housing and nearby businesses willing to contribute to the costs, should be factored into the decision as well. Benches that attach to the bus stop pole, such as the Simmi-Seat (see Figure 10) take up very little space, have low maintenance, and are relatively inexpensive. Installed benches vary in price from \$500 to \$1,500, depending on materials, the quality of the product, and the installation conditions.

**Figure 10. Simmi Seat**



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### ***Park-and-Ride Lots***

Park-and-Ride lots are typically feasible in situations where there is either a parking charge or parking shortages at the rider's destination, or if there is a substantial savings in travel cost or time by using transit. Without one or more of these factors, Park-and-Ride use is generally very low.

For LCTSD, park-and-ride options might be feasible in the following situations:

- ▶ The Coast-to-Valley route is long enough that the transit trip may yield substantial user cost savings (particularly if gas prices increase).

- For travel to communities where there are parking shortages during peak tourism times. Locations within Lincoln County that might be considered for this type of service are parts of Newport or Lincoln City.

The intercity park-and-ride demand is likely to be relatively small and peak tourism park-and-ride is seasonal. Thus, it may not make sense for LCTSD to invest in a substantial Park-and-Ride program. Instead, agreements with local business, local government, and community organizations that allow use of a few spaces for "informal" Park-and-Ride usage is recommended. For example, a major grocery store or shopping area may be willing to designate four to six spaces for the longer distance Park-and-Ride with the expectation that park and riders would often stop and shop on one end of their trip. This approach can be used to test Park-and-Ride demand without a substantial investment by LCTSD.

A seasonal Park-and-Ride lot to meet high tourist demand would need to be located just outside the area with parking shortages, and would need to be connected to the area via a shuttle operating with fairly high frequency, which carries with it substantial operating costs. That service is only likely to be feasible if subsidized by a merchant or business group that would benefit from the improved access.

#### *Bicycle and Pedestrian Amenities*

Bicycle and pedestrian access is very important to transit. Virtually every bus rider is also a pedestrian, and bicycles provide an important "last mile" option for transit, particularly for a system such as LCTSD which serves residents that may fairly dispersed. While it is not within LCTSD's scope or financial capability to provide safe and convenient pedestrian access to transit stops, it can work with local cities and the county to prioritize pedestrian improvements that serve transit stops. In addition, pedestrian improvements in the immediate vicinity of a transit center or shelter can sometimes be funded by other projects.

It is of particular importance and a legal requirement to provide for access by persons with disabilities. Transit centers, shelters, and new or relocated bus stops should be designed to meet the requirements of the Americans with Disabilities Act (ADA). It is recommended that cities, the county, and ODOT prioritize street corners near transit centers and shelters for ADA ramps. This is also particularly relevant to LCTSD due to the high proportion of seniors in its service district.

The bicycle/transit connection can be facilitated by providing for bike parking at a new transit center and, space permitting, transit shelters. All LCTSD buses have the capability to carry bikes, and the agency should make this information more prominent on its website and other promotional materials.

### **Public Transportation System Technologies**

#### *Real-Time Customer Information*

LCTSD's website (<http://www.co.lincoln.or.us/transit>) posts schedules for all routes, but does not currently provide real-time bus arrival information. Real-time information helps improve the ridership experience by reducing passenger wait times, providing confidence that a bus has not been missed, and generally creating a more informed and comfortable rider. This information can be made accessible via LCTSD's website, smartphones, and through "push" technologies such as text messages. If the data is available to software developers, apps can be created for download for use on smartphone running Apple and Android mobile operating systems.

### *Dispatching*

LCTSD currently uses a relatively low-cost dispatching software called Mobilitat Easy Rides for scheduling demand-response service. Mobilitat is used by many similar-sized transit agencies and is relatively inexpensive and simple, yet can be scaled up as service needs change and the system grows. It can generate the reports that LCTSD needs to submit to the National Transit Database and for asset management. The existing Mobilitat Easy Rides software currently fulfills the needs of LCTSD and there are no plans to move away from the existing dispatching software.

### *Cameras*

LCTSD currently equips buses with security cameras. On-vehicle surveillance provides for documentation of criminal acts and can also be used to absolve the transit agency of fault in litigation involving passenger incidents. Security cameras (Closed Circuit Television, or CCTV) should also be considered for transit centers.

CCTV can be used to enhance safety and security at transit centers. Criminal behavior can be documented and recordings used to help prosecute perpetrators. In addition, the presence of a camera at a transit center can deter criminal activity and add to the sense of security for riders. For that reason, the presence of the cameras at the transit centers should be communicated. CCTV cameras pointed at a bicycle parking area can enhance security for bike parking that may be located at or next to a transit center.

CCTV can act as standalone units that record video that can be accessed as needed in response to an incident. They can also be paired with many other technologies, such as radio communications, silent alarms, and Automatic Vehicle Location (AVL) to create a broader security system. There are many options for security systems with wide ranges in capability and cost. Should LCTSD wish to pursue a possible security system, it is recommended that a study be conducted of possible options and their associated costs to allow for the selection of a system that best meets LCTSD's needs.

## MEMORANDUM #6

Date:	December 7, 2017	Project #:	19682
To:	Cynda Bruce (Lincoln County Transportation Service District)		
From:	Susan Wright, PE, Zachary Horowitz, and Krista Purser (Kittelison & Associates, Inc.)		
Project:	LCTSD Transit Development Plan		
Subject:	Transit Performance Measures, Benchmarks, and Monitoring Program		

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This memorandum reviews the existing transit data collected by LCTSD and presents recommendations for a systematic and holistic performance measure monitoring program. Background information can be found in Technical Memorandum #4 – Evaluation Framework.

### 1.0 WHY PERFORMANCE MEASUREMENT?

Performance measurement helps transit providers monitor the extent to which transit services are embodying their vision and achieving their goals. It is also a valuable tool for ongoing monitoring and management of all aspects of service delivery.

A **performance measure** is an indicator of how a particular aspect of transit service is being provided. A **performance target** is a numeric threshold that defines whether or not that aspect of transit service is being provided at the desired level. Targets can be established based on goals, current performance, industry standards, and/or peer data. To be reliable and credible, performance measures must be objective and rely on high-quality data.

Performance measures and targets used in the Transit Development Plan (TDP) to evaluate the transit system should be closely linked to LCTSD's established goals.

#### EXAMPLE PERFORMANCE MEASURE>>

- ▶ Farebox recovery ratio (a measure of cost effectiveness)

#### EXAMPLE PERFORMANCE TARGET>>

- ▶ Fares cover 15% of total transit agency expenses

The previous TDP from 1993 identified five planning goals. Where applicable, LCTSD should use available data and analytical methodologies to evaluate how LCTSD is doing relative to achieving those goals and, most importantly, use the data in a comprehensive way to understand where and how to improve. For example, as providing efficient transit service is a stated goal, LCTSD should continue to examine related performance measures such as boardings per revenue hour to determine how well services are performing compared to established benchmarks and historical trends.

In addition to the goals defined by LCTSD, the Northwest Oregon Transit Alliance's (NWOTA) *Northwest Connector Management Plan* identifies four performance measures: ridership, fossil fuel savings, vehicle-miles traveled (VMT) avoided, and carbon emissions avoided. Ridership data are available for LCTSD routes. Fossil fuel savings, VMT avoided, and carbon emissions avoided are correlated with ridership and require data on average trip length which is available from the rider survey conducted for LCTSD routes in 2016.

Transit Cooperative Research Program (TCRP) Report 88, *A Guidebook for Developing a Transit Performance-Measurement System*, identifies ten categories of performance measures as shown in the callout box below. *TCRP Report 88* identifies and provides detailed summaries for over 400 transit performance measures within these categories. A series of question-and-answer menus helps providers quickly identify measures that relate to their goals and objectives.

The performance measures suggested in this memorandum will address multiple facets of LCTSD's transit service and operations, include measures that are of use in statewide assessment and monitoring, use data that transit providers already report to the NTD, and represent best practices as described in *TCRP Report 88*.

### 1993 LCTSD TDP Planning Goals

- ▶ **Goal 1:** Encourage a multimodal approach to transportation development.
- ▶ **Goal 2:** Coordinate transportation throughout the county.
- ▶ **Goal 3:** Operate a safe and efficient system
- ▶ **Goal 4:** Provide excellent customer service.
- ▶ **Goal 5:** Secure stable financial support.

### Performance Measure Categories

1. **Availability**
2. **Service delivery**
3. **Community**
4. **Travel time**
5. **Safety and security**
6. **Maintenance and construction**
7. **Economic**
8. **Capacity**
9. **Paratransit**
10. **Comfort**

## 1.1 WHAT IS A PERFORMANCE MEASUREMENT PROGRAM?

A **performance measurement program** is more than an adopted set of performance measures and targets. It includes processes for selecting, calculating, evaluating, and refining those measures and targets. It also includes a process for communicating the results of performance assessments. It facilitates tracking changes in performance over time.

A performance measurement program must reflect multiple aspects of transit performance, but the number of measures included should not be overwhelmingly high. *TCRP Report 88* indicates that the characteristics of an effective performance measurement system include the following:

- ▶ Stakeholder acceptance
- ▶ Linkage to agency and community goals
- ▶ Clarity
- ▶ Reliability and credibility
- ▶ Appropriate variety of measures
- ▶ Appropriate number of measures
- ▶ Appropriate level of detail
- ▶ Flexibility
- ▶ Realism of goals and targets
- ▶ Timeliness
- ▶ Integration into provider decision-making

The process for developing a performance measurement program is shown in the flowchart in Figure 1.

### Six Primary Uses of a Transit Performance Measurement Program

- ▶ Monitoring transit service
- ▶ Improving transit performance
- ▶ Transit provider management (contracted services)
- ▶ Developing and updating service design standards
- ▶ Prioritizing investments in the transit system
- ▶ Communicating regularly with decision-makers, partners, and the public

Figure 1. Process for Performance Measurement Program Development



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## 2.0 CURRENT LCTSD PERFORMANCE MEASUREMENT DATA

Table 1 on the following page shows the data that LCTSD currently collects and documents on a monthly, quarterly, and annual basis. There are several performance measures that can be developed from these data, some of which are currently calculated and reported by LCTSD.

### 2.1 Current Monitoring and Reporting Procedures

LCTSD prepares Agency Periodic Reports (APR) on a quarterly basis for the Oregon Department of Transportation (ODOT) Public Transit Division. The reports contain information about service data (e.g. number of one-way rides, mileage, fuel used); revenue, expense, and budget details; vehicle, equipment, and facility inventories; and costs associated with operations (e.g. fuel and vehicle repairs). Currently, no performance standards or benchmarks have been developed for any of the performance measures documented in the APR. As such, the LCTSD staff does not currently measure performance based on benchmarks. Table 1 contains a list of the information currently collected and reported to ODOT and the National Transit Database (NTD) by LCTSD on a quarterly basis. LCTSD also produces and reports performance measure on the Newport City Loop to the City of Newport on an annual basis.

*Attachment "A" includes the Agency Periodic Reports for FY 2016-2017.*

**Table 1. LCTSD Data Currently Reported to ODOT**

Performance Measure	Service Type		Reporting Period		Related Metric Type(s)
	Fixed Route	Non-Fixed Route	Current Quarter	Previous Quarter	
Total Passenger One-Way Rides	X	X			Cost Effectiveness Productivity Service Utilization
Elderly & Disabled One-Way Rides	X	X			Cost Effectiveness Productivity Service Utilization
Revenue Operating Hours	X	X			Cost Efficiency Productivity
Revenue Service Mileage	X	X			Cost Efficiency Productivity Service Utilization Resource Utilization
Fare Revenue			X	X	Cost Effectiveness
Other Revenue <sup>1</sup>			X	X	Cost Effectiveness
Administration Expenses <sup>2</sup>			X	X	Cost Efficiency Cost Effectiveness
Operations Expenses <sup>2</sup>			X	X	Cost Efficiency Cost Effectiveness Maintenance
Capital Expenses <sup>2</sup>			X	X	Cost Efficiency Cost Effectiveness
Planning Expenses <sup>2</sup>			X	X	Cost Efficiency Cost Effectiveness
Vehicle Inventory <sup>3</sup>			X		Cost Effectiveness Service Utilization Resource Utilization Maintenance
Equipment Owned			X		Maintenance
Crash Reporting			X		Safety and Security
Civil Rights Reporting			X	X	Safety and Security
Fuel Purchases by Vehicle <sup>4</sup>			X		Resource Utilization Maintenance
Repairs Costs by Vehicle			X		Maintenance

<sup>1</sup> Includes federal, state, and local sources, as well as other types (contract revenue, income earned, grants, donations).

<sup>2</sup> Expense information includes line item details, as applicable.

<sup>3</sup> Vehicle data includes odometer reading, condition, and whether a vehicle is in service or not.

<sup>4</sup> Includes quantities and costs.

## 3.0 RECOMMENDATIONS FOR A PERFORMANCE MANAGEMENT SYSTEM

This section provides recommendations for development of a performance measurement system and associated benchmarks for LCTSD. The recommendations are based on information from Technical Memorandum #4, the availability of the existing data collected by LCTSD, and industry best-practices as described in *TCRP Report 88*.

### 3.1 Recommended Performance Measures

Specific performance measures within each of several broad reporting categories that align with the proposed framework from Technical Memorandum #4 are described below, along with their respective data needs. Federal requirements mandate that transit agencies provide data annually to include in the National Transit Database (NTD). The federal reporting requirements were considered in the development of performance measures for LCTSD. Descriptions below come from *TCRP Report 88*.

#### **Service Equity – Relates to LCTSD Goal #4**

- ▶ **Service equity:** this measure is the equitable distribution of costs and benefits resulting from transit projects or services. This measure is typically evaluated with refined GIS data of disadvantaged populations, currently unavailable to LCTSD. Public outreach and community surveys could provide insights to equity until more refined GIS data becomes available.
  - **Data requirements:** refined geographic data of transportation disadvantaged populations, public involvement

#### **Cost Efficiency – Relates to LCTSD Goal #3**

- ▶ **Total cost per service mile:** this measure is a cost-efficiency indicator that expresses a transit system's ability to provide service outputs (e.g. service miles) as a function of service inputs (e.g. costs). This measure is affected by changes in fuel costs and traffic congestion that slows down buses.
  - **Data requirements:** cost data (administration, operating, maintenance, amortized capital) and total vehicle service miles
- ▶ **Total cost per service hour:** this measure is one of the core evaluations of a transit system's overall performance, and is another cost-efficiency indicator that compares a transit system's ability to provide service outputs (e.g. service hours) as a function of service inputs (e.g. costs). It is used to estimate the cost of adding service hours and, over time, to compare how the agency's costs are increasing relative to inflation. It is particularly sensitive to changes in an agency's labor costs.
  - **Data requirements:** cost data (administration, operating, maintenance, amortized capital) and total vehicle service hours

### **Cost Effectiveness – Relates to Planning Goal #3 and Goal #5**

- ▶ **Farebox recovery ratio:** this measure is fare revenue divided by total expenses. It reflects how much of a transit agency's costs are covered by passenger fares.
  - **Data requirements:** cost data (administration, operating, maintenance, amortized capital) and revenue (fares collected)
  
- ▶ **Cost per vehicle:** this is an indication of the operational cost-effectiveness of the system on a per-vehicle basis
  - **Data requirements:** cost data (administration, operating, maintenance, amortized capital) and number of available vehicles
  
- ▶ **Total cost per passenger trip:** this measure is one of the core evaluations of a transit system's overall performance. Intuitively, this cost efficiency metric declines as ridership increases; however, this correlation is not always true for demand-responsive service as each additional passenger often increases service hour and miles, thereby increasing total cost. Improved scheduling efficiencies, such as passenger grouping, can increase ridership without increasing total cost for demand-responsive service.
  - **Data requirements:** cost data (administration, operating, maintenance, amortized capital) and total number of passengers

### **Productivity – Relates to Planning Goal #3**

- ▶ **Passengers per vehicle service mile:** this performance measure provides an indication of how well vehicle resources are being used over a fixed distance.
  - **Data requirements:** total number of passengers and total vehicle service miles
  
- ▶ **Passengers per vehicle service hour:** this performance measure provides an indication of how well vehicle resources are being used over a fixed period of time.
  - **Data requirements:** total number of passengers and total vehicle service hours

### **Service Utilization – Relates to Planning Goal #1**

- ▶ **Total passenger trips:** this measures the number of individuals boarding and/or alighting at a stop, boarding along a route, or boarding the system as a whole. Ridership will be measured in terms of unlinked trips, where all boardings are counted, including transfers.
  - **Data requirements:** total number of passengers
  
- ▶ **Total vehicle service miles:** this measures the number of miles that transit vehicles travel.
  - **Data requirements:** total vehicle service miles from odometer readings

- ▶ **Annual vehicle service hours:** this measures the number of hours that transit vehicles are in service, including revenue hours (transporting passengers) and deadhead hours (layovers and traveling in revenue service without passengers).

- **Data requirements:** total vehicle service miles from driver logs

### **Resource Utilization – Relates to Planning Goal #3**

- ▶ **Vehicle service miles per vehicle:** this measure is the ratio of service miles to the number of vehicles in the fleet and is an indication of how well existing capital resources are being used.

- **Data requirements:** total vehicle service miles from driver logs and number of available vehicles

- ▶ **Vehicle service hours per vehicle:** this measure is the ratio of service hours to the number of vehicles in the fleet and measures the intensity of capital resources use.

- **Data requirements:** total vehicle service miles from odometer readings and number of available vehicles

### **Maintenance Administration – Relates to Planning Goal #4 and Goal #5**

- ▶ **Vehicle-miles between breakdowns:** Vehicle breakdowns are one source of reliability problems. This measure is intended for internal agency use in monitoring trends in vehicle breakdowns. It is defined as the vehicle-miles traveled during a defined period, divided by the number of breakdowns. It can be tracked by vehicle type to help with future purchasing decisions.

- **Data requirements:** number of breakdowns, distance traveled by transit vehicles

- ▶ **Maintenance costs as a percentage of operating costs:** An aspect of maintenance performance measures deals with maintenance as a general measure of program effectiveness. This measure focuses on how well the maintenance department is performing relative to overall operating costs. This performance metric provides information that can assist a maintenance department manager in understanding details related to the costs of running the department.

- **Data requirements:** total maintenance costs, total operating costs

### **Perceived Service Quality – Relates to Planning Goal #2 and Goal #4**

- ▶ **Service frequency:** Frequency refers to how often transit service is provided, either at a location or between two locations. LCTSD should establish frequency targets for each route based upon service equity, existing and future needs, and resource availability.

- **Data requirements:** Scheduled headways

- ▶ **Number of missed connections with coordinated transit systems:** LCTSD should record any missed connections with neighboring transit systems. The establishment of the North by Northwest Connector Alliance (NWOTA) points to a mutual goal to provide effective and reliable service between counties.

- **Data requirements:** total number of reported missed connections

### **Safety and Security - Relates to Planning Goal #4**

- ▶ **Total reportable incidents:** LCTSD should record the number of customer complaints and compliments and develop a system by which customers can easily provide feedback.
  - **Data requirements:** total number of reported incidents, complaints, and compliments
- ▶ **Total crashes:** LCTSD should enumerate the total number of crashes involving their vehicle fleet.
  - **Data requirements:** total number of reported crashes

### **Demand-Response Service - Relates to Planning Goal #1, Goal #2, and Goal #4**

- ▶ **On-time performance:** On-time performance as measured in demand-responsive service means that service should be provided within a reasonable period before or after the agreed-upon pickup time. A trip is normally measured as late when it is later than the acceptable service window. Service windows vary significantly from system to system. In some situations, such as medical appointments or transportation to job sites, a passenger's arrival time may be equally, if not more important, than the pickup time.
  - **Data requirements:** vehicle location data, scheduling dispatch reports, and driver logs
- ▶ **Schedule response time:** is a measure of how much advance planning passengers must do to take a trip on demand-responsive service. It reflects convenience to passengers.
  - **Data requirements:** dispatcher logs
- ▶ **Service denials:** Demand-responsive service as measured by the percentage of trip requests in which service cannot be adequately provided.
  - **Data requirements:** scheduling records of all trip requests

## **3.2 Recommended Benchmark Development Methodology**

There are six main methods that LCTSD can use to develop benchmarks to track performance:

- ▶ Comparison to the annual average: The average value for each measure is calculated annually.
- ▶ Comparison to a baseline: The value for each measure is compared to the average value for the measure in the first year that the performance-measurement system was implemented.
- ▶ Trend analysis: The benchmark is based on the previous year's performance measure value, depending on the analysis period, to be expressed as either an improvement or not from the previous year.
- ▶ Self-identified standards: LCTSD would set benchmarks based on existing performance and the district's goals.
- ▶ Comparison to typical industry standards
- ▶ Comparison to peer systems

Performance tracking for LCTSD is recommended to be based on a comparison to a baseline assessment developed from the previous five years of available data, which is to be used for the initial comparison for the

first year of performance tracking. For subsequent years, the recommendation is for LCTSD to compare results against an annual average; self-identified and/or industry standards, and peer transit agencies (as shown in Appendix A in Technical Memorandum #4); and to conduct quarterly and yearly trend analyses.

### 3.3 Initial Five-Year Benchmark Development

This section provides some initial five-year benchmarks for those performance measures for which LCTSD has available data. In parallel to a review of existing practice and industry best-practices, the benchmarks were developed by service type, including intra-county routes (North County, South County, East County), city loops (Lincoln City Loop and Newport City Loop), the Coast-to-Valley Route, and Dial-A-Ride (Lincoln City and Newport). The benchmarks were developed by taking the five-year annual average for fiscal years (FY) 2011-2012 through FY 2015-2016 of the respective performance measure values.

Each of the tables on the following pages compares the performance measure result for the most recent fiscal year (FY 2015-2016) against the five-year benchmark.

A green checkmark:  indicates that the FY 2015-2016 results met the benchmark.

A red checkmark:  indicates that the FY 2015-2016 results did not attain the benchmark.


#### **Service Equity**

LCTSD does not currently have refined GIS data available to evaluate service equity.

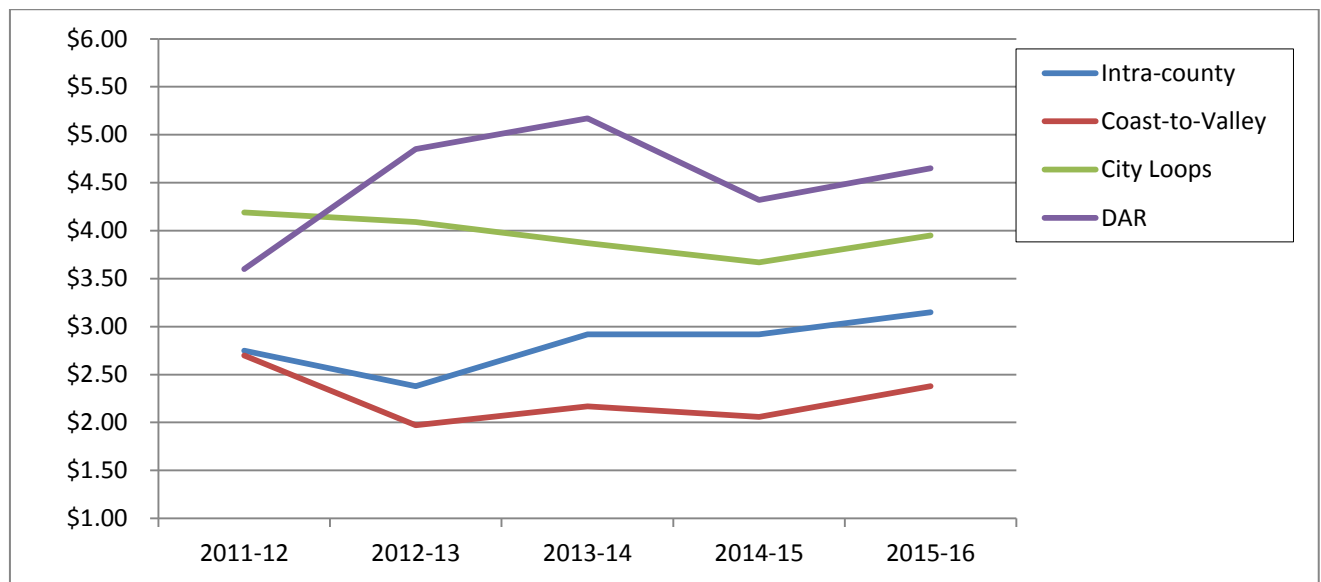
### Cost Efficiency

Table 2 and Table 3 show the average for each of the cost efficiency performance measures for FY 2015-16 along with the annual average benchmark developed over the five-year period for each service type. Figure 2 and Figure 3 show the results for each service type in graphical format for the total cost per service mile and total cost per service hour measures.



**Table 2: Total Cost per Service Mile**

	✓	Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Routes				
Intra-County		<b>\$2.82</b>	<b>\$3.15</b>	✓
Coast-to-Valley		<b>\$2.26</b>	<b>\$2.38</b>	✓
City Loops		<b>\$3.95</b>	<b>\$3.95</b>	✓
Dial-a-Ride		<b>\$4.52</b>	<b>\$4.65</b>	✓

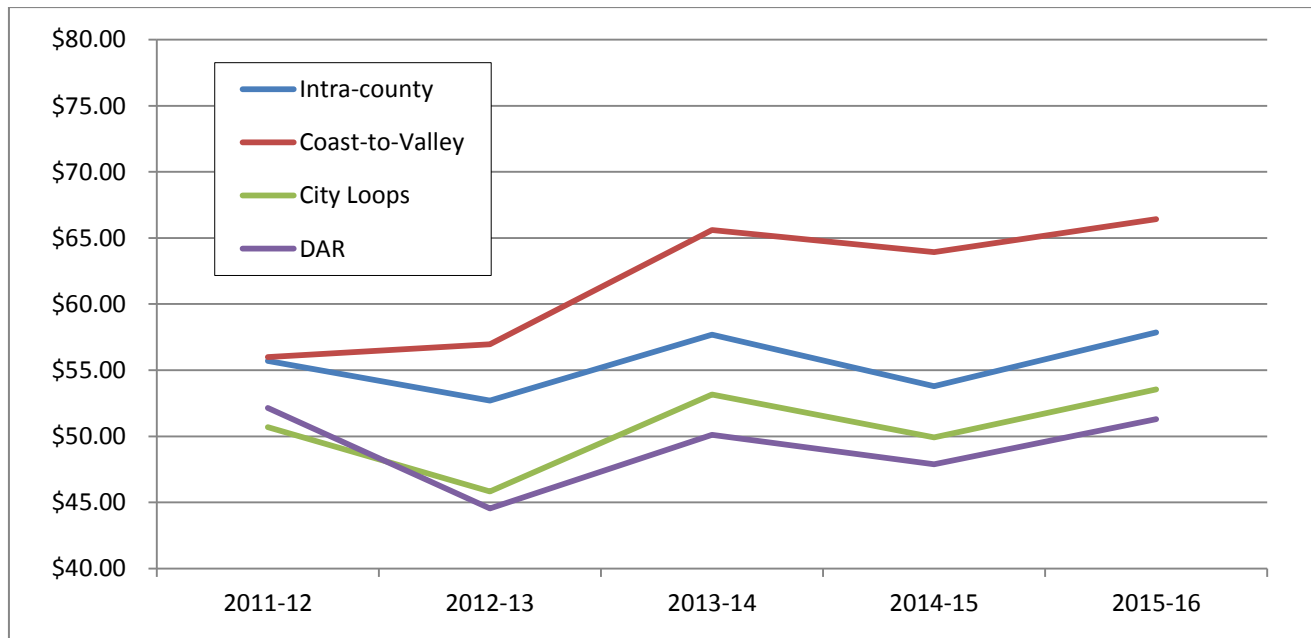
**Figure 2. Total Cost per Service Mile by Route Type**



**Table 3: Total Cost per Service Hour**

 Routes	 Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Intra-County	<b>\$55.54</b>	<b>\$57.85</b>	✓
Coast-to-Valley	<b>\$61.78</b>	<b>\$66.43</b>	✓
City Loops	<b>\$50.62</b>	<b>\$53.54</b>	✓
Dial-a-Ride	<b>\$49.19</b>	<b>\$51.29</b>	✓






**Figure 3. Total Cost per Service Hour by Route Type**



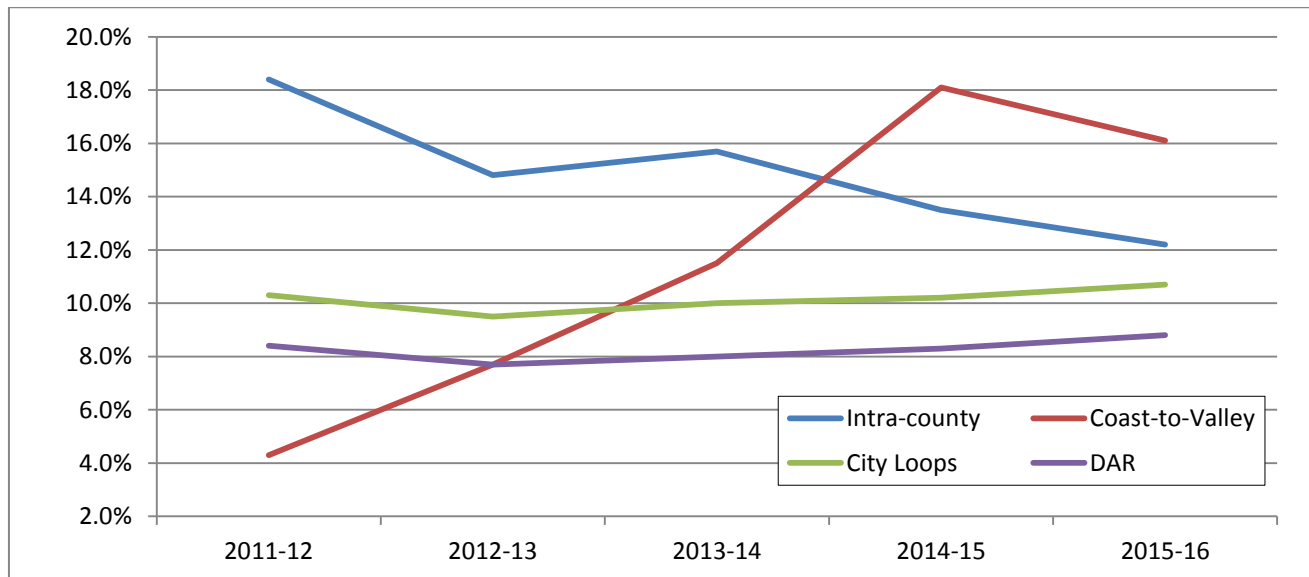
### Cost Effectiveness

Table 4 and Table 5 show the averages for two of the cost effectiveness performance measures for fiscal year 2016-2017, along with the annual average benchmark developed over the five-year period for each service type. Figure 4 and Figure 5 show the results for each service type in graphical format for the farebox recovery ratio and total cost per passenger trip measures.



**Table 4: Farebox Recovery Ratio**

		Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Routes				
Intra-County		14.2%	12.5%	
Coast-to-Valley		15.6%	17.0%	
City Loops		11.3%	10.8%	
Dial-a-Ride		9.1%	8.8%	

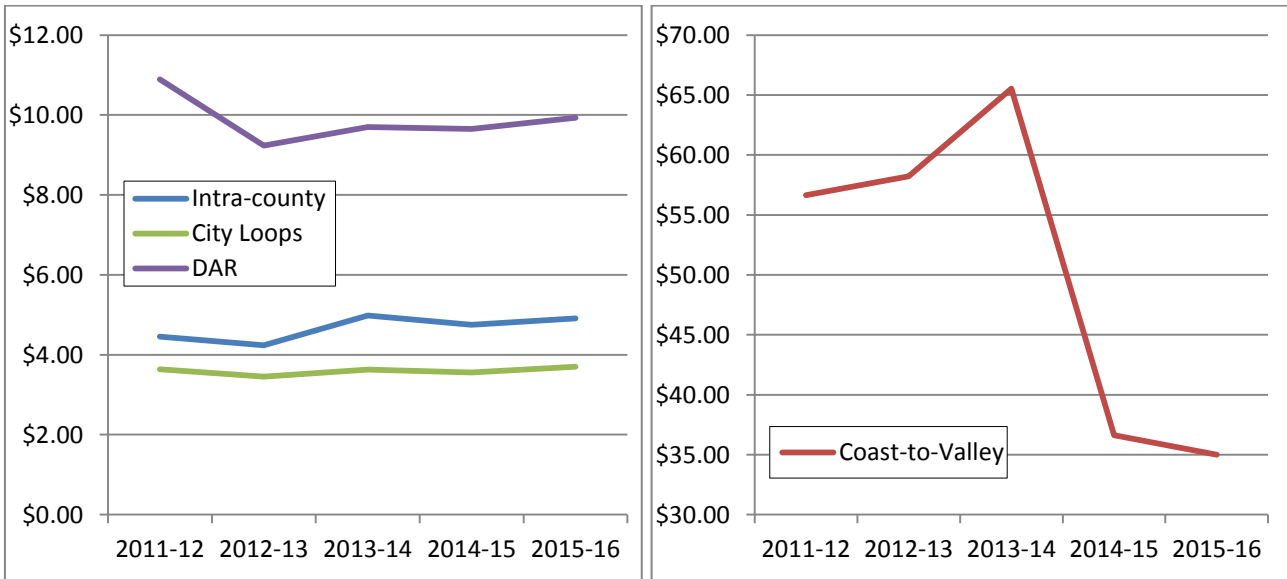
**Figure 4. Farebox Recovery Ratio by Route Type**



**Table 5: Total Cost per Passenger Trip**

 Routes	 Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Intra-County	<b>\$4.67</b>	<b>\$4.91</b>	✓
Coast-to-Valley	<b>\$50.40</b>	<b>\$34.99</b>	✓
City Loops	<b>\$3.60</b>	<b>\$3.70</b>	✓
Dial-a-Ride	<b>\$9.88</b>	<b>\$9.93</b>	✓







**Figure 5. Total Cost per Passenger Trip by Route Type**



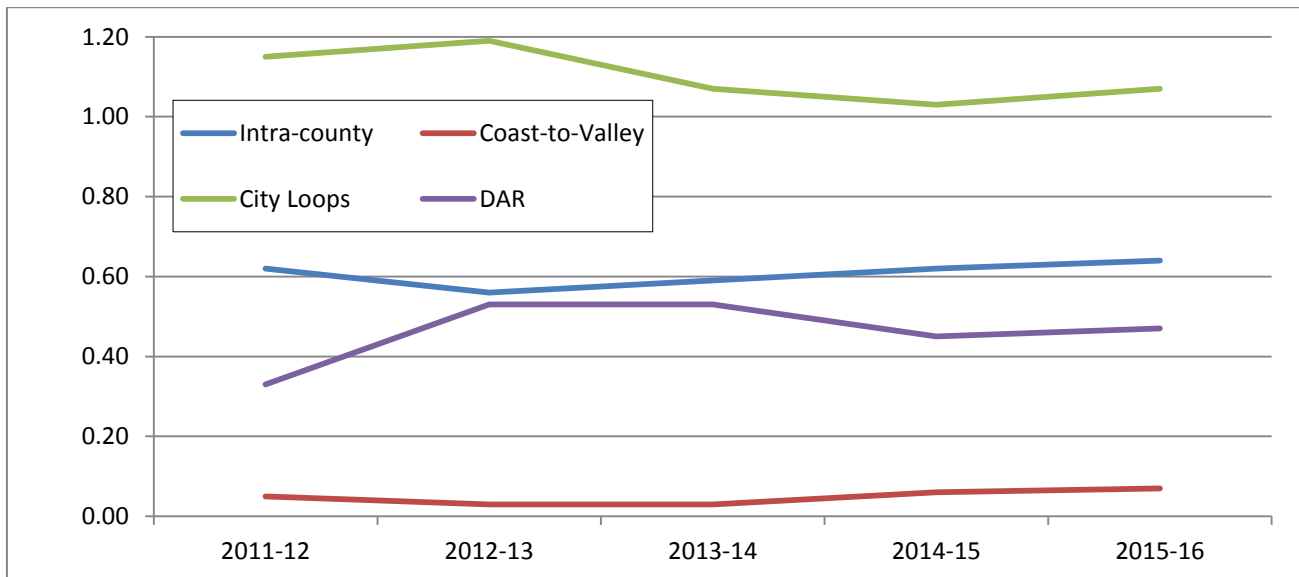
### Productivity

Table 6 and Table 7 show the averages for each of the *productivity* performance measures for fiscal year from 2016-2017, along with the annual average benchmark developed over the five-year period for each service type. Figure 6 and Figure 7 show the results for each service type in graphical format for the passengers per service mile and passengers per service hour measures.







**Table 6: Passengers per Service Mile**

		Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Routes				
Intra-County		0.60	0.64	
Coast-to-Valley		0.05	0.07	
City Loops		1.10	1.07	
Dial-a-Ride		0.45	0.47	

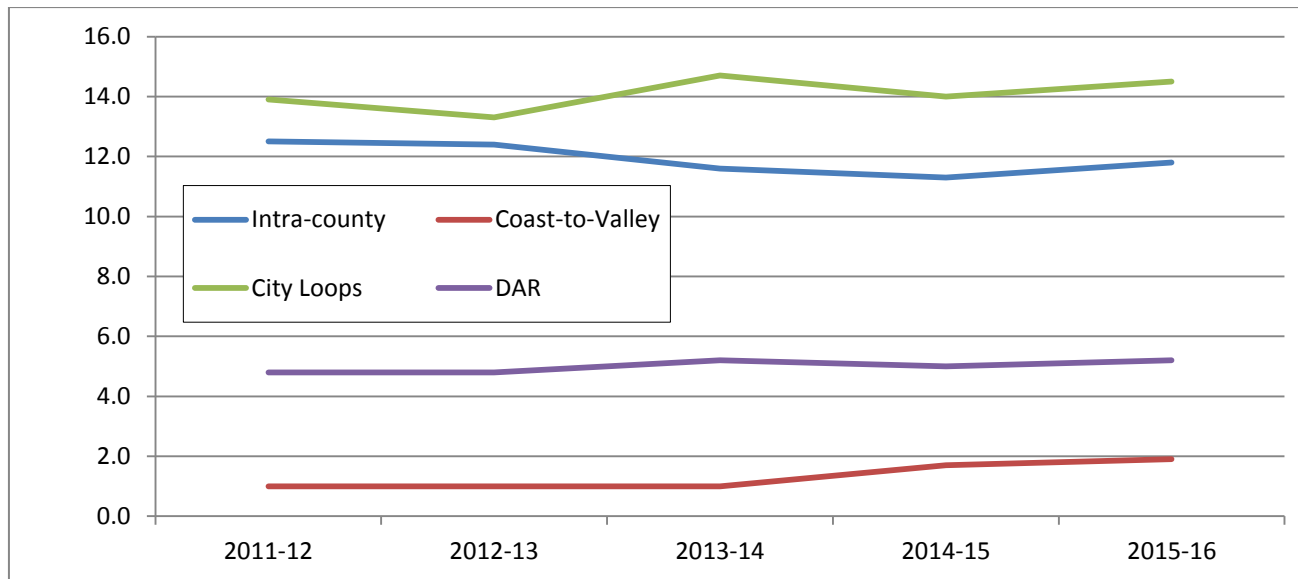
**Figure 6. Passengers per Service Mile by Route Type**



**Table 7: Passengers per Service Hour**

		Most recent fiscal year [ 2015-2016 ]	Comparison to 5-year benchmark
Routes	Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5-year benchmark
Intra-County	<b>11.9</b>	<b>11.8</b>	
Coast-to-Valley	<b>1.4</b>	<b>1.9</b>	
City Loops	<b>14.0</b>	<b>14.5</b>	
Dial-a-Ride	<b>5.0</b>	<b>5.2</b>	







**Figure 7. Passengers per Service Hour by Route Type**



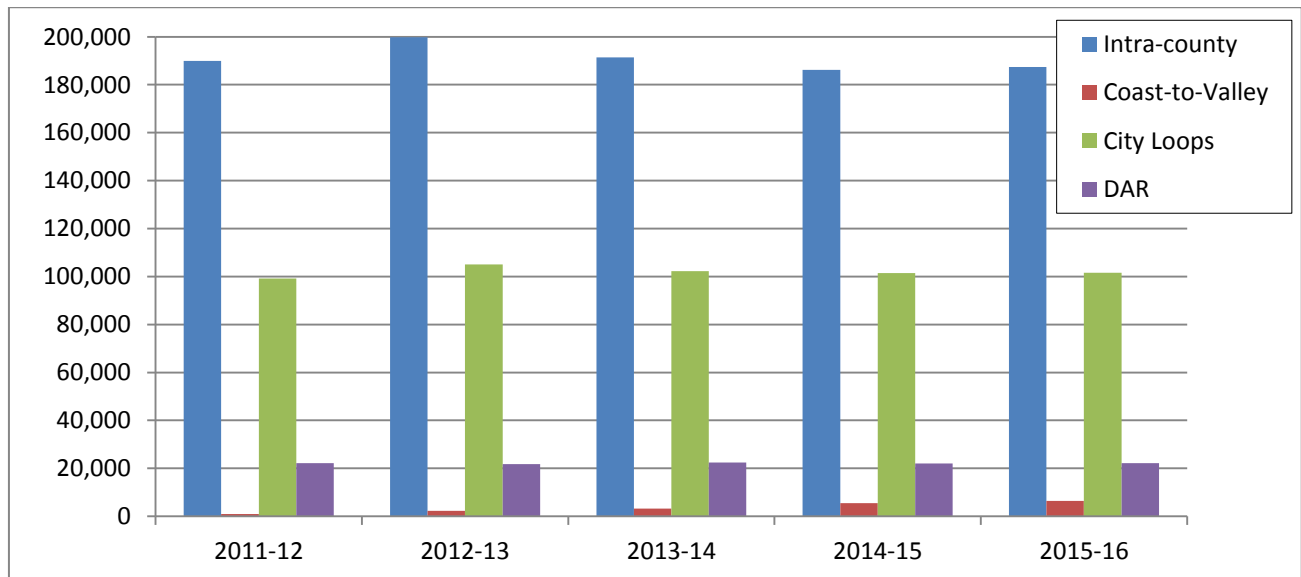
### Service Utilization

Table 8, Table 9, and Table 10 show the totals of each service utilization performance measure for fiscal year 2016-2017, along with the annual average benchmark developed over the five-year period for each route type. Figure 8, Figure 9, and Figure 10 show the results for each service type in graphical format for the total passenger trips, total service miles, and total vehicle service hours measures.



**Table 8: Total Passenger Trips**

		Routes	Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
		Intra-County	<b>190,928</b>	<b>187,399</b>	
		Coast-to-Valley	<b>3,675</b>	<b>6,434</b>	
		City Loops	<b>101,921</b>	<b>101,650</b>	
		Dial-a-Ride	<b>22,159</b>	<b>22,241</b>	

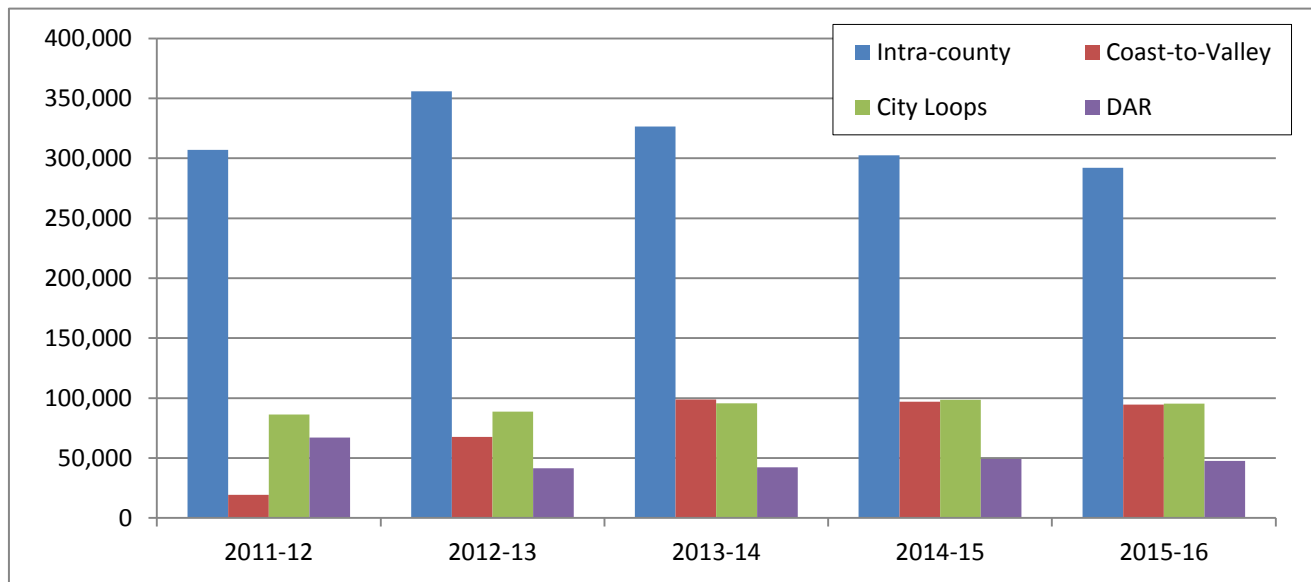
**Figure 8. Total Passenger Trips by Route Type**





**Table 9: Total Vehicle Service Miles**

 Routes	 Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Intra-County	<b>316,766</b>	<b>292,117</b>	✓
Coast-to-Valley	<b>75,465</b>	<b>94,616</b>	✓
City Loops	<b>92,875</b>	<b>95,217</b>	✓
Dial-a-Ride	<b>49,513</b>	<b>47,539</b>	✓

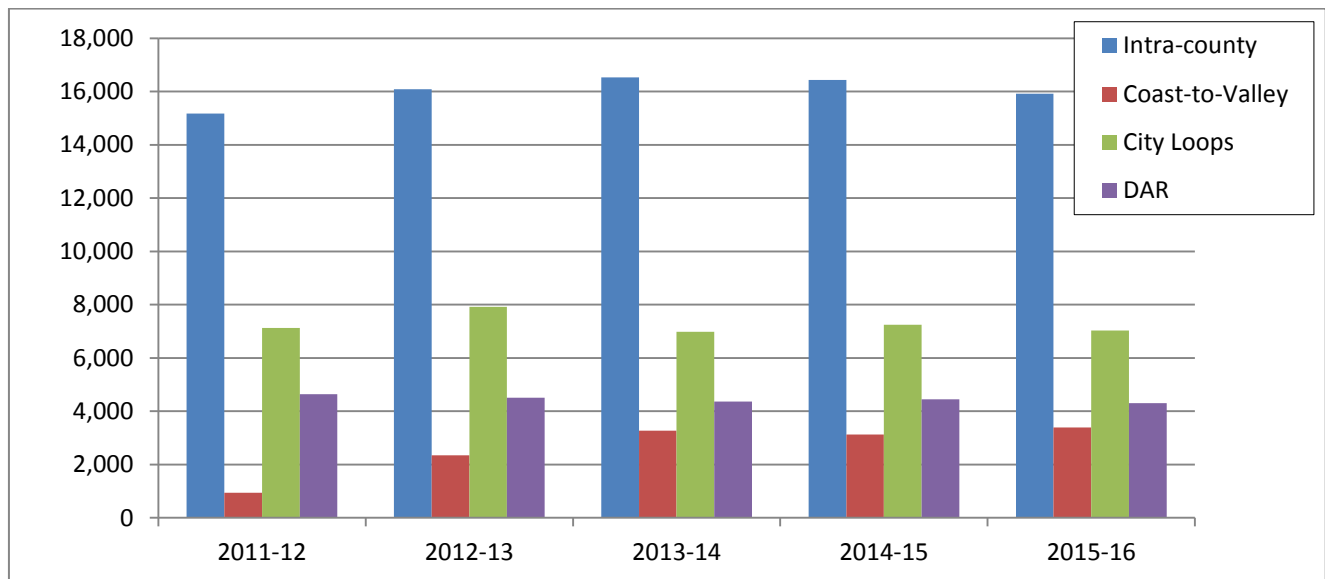
**Figure 9. Total Vehicle Service Miles by Route Type**



**Table 10: Total Vehicle Service Hours**

 Route	 Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
Intra-County	16,026	15,914	✓
Coast-to-Valley	2,611	3,389	✓
City Loops	7,259	7,032	✓
Dial-a-Ride	4,453	4,306	✓

**Figure 10. Total Vehicle Service Hours by Route Type**






**Resource Utilization**

These performance measures will show the totals of each performance measure for fiscal year 2016-2017, along with the annual average benchmark developed over the five-year period.

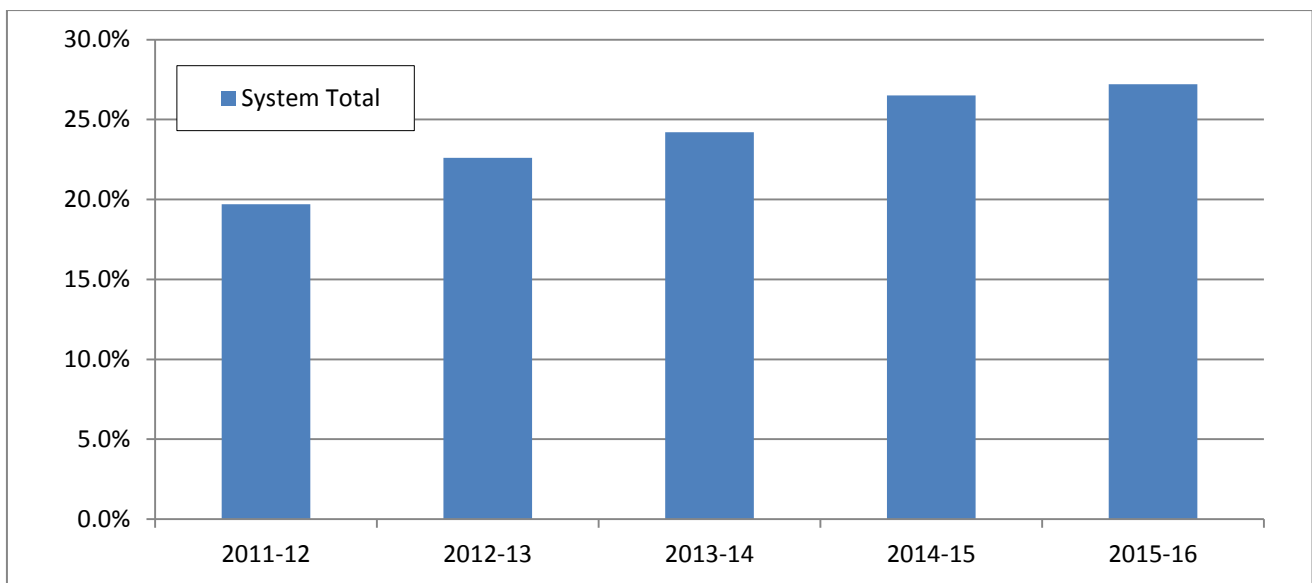
### Maintenance Administration

Table 11 shows the averages for one of the *maintenance administration* performance measures for fiscal year FY 2016-2017, along with the annual average benchmark developed over the five-year period. Figure 11 shows the results in graphical format for the maintenance costs as a percentage of operating costs measures.

**Table 11: Maintenance Costs as a Percentage of Operating Costs**

 Routes	 Benchmark - 5-year Average	Most recent fiscal year [ 2015-2016 ]	Comparison to 5- year benchmark
<b>System Total</b>	<b>24.2%</b>	<b>27.2%</b>	

**Figure 11. Maintenance Costs as a Percentage of Operating Costs**



### Perceived Service Quality

LCTSD does not currently set frequency thresholds or collect data on the number of missed connections with coordinated transit systems.

### Safety and Security

These performance measures will show the totals of each performance measure for fiscal year 2016-2017, along with the annual average benchmark developed over the five-year period.

### Demand-Response Service

LCTSD does not currently collect data about on-time performance, schedule response time, or service denials for their demand-response service.

### **3.4 Monitoring and Trend Analysis**

As part of the performance monitoring program, regular trend analysis should be applied to compare the given performance measure against the same analysis period on a year-over-year (e.g. FY 2017-2018 vs. FY 2016-2017) basis, and possibly on a quarter-over-quarter (e.g. FY 2017-2018 Q1 vs. FY 2016-2017 Q1) or quarter-to-quarter (e.g. FY 2017-2018 Q2 vs. FY 2017-2018 Q1) basis. The identification of short-term and long-term trends will help assess ongoing performance and provide support for modifications to current operational procedures, long-term planning efforts, and coordination with other jurisdictions and transit agencies.

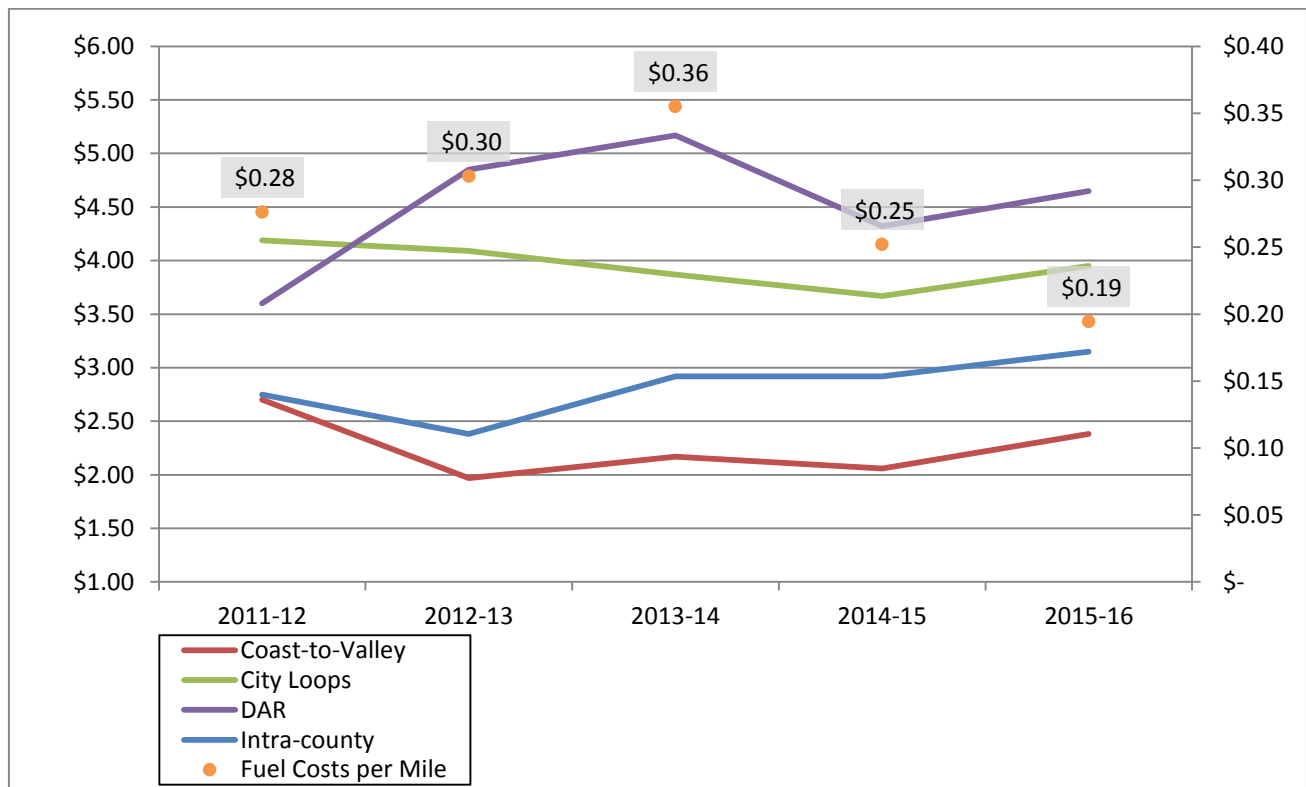
## 4.0 PERFORMANCE MEASURE CORRELATION ANALYSIS

Several performance measures vary with factors such as fuel prices and fleet age. These performance measures and influencing factors were assessed for correlation.

### Cost Efficiency & Fuel Efficiency

Figure 13 shows the results for fuel costs per mile on the total cost per mile performance measure. Fuel costs are not available by route, and were calculated as total LCTSD fuel costs divided by total LCTSD mileage for each year. Fuel costs peaked toward the 2013-14 fiscal year, hence the drop in fuel costs in 2014-15 and 2015-16.

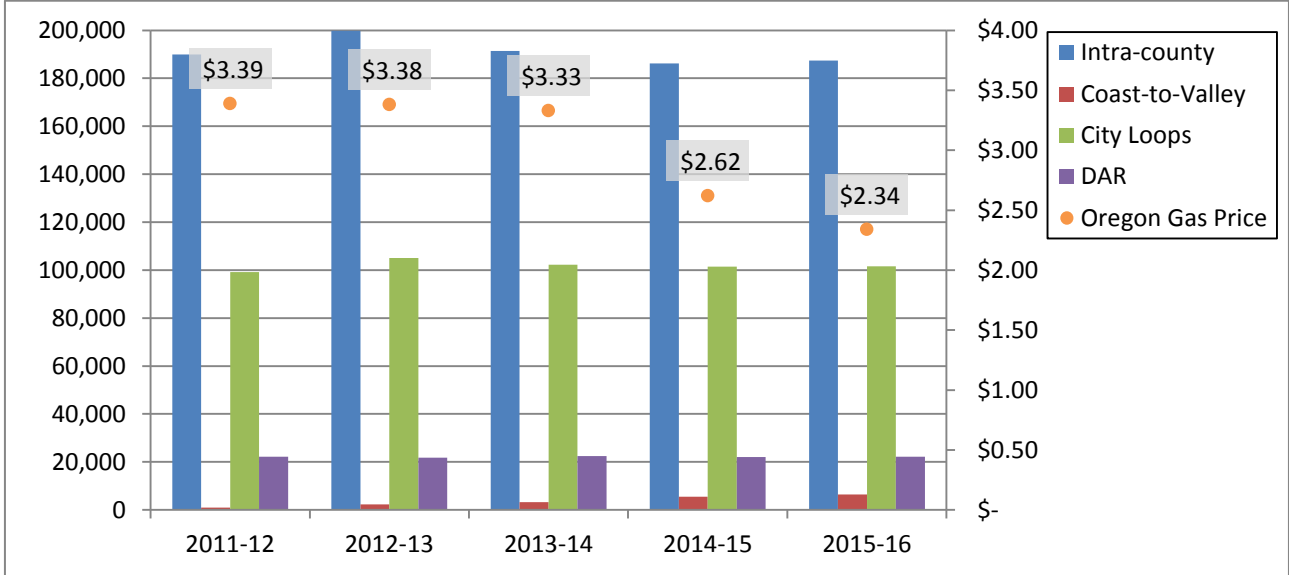
**Figure 13. Total Cost per Mile v. Fuel Costs per Mile**



### Service Utilization & Consumer Gas Prices

Figure 14 shows the average Oregon consumer gas price per gallon overlaid with the total passenger trips by route. LCTSD system-wide ridership peaked in 2012-13, where gas prices remained at their peak.

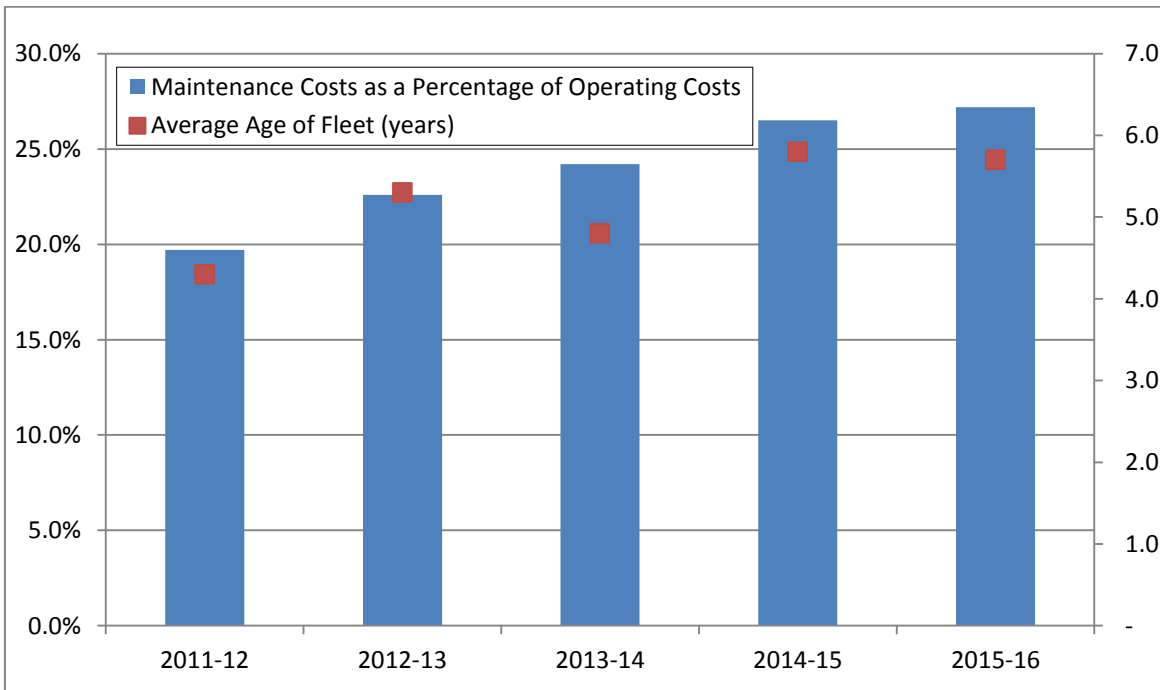
**Figure 14. Total Passenger Trips v. Consumer Gas Price**



### Maintenance Administration & Average Age of Fleet

Figure 15 shows the LCTSD average age of fleet against the maintenance costs as a percentage of operating costs. As the average age of fleet increases, the maintenance costs as a percentage of operating costs generally increase. Five new buses were purchased in 2014 and four new buses were purchased in 2016, decreasing the average age of fleet.

**Figure 15. Total Passenger Trips v. Consumer Gas Price**



## 5.0 NEXT STEPS

The performance measures, benchmarks, comparison tables and figures shown in this memorandum are an initial examination of the availability of performance data, suggested benchmarks, and evaluation of the last five years of results. A systematic and holistic performance evaluation and identification of appropriate benchmarks for set performance measures are critical inputs for LCTSD to justify service improvements. Performance measures and benchmarks are likely change over time. In order to work towards a preferred measure measurement system and realistic, credible, and accepted benchmarks, LCTSD should consider the following next steps:

- ▶ Review the recommendations and results in this memorandum and decide if the performance measurements, benchmarks, and monitoring approach meet LCTSD's needs.
- ▶ Identify any data or information reporting gaps, and create steps to collect any required data in the future.
- ▶ Decide what LCTSD would like to commit to in terms of a performance measurement system, and what LCTSD wants to include in the updated Transit Development Plan.
- ▶ Identify and determine the process for creating an ongoing monitoring and tracking effort for performance measurement, as well as the process for updating performance measurements to meet changing needs and goals.
- ▶ Develop a methodology to select and compare LCTSD's performance measure results against peer transit agencies such as TCTD and YCTA.
- ▶ Create a decision-making framework for acting on the results of the performance measurement system.

APPENDIX A AGENCY PERIODIC REPORTS FOR  
FY 2016-17

**ODOT Public Transit Division  
Agency Periodic Report (APR)**

Report for: 2015 - 2017 Biennium Quarter 5: July 1 to September 30

<b>Legal Name of Agency:</b> Lincoln County Transportation Service District	
<b>Mailing Address:</b> 410 NE Harney St	
<b>City, State, Zip:</b> Newport, Oregon, 97365	
<b>Prepared by:</b> Julie Kay	<b>E-mail:</b> jkay@co.lincoln.or.us
<b>Phone No.:</b> 1 (541) 574-1294	<b>Fax No.:</b>
<b>STF Agency:</b> Lincoln County	

<b>Provider</b>	
<b>I have certified that this document is correct to the best of my knowledge and that I am the authorized representative shown below.</b>	
<b>Authorized by:</b> Cynda Bruce	<b>Date:</b> 10/14/2016

**Current Period Information**

**Volunteer & Non-Cash Resources**

Type of Volunteer	# of Units (hrs/qty)	Unit Value	Total Value
Drivers		\$0.00	\$0.00
Scheduler/Dispatcher		\$0.00	\$0.00
Office Help		\$0.00	\$0.00
Vehicle Maintenance (washing, etc.)		\$0.00	\$0.00
<b>Contributed Professional Services:</b> List such services as legal, accounting, advertising, etc.			
		\$0.00	\$0.00
<b>Other In-Kind Services:</b> List donated services or materials, supplies, etc.			
		\$0.00	\$0.00
<b>Total</b>			\$0.00

Service Data

Category	Fixed Route	Other Than Fixed Route	Total
Total Passenger One-Way Rides	60,729	18,139	78,868
Elderly & Disabled One-Way Rides	13,131	16,049	29,180
Revenue Operation Hours	Actual → 4880 - 4,580	2,760	*7,640 - 7,340 *corrected
Revenue Service Mileage	109,932	24,132	134,064
Are you aware of other RPTD grantees that may also be reporting these service data?	No		
If Yes, please provide the names of these agencies:			

Revenue and Expenses

	Previous	Current	Total To Date
Fare Revenue	\$213,845.00	\$52,538.00	\$266,383.00
Contract Revenue	\$195,504.00	\$0.00	\$195,504.00
RPTD Federal Assistance	\$711,807.00	\$0.00	\$711,807.00
Other Federal Assistance	\$0.00	\$0.00	\$0.00
RPTD State Assistance	\$141,536.00	\$35,399.00	\$176,935.00
Other State Assistance	\$54,133.00	\$0.00	\$54,133.00
Local Assistance	\$831,648.00	\$21,246.00	\$852,894.00
Federal Income Earned	\$0.00	\$0.00	\$0.00
Donations (Cash)	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$2,148,473.00</b>	<b>\$109,183.00</b>	<b>\$2,257,656.00</b>
Administration Expenses	\$472,506.00	\$78,749.00	\$551,255.00
Operations Expenses	\$1,271,524.00	\$272,122.00	\$1,543,646.00
Capital Expenses	\$47,745.00	\$0.00	\$47,745.00
Planning Expenses	\$0.00	\$0.00	\$0.00
<b>Total Agency Expenses</b>	<b>\$1,791,775.00</b>	<b>\$350,871.00</b>	<b>\$2,142,646.00</b>
<b>Operating Profit/Loss</b>	<b>\$356,698.00</b>	<b>-\$241,688.00</b>	<b>\$115,010.00</b>

**Grant Information**

<b>ODOT Agreement #</b>	<b>Title</b>				
30477	2015-17 Lincoln County TSD 30477 Rural 5311 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$1,055,222.00	\$873,543.00	\$0.00	\$181,679.00	07/01/2015	06/30/2017
<b>Other Notes</b>					

<b>ODOT Agreement #</b>	<b>Title</b>				
30745	2015-17 Lincoln Co. Transportation Service Dist. 30745 E&D 5310				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$410,795.00	\$42,724.00	\$0.00	\$368,071.00	07/01/2015	06/30/2017
<b>Other Notes</b>	2-20 plus size passenger buses have been ordered. We expect delivery late December 2016. We will be ordering 2 additional small buses in the next 2 weeks.				

<b>ODOT Agreement #</b>	<b>Title</b>				
31456	2016-18 Lincoln County TSD 31456 5339 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$306,000.00	\$0.00	\$0.00	\$306,000.00	09/01/2016	06/30/2018
<b>Other Notes</b>					

**Asset Management**

Update your capital inventory each year. All capital items purchased with state and federal grants from the Rail and Public Transit Division must be listed as long as the item is used in transit service (even if RPTD released the title.)

<b>Entire Vehicle Inventory</b>						
vehicles in service: 15	# of spares/back-ups: 4	out of service: 1	total: 20			
<b>RPTD-Funded Vehicle Inventory</b>						
<b>Asset #</b>	<b>Agency #</b>	<b>VIN Number</b>	<b>Current Odometer Mileage</b>	<b>Date of Odometer Reading</b>	<b>Vehicle Condition</b>	<b>Out of Service</b>
V000182	1286	1FDWE35L63HB00072				
V000184	1288	4UZAAZAL73CL96196				
V000770	1221	1FD4E45S88DB05261				

Entire Vehicle Inventory						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 1		total: 20
RPTD-Funded Vehicle Inventory						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000915	1230	1GBJ5V1939F411178				
V000916	1227	1FDFE45P29DA47217				
V000917	1228	1FDFE45P49DA47218				
V000918	1229	1FDFE45P69DA47219				
V000953	1235	1FDFE45P39DA91033				
V000954	1236	1FDFE45P59DA91034				
V000962	1237	4UZAB0DT0ACAS9676				
V001411	1248	4UZADRDU8ECFM1411				
V001412	1247	4UZADRDU6ECFM1410				
V001488	1261	4UZADRDU9ECGD0318				
V001489	1262	4UZADRDU8FCGD7343				
V001490	1260	4UZADRDU7ECGD0317				

Vehicles Out of Service			
<i>You must report any vehicle purchased with state and federal funds that is idle for more than 90 days.</i>			
VIN Number	Date of Last Use	Reason for Being Out of Service	Date Expected to Return to Service, Transfer or Disposal

<b>Other Equipment and Facilities Inventory</b> <i>Capital items purchased with state or federal grants that had an original useful life of at least one-year and cost of \$5,000 in the aggregate at the time of purchase. For example, computers and communications equipment aggregated purchase over \$5,000; bus barns; passenger shelters, shop equipment, etc.</i>			
Type of Equipment or Facility	Description of Use	Which Program Funded	Date of Acquisition
Equipment		5310	12/01/2009
Equipment	Tire Changing Machine	5310	
Equipment	Communications Equipment	5310	
Equipment	Computer Hardware Equipment	5310	
Equipment	Apollo Surveillance Cameras for buses, Optis Doc 09112722	5310	05/19/2010
Equipment	3 Dell Optiplex Computers, Keyboards, Monitors	5310	02/05/2008
Equipment	Saf-Tee Siper \$5236.99Quick Mount Wheel Lock \$ 613.57WHD8 275mm Trk Tire Adapter \$ 338.52225mm x 8, Ford \$ 246.84Wheel Lift Attachment (ST) \$ 661.931125 10 Hole Budd Adpater \$ 289.15285.75mm x 10 Budd Unimount \$ 338.52Siping blades (1 DZ per unit) \$ 94.24Total \$7819.76Sh & Hndlg \$ 350.00Grand Total \$8169.76	5310	10/08/2007
Equipment	12/31/2012 - Cover letter with invoices/receipts dated July 25, 2011; See attached invoices for description of items-fp	5310	02/18/2011
Equipment	12/31/2012 - Aggregated Office Equipment consists of Lateral File Cabinets, cost \$2,178.46 and Office Chairs, cost \$2,986.74; see attached invoices.	5310	07/25/2011
Real Estate	Expansion of fleet maintenance building and addition of new hoist	5310	

**Accidents**

Has your agency had any vehicle accidents related to your transit service?	No
Were injuries involved?	No
If Yes to any of the above questions, please complete the following and attach DMV accident report, if filed:	

VIN Number	Type	Number of Fatalities	Number of Injuries	Vehicle Disabled	Drug & Alcohol Test Performed
------------	------	----------------------	--------------------	------------------	-------------------------------

**Civil Rights**

Did your agency receive any Civil Rights complaints? No

If yes, please explain, including outcomes:

Are you reporting on complaints from a prior quarter?: No

**Optional Agency Narrative**

Please tell the Rail and Public Transit Division about your agency's transit program, for example, a new service, a new service partner, a service cut-back, etc.



ODOT PUBLIC TRANSIT DIVISION

QUARTERLY REPORT BUDGET DETAIL WORKSHEET

(To be used for Operations, Purchased Service, Mobility Management, Preventive Maintenance and Planning Projects)

BDW  
Q1  
of 5

PROVIDER/AGENCY NAME: Lincoln County Transportation Service District

FISCAL YEAR OF REQUEST: 2015-2017

QUARTER/MONTH: Q1 F/Y 17

GRANT DESCRIPTION(S): 5311 Operating 5310 Capitol  
GRANT AGREEMENT NO(S): 30477 30745

Table with columns for Grant Description, Grant Agreement No, and Total. Section: ADMINISTRATIVE EXPENSES. Rows include Labor: Salary & Fringe Benefits, Administrative Office Space Costs, etc.

Table with columns for Grant Description, Grant Agreement No, and Total. Section: OPERATING EXPENSES. Rows include Labor Salary & Fringe Benefits, Operating Employee Training/Certification, etc.

Summary rows for operating expenses: Farebox Revenue Allocated to Grant, Other Reductions in Grant Eligible Project Amount, NET OPERATING EXPENSE, and TOTAL EXPENSE.

Table with columns for Source for Match Funds and Total. Section: SOURCE FOR MATCH FUNDS. Rows include In-Lieu, STF, Local Taxes/Bus Advert/Locally Generated Revenue, Contingency.

Approval: By checking this box or signing below, I certify that I am the authorized representative; this document is correct to the best of my knowledge, and is not being used to request reimbursement from any other source.

AUTHORIZED SIGNATURE  
Cynda Bruce  
PRINTED NAME

Oct 14, 2016  
DATE  
(541) 574-1292  
PHONE NUMBER

**ODOT Rail and Public Transit Division  
Reimbursement Invoice and Request Form**

**Recipient**

Lincoln County Transportation Service District  
410 NE Harney St  
Newport, OR 97365

**Contact:** Julie Kay

**Phone:** 1 (541) 574-1294

**Fax:**

**Email:** jkay@co.lincoln.or.us

**Document No.:** 151711974  
**Process Date:**  
**Effective Date:** 07/01/2015  
**Execution Date:** 06/17/2015  
**FEIN:** 936002304  
**TEAMS Id:** CV20015463-01  
**ODOT Agreement:** 30477  
**Version:** 0.1

**Fiscal Period:** FY2017 Qtr.1: July - September 2016

<b>Item:</b> 11.79.00 - Project Admin.		<b>Activity Budget:</b>	\$675,000.00
		<b>Subgrant Contribution:</b>	\$605,678.00
		<b>Grantee Match:</b>	\$69,322.00
<b>Expense Type</b>	<b>Description</b>	<b>Receipt</b>	<b>Expense Amount</b>
• Salaries and Benefits	Driver	N	\$184,586.00
• Salaries and Benefits	Office	N	\$16,050.00
• Insurance	Liability	N	\$500.00
• Advertising and Marketing	Marketing	N	\$1,333.00
		<b>Total:</b>	\$202,469.00
		<b>Match Source</b>	<b>Match Amount</b>
		Local	\$20,793.00
		State Funds	\$0.00
		Other	\$0.00
		<b>Total:</b>	\$20,793.00
		<b>Reimbursement Requested:</b>	\$181,676.00

**Total Reimbursement Requested: \$181,676.00**

Name of Authorized Representative:	Date:
Certification Statement:	Title of Authorized Representative:

**Subgrant Reimbursement Request Summary:**

	<b>This Request</b>	<b>To Date</b>	<b>In Process</b>	<b>Balance</b>
<b>Total Expenses:</b>	\$202,469.00	\$1,274,143.00	\$0.00	\$0.00
<b>Match:</b>	\$20,793.00	\$400,600.00	\$0.00	-\$3.00
<b>Reimbursement Requested:</b>	\$181,676.00	\$873,543.00	\$0.00	\$3.00
<b>Payment:</b>	\$0.00	\$873,543.00	\$0.00	\$181,679.00

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<b>Total</b>			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Other Administrative Expense:</b>											
Phone	0.50	91401	263.79	-263.79	0.00	0.00	0.00	0.00	527.57	0.00	0.00
Phone Stipend	1.00	90603	525.00	-525.00	0.00	0.00	0.00	0.00	525.00	0.00	0.00
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Repair	1.00	92101	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	1.00	94101	226.72	-226.72	0.00	0.00	0.00	0.00	226.72	0.00	0.00
Furniture & Equipment	1.00	94102	1,111.60	-1,111.60	0.00	0.00	0.00	0.00	1,111.60	0.00	0.00
ODOT Flex Funds	1.00	95944	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals & Lodging	1.00	91201	96.44	-96.44	0.00	0.00	0.00	0.00	96.44	0.00	0.00
Postage	1.00	91501	60.95	-60.95	0.00	0.00	0.00	0.00	60.95	0.00	0.00
Road Billable Costs	1.00	96902	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect cost allocation	1.00	96901	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Printing & Publications	1.00	91601	1,238.02	-1,238.02	0.00	0.00	0.00	0.00	1,238.02	0.00	0.00
Professional Services	1.00	92801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>3,522.52</b>	<b>-3,522.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,786.30</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Admin Expense:</b>			<b>78,748.66</b>	<b>-78,748.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
<b>Operating Expenses:</b>											
Salary & Fringe	1.00	90317	94,877.22	-94,877.22	0.00	0.00	0.00	0.00	94,877.22	0.00	0.00
	1.00	90325	13,970.01	-13,970.01	0.00	0.00	0.00	0.00	13,970.01	0.00	0.00
	1.00	90420	18,436.99	-18,436.99	0.00	0.00	0.00	0.00	18,436.99	0.00	0.00
	1.00	90501	7,381.04	-7,381.04	0.00	0.00	0.00	0.00	7,381.04	0.00	0.00
	1.00	90504	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interpreter Stipend	1.00	90604	175.00	-175.00	0.00	0.00	0.00	0.00	175.00	0.00	0.00
	0.80	90800	49,745.57	-49,745.57	0.00	0.00	0.00	0.00	62,181.96	0.00	0.00
<b>Total</b>			<b>184,585.83</b>	<b>-184,585.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>197,022.22</b>	<b>0.00</b>	<b>0.00</b>
Training	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Maintenance	1.00	91102	53,385.23	-53,385.23	0.00	0.00	0.00	0.00	53,385.23	0.00	0.00
	1.00	94406	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>53,385.23</b>	<b>-53,385.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>53,385.23</b>	<b>0.00</b>	<b>0.00</b>
Operating Contracts	1.00	92902	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Insurance	1.00	96302	26,758.41	-26,758.41	0.00	0.00	0.00	0.00	26,758.41	0.00	0.00

<b>Total</b>				<b>26,758.41</b>	<b>-26,758.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,758.41</b>	<b>0.00</b>	<b>0.00</b>
Maintenance Contracts	0.30	93901		3,855.06	-3,855.06	0.00	0.00	0.00	12,850.20	0.00	0.00
	1.00	93301		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>				<b>3,855.06</b>	<b>-3,855.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,850.20</b>	<b>0.00</b>	<b>0.00</b>

**Other Operating Expenses:**

Telephone	0.50	91401		263.79	-263.79	0.00	0.00	0.00	527.57	0.00	0.00
Reserve	0.50	99601		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Supplies	1.00	95901		97.61	-97.61	0.00	0.00	0.00	97.61	0.00	0.00
Sr. Comp. Program	1.00	93814		3,176.00	-3,176.00	0.00	0.00	0.00	3,176.00	0.00	0.00
Medical Supplies	1.00	95102		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>				<b>3,537.40</b>	<b>-3,537.40</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,801.18</b>	<b>0.00</b>	<b>0.00</b>

<b>Total Operating Expense</b>				<b>272,121.93</b>	<b>-272,121.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
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<b>Total w/out capital</b>				<b>350,870.59</b>	<b>-350,749.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
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**Capital Expenses:**

Vehicle Purchase	1.00	98301		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Furniture & Fixtures	1.00	98101		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Radio System Upgrade	1.00	98306		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	1.00	98201		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Total Expenses</b>				<b>350,870.59</b>	<b>-350,870.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>426,430.31</b>	<b>0.00</b>	<b>0.00</b>
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<b>YTD EXPENSES</b>				<b>350,870.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			
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# Detail vs Budget Report Account Summary

Date Range: 07/01/2016 - 09/30/2016

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>Department: 115 - TRANSIT ADMINISTRATION</b>								
<b>Category: 30 - REVENUE</b>								
<b>SubCategory: 310 - TAXES &amp; LAND SALES</b>								
204-115-31110	CURRENT YEAR PROPERTY TAX	0.00	-620,000.00	0.00	-6,176.03	-6,176.03	-613,823.97	-99.00 %
204-115-31120	PRIOR YEAR PROPERTY TAX	0.00	-20,000.00	0.00	-7,237.21	-7,237.21	-12,762.79	-63.81 %
<b>310 - TAXES &amp; LAND SALES Totals:</b>		<b>0.00</b>	<b>-640,000.00</b>	<b>0.00</b>	<b>-13,413.24</b>	<b>-13,413.24</b>	<b>-626,586.76</b>	<b>-97.90 %</b>
<b>SubCategory: 330 - INTERGOVERNMENTAL</b>								
204-115-33107	5311 OPERATING FUNDS	0.00	-527,611.00	0.00	0.00	0.00	-527,611.00	-100.00 %
204-115-33108	5310 CAPITAL GRANTS	0.00	-410,198.00	0.00	0.00	0.00	-410,198.00	-100.00 %
204-115-33771	FEDERAL CAPITAL GRANT	0.00	-306,000.00	0.00	0.00	0.00	-306,000.00	-100.00 %
204-115-33780	STATE STF TRANSFER	0.00	-141,000.00	0.00	-35,399.00	-35,399.00	-105,601.00	-74.89 %
204-115-33782	STATE EMPLOYEE ASSESSMENTS	0.00	-66,000.00	0.00	0.00	0.00	-66,000.00	-100.00 %
<b>330 - INTERGOVERNMENTAL Totals:</b>		<b>0.00</b>	<b>-1,450,809.00</b>	<b>0.00</b>	<b>-35,399.00</b>	<b>-35,399.00</b>	<b>-1,415,410.00</b>	<b>-97.56 %</b>
<b>SubCategory: 340 - CHARGES FOR SERVICES</b>								
204-115-34940	TRANSIT FEES	0.00	-145,000.00	0.00	-36,637.07	-36,637.07	-108,362.93	-74.73 %
204-115-34941	AGENCY PASSES	0.00	-84,000.00	0.00	-15,901.00	-15,901.00	-68,099.00	-81.07 %
204-115-34942	NEWPORT SERVICES	0.00	-90,000.00	0.00	0.00	0.00	-90,000.00	-100.00 %
204-115-34943	LINCOLN CITY SERVICES	0.00	-33,000.00	0.00	0.00	0.00	-33,000.00	-100.00 %
204-115-34944	TRIBAL SERVICE FEES	0.00	-260,672.00	0.00	0.00	0.00	-260,672.00	-100.00 %
204-115-34990	OTHER CHARGES FOR SERVICE	0.00	-500.00	0.00	-1,125.00	-1,125.00	625.00	125.00 %
<b>340 - CHARGES FOR SERVICES Totals:</b>		<b>0.00</b>	<b>-613,172.00</b>	<b>0.00</b>	<b>-53,663.07</b>	<b>-53,663.07</b>	<b>-559,508.93</b>	<b>-91.25 %</b>
<b>SubCategory: 360 - MISCELLANEOUS</b>								
204-115-36175	INTEREST	0.00	-10,000.00	0.00	-6,708.09	-6,708.09	-3,291.91	-32.92 %
204-115-36177	VEHICLE ADVERTISING	0.00	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00 %
204-115-36650	REFUNDS & REIMBURSEMENTS	0.00	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00 %
204-115-36990	MISCELLANEOUS	0.00	-7,000.00	0.00	0.00	0.00	-7,000.00	-100.00 %
<b>360 - MISCELLANEOUS Totals:</b>		<b>0.00</b>	<b>-28,000.00</b>	<b>0.00</b>	<b>-6,708.09</b>	<b>-6,708.09</b>	<b>-21,291.91</b>	<b>-76.04 %</b>
<b>SubCategory: 400 - BEGINNING BALANCE</b>								
204-115-40000	BEGINNING BALANCE	0.00	-2,367,123.00	0.00	0.00	0.00	-2,367,123.00	-100.00 %
<b>400 - BEGINNING BALANCE Totals:</b>		<b>0.00</b>	<b>-2,367,123.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,367,123.00</b>	<b>-100.00 %</b>
<b>30 - REVENUE Totals:</b>		<b>0.00</b>	<b>-5,099,104.00</b>	<b>0.00</b>	<b>-109,183.40</b>	<b>-109,183.40</b>	<b>-4,989,920.60</b>	<b>-97.86 %</b>
<b>Category: 90 - PERSONNEL SERVICES</b>								
<b>SubCategory: 902 - NON-REPRESENTED</b>								
204-115-90201	DIRECTOR	0.00	96,555.00	0.00	20,115.00	20,115.00	76,440.00	79.17 %
204-115-90229	OPERATIONS SUPERVISOR	0.00	126,850.00	0.00	26,172.50	26,172.50	100,677.50	79.37 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>902 - NON-REPRESENTED Totals:</b>		<b>0.00</b>	<b>223,405.00</b>	<b>0.00</b>	<b>46,287.50</b>	<b>46,287.50</b>	<b>177,117.50</b>	<b>79.28 %</b>
<b>SubCategory: 903 - REPRESENTED</b>								
204-115-90317	TRANSIT BUS DRIVER	0.00	547,744.00	0.00	94,877.22	94,877.22	452,866.78	82.68 %
204-115-90325	TRANSIT DISPATCHER	0.00	70,444.00	0.00	13,970.01	13,970.01	56,473.99	80.17 %
<b>903 - REPRESENTED Totals:</b>		<b>0.00</b>	<b>618,188.00</b>	<b>0.00</b>	<b>108,847.23</b>	<b>108,847.23</b>	<b>509,340.77</b>	<b>82.39 %</b>
<b>SubCategory: 904 - PART TIME</b>								
204-115-90420	ON CALL EMPLOYEE	0.00	90,000.00	0.00	18,436.99	18,436.99	71,563.01	79.51 %
<b>904 - PART TIME Totals:</b>		<b>0.00</b>	<b>90,000.00</b>	<b>0.00</b>	<b>18,436.99</b>	<b>18,436.99</b>	<b>71,563.01</b>	<b>79.51 %</b>
<b>SubCategory: 905 - OVERTIME</b>								
204-115-90501	OVERTIME	0.00	40,000.00	0.00	7,381.04	7,381.04	32,618.96	81.55 %
204-115-90504	COMP TIME PAY OFF	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<b>905 - OVERTIME Totals:</b>		<b>0.00</b>	<b>43,000.00</b>	<b>0.00</b>	<b>7,381.04</b>	<b>7,381.04</b>	<b>35,618.96</b>	<b>82.83 %</b>
<b>SubCategory: 906 - HOLIDAY &amp; SPECIAL RATE PAY</b>								
204-115-90603	TELEPHONE STIPEND	0.00	2,520.00	0.00	525.00	525.00	1,995.00	79.17 %
204-115-90604	INTERPRETER STIPEND	0.00	0.00	0.00	175.00	175.00	-175.00	0.00 %
<b>906 - HOLIDAY &amp; SPECIAL RATE PAY Totals:</b>		<b>0.00</b>	<b>2,520.00</b>	<b>0.00</b>	<b>700.00</b>	<b>700.00</b>	<b>1,820.00</b>	<b>72.22 %</b>
<b>SubCategory: 908 - BENEFITS &amp; BURDENS</b>								
204-115-90801	FICA	0.00	74,749.00	0.00	13,669.27	13,669.27	61,079.73	81.71 %
204-115-90802	401(K) RETIREMENT	0.00	97,582.00	0.00	18,029.04	18,029.04	79,552.96	81.52 %
204-115-90804	HEALTH INSURANCE	0.00	248,317.00	0.00	16,217.30	16,217.30	232,099.70	93.47 %
204-115-90805	DENTAL INSURANCE	0.00	33,545.00	0.00	2,367.80	2,367.80	31,177.20	92.94 %
204-115-90806	LIFE INSURANCE	0.00	1,440.00	0.00	145.08	145.08	1,294.92	89.93 %
204-115-90807	LTD INSURANCE	0.00	8,630.00	0.00	1,379.03	1,379.03	7,250.97	84.02 %
204-115-90808	WORKER'S COMPENSATION	0.00	52,025.00	0.00	9,134.63	9,134.63	42,890.37	82.44 %
204-115-90809	UNEMPLOYMENT	0.00	4,886.00	0.00	914.81	914.81	3,971.19	81.28 %
204-115-90810	PEHP	0.00	1,560.00	0.00	325.00	325.00	1,235.00	79.17 %
204-115-90812	HEALTH SAVINGS ACCOUNT	0.00	52,500.00	0.00	0.00	0.00	52,500.00	100.00 %
<b>908 - BENEFITS &amp; BURDENS Totals:</b>		<b>0.00</b>	<b>575,234.00</b>	<b>0.00</b>	<b>62,181.96</b>	<b>62,181.96</b>	<b>513,052.04</b>	<b>89.19 %</b>
<b>90 - PERSONNEL SERVICES Totals:</b>		<b>0.00</b>	<b>1,552,347.00</b>	<b>0.00</b>	<b>243,834.72</b>	<b>243,834.72</b>	<b>1,308,512.28</b>	<b>84.29 %</b>
<b>Category: 91 - MATERIALS &amp; SERVICES</b>								
<b>SubCategory: 910 - MATERIALS &amp; SERVICES</b>								
204-115-91101	TRAVEL EXPENSE	0.00	7,500.00	0.00	0.00	0.00	7,500.00	100.00 %
204-115-91102	FLEET SERVICES	0.00	390,000.00	0.00	53,385.23	53,385.23	336,614.77	86.31 %
204-115-91201	MEALS & LODGING	0.00	6,000.00	0.00	96.44	96.44	5,903.56	98.39 %
204-115-91401	TELEPHONE	0.00	5,000.00	0.00	527.57	527.57	4,472.43	89.45 %
204-115-91501	POSTAGE	0.00	500.00	0.00	60.95	60.95	439.05	87.81 %
204-115-91601	PRINTING & PUBLICATIONS	0.00	25,000.00	0.00	1,238.02	1,238.02	23,761.98	95.05 %
204-115-92101	EQUIPMENT REPAIR	0.00	4,000.00	0.00	0.00	0.00	4,000.00	100.00 %
204-115-92801	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
204-115-92802	PROFESSIONAL CONFERENCE	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-92803	AUDIT EXPENSE	0.00	5,500.00	0.00	0.00	0.00	5,500.00	100.00 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>204-115-92807</u>	DOCTORS/EXAMS	0.00	3,000.00	0.00	500.00	500.00	2,500.00	83.33 %
<u>204-115-92901</u>	MEMBERSHIP FEES & DUES	0.00	3,000.00	0.00	2,172.00	2,172.00	828.00	27.60 %
<u>204-115-93301</u>	MAINTENANCE AGREEMENTS	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<u>204-115-93814</u> <i>New</i>	SENIOR COMPANION PROGRAM	0.00	4,000.00	0.00	3,176.00	3,176.00	824.00	20.60 %
<u>204-115-93901</u>	CONTRACTUAL SERVICES	0.00	150,000.00	0.00	12,850.20	12,850.20	137,149.80	91.43 %
<u>204-115-93947</u>	TILLAMOOK CONNECTION	0.00	48,500.00	0.00	4,714.08	4,714.08	43,785.92	90.28 %
<u>204-115-94101</u>	OFFICE SUPPLIES	0.00	3,500.00	0.00	226.72	226.72	3,273.28	93.52 %
<u>204-115-94102</u>	FURNITURE & EQUIP < \$10,000	0.00	10,000.00	0.00	1,111.60	1,111.60	8,888.40	88.88 %
<u>204-115-95102</u>	MEDICAL SUPPLIES	0.00	500.00	0.00	0.00	0.00	500.00	100.00 %
<u>204-115-95202</u>	CONTINUING EDUCATION	0.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00 %
<u>204-115-95901</u>	OTHER SUPPLIES	0.00	16,000.00	0.00	97.61	97.61	15,902.39	99.39 %
<u>204-115-96301</u>	PROPERTY/LIABILITY INSURANCE	0.00	5,000.00	0.00	121.03	121.03	4,878.97	97.58 %
<u>204-115-96302</u>	VEHICLE INSURANCE	0.00	37,107.00	0.00	26,758.41	26,758.41	10,348.59	27.89 %
<u>204-115-96601</u>	RENTALS OF SPACE	0.00	2,400.00	0.00	0.00	0.00	2,400.00	100.00 %
<u>204-115-96901</u>	INDIRECT COST ALLOCATION	0.00	150,000.00	0.00	0.00	0.00	150,000.00	100.00 %
<u>204-115-96902</u>	ROAD BILLABLE COSTS	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
<b>910 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>895,007.00</b>	<b>0.00</b>	<b>107,035.86</b>	<b>107,035.86</b>	<b>787,971.14</b>	<b>88.04 %</b>
<b>91 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>895,007.00</b>	<b>0.00</b>	<b>107,035.86</b>	<b>107,035.86</b>	<b>787,971.14</b>	<b>88.04 %</b>
<b>Category: 95 - CONTINGENCY</b>								
<b>SubCategory: 995 - CONTINGENCY</b>								
<u>204-115-99501</u>	CONTINGENCY	0.00	337,691.00	0.00	0.00	0.00	337,691.00	100.00 %
<b>995 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>95 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>Category: 97 - CAPITAL EXPENDITURES</b>								
<b>SubCategory: 970 - CAPITAL EXPENDITURES</b>								
<u>204-115-98301</u>	MOTOR VEHICLES	0.00	1,137,600.00	0.00	0.00	0.00	1,137,600.00	100.00 %
<u>204-115-98302</u>	BUS STOP SIGNAGE & EQUIPMENT	0.00	120,000.00	0.00	0.00	0.00	120,000.00	100.00 %
<b>970 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,257,600.00</b>	<b>100.00 %</b>
<b>97 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,257,600.00</b>	<b>100.00 %</b>
<b>Category: 99 - UNAPPROPRIATED</b>								
<b>SubCategory: 996 - UNAPPROPRIATED</b>								
<u>204-115-99601</u>	RESERVE FOR FUTURE EXPENSES	0.00	643,361.00	0.00	0.00	0.00	643,361.00	100.00 %
<u>204-115-99603</u>	COMPENSATED ABSENCES	0.00	413,098.00	0.00	0.00	0.00	413,098.00	100.00 %
<b>996 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>1,056,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>99 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>1,056,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>115 - TRANSIT ADMINISTRATION Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>241,687.18</b>	<b>241,687.18</b>	<b>-241,687.18</b>	
<b>Report Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>241,687.18</b>	<b>241,687.18</b>	<b>-241,687.18</b>	

90 - 243,834.72  
 91 - 107,035.86  
 350,870.58

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204 - TRANSIT DISTRICT FUND	0.00	0.00	0.00	241,687.18	241,687.18	-241,687.18	
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>241,687.18</b>	<b>241,687.18</b>	<b>-241,687.18</b>	

## Mileage by Date Range

Fleet: 204

Group: All

Unit ID: All

Period: From 07/01/2016 to 09/30/2016

Type: All

Make: All

Customer: All

Inactive Equipment: Yes

Fleet	Group	Unit ID	Meter Type	Meter Units	End of Period Mileage	Start of Period Mileage	Mileage In Period
204	115	1221	Odometer-M	Miles	218,993	209,952	9,041
		1227	Odometer-M	Miles	182,432	175,509	6,923
		1228	Odometer-M	Miles	172,678	168,889	3,789
		1229	Odometer-M	Miles	144,729	142,196	2,533
		1230	Odometer-M	Miles	238,436	238,436	0
		1232	Odometer-M	Miles	91,820	87,278	4,542
		1233	Odometer-M	Miles	91,092	89,344	1,748
		1234	Odometer-M	Miles	93,887	91,712	2,175
		1235	Odometer-M	Miles	127,499	121,898	5,601
		1236	Odometer-M	Miles	116,753	112,011	4,742
		1237	Odometer-M	Miles	335,887	323,893	11,994
		1238	Odometer-M	Miles	88,980	86,968	2,012
		1247	Odometer-M	Miles	163,294	157,308	5,986
		1248	Odometer-M	Miles	140,119	128,729	11,390
		1249	Odometer-M	Miles	196,425	188,110	8,315
		1260	Odometer-M	Miles	109,117	95,778	13,339
		1261	Odometer-M	Miles	72,797	61,922	10,875
		1262	Odometer-M	Miles	87,833	77,905	9,928
		1286	Odometer-M	Miles	150,066	142,090	7,976
		1288	Odometer-M	Miles	481,586	470,431	11,155

134,064

## Equipment Fuel Usage by Fuel Type

Fleet: 204

Group: All

Unit ID: All

Fuel Type: All

Date: 07/01/2016 - 09/30/2016

Report Level: Summary

Fuel

Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
1	1227	204	115	FMCO	E450/EDAT24	763.56	1,446.00	0.00
	1228			FMCO	E450/EDAT24	446.07	993.10	0.00
	1229			FMCO	E450/EDAT24	287.84	566.86	0.00
	1232			FMCO	E450/STBS22	562.78	1,303.88	0.00
	1233			FMCO	E450/STBS22	70.04	131.42	0.00
	1234			FMCO	E450/STBS22	266.41	452.27	0.00
	1235			FMCO	E450/STBS25	673.45	1,445.59	0.00
	1236			FMCO	E450/STBS25	550.05	901.57	0.00
	1237			FRTL	XB75/CTS RE	1,784.90	3,029.38	0.00
	1238			FMCO	E450/STBS22	244.55	412.75	0.00
	1247			FRTL	SC2/GLAVAL	726.35	1,226.21	0.00
	1248			FRTL	SC2/GLAVAL	1,373.45	2,321.54	0.00
	1260			FRTL	SC2/GLAVAL	1,569.03	2,629.26	0.00
	1261			FRTL	SC2/GLAVAL	1,345.30	2,278.17	0.00
	1262			FRTL	SC2/GLAVAL	1,102.29	1,869.36	0.00
	1288			FRTL	FB65/CONCO	1,262.47	2,117.75	0.00
	Units = 16 Fuel events = 681					13,028.54	23,125.11	0.00
2	1221			FMCO	E450/EDAT22	1,062.72	2,025.98	0.00
	1249			FMCO	E450/TRNSP	938.58	1,866.81	0.00
	1286			FMCO	E450/CRUSA	745.39	1,467.34	0.00
	Units = 4 Fuel events = 98					2,746.69	5,360.13	0.00
5	1247			FRTL	SC2/GLAVAL	55.20	128.62	0.00
	1248			FRTL	SC2/GLAVAL	79.80	185.92	0.00
	1260			FRTL	SC2/GLAVAL	88.80	206.91	0.00
	1261			FRTL	SC2/GLAVAL	96.20	224.14	0.00
	1262			FRTL	SC2/GLAVAL	49.80	116.04	0.00
	Units = 6 Fuel events = 38					369.80	861.63	0.00
9	1227			FMCO	E450/EDAT24	3.00	1.50	0.00
	1235			FMCO	E450/STBS25	1.00	0.50	0.00
	1236			FMCO	E450/STBS25	3.00	1.50	0.00
	1248			FRTL	SC2/GLAVAL	2.00	1.00	0.00
	1262			FRTL	SC2/GLAVAL	1.00	0.50	0.00
	1288			FRTL	FB65/CONCO	1.00	0.50	0.00
	Units = 7 Fuel events = 11					11.00	5.50	0.00
11	1221			FMCO	E450/EDAT22	2.00	4.00	0.00
	1227			FMCO	E450/EDAT24	3.00	6.00	0.00
	1236			FMCO	E450/STBS25	3.00	6.00	0.00
	1237			FRTL	XB75/CTS RE	15.00	30.00	0.00
	1248			FRTL	SC2/GLAVAL	2.00	4.00	0.00
	1249			FMCO	E450/TRNSP	1.00	2.00	0.00
	1260			FRTL	SC2/GLAVAL	12.00	24.00	0.00
	1261			FRTL	SC2/GLAVAL	7.00	14.00	0.00
	1262			FRTL	SC2/GLAVAL	12.00	24.00	0.00
	1286			FMCO	E450/CRUSA	2.00	4.00	0.00
	Units = 11 Fuel events = 35					59.00	118.00	0.00
12	1221			FMCO	E450/EDAT22	11.00	33.00	0.00
	1227			FMCO	E450/EDAT24	6.00	18.00	0.00

## Equipment Fuel Usage by Fuel Type

Fuel

Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
12	1229	204	115	FMCO	E450/EDAT24	1.00	3.00	0.00
	1234			FMCO	E450/STBS22	2.00	6.00	0.00
	1235			FMCO	E450/STBS25	1.00	3.00	0.00
	1236			FMCO	E450/STBS25	5.00	15.00	0.00
	1237			FRTL	XB75/CTS RE	3.00	9.00	0.00
	1238			FMCO	E450/STBS22	2.00	6.00	0.00
	1247			FRTL	SC2/GLAVAL	11.00	33.00	0.00
	1248			FRTL	SC2/GLAVAL	15.00	45.00	0.00
	1249			FMCO	E450/TRNSP	6.00	18.00	0.00
	1260			FRTL	SC2/GLAVAL	10.00	30.00	0.00
	1261			FRTL	SC2/GLAVAL	8.00	24.00	0.00
	1262			FRTL	SC2/GLAVAL	4.00	12.00	0.00
	1286			FMCO	E450/CRUSA	6.00	18.00	0.00
Units = 16		Fuel events = 92				91.00	273.00	0.00
Units = 60		Fuel events = 955				16,306.03	29,743.37	0.00

## Repair and Fuel Cost Summary

Type: All  
 Make: All  
 Customer: All  
 Date Range: 07/01/2016 to 09/30/2016

Fleet: 204  
 Group: All  
 Unit: All  
 WO Selection by: Closed

Fleet	Group	Unit	Repairs	Fuel	Total
204	115	1221	941.26	2,068.98	3,010.24
		1227	1,248.74	1,471.50	2,720.24
		1228	3,197.38	993.10	4,190.48
		1229	1,576.58	569.86	2,146.44
		1230	0.00	0.00	0.00
		1232	509.26	1,303.88	1,813.14
		1233	560.16	131.42	691.58
		1234	386.75	458.27	845.02
		1235	14,658.78	1,449.09	16,107.87
		1236	3,275.40	927.07	4,202.47
		1237	7,156.37	3,068.38	10,224.75
		1238	1,085.45	418.75	1,504.20
		1247	1,561.70	1,387.83	2,949.53
		1248	1,930.10	2,563.46	4,493.56
		1249	254.79	1,886.81	2,141.60
		1260	5,353.56	2,890.17	8,243.73
		1261	1,894.59	2,540.31	4,434.90
		1262	1,798.25	2,021.90	3,820.15
		1286	2,085.09	1,498.34	3,583.43
		1288	1,666.97	2,118.25	3,785.22
<b>Group ID 115 Totals:</b>			<b>51,141.18</b>	<b>29,767.37</b>	<b>80,908.55</b>
<b>Fleet ID 204 Totals:</b>			<b>51,141.18</b>	<b>29,767.37</b>	<b>80,908.55</b>
<b>Grand Total:</b>			<b>51,141.18</b>	<b>29,767.37</b>	<b>80,908.55</b>

### Work Order Cost Summary by Equip/Cust

Type: All  
 Make: All  
 Customer: All  
 Date Range: 07/01/2016 to 09/30/2016

Fleet: 204  
 Group: All  
 Unit: All

WO Selection by: Closed

Flt	Grp	Unit	Customer ID	Labor Hours	Labor Cost	Parts Cost	Outside Cost	Haz Waste Cost	Other Cost	Dist Labor Cost	Dist Misc Cost	User1 Cost	User2 Cost	User3 Cost	Tax	WO Total
204	115	1221	204-115	8.00	643.61	297.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	941.26
		1227	204-115	10.50	844.74	404.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,248.74
		1228	204-115	25.00	2,011.27	1,036.26	149.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,197.38
		1229	204-115	14.50	1,166.54	410.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,576.58
		1232	204-115	4.50	362.03	147.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	509.26
		1233	204-115	6.50	522.94	17.24	19.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	560.16
		1234	204-115	2.00	160.91	225.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	386.75
		1235	204-115	64.50	5,189.04	9,414.74	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,658.78
		1236	204-115	28.00	2,252.61	1,022.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,275.40
		1237	204-115	63.50	5,108.63	1,984.29	63.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,156.37
		1238	204-115	11.00	884.96	200.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,085.45
		1247	204-115	12.00	965.41	596.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,561.70
		1248	204-115	18.50	1,488.33	289.22	152.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,930.10
		1249	204-115	3.00	241.36	13.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	254.79
		1260	204-115	42.00	3,378.92	1,667.92	306.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,353.56
		1261	204-115	15.00	1,206.76	687.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,894.59
		1262	204-115	18.00	1,448.13	430.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,798.25
		1286	204-115	20.50	1,649.25	327.84	108.00	0.00	0.00	0.00	0.00	-80.45	0.00	0.00	0.00	2,085.09
		1288	204-115	18.50	1,488.33	168.64	10.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,665.97
<b>Group 115 Total:</b>				<b>385.50</b>	<b>31,013.77</b>	<b>19,342.31</b>	<b>865.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-80.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,665.97</b>
<b>Fleet 204 Total:</b>				<b>385.50</b>	<b>31,013.77</b>	<b>19,342.31</b>	<b>865.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-80.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>51,141.18</b>
<b>Grand Equipment Total:</b>				<b>385.50</b>	<b>31,013.77</b>	<b>19,342.31</b>	<b>865.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-80.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>51,141.18</b>

**ODOT Public Transit Division  
Agency Periodic Report (APR)**

**Report for: 2015 - 2017 Biennium Quarter 6: October 1 to December 31**

<b>Legal Name of Agency:</b> Lincoln County Transportation Service District	
<b>Mailing Address:</b> 410 NE Harney St	
<b>City, State, Zip:</b> Newport, Oregon, 97365	
<b>Prepared by:</b> Julie Kay	<b>E-mail:</b> jkay@co.lincoln.or.us
<b>Phone No.:</b> 1 (541) 574-1294	<b>Fax No.:</b>
<b>STF Agency:</b> Lincoln County	

<b>Provider</b>	
<b>I have certified that this document is correct to the best of my knowledge and that I am the authorized representative shown below.</b>	
<b>Authorized by:</b>	<b>Date:</b>
Cynda Bruce	01/20/2017

**Current Period Information**

**Volunteer & Non-Cash Resources**

Type of Volunteer	# of Units (hrs/qty)	Unit Value	Total Value
Drivers		\$0.00	\$0.00
Scheduler/Dispatcher		\$0.00	\$0.00
Office Help		\$0.00	\$0.00
Vehicle Maintenance (washing, etc.)		\$0.00	\$0.00
<b>Contributed Professional Services:</b> List such services as legal, accounting, advertising, etc.			
		\$0.00	\$0.00
<b>Other In-Kind Services:</b> List donated services or materials, supplies, etc.			
		\$0.00	\$0.00
<b>Total</b>			\$0.00

## Service Data

Category	Fixed Route	Other Than Fixed Route	Total
Total Passenger One-Way Rides	60,842	18,174	79,016
Elderly & Disabled One-Way Rides	13,155	16,078	29,233
Revenue Operation Hours	4,678	3,163	7,841
Revenue Service Mileage	105,883	23,243	129,126
Are you aware of other RPTD grantees that may also be reporting these service data?	No		
If Yes, please provide the names of these agencies:			

## Revenue and Expenses

	Previous	Current	Total To Date
Fare Revenue	\$266,383.00	\$48,384.00	\$314,767.00
Contract Revenue	\$195,504.00	\$65,168.00	\$260,672.00
RPTD Federal Assistance	\$711,807.00	\$181,676.00	\$893,483.00
Other Federal Assistance	\$0.00	\$0.00	\$0.00
RPTD State Assistance	\$176,935.00	\$35,399.00	\$212,334.00
Other State Assistance	\$54,133.00	\$19,386.00	\$73,519.00
Local Assistance	\$852,894.00	\$613,910.00	\$1,466,804.00
Federal Income Earned	\$0.00	\$0.00	\$0.00
Donations (Cash)	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$2,257,656.00</b>	<b>\$963,923.00</b>	<b>\$3,221,579.00</b>
Administration Expenses	\$551,255.00	\$120,349.00	\$671,604.00
Operations Expenses	\$1,543,646.00	\$342,806.00	\$1,886,452.00
Capital Expenses	\$47,745.00	\$0.00	\$47,745.00
Planning Expenses	\$0.00	\$0.00	\$0.00
<b>Total Agency Expenses</b>	<b>\$2,142,646.00</b>	<b>\$463,155.00</b>	<b>\$2,605,801.00</b>
<b>Operating Profit/Loss</b>	<b>\$115,010.00</b>	<b>\$500,768.00</b>	<b>\$615,778.00</b>

**Grant Information**

<b>ODOT Agreement #</b>	<b>Title</b>				
30477	2015-17 Lincoln County TSD 30477 Rural 5311 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$1,055,222.00	\$1,055,219.00	\$0.00	\$3.00	07/01/2015	06/30/2017
<b>Other Notes</b>					

<b>ODOT Agreement #</b>	<b>Title</b>				
30745	2015-17 Lincoln Co. Transportation Service Dist. 30745 E&D 5310				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$410,795.00	\$42,724.00	\$0.00	\$368,071.00	07/01/2015	06/30/2017
<b>Other Notes</b>					

<b>ODOT Agreement #</b>	<b>Title</b>				
31456	2016-18 Lincoln County TSD 31456 5339 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$306,000.00	\$0.00	\$0.00	\$306,000.00	09/01/2016	06/30/2018
<b>Other Notes</b>					

**Asset Management**

Update your capital inventory each year. All capital items purchased with state and federal grants from the Rail and Public Transit Division must be listed as long as the item is used in transit service (even if RPTD released the title.)

<b>Entire Vehicle Inventory</b>						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 1		total: 20
<b>RPTD-Funded Vehicle Inventory</b>						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000182	1286	1FDWE35L63HB00072				
V000184	1288	4UZAAZAL73CL96196				
V000770	1221	1FD4E45S88DB05261				
V000915	1230	1GBJ5V1939F411178				

Entire Vehicle Inventory						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 1		total: 20
RPTD-Funded Vehicle Inventory						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000916	1227	1FDFE45P29DA47217				
V000917	1228	1FDFE45P49DA47218				
V000918	1229	1FDFE45P69DA47219				
V000953	1235	1FDFE45P39DA91033				
V000954	1236	1FDFE45P59DA91034				
V000962	1237	4UZAB0DT0ACAS9676				
V001411	1248	4UZADRDU8ECFM1411				
V001412	1247	4UZADRDU6ECFM1410				
V001488	1261	4UZADRDU9ECGD0318				
V001489	1262	4UZADRDU8FCGD7343				
V001490	1260	4UZADRDU7ECGD0317				

Vehicles Out of Service			
<i>You must report any vehicle purchased with state and federal funds that is idle for more than 90 days.</i>			
VIN Number	Date of Last Use	Reason for Being Out of Service	Date Expected to Return to Service, Transfer or Disposal

**Other Equipment and Facilities Inventory**

Capital items purchased with state or federal grants that had an original useful life of at least one-year and cost of \$5,000 in the aggregate at the time of purchase. For example, computers and communications equipment aggregated purchase over \$5,000; bus barns; passenger shelters, shop equipment, etc.

Type of Equipment or Facility	Description of Use	Which Program Funded	Date of Acquisition
Equipment		5310	12/01/2009
Equipment	Tire Changing Machine	5310	
Equipment	Communications Equipment	5310	
Equipment	Computer Hardware Equipment	5310	
Equipment	Apollo Surveillance Cameras for buses, Optis Doc 09112722	5310	05/19/2010
Equipment	3 Dell Optiplex Computers, Keyboards, Monitors	5310	02/05/2008
Equipment	Saf-Tee Siper \$5236.99Quick Mount Wheel Lock \$ 613.57WHD8 275mm Trk Tire Adapter \$ 338.52225mm x 8, Ford \$ 246.84Wheel Lift Attachment (ST) \$ 661.931125 10 Hole Budd Adpater \$ 289.15285.75mm x 10 Budd Unimount \$ 338.52Siping blades (1 DZ per unit) \$ 94.24Total \$7819.76Sh & Hndlg \$ 350.00Grand Total \$8169.76	5310	10/08/2007
Equipment	12/31/2012 - Cover letter with invoices/receipts dated July 25, 2011; See attached invoices for description of items-fp	5310	02/18/2011
Equipment	12/31/2012 - Aggregated Office Equipment consists of Lateral File Cabinets, cost \$2,178.46 and Office Chairs, cost \$2,986.74; see attached invoices.	5310	07/25/2011
Real Estate	Expansion of fleet maintenance building and addition of new hoist	5310	

**Accidents**

Has your agency had any vehicle accidents related to your transit service?	No
Were injuries involved?	No
If Yes to any of the above questions, please complete the following and attach DMV accident report, if filed:	

VIN Number	Type	Number of Fatalities	Number of Injuries	Vehicle Disabled	Drug & Alcohol Test Performed
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**Civil Rights**

Did your agency receive any Civil Rights complaints? No

If yes, please explain, including outcomes:

Are you reporting on complaints from a prior quarter?: No

**Optional Agency Narrative**

Please tell the Rail and Public Transit Division about your agency's transit program, for example, a new service, a new service partner, a service cut-back, etc.

5311 funds have been depleted and 4 buses have been ordered on the 5310 Capitol Grant.



**ODOT PUBLIC TRANSIT DIVISION  
QUARTERLY REPORT BUDGET DETAIL WORKSHEET**

(To be used for Operations, Purchased Service, Mobility Management, Preventive Maintenance and Planning Projects)

**ROVIDER/AGENCY NAME:** Lincoln County Transportation Service District

**FISCAL YEAR OF REQUEST:** 2015-2017

**QUARTER/MONTH:** Q2 F/Y 17

**GRANT DESCRIPTION(S):** 5311 Operating      5310 Capitol  
**GRANT AGREEMENT NO(S):** 30477                      30745

<b>ADMINISTRATIVE EXPENSES</b>					<b>TOTAL</b>
Labor: Salary & Fringe Benefits					\$ -
Administrative Office Space Costs					-
Administrative Employee Training, Certification					-
Marketing/Public Involvement					-
Agency Liability Insurance					-
Contracted Services (e.g. legal, payroll, audit, etc.)					-
Administering Drug & Alcohol Testing					-
Travel					-
Durable Equipment Less than \$5,000					-
Other Administrative Expenses (list)					-
<u>telephone, equip repair, meals &amp; lodging, office suppli</u>					-
<u>print shop, copies, postage, overhead, flex funds</u>					-
<u>DEA shelter/ kiosk design const. admin. &amp; Expense</u>					-
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	\$ -	\$ -	\$ -	\$ -	\$ -

<b>OPERATING EXPENSES</b>					<b>TOTAL</b>
Labor Salary & Fringe Benefits					\$ -
Operating Employee Training/Certification					-
Vehicle Preventive Maintenance					-
Vehicle Accident Repair					-
Tires (non-capital)					-
Fuel & Oil					-
Spare Parts (not included in PM)					-
Transit Service Contracts					-
Operations and Passenger Facility Maintenance					-
Vehicle/Facility Insurance					-
Durable Equipment Less than \$5,000					-
Other Operating Expenses (list)					-
<u>telephone, print shop, other supplies,</u>					-
<u>medical supplies</u>					-
<b>TOTAL OPERATING EXPENSES</b>	\$ -	\$ -	\$ -	\$ -	\$ -
Farebox Revenue Allocated to Grant					\$ -
Other Reductions in Grant Eligible Project Amount					\$ -
( Total - Farebox - Other ) <b>NET OPERATING EXPENSE</b>	\$ -	\$ -	\$ -	\$ -	\$ -
( Net Operating + Admin ) <b>TOTAL EXPENSE</b>	\$ -	\$ -	\$ -	\$ -	\$ -

<b>SOURCE FOR MATCH FUNDS (ENTER BELOW)</b>					<b>TOTAL</b>
A. <u>In-Lieu</u>					\$ -
B. <u>STF</u>					\$ -
C. <u>Local Taxes/Bus Advert/Locally Generated Revenue</u>					\$ -
D. <u>Contingency</u>					\$ -
<b>TOTAL MATCH AVAILABLE FOR THIS PROJECT</b>	\$ -	\$ -	\$ -	\$ -	\$ -

**Approval:** By checking this box  or signing below, I certify that I am the authorized representative; this document is correct to the best of my knowledge, and is not being used to request reimbursement from any other source.

AUTHORIZED SIGNATURE \_\_\_\_\_  
Cynda Bruce  
 PRINTED NAME

DATE \_\_\_\_\_ BDW  
 (541) 574-1292  
 PHONE NUMBER





<b>Total</b>	0.00	795.42	-795.42	0.00	0.00	0.00	795.42	0.00
<b>Other Administrative Expense:</b>								
Phone	0.50	91401	263.79	389.23	-653.02	0.00	0.00	0.00
Phone Stipend	1.00	90603	525.00	630.00	-1,155.00	0.00	0.00	1,306.03
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	1,155.00
Equipment Repair	1.00	92101	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	1.00	94101	226.72	261.79	-488.51	0.00	0.00	0.00
Furniture & Equipment	1.00	94102	1,111.60	0.00	-1,111.60	0.00	0.00	488.51
ODOT Flex Funds	1.00	95944	0.00	0.00	0.00	0.00	0.00	1,111.60
Meals & Lodging	1.00	91201	96.44	290.80	-387.24	0.00	0.00	0.00
Postage	1.00	91501	60.95	61.23	-122.18	0.00	0.00	387.24
Road Billable Costs	1.00	96902	0.00	0.00	0.00	0.00	0.00	122.18
Indirect cost allocation	1.00	96901	0.00	32,925.60	-32,925.60	0.00	0.00	0.00
Printing & Publications	1.00	91601	1,238.02	1,359.05	-2,597.07	0.00	0.00	32,925.60
Professional Services	1.00	92801	0.00	0.00	0.00	0.00	0.00	2,597.07
<b>Total</b>			<b>3,522.52</b>	<b>35,917.70</b>	<b>-39,440.22</b>	<b>0.00</b>	<b>0.00</b>	<b>40,093.23</b>
<b>Total Admin Expense:</b>			<b>78,748.66</b>	<b>120,348.90</b>	<b>-198,976.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Operating Expenses:</b>								
Salary & Fringe	1.00	90317	94,877.22	113,903.09	-208,780.31	0.00	0.00	94,877.22
	1.00	90325	13,970.01	16,510.01	-30,480.02	0.00	0.00	13,970.01
	1.00	90420	18,436.99	22,510.88	-40,947.87	0.00	0.00	18,436.99
	1.00	90501	7,381.04	4,058.67	-11,439.71	0.00	0.00	7,381.04
	1.00	90504	0.00	0.00	0.00	0.00	0.00	0.00
Interpreter Stipend	1.00	90604	175.00	210.00	-385.00	0.00	0.00	175.00
	0.80	90800	49,745.57	60,564.16	-110,309.73	0.00	0.00	49,745.57
<b>Total</b>			<b>184,585.83</b>	<b>217,756.81</b>	<b>-402,342.64</b>	<b>0.00</b>	<b>0.00</b>	<b>137,887.16</b>
Training	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Maintenance	1.00	91102	53,385.23	121,862.38	-175,247.61	0.00	0.00	53,385.23
	1.00	94406	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>53,385.23</b>	<b>121,862.38</b>	<b>-175,247.61</b>	<b>0.00</b>	<b>0.00</b>	<b>175,247.61</b>
Operating Contracts	1.00	92902	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Insurance	1.00	96302	26,758.41	0.00	-26,758.41	0.00	0.00	26,758.41

<b>Total</b>	0.00	795.42	-795.42	0.00	0.00	0.00	795.42	0.00
<b>Other Administrative Expense:</b>								
Phone	0.50	91401	263.79	389.23	-653.02	0.00	0.00	0.00
Phone Stipend	1.00	90603	525.00	630.00	-1,155.00	0.00	0.00	1,306.03
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	1,155.00
Equipment Repair	1.00	92101	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	1.00	94101	226.72	261.79	-488.51	0.00	0.00	0.00
Furniture & Equipment	1.00	94102	1,111.60	0.00	-1,111.60	0.00	0.00	488.51
ODOT Flex Funds	1.00	95944	0.00	0.00	0.00	0.00	0.00	1,111.60
Meals & Lodging	1.00	91201	96.44	290.80	-387.24	0.00	0.00	0.00
Postage	1.00	91501	60.95	61.23	-122.18	0.00	0.00	387.24
Road Billable Costs	1.00	96902	0.00	0.00	0.00	0.00	0.00	122.18
Indirect cost allocation	1.00	96901	0.00	32,925.60	-32,925.60	0.00	0.00	0.00
Printing & Publications	1.00	91601	1,238.02	1,359.05	-2,597.07	0.00	0.00	32,925.60
Professional Services	1.00	92801	0.00	0.00	0.00	0.00	0.00	2,597.07
<b>Total</b>			<b>3,522.52</b>	<b>35,917.70</b>	<b>-39,440.22</b>	<b>0.00</b>	<b>0.00</b>	<b>40,093.23</b>
<b>Total Admin Expense:</b>			<b>78,748.66</b>	<b>120,348.90</b>	<b>-198,976.53</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Operating Expenses:</b>								
Salary & Fringe	1.00	90317	94,877.22	113,903.09	-208,780.31	0.00	0.00	94,877.22
	1.00	90325	13,970.01	16,510.01	-30,480.02	0.00	0.00	13,970.01
	1.00	90420	18,436.99	22,510.88	-40,947.87	0.00	0.00	18,436.99
	1.00	90501	7,381.04	4,058.67	-11,439.71	0.00	0.00	7,381.04
	1.00	90504	0.00	0.00	0.00	0.00	0.00	0.00
Interpreter Stipend	1.00	90604	175.00	210.00	-385.00	0.00	0.00	175.00
	0.80	90800	49,745.57	60,564.16	-110,309.73	0.00	0.00	49,745.57
<b>Total</b>			<b>184,585.83</b>	<b>217,756.81</b>	<b>-402,342.64</b>	<b>0.00</b>	<b>0.00</b>	<b>137,887.16</b>
Training	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Maintenance	1.00	91102	53,385.23	121,862.38	-175,247.61	0.00	0.00	53,385.23
	1.00	94406	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>53,385.23</b>	<b>121,862.38</b>	<b>-175,247.61</b>	<b>0.00</b>	<b>0.00</b>	<b>175,247.61</b>
Operating Contracts	1.00	92902	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Insurance	1.00	96302	26,758.41	0.00	-26,758.41	0.00	0.00	26,758.41

<b>Total</b>			26,758.41	0.00	-26,758.41	0.00	0.00	0.00	26,758.41	0.00
Maintenance Contracts	0.30	93901	3,855.06	2,347.31	-6,202.37	0.00	0.00	0.00	12,850.20	20,674.55
	1.00	93301	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>3,855.06</b>	<b>2,347.31</b>	<b>-6,202.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,850.20</b>	<b>20,674.55</b>
<b>Other Operating Expenses:</b>										
Telephone	0.50	91401	263.79	389.23	-653.02	0.00	0.00	0.00	527.57	1,306.03
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Supplies	1.00	95901	97.61	450.60	-548.21	0.00	0.00	0.00	97.61	548.21
Sr. Comp. Program	1.00	93814	3,176.00	0.00	-3,176.00	0.00	0.00	0.00	3,176.00	3,176.00
Medical Supplies	1.00	95102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>3,537.40</b>	<b>839.83</b>	<b>-4,377.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,801.18</b>	<b>5,030.24</b>
<b>Total Operating Expense</b>			<b>272,121.93</b>	<b>342,806.33</b>	<b>-614,928.26</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Total w/out capital</b>			<b>350,870.59</b>	<b>463,155.23</b>	<b>-813,904.79</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Capital Expenses:</b>										
Vehicle Purchase	1.00	98301	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Furniture & Fixtures	1.00	98101	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Radio System Upgrade	1.00	98306	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	1.00	98201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>			<b>350,870.59</b>	<b>463,155.23</b>	<b>-814,025.82</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>426,430.31</b>	<b>973,893.54</b>

<b>YTD EXPENSES</b>	350,870.59	814,025.82	0.00
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Lincoln County, OR

# Detail vs Budget Report

## Account Summary

Date Range: 10/01/2016 - 12/31/2016

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>Department: 115 - TRANSIT ADMINISTRATION</b>								
<b>Category: 30 - REVENUE</b>								
<b>SubCategory: 310 - TAXES &amp; LAND SALES</b>								
204-115-31110	CURRENT YEAR PROPERTY TAX	0.00	-620,000.00	-6,176.03	-596,991.72	-603,167.75	-16,832.25	-2.71 %
204-115-31120	PRIOR YEAR PROPERTY TAX	0.00	-20,000.00	-7,237.21	-8,190.78	-15,427.99	-4,572.01	-22.86 %
	<b>310 - TAXES &amp; LAND SALES Totals:</b>	<b>0.00</b>	<b>-640,000.00</b>	<b>-13,413.24</b>	<b>-605,182.50</b>	<b>-618,595.74</b>	<b>-21,404.26</b>	<b>-3.34 %</b>
<b>SubCategory: 330 - INTERGOVERNMENTAL</b>								
204-115-33107	5311 OPERATING FUNDS	0.00	-527,611.00	0.00	-181,676.00	-181,676.00	-345,935.00	-65.57 %
204-115-33108	5310 CAPITAL GRANTS	0.00	-410,198.00	0.00	0.00	0.00	-410,198.00	-100.00 %
204-115-33510	STATE FORESTRY SALES DISTR	0.00	0.00	0.00	-2,941.86	-2,941.86	2,941.86	0.00 %
204-115-33771	FEDERAL CAPITAL GRANT	0.00	-306,000.00	0.00	0.00	0.00	-306,000.00	-100.00 %
204-115-33780	STATE STF TRANSFER	0.00	-141,000.00	-35,399.00	-35,399.00	-70,798.00	-70,798.00	-49.79 %
204-115-33782	STATE EMPLOYEE ASSESSMENTS	0.00	-66,000.00	0.00	-16,444.05	-16,444.05	-49,555.95	-75.08 %
	<b>330 - INTERGOVERNMENTAL Totals:</b>	<b>0.00</b>	<b>-1,450,809.00</b>	<b>-35,399.00</b>	<b>-236,460.91</b>	<b>-271,859.91</b>	<b>-1,178,949.09</b>	<b>-81.26 %</b>
<b>SubCategory: 340 - CHARGES FOR SERVICES</b>								
204-115-34940	TRANSIT FEES	0.00	-145,000.00	-36,636.57	-31,326.32	-67,962.89	-77,037.11	-53.13 %
204-115-34941	AGENCY PASSES	0.00	-84,000.00	-16,111.00	-16,847.91	-32,958.91	-51,041.09	-60.76 %
204-115-34942	NEWPORT SERVICES	0.00	-90,000.00	0.00	0.00	0.00	-90,000.00	-100.00 %
204-115-34943	LINCOLN CITY SERVICES	0.00	-33,000.00	0.00	0.00	0.00	-33,000.00	-100.00 %
204-115-34944	TRIBAL SERVICE FEES	0.00	-260,672.00	0.00	-65,168.00	-65,168.00	-195,504.00	-75.00 %
204-115-34990	OTHER CHARGES FOR SERVICE	0.00	-500.00	-1,125.00	0.00	-1,125.00	625.00	125.00 %
	<b>340 - CHARGES FOR SERVICES Totals:</b>	<b>0.00</b>	<b>-613,172.00</b>	<b>-53,872.57</b>	<b>-113,342.23</b>	<b>-167,214.80</b>	<b>-445,957.20</b>	<b>-72.73 %</b>
<b>SubCategory: 360 - MISCELLANEOUS</b>								
204-115-36175	INTEREST	0.00	-10,000.00	-6,708.09	-7,784.98	-14,493.07	4,493.07	44.93 %
204-115-36177	VEHICLE ADVERTISING	0.00	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00 %
204-115-36550	REFUNDS & REIMBURSEMENTS	0.00	-1,000.00	0.00	-291.69	-291.69	-708.31	-70.83 %
204-115-36990	MISCELLANEOUS	0.00	-7,000.00	-651.16	0.00	-651.16	-6,348.84	-90.70 %
	<b>360 - MISCELLANEOUS Totals:</b>	<b>0.00</b>	<b>-28,000.00</b>	<b>-7,359.25</b>	<b>-8,076.67</b>	<b>-15,435.92</b>	<b>-12,564.08</b>	<b>-44.87 %</b>
<b>SubCategory: 400 - BEGINNING BALANCE</b>								
204-115-40000	BEGINNING BALANCE	0.00	-2,367,123.00	-2,972,851.92	0.00	-2,972,851.92	605,728.92	25.59 %
	<b>400 - BEGINNING BALANCE Totals:</b>	<b>0.00</b>	<b>-2,367,123.00</b>	<b>-2,972,851.92</b>	<b>0.00</b>	<b>-2,972,851.92</b>	<b>605,728.92</b>	<b>25.59 %</b>
	<b>30 - REVENUE Totals:</b>	<b>0.00</b>	<b>-5,099,104.00</b>	<b>-3,082,895.98</b>	<b>-963,062.31</b>	<b>-4,045,958.29</b>	<b>-1,053,145.71</b>	<b>-20.65 %</b>
<b>Category: 90 - PERSONNEL SERVICES</b>								
<b>SubCategory: 902 - NON-REPRESENTED</b>								
204-115-90201	DIRECTOR	0.00	96,555.00	20,115.00	24,138.00	44,253.00	52,302.00	54.17 %
204-115-90229	OPERATIONS SUPERVISOR	0.00	126,850.00	26,172.50	31,635.00	57,807.50	69,042.50	54.43 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>902 - NON-REPRESENTED Totals:</b>								
		0.00	223,405.00	46,287.50	55,773.00	102,060.50	121,344.50	54.32 %
<b>SubCategory: 903 - REPRESENTED</b>								
204-115-90317	TRANSIT BUS DRIVER	0.00	547,744.00	94,877.22	113,903.09	208,780.31	338,963.69	61.88 %
204-115-90325	TRANSIT DISPATCHER	0.00	70,444.00	13,970.01	16,510.01	30,480.02	39,963.98	56.73 %
<b>903 - REPRESENTED Totals:</b>								
		0.00	618,188.00	108,847.23	130,413.10	239,260.33	378,927.67	61.30 %
<b>SubCategory: 904 - PART TIME</b>								
204-115-90420	ON CALL EMPLOYEE	0.00	90,000.00	18,435.99	22,510.88	40,947.87	49,052.13	54.50 %
<b>904 - PART TIME Totals:</b>								
		0.00	90,000.00	18,436.99	22,510.88	40,947.87	49,052.13	54.50 %
<b>SubCategory: 905 - OVERTIME</b>								
204-115-90501	OVERTIME	0.00	40,000.00	7,381.04	4,058.67	11,439.71	28,560.29	71.40 %
204-115-90504	COMP TIME PAY OFF	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<b>905 - OVERTIME Totals:</b>								
		0.00	43,000.00	7,381.04	4,058.67	11,439.71	31,560.29	73.40 %
<b>SubCategory: 906 - HOLIDAY &amp; SPECIAL RATE PAY</b>								
204-115-90603	TELEPHONE STIPEND	0.00	2,520.00	525.00	630.00	1,155.00	1,365.00	54.17 %
204-115-90604	INTERPRETER STIPEND	0.00	0.00	175.00	210.00	385.00	-385.00	0.00 %
<b>906 - HOLIDAY &amp; SPECIAL RATE PAY Totals:</b>								
		0.00	2,520.00	700.00	840.00	1,540.00	980.00	38.89 %
<b>SubCategory: 908 - BENEFITS &amp; BURDENS</b>								
204-115-90801	FICA	0.00	74,749.00	13,669.27	16,044.13	29,713.40	45,035.60	60.25 %
204-115-90802	401(K) RETIREMENT	0.00	97,582.00	18,029.04	21,126.18	39,155.22	58,426.78	59.87 %
204-115-90804	HEALTH INSURANCE	0.00	248,317.00	16,217.30	21,155.82	37,373.12	210,943.88	84.95 %
204-115-90805	DENTAL INSURANCE	0.00	33,545.00	2,367.80	2,758.12	5,125.92	28,419.08	84.72 %
204-115-90806	LIFE INSURANCE	0.00	1,440.00	145.08	177.84	322.92	1,117.08	77.58 %
204-115-90807	LTD INSURANCE	0.00	8,630.00	1,379.03	1,593.66	2,972.69	5,657.31	65.55 %
204-115-90808	WORKER'S COMPENSATION	0.00	52,025.00	9,281.31	10,862.25	20,143.56	31,881.44	61.28 %
204-115-90809	UNEMPLOYMENT	0.00	4,886.00	914.81	1,075.52	1,990.33	2,895.67	59.26 %
204-115-90810	PEHP	0.00	1,560.00	325.00	390.00	715.00	845.00	54.17 %
204-115-90812	HEALTH SAVINGS ACCOUNT	0.00	52,500.00	0.00	375.00	375.00	52,125.00	99.29 %
<b>908 - BENEFITS &amp; BURDENS Totals:</b>								
		0.00	575,234.00	62,328.64	75,558.52	137,887.16	437,346.84	76.03 %
<b>90 - PERSONNEL SERVICES Totals:</b>								
		0.00	1,552,347.00	243,981.40	289,154.17	533,135.57	1,019,211.43	65.66 %
<b>Category: 91 - MATERIALS &amp; SERVICES</b>								
<b>SubCategory: 910 - MATERIALS &amp; SERVICES</b>								
204-115-91101	TRAVEL EXPENSE	0.00	7,500.00	0.00	795.42	795.42	6,704.58	89.39 %
204-115-91102	FLEET SERVICES	0.00	390,000.00	82,094.95	93,152.66	175,247.61	214,752.39	55.06 %
204-115-91201	MEALS & LODGING	0.00	6,000.00	96.44	290.80	387.24	5,612.76	93.55 %
204-115-91401	TELEPHONE	0.00	5,000.00	603.40	702.63	1,306.03	3,693.97	73.88 %
204-115-91501	POSTAGE	0.00	500.00	77.97	44.21	122.18	377.82	75.56 %
204-115-91601	PRINTING & PUBLICATIONS	0.00	25,000.00	1,238.02	1,359.05	2,597.07	22,402.93	89.61 %
204-115-92101	EQUIPMENT REPAIR	0.00	4,000.00	0.00	0.00	0.00	4,000.00	100.00 %
204-115-92801	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
204-115-92802	PROFESSIONAL CONFERENCE	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-92803	AUDIT EXPENSE	0.00	5,500.00	0.00	0.00	0.00	5,500.00	100.00 %

Detail vs Budget F

Date Range: 10/01, 3 - 12/31/2016

Account	Name	Encumbrances	fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204-115-92802	DOCTORS/EXAMS	0.00	3,000.00	500.00	95.00	595.00	2,405.00	80.17 %
204-115-92901	MEMBERSHIP FEES & DUES	0.00	3,000.00	2,172.00	0.00	2,172.00	828.00	27.60 %
204-115-93301	MAINTENANCE AGREEMENTS	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-93814	SENIOR COMPANION PROGRAM	0.00	4,000.00	3,176.00	0.00	3,176.00	824.00	20.60 %
204-115-93901	CONTRACTUAL SERVICES	0.00	150,000.00	12,850.20	7,824.35	20,674.55	129,325.45	86.22 %
204-115-93947	TILLAMOOK CONNECTION	0.00	48,500.00	4,714.08	7,149.69	11,863.77	36,636.23	75.54 %
204-115-94101	OFFICE SUPPLIES	0.00	3,500.00	226.72	261.79	488.51	3,011.49	86.04 %
204-115-94102	FURNITURE & EQUIP < \$10,000	0.00	10,000.00	1,111.60	0.00	1,111.60	8,888.40	88.88 %
204-115-95102	MEDICAL SUPPLIES	0.00	500.00	0.00	0.00	0.00	500.00	100.00 %
204-115-95202	CONTINUING EDUCATION	0.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00 %
204-115-95901	OTHER SUPPLIES	0.00	16,000.00	97.61	450.60	548.21	15,451.79	96.57 %
204-115-96301	PROPERTY/LIABILITY INSURANCE	0.00	5,000.00	121.03	0.00	121.03	4,878.97	97.58 %
204-115-96302	VEHICLE INSURANCE	0.00	37,107.00	26,758.41	0.00	26,758.41	10,348.59	27.89 %
204-115-96601	RENTALS OF SPACE	0.00	2,400.00	0.00	0.00	0.00	2,400.00	100.00 %
204-115-96901	INDIRECT COST ALLOCATION	0.00	150,000.00	32,925.60	0.00	32,925.60	117,074.40	78.05 %
204-115-96902	ROAD BILLABLE COSTS	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
<b>910 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>195,007.00</b>	<b>168,764.03</b>	<b>112,126.20</b>	<b>280,890.23</b>	<b>614,116.77</b>	<b>68.62 %</b>
<b>91 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>195,007.00</b>	<b>168,764.03</b>	<b>112,126.20</b>	<b>280,890.23</b>	<b>614,116.77</b>	<b>68.62 %</b>
<b>Category: 92 - CAPITAL EXPENDITURES</b>								
<b>SubCategory: 920 - CAPITAL EXPENDITURES</b>								
204-115-98301	MOTOR VEHICLES	0.00	1,137,600.00	0.00	0.00	0.00	1,137,600.00	100.00 %
204-115-98302	BUS STOP SIGNAGE & EQUIPMENT	0.00	120,000.00	0.00	0.00	0.00	120,000.00	100.00 %
<b>920 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,257,600.00</b>	<b>100.00 %</b>
<b>92 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,257,600.00</b>	<b>100.00 %</b>
<b>Category: 96 - CONTINGENCY</b>								
<b>SubCategory: 960 - CONTINGENCY</b>								
204-115-99501	CONTINGENCY	0.00	317,691.00	0.00	0.00	0.00	317,691.00	100.00 %
<b>960 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>317,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>317,691.00</b>	<b>100.00 %</b>
<b>96 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>317,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>317,691.00</b>	<b>100.00 %</b>
<b>Category: 99 - UNAPPROPRIATED</b>								
<b>SubCategory: 990 - UNAPPROPRIATED</b>								
204-115-99601	RESERVE FOR FUTURE EXPENSES	0.00	0.00	0.00	0.00	0.00	643,361.00	100.00 %
204-115-99603	COMPENSATED ABSENCES	0.00	0.00	0.00	0.00	0.00	413,098.00	100.00 %
<b>990 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>99 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>115 - TRANSIT ADMINISTRATION Totals:</b>		<b>2,670,150.55</b>	<b>-561,781.94</b>	<b>-3,231,932.49</b>	<b>3,231,932.49</b>	<b>3,231,932.49</b>	<b>3,231,932.49</b>	
<b>Report Total</b>		<b>2,670,150.55</b>	<b>-561,781.94</b>	<b>-3,231,932.49</b>	<b>3,231,932.49</b>	<b>3,231,932.49</b>	<b>3,231,932.49</b>	

0 \* \*  
 91 280,890.23 +  
 + 90 533,135.57 +  
 YP - 814,025.8 \*  
 expenses

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204 - TRANSIT DISTRICT FUND	0.00	0.00	-2,670,150.55	-561,781.94	-3,231,932.49	3,231,932.49	
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,670,150.55</b>	<b>-561,781.94</b>	<b>-3,231,932.49</b>	<b>3,231,932.49</b>	

## Mileage by Date Range

Fleet: 204  
 Group: All  
 Unit ID: All  
 Period: From 10/01/2016 to 12/31/2016

Type: All  
 Make: All  
 Customer: All  
 Inactive Equipment: Yes

Fleet	Group	Unit ID	Meter Type	Meter Units	End of Period	Start	Mileage
					Mileage	of Period	Mileage
204	115	1221	Odometer-M	Miles	229,401	218,993	10,408
		1227	Odometer-M	Miles	186,747	182,432	4,315
		1228	Odometer-M	Miles	178,834	172,678	6,156
		1229	Odometer-M	Miles	147,067	144,729	2,338
		1230	Odometer-M	Miles	238,436	238,436	0
		1232	Odometer-M	Miles	94,283	91,820	2,463
		1233	Odometer-M	Miles	92,775	91,092	1,683
		1234	Odometer-M	Miles	97,028	93,887	3,141
		1235	Odometer-M	Miles	134,731	127,499	7,232
		1236	Odometer-M	Miles	119,878	116,753	3,125
		1237	Odometer-M	Miles	350,235	335,887	14,348
		1238	Odometer-M	Miles	92,262	88,980	3,282
		1247	Odometer-M	Miles	166,960	163,294	3,666
		1248	Odometer-M	Miles	151,093	140,119	10,974
		1249	Odometer-M	Miles	205,831	196,425	9,406
		1260	Odometer-M	Miles	124,031	109,117	14,914
		1261	Odometer-M	Miles	79,700	72,797	6,903
		1262	Odometer-M	Miles	98,655	87,833	10,822
		1286	Odometer-M	Miles	153,649	150,066	3,583
		1288	Odometer-M	Miles	491,953	481,586	10,367

129,126

## Repair and Fuel Cost Summary

Type: All  
 Make: All  
 Customer: All  
 Date Range: 10/01/2016 to 12/31/2016

Fleet: 204  
 Group: All  
 Unit: All  
 WO Selection by: Closed

Fleet	Group	Unit	Repairs	Fuel	Total
204	115	1221	448.54	2,475.24	2,923.78
		1227	1,719.22	766.06	2,485.28
		1228	17,626.99	1,203.70	18,830.69
		1229	249.03	425.58	674.61
		1230	0.00	0.00	0.00
		1232	890.17	496.41	1,386.58
		1233	3,756.23	365.31	4,121.54
		1234	2,489.11	665.83	3,154.94
		1235	950.96	1,696.30	2,647.26
		1236	2,575.38	719.60	3,294.98
		1237	5,168.63	3,546.93	8,715.56
		1238	1,217.26	665.98	1,883.24
		1247	8,632.03	799.13	9,431.16
		1248	3,663.87	2,460.85	6,124.72
		1249	1,185.33	1,950.53	3,135.86
		1260	2,122.25	3,295.43	5,417.68
		1261	4,179.66	1,610.46	5,790.12
		1262	1,302.11	2,550.86	3,852.97
		1286	785.77	675.06	1,460.83
		1288	3,424.36	1,956.00	5,380.36
<b>Group ID 115 Totals:</b>			<b>62,386.90</b>	<b>28,325.26</b>	<b>90,712.16</b>
<b>Fleet ID 204 Totals:</b>			<b>62,386.90</b>	<b>28,325.26</b>	<b>90,712.16</b>
<b>Grand Total:</b>			<b>62,386.90</b>	<b>28,325.26</b>	<b>90,712.16</b>

## Work Order Cost Summary by Equip/Cust

Type: All  
 Make: All  
 Customer: All  
 Date Range: 10/01/2016 to 12/31/2016

Fleet: 204  
 Group: All  
 Unit: All

WO Selection by: Closed

Flt	Grp	Unit	Customer ID	Labor Hours	Labor Cost	Parts Cost	Outside Cost	Haz Waste Cost	Other Cost	Dist Labor Cost	Dist Misc Cost	User1 Cost	User2 Cost	User3 Cost	Tax	WO Total
204	115	1221	204-115	5.00	402.25	46.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	448.54
		1227	204-115	17.50	1,407.89	552.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,719.22
		1228	204-115	75.50	6,073.98	11,485.96	67.05	0.00	0.00	0.00	0.00	-241.35	0.00	0.00	0.00	17,626.99
		1229	204-115	3.00	241.36	7.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	249.03
		1232	204-115	12.00	965.41	1,136.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	890.17
		1233	204-115	30.50	2,453.74	1,247.49	55.00	0.00	0.00	0.00	0.00	-1,212.06	0.00	0.00	0.00	3,756.23
		1234	204-115	15.50	1,246.98	1,180.48	61.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,489.11
		1235	204-115	8.00	643.60	307.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	950.96
		1236	204-115	20.00	1,609.01	853.32	113.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,575.38
		1237	204-115	50.50	4,062.75	1,426.06	41.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,168.63
		1238	204-115	8.50	683.83	533.43	0.00	0.00	0.00	0.00	0.00	-362.03	0.00	0.00	0.00	1,217.26
		1247	204-115	76.00	6,114.22	2,752.61	167.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,632.03
		1248	204-115	35.50	2,856.01	1,129.66	0.00	0.00	0.00	0.00	0.00	-402.25	0.00	0.00	0.00	3,663.87
		1249	204-115	12.00	965.42	285.59	55.00	0.00	0.00	0.00	0.00	-321.80	0.00	0.00	0.00	1,185.33
		1260	204-115	21.00	1,689.48	546.80	167.45	0.00	0.00	0.00	0.00	-120.68	0.00	0.00	0.00	2,122.25
		1261	204-115	22.50	1,810.15	1,157.79	1,573.75	0.00	0.00	0.00	0.00	-281.58	0.00	0.00	0.00	4,179.66
		1262	204-115	11.00	884.98	658.48	0.00	0.00	0.00	0.00	0.00	-362.03	0.00	0.00	0.00	1,302.11
		1286	204-115	5.00	402.27	328.50	55.00	0.00	0.00	0.00	0.00	-241.35	0.00	0.00	0.00	785.77
		1288	204-115	26.00	2,091.72	1,108.69	223.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,424.36
<b>Group 115 Total:</b>				<b>455.00</b>	<b>36,605.05</b>	<b>26,745.78</b>	<b>2,581.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,545.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,386.90</b>
<b>Fleet 204 Total:</b>				<b>455.00</b>	<b>36,605.05</b>	<b>26,745.78</b>	<b>2,581.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,545.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,386.90</b>
<b>Grand Equipment Total:</b>				<b>455.00</b>	<b>36,605.05</b>	<b>26,745.78</b>	<b>2,581.20</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,545.13</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,386.90</b>

## Equipment Fuel Usage by Fuel Type

Fleet: 204  
 Group: All  
 Unit ID: All

Fuel Type: All  
 Date: 10/01/2016 - 12/31/2016  
 Report Level: Summary

Fuel

Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
1	1227	204	115	FMCO	E450/EDAT24	451.33	744.06	0.00
	1228			FMCO	E450/EDAT24	692.39	1,179.70	0.00
	1229			FMCO	E450/EDAT24	242.44	400.58	0.00
	1232			FMCO	E450/STBS22	247.97	496.41	0.00
	1233			FMCO	E450/STBS22	175.16	365.31	0.00
	1234			FMCO	E450/STBS22	347.27	665.83	0.00
	1235			FMCO	E450/STBS25	808.45	1,696.30	0.00
	1236			FMCO	E450/STBS25	756.91	719.60	0.00
	1237			FRTL	XB75/CTS RE	2,081.61	3,492.93	0.00
	1238			FMCO	E450/STBS22	393.07	662.98	0.00
	1247			FRTL	SC2/GLAVAL	423.34	705.74	0.00
	1248			FRTL	SC2/GLAVAL	1,294.26	2,150.23	0.00
	1260			FRTL	SC2/GLAVAL	1,713.34	2,872.79	0.00
	1261			FRTL	SC2/GLAVAL	874.92	1,465.04	0.00
	1262			FRTL	SC2/GLAVAL	1,295.36	2,204.09	0.00
	1288			FRTL	FB65/CONCO	1,157.44	1,946.00	0.00
	Units = 16		Fuel events = 655			12,955.26	21,767.59	0.00
2	1221			FMCO	E450/EDAT22	1,220.03	2,415.24	0.00
	1249			FMCO	E450/TRNSP	1,122.25	1,923.53	0.00
	1286			FMCO	E450/CRUSA	333.95	660.06	0.00
	Units = 4		Fuel events = 91			2,676.23	4,998.83	0.00
5	1247			FRTL	SC2/GLAVAL	33.00	76.89	0.00
	1248			FRTL	SC2/GLAVAL	114.00	265.62	0.00
	1260			FRTL	SC2/GLAVAL	169.80	395.64	0.00
	1261			FRTL	SC2/GLAVAL	53.40	124.42	0.00
	1262			FRTL	SC2/GLAVAL	130.80	304.77	0.00
	Units = 6		Fuel events = 39			501.00	1,167.34	0.00
9	1227			FMCO	E450/EDAT24	2.00	1.00	0.00
	1228			FMCO	E450/EDAT24	2.00	1.00	0.00
	1229			FMCO	E450/EDAT24	2.00	1.00	0.00
	1247			FRTL	SC2/GLAVAL	1.00	0.50	0.00
	1248			FRTL	SC2/GLAVAL	5.00	2.50	0.00
	1262			FRTL	SC2/GLAVAL	2.00	1.00	0.00
	Units = 7		Fuel events = 15			14.00	7.00	0.00
11	1228			FMCO	E450/EDAT24	1.00	2.00	0.00
	1237			FRTL	XB75/CTS RE	18.00	36.00	0.00
	1247			FRTL	SC2/GLAVAL	2.00	4.00	0.00
	1248			FRTL	SC2/GLAVAL	6.00	12.00	0.00
	1260			FRTL	SC2/GLAVAL	9.00	18.00	0.00
	1262			FRTL	SC2/GLAVAL	4.00	8.00	0.00
	1288			FRTL	FB65/CONCO	2.00	4.00	0.00
	Units = 8		Fuel events = 28			42.00	84.00	0.00
12	1221			FMCO	E450/EDAT22	11.00	33.00	0.00
	1227			FMCO	E450/EDAT24	7.00	21.00	0.00
	1228			FMCO	E450/EDAT24	7.00	21.00	0.00
	1229			FMCO	E450/EDAT24	8.00	24.00	0.00
	1237			FRTL	XB75/CTS RE	6.00	18.00	0.00

## Equipment Fuel Usage by Fuel Type

Fuel								
Fuel Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
12	1238	204	115	FMCO	E450/STBS22	1.00	3.00	0.00
	1247			FRTL	SC2/GLAVAL	4.00	12.00	0.00
	1248			FRTL	SC2/GLAVAL	10.00	30.00	0.00
	1249			FMCO	E450/TRNSP	5.00	15.00	0.00
	1260			FRTL	SC2/GLAVAL	3.00	9.00	0.00
	1261			FRTL	SC2/GLAVAL	7.00	21.00	0.00
	1262			FRTL	SC2/GLAVAL	10.00	30.00	0.00
	1286			FMCO	E450/CRUSA	5.00	15.00	0.00
	1288			FRTL	FB65/CONCO	2.00	6.00	0.00
Units = 15		Fuel events = 93				86.00	258.00	0.00
Units = 56		Fuel events = 921				16,274.49	28,282.76	0.00

**ODOT Public Transit Division  
Agency Periodic Report (APR)**

Report for: 2015 - 2017 Biennium Quarter 7: January 1 to March 31

<b>Legal Name of Agency:</b> Lincoln County Transportation Service District	
<b>Mailing Address:</b> 410 NE Harney St	
<b>City, State, Zip:</b> Newport, Oregon, 97365	
<b>Prepared by:</b> Cynda Bruce	<b>E-mail:</b> cbruce@co.lincoln.or.us
<b>Phone No.:</b> 1 (541) 574-1292	<b>Fax No.:</b> 1 (541) 574-1296
<b>STF Agency:</b> Lincoln County	

Provider	
<b>I have certified that this document is correct to the best of my knowledge and that I am the authorized representative shown below.</b>	
<b>Authorized by:</b>	<b>Date:</b>
Cynda Bruce	05/02/2017

**Current Period Information**

**Volunteer & Non-Cash Resources**

Type of Volunteer	# of Units (hrs/qty)	Unit Value	Total Value
Drivers		\$0.00	\$0.00
Scheduler/Dispatcher		\$0.00	\$0.00
Office Help		\$0.00	\$0.00
Vehicle Maintenance (washing, etc.)		\$0.00	\$0.00
<b>Contributed Professional Services:</b> List such services as legal, accounting, advertising, etc.			
		\$0.00	\$0.00
<b>Other In-Kind Services:</b> List donated services or materials, supplies, etc.			
		\$0.00	\$0.00
<b>Total</b>			<b>\$0.00</b>

## Service Data

Category	Fixed Route	Other Than Fixed Route	Total
Total Passenger One-Way Rides	60,016	18,953	78,969
Elderly & Disabled One-Way Rides	12,793	15,636	28,429
Revenue Operation Hours	4,697	3,131	7,828
Revenue Service Mileage	112,566	26,404	138,970
Are you aware of other RPTD grantees that may also be reporting these service data?	No		
If Yes, please provide the names of these agencies:			

## Revenue and Expenses

	Previous	Current	Total To Date
Fare Revenue	\$314,767.00	\$52,866.00	\$367,633.00
Contract Revenue	\$260,672.00	\$0.00	\$260,672.00
RPTD Federal Assistance	\$893,483.00	\$0.00	\$893,483.00
Other Federal Assistance	\$0.00	\$0.00	\$0.00
RPTD State Assistance	\$212,334.00	\$35,399.00	\$247,733.00
Other State Assistance	\$73,519.00	\$12,737.00	\$86,256.00
Local Assistance	\$1,466,804.00	\$42,228.00	\$1,509,032.00
Federal Income Earned	\$0.00	\$0.00	\$0.00
Donations (Cash)	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$3,221,579.00</b>	<b>\$143,230.00</b>	<b>\$3,364,809.00</b>
Administration Expenses	\$671,604.00	\$84,814.00	\$756,418.00
Operations Expenses	\$1,886,452.00	\$309,584.00	\$2,196,036.00
Capital Expenses	\$47,745.00	\$351,588.00	\$399,333.00
Planning Expenses	\$0.00	\$0.00	\$0.00
<b>Total Agency Expenses</b>	<b>\$2,605,801.00</b>	<b>\$745,986.00</b>	<b>\$3,351,787.00</b>
<b>Operating Profit/Loss</b>	<b>\$615,778.00</b>	<b>-\$602,756.00</b>	<b>\$13,022.00</b>

**Grant Information**

<b>ODOT Agreement #</b>	<b>Title</b>				
30477	2015-17 Lincoln County TSD 30477 Rural 5311 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$1,055,222.00	\$1,055,219.00	\$0.00	\$3.00	07/01/2015	06/30/2017
<b>Other Notes</b>					

<b>ODOT Agreement #</b>	<b>Title</b>				
30745	2015-17 Lincoln Co. Transportation Service Dist. 30745 E&D 5310				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$410,795.00	\$42,724.00	\$0.00	\$368,071.00	07/01/2015	06/30/2017
<b>Other Notes</b>					
All 4 buses have been ordered and received.					

<b>ODOT Agreement #</b>	<b>Title</b>				
31456	2016-18 Lincoln County TSD 31456 5339 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$306,000.00	\$0.00	\$0.00	\$306,000.00	09/01/2016	06/30/2018
<b>Other Notes</b>					

**Asset Management**

Update your capital inventory each year. All capital items purchased with state and federal grants from the Rail and Public Transit Division must be listed as long as the item is used in transit service (even if RPTD released the title.)

<b>Entire Vehicle Inventory</b>						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 4		total: 23
<b>RPTD-Funded Vehicle Inventory</b>						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000182	1286	1FDWE35L63HB00072				
V000184	1288	4UZAAZAL73CL96196				
V000770	1221	1FD4E45S88DB05261				
V000915	1230	1GBJ5V1939F411178				

Entire Vehicle Inventory						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 4		total: 23
RPTD-Funded Vehicle Inventory						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000916	1227	1FDFE45P29DA47217				
V000917	1228	1FDFE45P49DA47218				
V000918	1229	1FDFE45P69DA47219				
V000953	1235	1FDFE45P39DA91033				
V000954	1236	1FDFE45P59DA91034				
V000962	1237	4UZAB0DT0ACAS9676				
V001411	1248	4UZADRDU8ECFM1411				
V001412	1247	4UZADRDU6ECFM1410				
V001488	1261	4UZADRDU9ECGD0318				
V001489	1262	4UZADRDU8FCGD7343				
V001490	1260	4UZADRDU7ECGD0317				

Vehicles Out of Service			
<i>You must report any vehicle purchased with state and federal funds that is idle for more than 90 days.</i>			
VIN Number	Date of Last Use	Reason for Being Out of Service	Date Expected to Return to Service, Transfer or Disposal

**Other Equipment and Facilities Inventory**

Capital items purchased with state or federal grants that had an original useful life of at least one-year and cost of \$5,000 in the aggregate at the time of purchase. For example, computers and communications equipment aggregated purchase over \$5,000; bus barns; passenger shelters, shop equipment, etc.

Type of Equipment or Facility	Description of Use	Which Program Funded	Date of Acquisition
Equipment		5310	12/01/2009
Equipment	Tire Changing Machine	5310	
Equipment	Communications Equipment	5310	
Equipment	Computer Hardware Equipment	5310	
Equipment	Apollo Surveillance Cameras for buses, Optis Doc 09112722	5310	05/19/2010
Equipment	3 Dell Optiplex Computers, Keyboards, Monitors	5310	02/05/2008
Equipment	Saf-Tee Siper \$5236.99Quick Mount Wheel Lock \$ 613.57WHD8 275mm Trk Tire Adapter \$ 338.52225mm x 8, Ford \$ 246.84Wheel Lift Attachment (ST) \$ 661.931125 10 Hole Budd Adpater \$ 289.15285.75mm x 10 Budd Unimount \$ 338.52Siping blades (1 DZ per unit) \$ 94.24Total \$7819.76Sh & Hndlg \$ 350.00Grand Total \$8169.76	5310	10/08/2007
Equipment	12/31/2012 - Cover letter with invoices/receipts dated July 25, 2011; See attached invoices for description of items-fp	5310	02/18/2011
Equipment	12/31/2012 - Aggregated Office Equipment consists of Lateral File Cabinets, cost \$2,178.46 and Office Chairs, cost \$2,986.74; see attached invoices.	5310	07/25/2011
Real Estate	Expansion of fleet maintenance building and addition of new hoist	5310	

**Accidents**

Has your agency had any vehicle accidents related to your transit service?	No
Were injuries involved?	No
If Yes to any of the above questions, please complete the following and attach DMV accident report, if filed:	

VIN Number	Type	Number of Fatalities	Number of Injuries	Vehicle Disabled	Drug & Alcohol Test Performed
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**Civil Rights**

**Did your agency receive any Civil Rights complaints?** Yes

**If yes, please explain, including outcomes:**

A customer felt she was being discriminated against until the Program Director met with her and explained the elements of ADA. The complaint was resolved after she understood the perimeters of this ADA issue. Now she has become an advocate for the Transit District.

**Are you reporting on complaints from a prior quarter?:** No

**Optional Agency Narrative**

Please tell the Rail and Public Transit Division about your agency's transit program, for example, a new service, a new service partner, a service cut-back, etc.

Two additional buses have been ordered for the 16-18 biennium, using ODOT Agreement #31456.  
We expect the 32 passenger vehicles to be delivered the beginning of FY 17-18.

Name of Authorized Representative:	Date:
Cynda Bruce	05/02/2017
Certification Statement:	Title of Authorized Representative:
<b>I have certified that this document is correct to the best of my knowledge and that I am the authorized representative shown above.</b>	Program Director

**Subgrant Reimbursement Request Summary:**

	<b>This Request</b>	<b>To Date</b>	<b>In Process</b>	<b>Balance</b>
<b>Total Expenses:</b>	\$351,588.00	\$47,614.00	\$0.00	\$58,610.00
<b>Match:</b>	\$36,109.00	\$4,890.00	\$0.00	\$6,018.00
<b>Reimbursement Requested:</b>	\$315,479.00	\$42,724.00	\$0.00	\$52,592.00
<b>Payment:</b>	\$0.00	\$42,724.00	\$0.00	\$368,071.00

**ODOT Rail and Public Transit Division  
Reimbursement Invoice and Request Form**

**Recipient**

Lincoln County Transportation Service District  
410 NE Harney St  
Newport, OR 97365

**Contact:** Julie Kay  
**Phone:** 1 (541) 574-1294  
**Fax:**  
**Email:** jkay@co.lincoln.or.us

**Document No.:** 151712575  
**Process Date:** 05/02/2017  
**Effective Date:** 07/01/2015  
**Execution Date:** 07/01/2015  
**FEIN:** 936002304  
**TEAMS Id:** CV20015463-01  
**ODOT Agreement:** 30745

**Fiscal Period:** FY2017 Qtr.3: January - March 2017

<b>Item: 11.13.03 - Bus 30ft</b>		<b>Activity Budget:</b>	\$254,198.00
		<b>Subgrant Contribution:</b>	\$228,092.00
		<b>Grantee Match:</b>	\$26,106.00
<b>Expense Type</b>	<b>Description</b>	<b>Receipt</b>	<b>Expense Amount</b>
• Vehicle(s) Purchase	2- 30 ft loop buses	Y	\$215,448.00
<b>Total:</b>			\$215,448.00
		<b>Match Source</b>	<b>Match Amount</b>
		Local	\$22,127.00
		State Funds	\$0.00
		PTD Paid	\$0.00
		Other	\$0.00
<b>Total:</b>			\$22,127.00
		<b>Reimbursement Requested:</b>	\$193,321.00
<b>Item: 11.13.15 - Vans</b>		<b>Activity Budget:</b>	\$156,000.00
		<b>Subgrant Contribution:</b>	\$139,979.00
		<b>Grantee Match:</b>	\$16,021.00
<b>Expense Type</b>	<b>Description</b>	<b>Receipt</b>	<b>Expense Amount</b>
• Vehicle(s) Purchase	2 Dial a Ride Vans	Y	\$136,140.00
<b>Total:</b>			\$136,140.00
		<b>Match Source</b>	<b>Match Amount</b>
		Local	\$13,982.00
		State Funds	\$0.00
		PTD Paid	\$0.00
		Other	\$0.00
<b>Total:</b>			\$13,982.00
		<b>Reimbursement Requested:</b>	\$122,158.00

**Total Reimbursement Requested: \$315,479.00**

30745  
RR  
5310

Formula Side - Do Not Enter Data On This Side

Line Items for Quarterly Reimbursement Requests

Enter YTD figures on this side

	YTD To				Enter YTD figures on this side			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr Financial Report	2nd Qtr Financial Report	3rd Qtr Financial Report	4th Qtr Financial Report
<b>Federal Generated Revenue:</b>								
Section 5309	1.00	33771	0.00	0.00	0.00	0.00	0.00	0.00
Stimulus \$\$	1.00	33109	0.00	0.00	0.00	0.00	0.00	0.00
Section 5311	1.00	33107	0.00	0.00	0.00	181,676.00	181,676.00	0.00
5310 Capitol	1.00	33108	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>0.00</b>	<b>181,676.00</b>	<b>0.00</b>	<b>0.00</b>	<b>181,676.00</b>	<b>181,676.00</b>	<b>0.00</b>
<b>State Generated Revenue:</b>								
Vehicle Maint.	1.00	33317	0.00	0.00	0.00	0.00	0.00	0.00
Supplemental Operati	1.00	33106	0.00	0.00	0.00	0.00	0.00	0.00
			0.00	0.00	0.00	0.00	0.00	0.00
STF	1.00	33780	35,399.00	35,399.00	35,399.00	70,798.00	106,197.00	0.00
State TDM	1.00	33785	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>35,399.00</b>	<b>35,399.00</b>	<b>-106,197.00</b>	<b>35,399.00</b>	<b>70,798.00</b>	<b>106,197.00</b>	<b>0.00</b>
<b>Other State Revenue:</b>								
In-Lieu	1.00	33782	0.00	12,132.08	0.00	16,444.05	28,576.13	0.00
State Forestry Sales	1.00	33510	0.00	605.24	0.00	2,941.86	3,547.10	0.00
<b>Total</b>		<b>0.00</b>	<b>12,737.32</b>	<b>-32,123.23</b>	<b>0.00</b>	<b>19,385.91</b>	<b>32,123.23</b>	<b>0.00</b>
<b>Locally Generated Revenue:</b>								
Local Taxes	1.00	31000	13,413.24	605,182.50	31,250.37	618,595.74	649,846.11	0.00
Interest Earnings	1.00	36175	6,708.09	7,784.98	9,192.05	14,493.07	23,685.12	0.00
Newport Services	1.00	34942	0.00	0.00	0.00	0.00	0.00	0.00
Lincoln City Services	1.00	34943	0.00	0.00	0.00	0.00	0.00	0.00
Charges for Service	1.00	34990	1,125.00	0.00	0.00	1,125.00	1,125.00	0.00
ODOT Flex Funds	1.00	33786	0.00	0.00	0.00	0.00	0.00	0.00
Refunds & Reimburse	1.00	36650	0.00	291.69	0.00	291.69	291.69	0.00
Other Miscellaneous	1.00	36990	0.00	651.16	1,785.43	651.16	2,436.59	0.00
Vehicle Advertising	1.00	36177	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>21,246.33</b>	<b>613,910.33</b>	<b>42,227.85</b>	<b>-677,384.51</b>	<b>635,156.66</b>	<b>677,384.51</b>	<b>0.00</b>
<b>Operating Revenue:</b>								
Passenger Fares	1.00	34940	36,637.07	31,325.82	31,087.21	67,962.89	99,050.10	0.00
Passenger Passes	1.00	34941	15,901.00	17,057.91	21,798.94	32,958.91	54,757.85	0.00
<b>Total</b>		<b>52,538.07</b>	<b>48,383.73</b>	<b>52,886.15</b>	<b>-153,807.95</b>	<b>100,921.80</b>	<b>153,807.95</b>	<b>0.00</b>
<b>Contract Revenue:</b>								

Tribal Service Fees	1.00	34944	0.00	65,168.00	0.00	0.00	-65,168.00	0.00	0.00	65,168.00	65,168.00	0.00
<b>Total</b>			<b>0.00</b>	<b>65,168.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-65,168.00</b>	<b>0.00</b>	<b>0.00</b>	<b>65,168.00</b>	<b>65,168.00</b>	<b>0.00</b>
<b>Capital Related Revenue:</b>												
Radio System Upgrad	1.00	33781	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicle Disposal	1.00	36710	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>			<b>109,183.40</b>	<b>963,922.97</b>	<b>143,250.32</b>	<b>(1,216,356.69)</b>	<b>-</b>	<b>109,183.40</b>	<b>1,073,106.37</b>	<b>1,216,356.69</b>	<b>-</b>	<b>-</b>
<b>Administrative Expense:</b>												
1,073,106.37 1,216,356.69 0.00												
Salary & Fringe	1.00	90201	20,115.00	24,138.00	25,994.70	-70247.70	0.00	20,115.00	44,253.00	70,247.70	0.00	0.00
	1.00	90229	26,172.50	31,635.00	33,070.34	-90877.84	0.00	26,172.50	57,807.50	90,877.84	0.00	0.00
	1.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.20	90800	12,436.39	15,141.04	20,903.30	-48480.73	0.00	62,181.96	137,887.16	242,403.65	0.00	0.00
<b>Total</b>			<b>58,723.89</b>	<b>70,914.04</b>	<b>79,968.34</b>	<b>-209606.27</b>	<b>0.00</b>	<b>108,469.46</b>	<b>239,947.66</b>	<b>403,529.19</b>	<b>-</b>	<b>-</b>
Rent	1.00	96601	0.00	0.00	1,200.00	-1200.00	0.00	0.00	0.00	1,200.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>-1200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>-</b>	<b>-</b>
Training	1.00	92802	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1.00	95102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Membership fees	1.00	92901	2,172.00	0.00	475.00	-2647.00	0.00	2,172.00	2,172.00	2,647.00	0.00	0.00
Contractual	0.70	93901	8,995.14	5,477.05	2,608.55	-17080.74	0.00	12,850.20	20,674.55	24,401.05	0.00	0.00
Tillamook Connect	1.00	93947	4,714.08	7,149.69	7,071.12	-18934.89	0.00	4,714.08	11,863.77	18,934.89	0.00	0.00
<b>Total</b>			<b>15,881.22</b>	<b>12,626.74</b>	<b>10,154.67</b>	<b>-38662.63</b>	<b>0.00</b>	<b>19,736.28</b>	<b>34,710.32</b>	<b>45,982.94</b>	<b>0.00</b>	<b>0.00</b>
Property Insurance	1.00	96301	121.03	0.00	0.00	-121.03	0.00	121.03	121.03	121.03	0.00	0.00
<b>Total</b>			<b>121.03</b>	<b>0.00</b>	<b>0.00</b>	<b>-121.03</b>	<b>0.00</b>	<b>121.03</b>	<b>121.03</b>	<b>121.03</b>	<b>0.00</b>	<b>0.00</b>
Audit	1.00	92803	0.00	0.00	4,750.00	-4750.00	0.00	0.00	0.00	4,750.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>4,750.00</b>	<b>-4750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,750.00</b>	<b>0.00</b>	<b>0.00</b>
Drug & Alcohol Testin	1.00	92807	500.00	95.00	475.00	-1070.00	0.00	500.00	595.00	1,070.00	0.00	0.00
<b>Total</b>			<b>500.00</b>	<b>95.00</b>	<b>475.00</b>	<b>-1070.00</b>	<b>0.00</b>	<b>500.00</b>	<b>595.00</b>	<b>1,070.00</b>	<b>0.00</b>	<b>0.00</b>
Travel	1.00	91101	0.00	795.42	665.28	-1460.70	0.00	0.00	795.42	1,460.70	0.00	0.00

<b>Total</b>	0.00	795.42	665.28	-1460.70	0.00	0.00	795.42	1,460.70	0.00	
<b>Other Administrative Expense:</b>										
Phone	0.50	91401	263.79	389.23	360.23	-1013.24	0.01	527.57	1,306.03	2,026.48
Phone Stipend	1.00	90603	525.00	630.00	630.00	-1785.00	0.00	525.00	1,155.00	1,785.00
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Repair	1.00	92101	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	1.00	94101	226.72	261.79	120.01	-608.52	0.00	226.72	488.51	608.52
Furniture & Equipmen	1.00	94102	1,111.60	0.00	62.50	-1174.10	0.00	1,111.60	1,111.60	1,174.10
ODOT Flex Funds	1.00	95944	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals & Lodging	1.00	91201	96.44	290.80	233.39	-620.63	0.00	96.44	387.24	620.63
Postage	1.00	91501	60.95	61.23	56.30	-178.48	0.00	60.95	122.18	178.48
Road Billable Costs	1.00	96902	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect cost allocation	1.00	96901	0.00	32,925.60	82,808.30	-115733.90	0.00	0.00	32,925.60	115,733.90
Printing & Publications	1.00	91601	1,238.02	1,359.05	542.77	-3139.84	0.00	1,238.02	2,597.07	3,139.84
Professional Services	1.00	92801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>3,522.52</b>	<b>35,917.70</b>	<b>84,813.50</b>	<b>-124253.71</b>	<b>0.01</b>	<b>3,786.30</b>	<b>40,093.23</b>	<b>125,266.95</b>
<b>Total Admin Expense:</b>			<b>78,748.66</b>	<b>120,348.90</b>	<b>182,026.79</b>	<b>-381,003.31</b>	<b>0.01</b>			
<b>Operating Expenses:</b>										
Salary & Fringe	1.00	90317	94,877.22	113,903.09	115,762.28	-324542.59	0.00	94,877.22	208,780.31	324,542.59
	1.00	90325	13,970.01	16,510.01	16,299.12	-46779.14	0.00	13,970.01	30,480.02	46,779.14
	1.00	90420	18,436.99	22,510.88	24,911.83	-65859.70	0.00	18,436.99	40,947.87	65,859.70
	1.00	90501	7,381.04	4,058.67	2,678.41	-14118.12	0.00	7,381.04	11,439.71	14,118.12
	1.00	90504	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interpreter Stipend	1.00	90604	175.00	210.00	210.00	-595.00	0.00	175.00	385.00	595.00
	0.80	90800	49,745.57	60,564.16	83,613.19	-193922.92	0.00	62,181.96	137,887.16	242,403.65
<b>Total</b>			<b>184,585.83</b>	<b>217,756.81</b>	<b>243,474.83</b>	<b>-645817.47</b>	<b>0.00</b>	<b>197,022.22</b>	<b>429,920.07</b>	<b>694,298.20</b>
Training	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Maintenance	1.00	91102	53,385.23	121,862.38	61,293.85	-236541.46	0.00	53,385.23	175,247.61	236,541.46
	1.00	94406	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>53,385.23</b>	<b>121,862.38</b>	<b>61,293.85</b>	<b>-236541.46</b>	<b>0.00</b>	<b>53,385.23</b>	<b>175,247.61</b>	<b>236,541.46</b>
Operating Contracts	1.00	92902	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Insurance	1.00	96302	26,758.41	0.00	0.00	-26758.41	0.00	26,758.41	26,758.41	26,758.41

<b>Total</b>			26,758.41	0.00	-26,758.41	0.00	26,758.41	26,758.41	0.00
Maintenance Contract	0.30	93901	3,855.06	2,347.31	1,117.95	-7320.32	0.00	20,674.55	24,401.05
	1.00	93301	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			3,855.06	2,347.31	1,117.95	-7320.32	0.00	20,674.55	24,401.05
<b>Other Operating Expenses:</b>									
Telephone	0.50	91401	263.79	389.23	360.23	-1013.24	0.01	527.57	2,026.48
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Supplies	1.00	95901	97.61	450.60	3,337.05	-3885.26	0.00	97.61	3,885.26
Sr. Comp. Program	1.00	93814	3,176.00	0.00	0.00	-3176.00	0.00	3,176.00	3,176.00
Medical Supplies	1.00	95102	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			3,537.40	839.83	3,697.28	-8074.50	0.01	3,801.18	9,087.74
<b>Total Operating Expense</b>			272,121.93	342,806.33	309,583.91	-924,512.16	0.01		
<b>Total w/out capital</b>			350,870.59	463,155.23	491,610.70	-1,305,515.47	0.02		
<b>Capital Expenses:</b>									
Vehicle Purchase	1.00	98301	0.00	0.00	351,588.00	-351,588.00	0.00	0.00	351,588.00
Furniture & Fixtures	1.00	98101	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Radio System Upgrad	1.00	98306	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	1.00	98201	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			0.00	0.00	351,588.00	-351,588.00	0.00	0.00	351,588.00
<b>Total Expenses</b>			350,870.59	463,155.23	843,198.70	-1,657,224.50	0.02	426,430.31	973,893.54
									1,926,055.67
<b>YTD EXPENSES</b>			350,870.59	814,025.82	1,657,224.52	0.02			

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# Detail vs Budget Report

## Account Summary

Date Range: 01/01/2017 - 03/31/2017

Lincoln County, OR



Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>Department: 115 - TRANSIT ADMINISTRATION</b>								
<b>Category: 30 - REVENUE</b>								
<b>SubCategory: 310 - TAXES &amp; LAND SALES</b>								
204-115-31110	CURRENT YEAR PROPERTY TAX	0.00	-620,000.00	-603,167.75	-28,446.82	-631,614.57	11,614.57	1.87 %
204-115-31120	PRIOR YEAR PROPERTY TAX	0.00	-20,000.00	-15,427.99	-2,803.55	-18,231.54	-1,768.46	-8.84 %
	<b>310 - TAXES &amp; LAND SALES Totals:</b>	<b>0.00</b>	<b>-640,000.00</b>	<b>-618,595.74</b>	<b>-31,250.37</b>	<b>-649,846.11</b>	<b>9,846.11</b>	<b>1.54 %</b>
<b>SubCategory: 330 - INTERGOVERNMENTAL</b>								
204-115-33107	5311 OPERATING FUNDS	0.00	-527,611.00	-181,676.00	0.00	-181,676.00	-345,935.00	-65.57 %
204-115-33108	5310 CAPITAL GRANTS	0.00	-410,198.00	0.00	0.00	0.00	-410,198.00	-100.00 %
204-115-33510	STATE FORESTRY SALES DISTR	0.00	0.00	-2,941.86	-605.24	-3,547.10	3,547.10	0.00 %
204-115-33721	FEDERAL CAPITAL GRANT	0.00	-306,000.00	0.00	0.00	0.00	-306,000.00	-100.00 %
204-115-33780	STATE STF TRANSFER	0.00	-141,000.00	-70,798.00	-35,399.00	-106,197.00	-34,803.00	-24.68 %
204-115-33782	STATE EMPLOYEE ASSESSMENTS	0.00	-66,000.00	-16,444.05	-12,132.08	-28,576.13	-37,423.87	-56.70 %
	<b>330 - INTERGOVERNMENTAL Totals:</b>	<b>0.00</b>	<b>-1,450,809.00</b>	<b>-271,859.91</b>	<b>-48,136.32</b>	<b>-319,996.23</b>	<b>-1,130,812.77</b>	<b>-77.94 %</b>
<b>SubCategory: 340 - CHARGES FOR SERVICES</b>								
204-115-34940	TRANSIT FEES	0.00	-145,000.00	-67,962.89	-31,087.21	-99,050.10	-45,949.90	-31.69 %
204-115-34941	AGENCY PASSES	0.00	-84,000.00	-33,668.91	-21,088.94	-54,757.85	-29,242.15	-34.81 %
204-115-34942	NEWPORT SERVICES	0.00	-90,000.00	0.00	0.00	0.00	-90,000.00	-100.00 %
204-115-34943	LINCOLN CITY SERVICES	0.00	-33,000.00	0.00	0.00	0.00	-33,000.00	-100.00 %
204-115-34944	TRIBAL SERVICE FEES	0.00	-260,672.00	-65,168.00	0.00	-65,168.00	-195,504.00	-75.00 %
204-115-34990	OTHER CHARGES FOR SERVICE	0.00	-500.00	-1,125.00	0.00	-1,125.00	625.00	125.00 %
	<b>340 - CHARGES FOR SERVICES Totals:</b>	<b>0.00</b>	<b>-613,172.00</b>	<b>-167,924.80</b>	<b>-52,176.15</b>	<b>-220,100.95</b>	<b>-393,071.05</b>	<b>-64.10 %</b>
<b>SubCategory: 360 - MISCELLANEOUS</b>								
204-115-36175	INTEREST	0.00	-10,000.00	-14,493.07	-9,192.05	-23,685.12	13,685.12	136.85 %
204-115-36177	VEHICLE ADVERTISING	0.00	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00 %
204-115-36650	REFUNDS & REIMBURSEMENTS	0.00	-1,000.00	-291.69	0.00	-291.69	-708.31	-70.83 %
204-115-36990	MISCELLANEOUS	0.00	-7,000.00	-2,436.59	0.00	-2,436.59	-4,563.41	-65.19 %
	<b>360 - MISCELLANEOUS Totals:</b>	<b>0.00</b>	<b>-28,000.00</b>	<b>-17,221.35</b>	<b>-9,192.05</b>	<b>-26,413.40</b>	<b>-1,586.60</b>	<b>-5.67 %</b>
<b>SubCategory: 400 - BEGINNING BALANCE</b>								
204-115-40000	BEGINNING BALANCE	0.00	-2,367,123.00	-2,972,851.92	0.00	-2,972,851.92	605,728.92	25.59 %
	<b>400 - BEGINNING BALANCE Totals:</b>	<b>0.00</b>	<b>-2,367,123.00</b>	<b>-2,972,851.92</b>	<b>0.00</b>	<b>-2,972,851.92</b>	<b>605,728.92</b>	<b>25.59 %</b>
	<b>30 - REVENUE Totals:</b>	<b>0.00</b>	<b>-5,099,104.00</b>	<b>-4,048,453.72</b>	<b>-140,754.89</b>	<b>-4,189,208.61</b>	<b>-909,895.39</b>	<b>-17.84 %</b>
<b>Category: 90 - PERSONNEL SERVICES</b>								
<b>SubCategory: 902 - NON-REPRESENTED</b>								
204-115-90201	DIRECTOR	0.00	96,555.00	44,253.00	25,994.70	70,247.70	26,307.30	27.25 %
204-115-90229	OPERATIONS SUPERVISOR	0.00	126,850.00	57,807.50	33,070.34	90,877.84	35,972.16	28.36 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>902 - NON-REPRESENTED Totals:</b>								
		0.00	223,405.00	102,060.50	59,065.04	161,125.54	62,279.46	27.88 %
<b>SubCategory: 903 - REPRESENTED</b>								
204-115-90317	TRANSIT BUS DRIVER	0.00	547,744.00	208,780.31	115,762.28	324,542.59	223,201.41	40.75 %
204-115-90325	TRANSIT DISPATCHER	0.00	70,444.00	30,480.02	16,299.12	46,779.14	23,664.86	33.59 %
<b>903 - REPRESENTED Totals:</b>								
		0.00	618,188.00	239,260.33	132,061.40	371,321.73	246,866.27	39.93 %
<b>SubCategory: 904 - PART TIME</b>								
204-115-90420	ON CALL EMPLOYEE	0.00	90,000.00	40,947.87	24,911.83	65,859.70	24,140.30	26.82 %
<b>904 - PART TIME Totals:</b>								
		0.00	90,000.00	40,947.87	24,911.83	65,859.70	24,140.30	26.82 %
<b>SubCategory: 905 - OVERTIME</b>								
204-115-90501	OVERTIME	0.00	40,000.00	11,439.71	2,678.41	14,118.12	25,881.88	64.70 %
204-115-90504	COMP TIME PAY OFF	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<b>905 - OVERTIME Totals:</b>								
		0.00	43,000.00	11,439.71	2,678.41	14,118.12	28,881.88	67.17 %
<b>SubCategory: 906 - HOLIDAY &amp; SPECIAL RATE PAY</b>								
204-115-90603	TELEPHONE STIPEND	0.00	2,520.00	1,155.00	630.00	1,785.00	735.00	29.17 %
204-115-90604	INTERPRETER STIPEND	0.00	0.00	385.00	210.00	595.00	-595.00	0.00 %
<b>906 - HOLIDAY &amp; SPECIAL RATE PAY Totals:</b>								
		0.00	2,520.00	1,540.00	840.00	2,380.00	140.00	5.56 %
<b>SubCategory: 908 - BENEFITS &amp; BURDENS</b>								
204-115-90801	FICA	0.00	74,749.00	29,713.40	16,368.96	46,082.36	28,666.64	38.35 %
204-115-90802	401(K) RETIREMENT	0.00	97,582.00	39,155.22	21,509.87	60,665.09	36,916.91	37.83 %
204-115-90804	HEALTH INSURANCE	0.00	248,317.00	37,373.12	24,911.16	62,284.28	186,032.72	74.92 %
204-115-90805	DENTAL INSURANCE	0.00	33,545.00	5,125.92	2,572.02	7,697.94	25,847.06	77.05 %
204-115-90806	LIFE INSURANCE	0.00	1,440.00	322.92	177.84	500.76	939.24	65.23 %
204-115-90807	LTD INSURANCE	0.00	8,630.00	2,972.69	1,621.98	4,594.67	4,035.33	46.76 %
204-115-90808	WORKER'S COMPENSATION	0.00	52,025.00	20,143.56	10,976.57	31,120.13	20,904.87	40.18 %
204-115-90809	UNEMPLOYMENT	0.00	4,886.00	1,990.33	1,103.09	3,093.42	1,792.58	36.69 %
204-115-90810	PEHP	0.00	1,560.00	715.00	390.00	1,105.00	455.00	29.17 %
204-115-90812	HEALTH SAVINGS ACCOUNT	0.00	52,500.00	375.00	24,885.00	25,260.00	27,240.00	51.89 %
<b>908 - BENEFITS &amp; BURDENS Totals:</b>								
		0.00	575,234.00	137,887.16	104,516.49	242,403.65	332,830.35	57.86 %
<b>90 - PERSONNEL SERVICES Totals:</b>								
		0.00	1,552,347.00	533,135.57	324,073.17	857,208.74	695,138.26	44.78 %
<b>Category: 91 - MATERIALS &amp; SERVICES</b>								
<b>SubCategory: 910 - MATERIALS &amp; SERVICES</b>								
204-115-91101	TRAVEL EXPENSE	0.00	7,500.00	795.42	665.28	1,460.70	6,039.30	80.52 %
204-115-91102	FLEET SERVICES	0.00	390,000.00	175,247.61	61,293.85	236,541.46	153,458.54	39.35 %
204-115-91201	MEALS & LODGING	0.00	6,000.00	387.24	233.39	620.63	5,379.37	89.66 %
204-115-91401	TELEPHONE	0.00	5,000.00	1,306.03	720.45	2,026.48	2,973.52	59.47 %
204-115-91501	POSTAGE	0.00	500.00	122.18	56.30	178.48	321.52	64.30 %
204-115-91601	PRINTING & PUBLICATIONS	0.00	25,000.00	2,597.07	542.77	3,139.84	21,860.16	87.44 %
204-115-92101	EQUIPMENT REPAIR	0.00	4,000.00	0.00	0.00	0.00	4,000.00	100.00 %
204-115-92801	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
204-115-92802	PROFESSIONAL CONFERENCE	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-92803	AUDIT EXPENSE	0.00	5,500.00	0.00	4,750.00	4,750.00	750.00	13.64 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204-115-92807	DOCTORS/EXAMS	0.00	3,000.00	595.00	475.00	1,070.00	1,930.00	64.33 %
204-115-92901	MEMBERSHIP FEES & DUES	0.00	3,000.00	2,172.00	475.00	2,647.00	353.00	11.77 %
204-115-93301	MAINTENANCE AGREEMENTS	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-93814	SENIOR COMPANION PROGRAM	0.00	4,000.00	3,176.00	0.00	3,176.00	824.00	20.60 %
204-115-93901	CONTRACTUAL SERVICES	0.00	150,000.00	20,674.55	3,726.50	24,401.05	125,598.95	83.73 %
204-115-93947	TILLAMOOK CONNECTION	0.00	48,500.00	11,863.77	7,071.12	18,934.89	29,565.11	60.96 %
204-115-94101	OFFICE SUPPLIES	0.00	3,500.00	544.82	63.70	608.52	2,891.48	82.61 %
204-115-94102	FURNITURE & EQUIP < \$10,000	0.00	10,000.00	1,174.10	0.00	1,174.10	8,825.90	88.26 %
204-115-95102	MEDICAL SUPPLIES	0.00	500.00	0.00	0.00	0.00	500.00	100.00 %
204-115-95202	CONTINUING EDUCATION	0.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00 %
204-115-95901	OTHER SUPPLIES	0.00	16,000.00	560.89	3,324.37	3,885.26	12,114.74	75.72 %
204-115-96301	PROPERTY/LIABILITY INSURANCE	0.00	5,000.00	121.03	0.00	121.03	4,878.97	97.58 %
204-115-96302	VEHICLE INSURANCE	0.00	37,107.00	26,758.41	0.00	26,758.41	10,348.59	27.89 %
204-115-96601	RENTALS OF SPACE	0.00	2,400.00	1,200.00	0.00	1,200.00	1,200.00	50.00 %
204-115-96901	INDIRECT COST ALLOCATION	0.00	150,000.00	71,972.77	43,761.13	115,733.90	34,266.10	22.84 %
204-115-96902	ROAD BILLABLE COSTS	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
<b>91 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>895,007.00</b>	<b>321,268.89</b>	<b>127,158.86</b>	<b>448,427.75</b>	<b>446,579.25</b>	<b>49.90 %</b>
<b>92 - CAPITAL EXPENDITURES</b>		<b>0.00</b>	<b>895,007.00</b>	<b>321,268.89</b>	<b>127,158.86</b>	<b>448,427.75</b>	<b>446,579.25</b>	<b>49.90 %</b>
SubCategory: 920 - CAPITAL EXPENDITURES								
204-115-98301	MOTOR VEHICLES	0.00	1,137,600.00	0.00	351,588.00	351,588.00	786,012.00	69.09 %
204-115-98302	BUS STOP SIGNAGE & EQUIPMENT	0.00	120,000.00	0.00	0.00	0.00	120,000.00	100.00 %
<b>920 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>351,588.00</b>	<b>351,588.00</b>	<b>906,012.00</b>	<b>72.04 %</b>
<b>92 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>0.00</b>	<b>351,588.00</b>	<b>351,588.00</b>	<b>906,012.00</b>	<b>72.04 %</b>
<b>Category: 96 - CONTINGENCY</b>								
SubCategory: 960 - CONTINGENCY								
204-115-99501	CONTINGENCY	0.00	337,691.00	0.00	0.00	0.00	337,691.00	100.00 %
<b>960 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>96 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>Category: 99 - UNAPPROPRIATED</b>								
SubCategory: 990 - UNAPPROPRIATED								
204-115-99601	RESERVE FOR FUTURE EXPENSES	0.00	643,361.00	0.00	0.00	0.00	643,361.00	100.00 %
204-115-99603	COMPENSATED ABSENCES	0.00	413,098.00	0.00	0.00	0.00	413,098.00	100.00 %
<b>990 - UNAPPP</b>		<b>0.00</b>	<b>1,056,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>99 - UNAPPP</b>		<b>0.00</b>	<b>6,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>115 - TRANSIT ADMIN</b>								
Totals:		649,846.11 +	0.00	-3,194,049.26	662,065.14	-2,531,984.12	2,531,984.12	
		319,996.23 +	0.00	-3,194,049.26	662,065.14	-2,531,984.12	2,531,984.12	
		220,100.95 +	0.00					
		26,413.44 +						
		1,216,350.69 *						
		857,208.74 +						
		448,427.75 +						
		351,588.00 +						
		1,657,224.49 *						

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204 - TRANSIT DISTRICT FUND	0.00	0.00	-3,194,049.26	662,065.14	-2,531,984.12	2,531,984.12	
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,194,049.26</b>	<b>662,065.14</b>	<b>-2,531,984.12</b>	<b>2,531,984.12</b>	

## Repair and Fuel Cost Summary

Type: All  
 Make: All  
 Customer: All  
 Date Range: 01/01/2017 to 03/31/2017

Fleet: 204  
 Group: All  
 Unit: All  
 WO Selection by: Closed

Fleet	Group	Unit	Repairs	Fuel	Total
204	115	1221	523.46	1,656.12	2,179.58
		1227	1,962.73	1,947.54	3,910.27
		1228	1,385.44	2,133.91	3,519.35
		1229	4,423.40	1,097.55	5,520.95
		1232	829.61	262.29	1,091.90
		1233	2,004.90	522.29	2,527.19
		1234	40.23	758.01	798.24
		1235	3,765.16	866.10	4,631.26
		1236	1,581.76	1,743.37	3,325.13
		1237	8,598.58	1,907.22	10,505.80
		1238	115.23	727.48	842.71
		1247	1,124.62	2,022.15	3,146.77
		1248	4,591.10	3,148.58	7,739.68
		1256	637.85	0.00	637.85
		1260	2,022.54	3,898.85	5,921.39
		1261	1,551.95	2,665.00	4,216.95
		1262	2,456.96	2,614.36	5,071.32
		1280	514.54	0.00	514.54
		1284	587.65	0.00	587.65
		1288	4,323.80	1,562.98	5,886.78
		1297	866.73	0.00	866.73
<b>Group ID 115 Totals:</b>			<b>43,908.24</b>	<b>29,533.80</b>	<b>73,442.04</b>
<b>Fleet ID 204 Totals:</b>			<b>43,908.24</b>	<b>29,533.80</b>	<b>73,442.04</b>
<b>Grand Total:</b>			<b>43,908.24</b>	<b>29,533.80</b>	<b>73,442.04</b>

### Work Order Cost Summary by Equip/Cust

Type: All  
 Make: All  
 Customer: All

Fleet: 204  
 Group: All  
 Unit: All

Date Range: 01/01/2017 to 03/31/2017

WO Selection by: Closed

Fit	Grp	Unit	Customer ID	Labor Hours	Labor Cost	Parts Cost	Outside Cost	Haz Waste Cost	Other Cost	Dist Labor Cost	Dist Misc Cost	User1 Cost	User2 Cost	User3 Cost	Tax	WO Total
204	115	1221	204-115	9.50	778.29	80.97	0.00	0.00	0.00	0.00	0.00	-335.80	0.00	0.00	0.00	523.46
		1227	204-115	18.00	1,472.62	601.76	56.25	0.00	0.00	0.00	0.00	-167.90	0.00	0.00	0.00	1,962.73
		1228	204-115	14.00	1,142.07	243.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,385.44
		1229	204-115	40.00	3,237.27	946.68	239.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,423.40
		1232	204-115	9.50	773.04	224.47	0.00	0.00	0.00	0.00	0.00	-167.90	0.00	0.00	0.00	829.61
		1233	204-115	19.00	1,595.05	407.93	1.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,004.90
		1234	204-115	0.50	40.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.23
		1235	204-115	21.50	1,762.95	1,354.94	857.15	0.00	0.00	0.00	0.00	-209.88	0.00	0.00	0.00	3,765.16
		1236	204-115	17.00	1,427.16	406.45	0.00	0.00	0.00	0.00	0.00	-251.85	0.00	0.00	0.00	1,581.76
		1237	204-115	86.50	7,070.95	1,892.38	55.00	0.00	0.00	0.00	0.00	-419.75	0.00	0.00	0.00	8,598.58
		1238	204-115	0.50	40.23	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.23
		1247	204-115	17.50	1,435.91	150.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,124.62
		1248	204-115	32.00	2,611.19	2,399.66	0.00	0.00	0.00	0.00	0.00	-461.73	0.00	0.00	0.00	4,591.10
		1258	204-115	7.00	563.16	74.69	0.00	0.00	0.00	0.00	0.00	-419.75	0.00	0.00	0.00	637.85
		1260	204-115	23.00	1,887.11	387.28	0.00	0.00	0.00	0.00	0.00	-251.85	0.00	0.00	0.00	2,022.54
		1261	204-115	18.00	1,477.86	130.49	111.50	0.00	0.00	0.00	0.00	-167.90	0.00	0.00	0.00	1,551.95
		1262	204-115	29.00	2,389.08	529.61	0.00	0.00	0.00	0.00	0.00	-461.73	0.00	0.00	0.00	2,456.96
		1280	204-115	5.50	442.48	72.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	514.54
		1284	204-115	7.00	587.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	587.65
		1288	204-115	33.00	2,654.86	1,668.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,323.80
		1297	204-115	5.50	461.73	0.00	405.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	866.73
<b>Group 115 Total:</b>				<b>413.50</b>	<b>33,850.89</b>	<b>11,572.12</b>	<b>1,801.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,316.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,908.24</b>
<b>Fleet 204 Total:</b>				<b>413.50</b>	<b>33,850.89</b>	<b>11,572.12</b>	<b>1,801.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,316.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,908.24</b>
<b>Grand Equipment Total:</b>				<b>413.50</b>	<b>33,850.89</b>	<b>11,572.12</b>	<b>1,801.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,316.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43,908.24</b>

## Mileage by Date Range

Fleet: 204

Group: All

Unit ID: All

Period: From 01/01/2017 to 03/31/2017

Type: All

Make: All

Customer: All

Inactive Equipment: Yes

Fleet	Group	Unit ID	Meter Type	Meter Units	End of Period Mileage	Start of Period Mileage	Mileage In Period
204	115	1221	Odometer-M	Miles	236,391	229,401	6,990
		1227	Odometer-M	Miles	198,767	186,747	12,020
		1228	Odometer-M	Miles	189,354	178,834	10,520
		1229	Odometer-M	Miles	153,397	147,067	6,330
		1232	Odometer-M	Miles	95,379	94,283	1,096
		1233	Odometer-M	Miles	95,332	92,775	2,557
		1234	Odometer-M	Miles	100,384	97,028	3,356
		1235	Odometer-M	Miles	138,701	134,731	3,970
		1236	Odometer-M	Miles	127,100	119,878	7,222
		1237	Odometer-M	Miles	357,343	350,235	7,108
		1238	Odometer-M	Miles	95,528	92,262	3,266
		1247	Odometer-M	Miles	174,464	166,960	7,504
		1248	Odometer-M	Miles	163,447	151,093	12,354
		1256	Odometer-M	Miles	2,445	0	2,445
		1260	Odometer-M	Miles	139,968	124,031	15,937
		1261	Odometer-M	Miles	89,807	79,700	10,107
		1262	Odometer-M	Miles	110,105	98,655	11,450
		1280	Odometer-M	Miles	2,440	0	2,440
		1284	Odometer-M	Miles	2,474	0	2,474
		1288	Odometer-M	Miles	499,379	491,953	7,426
		1297	Odometer-M	Miles	2,398	0	2,398
							<u>138,970</u>

## Equipment Fuel Usage by Fuel Type

Fleet: 204

Group: All

Unit ID: All

Fuel Type: All

Date: 01/01/2017 - 03/31/2017

Report Level: Summary

Fuel

Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
1	1227	204	115	FMCO	E450/EDAT24	1,039.39	1,917.54	0.00
	1228			FMCO	E450/EDAT24	1,144.12	2,098.91	0.00
	1229			FMCO	E450/EDAT24	573.73	1,052.05	0.00
	1232			FMCO	E450/STBS22	84.74	182.61	0.00
	1233			FMCO	E450/STBS22	249.73	522.29	0.00
	1234			FMCO	E450/STBS22	372.94	755.01	0.00
	1235			FMCO	E450/STBS25	420.37	865.60	0.00
	1236			FMCO	E450/STBS25	795.94	1,715.33	0.00
	1237			FRTL	XB75/CTS RE	1,006.38	1,893.22	0.00
	1238			FMCO	E450/STBS22	389.37	718.48	0.00
	1247			FRTL	SC2/GLAVAL	940.71	1,747.75	0.00
	1248			FRTL	SC2/GLAVAL	1,500.08	2,770.01	0.00
	1260			FRTL	SC2/GLAVAL	1,879.66	3,449.93	0.00
	1261			FRTL	SC2/GLAVAL	1,247.43	2,304.08	0.00
	1262			FRTL	SC2/GLAVAL	1,265.85	2,318.37	0.00
	1288			FRTL	FB65/CONCO	848.00	1,559.98	0.00
	Units = 16		Fuel events = 715			13,758.44	25,871.16	0.00
2	1221			FMCO	E450/EDAT22	804.85	1,620.12	0.00
	1232			FMCO	E450/STBS22	36.97	79.68	0.00
	1236			FMCO	E450/STBS25	13.01	28.04	0.00
	Units = 4		Fuel events = 34			854.83	1,727.84	0.00
5	1247			FRTL	SC2/GLAVAL	109.40	254.90	0.00
	1248			FRTL	SC2/GLAVAL	152.60	355.57	0.00
	1260			FRTL	SC2/GLAVAL	179.80	418.92	0.00
	1261			FRTL	SC2/GLAVAL	144.60	336.92	0.00
	1262			FRTL	SC2/GLAVAL	111.80	260.49	0.00
	Units = 6		Fuel events = 44			698.20	1,626.80	0.00
9	1228			FMCO	E450/EDAT24	4.00	2.00	0.00
	1229			FMCO	E450/EDAT24	1.00	0.50	0.00
	1235			FMCO	E450/STBS25	1.00	0.50	0.00
	1247			FRTL	SC2/GLAVAL	0.00	0.00	0.00
	1248			FRTL	SC2/GLAVAL	4.00	2.00	0.00
	1262			FRTL	SC2/GLAVAL	1.00	0.50	0.00
	Units = 7		Fuel events = 12			11.00	5.50	0.00
11	1237			FRTL	XB75/CTS RE	1.00	2.00	0.00
	1247			FRTL	SC2/GLAVAL	2.00	4.00	0.00
	1260			FRTL	SC2/GLAVAL	9.00	18.00	0.00
	1261			FRTL	SC2/GLAVAL	3.00	6.00	0.00
	1262			FRTL	SC2/GLAVAL	10.00	20.00	0.00
	Units = 6		Fuel events = 18			25.00	50.00	0.00
12	1221			FMCO	E450/EDAT22	10.00	30.00	0.00
	1227			FMCO	E450/EDAT24	10.00	30.00	0.00
	1228			FMCO	E450/EDAT24	11.00	33.00	0.00
	1229			FMCO	E450/EDAT24	13.00	39.00	0.00
	1234			FMCO	E450/STBS22	1.00	3.00	0.00
	1237			FRTL	XB75/CTS RE	4.00	12.00	0.00
	1238			FMCO	E450/STBS22	3.00	9.00	0.00

## Equipment Fuel Usage by Fuel Type

Fuel

Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
12	1247	204	115	FRTL	SC2/GLAVAL	4.00	12.00	0.00
	1248			FRTL	SC2/GLAVAL	7.00	21.00	0.00
	1260			FRTL	SC2/GLAVAL	4.00	12.00	0.00
	1261			FRTL	SC2/GLAVAL	6.00	18.00	0.00
	1262			FRTL	SC2/GLAVAL	5.00	15.00	0.00
	1268			FRTL	FB65/CONCO	1.00	3.00	0.00
		Units = 14	Fuel events = 79			79.00	237.00	0.00
		Units = 53	Fuel events = 902			15,426.47	29,518.30	0.00

**ODOT Public Transit Division  
Agency Periodic Report (APR)**

Report for: 2015 - 2017 Biennium Quarter 8: April 1 to June 30

<b>Legal Name of Agency:</b> Lincoln County Transportation Service District	
<b>Mailing Address:</b> 410 NE Harney St	
<b>City, State, Zip:</b> Newport, Oregon, 97365	
<b>Prepared by:</b> Julie Kay	<b>E-mail:</b> jkay@co.lincoln.or.us
<b>Phone No.:</b> 1 (541) 574-1294	<b>Fax No.:</b>
<b>STF Agency:</b> Lincoln County	

Provider	
<b>I have certified that this document is correct to the best of my knowledge and that I am the authorized representative shown below.</b>	
<b>Authorized by:</b>	<b>Date:</b>
Cynda Bruce	08/07/2017

**Current Period Information**

**Volunteer & Non-Cash Resources**

Type of Volunteer	# of Units (hrs/qty)	Unit Value	Total Value
Drivers		\$0.00	\$0.00
Scheduler/Dispatcher		\$0.00	\$0.00
Office Help		\$0.00	\$0.00
Vehicle Maintenance (washing, etc.)		\$0.00	\$0.00
<b>Contributed Professional Services:</b> List such services as legal, accounting, advertising, etc.			
		\$0.00	\$0.00
<b>Other In-Kind Services:</b> List donated services or materials, supplies, etc.			
		\$0.00	\$0.00
<b>Total</b>			\$0.00

## Service Data

Category	Fixed Route	Other Than Fixed Route	Total
Total Passenger One-Way Rides	62,284	18,604	80,888
Elderly & Disabled One-Way Rides	13,832	16,905	30,737
Revenue Operation Hours	5,067	2,789	7,856
Revenue Service Mileage	108,388	23,793	132,181
Are you aware of other RPTD grantees that may also be reporting these service data?	No		
If Yes, please provide the names of these agencies:			

## Revenue and Expenses

	Previous	Current	Total To Date
Fare Revenue	\$367,633.00	\$55,614.00	\$423,247.00
Contract Revenue	\$260,672.00	\$195,504.00	\$456,176.00
RPTD Federal Assistance	\$893,483.00	\$315,479.00	\$1,208,962.00
Other Federal Assistance	\$0.00	\$0.00	\$0.00
RPTD State Assistance	\$247,733.00	\$35,457.00	\$283,190.00
Other State Assistance	\$86,256.00	\$23,954.00	\$110,210.00
Local Assistance	\$1,509,032.00	\$43,687.00	\$1,552,719.00
Federal Income Earned	\$0.00	\$0.00	\$0.00
Donations (Cash)	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$3,364,809.00</b>	<b>\$669,695.00</b>	<b>\$4,034,504.00</b>
Administration Expenses	\$756,418.00	\$101,906.00	\$858,324.00
Operations Expenses	\$2,196,036.00	\$363,276.00	\$2,559,312.00
Capital Expenses	\$399,333.00	\$13,114.00	\$412,447.00
Planning Expenses	\$0.00	\$0.00	\$0.00
<b>Total Agency Expenses</b>	<b>\$3,351,787.00</b>	<b>\$478,296.00</b>	<b>\$3,830,083.00</b>
<b>Operating Profit/Loss</b>	<b>\$13,022.00</b>	<b>\$191,399.00</b>	<b>\$204,421.00</b>

**Grant Information**

<b>ODOT Agreement #</b>	<b>Title</b>				
30477	2015-17 Lincoln County TSD 30477 Rural 5311 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$1,055,222.00	\$1,055,219.00	\$0.00	\$3.00	07/01/2015	06/30/2017
<b>Other Notes</b>					

<b>ODOT Agreement #</b>	<b>Title</b>				
30745	2015-17 Lincoln Co. Transportation Service Dist. 30745 E&D 5310				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$410,795.00	\$358,203.00	\$0.00	\$52,592.00	07/01/2015	06/30/2017
<b>Other Notes</b>					
All equipment for this grant has been purchased. Projects came in under budget. LCSTD paid with non-grant funds for retrofitting to insure ADA accessibility on our city loop buses.					

<b>ODOT Agreement #</b>	<b>Title</b>				
31456	2016-18 Lincoln County TSD 31456 5339 Program				
<b>Value of Grant</b>	<b>Amount Paid</b>	<b>Amount in Process</b>	<b>Amount Available</b>	<b>Start Date</b>	<b>End Date</b>
\$306,000.00	\$0.00	\$0.00	\$306,000.00	09/01/2016	06/30/2018
<b>Other Notes</b>					

**Asset Management**

Update your capital inventory each year. All capital items purchased with state and federal grants from the Rail and Public Transit Division must be listed as long as the item is used in transit service (even if RPTD released the title.)

<b>Entire Vehicle Inventory</b>						
vehicles in service: 15	# of spares/back-ups: 4	out of service: 4	total: 23			
<b>RPTD-Funded Vehicle Inventory</b>						
<b>Asset #</b>	<b>Agency #</b>	<b>VIN Number</b>	<b>Current Odometer Mileage</b>	<b>Date of Odometer Reading</b>	<b>Vehicle Condition</b>	<b>Out of Service</b>
V000182	1286	1FDWE35L63HB00072	150,066	09/30/2016	Poor	Yes
V000184	1288	4UZAAZAL73CL96196	508,078	06/30/2017	Poor	

Entire Vehicle Inventory						
vehicles in service: 15		# of spares/back-ups: 4		out of service: 4		total: 23
RPTD-Funded Vehicle Inventory						
Asset #	Agency #	VIN Number	Current Odometer Mileage	Date of Odometer Reading	Vehicle Condition	Out of Service
V000770	1221	1FD4E45S88DB05261	243,591	06/30/2017	Poor	
V000915	1230	1GBJ5V1939F411178	238,436	07/26/2016	Poor	Yes
V000916	1227	1FD4E45P29DA47217	204,871	06/30/2017	Poor	will take engine out before auction
V000917	1228	1FD4E45P49DA47218	190,550	06/30/2017	Marginal	
V000918	1229	1FD4E45P69DA47219	164,715	06/30/2017	Marginal	
V000953	1235	1FD4E45P39DA91033	145,958	06/30/2017	Adequate	
V000954	1236	1FD4E45P59DA91034	136,449	06/30/2017	Adequate	
V000962	1237	4UZAB0DT0ACAS9676	370,794	06/30/2017	Poor	will be auctioned off
V001411	1248	4UZADRDU8ECFM1411	177,245	06/30/2017	Marginal	
V001412	1247	4UZADRDU6ECFM1410	183,642	06/30/2017	Poor	
V001488	1261	4UZADRDU9ECGD0318	100,138	06/30/2017	Good	
V001489	1262	4UZADRDU8FCGD7343	114,408	06/30/2017	Good	
V001490	1260	4UZADRDU7ECGD0317	154,136	06/30/2017	Good	

Vehicles Out of Service			
You must report any vehicle purchased with state and federal funds that is idle for more than 90 days.			
VIN Number	Date of Last Use	Reason for Being Out of Service	Date Expected to Return to Service, Transfer or Disposal
1FDWE35L63HB00072	09/15/2016	Disposed - Auctioned	
1GBJ5V1939F411178	09/01/2015	Disposed - Auctioned	

out of service  
1286 & 1249

**Other Equipment and Facilities Inventory**

*Capital items purchased with state or federal grants that had an original useful life of at least one-year and cost of \$5,000 in the aggregate at the time of purchase. For example, computers and communications equipment aggregated purchase over \$5,000; bus barns; passenger shelters, shop equipment, etc.*

Type of Equipment or Facility	Description of Use	Which Program Funded	Date of Acquisition
Equipment		5310	12/01/2009
Equipment	Tire Changing Machine	5310	
Equipment	Communications Equipment	5310	
Equipment	Computer Hardware Equipment	5310	
Equipment	Apollo Surveillance Cameras for buses, Optis Doc 09112722	5310	05/19/2010
Equipment	3 Dell Optiplex Computers, Keyboards, Monitors	5310	02/05/2008
Equipment	Saf-Tee Siper \$5236.99Quick Mount Wheel Lock \$ 613.57WHD8 275mm Trk Tire Adapter \$ 338.52225mm x 8, Ford \$ 246.84Wheel Lift Attachment (ST) \$ 661.931125 10 Hole Budd Adpater \$ 289.15285.75mm x 10 Budd Unimount \$ 338.52Siping blades (1 DZ per unit) \$ 94.24Total \$7819.76Sh & Hndlg \$ 350.00Grand Total \$8169.76	5310	10/08/2007
Equipment	12/31/2012 - Cover letter with invoices/receipts dated July 25, 2011; See attached invoices for description of items-fp	5310	02/18/2011
Equipment	12/31/2012 - Aggregated Office Equipment consists of Lateral File Cabinets, cost \$2,178.46 and Office Chairs, cost \$2,986.74; see attached invoices.	5310	07/25/2011
Real Estate	Expansion of fleet maintenance building and addition of new hoist	5310	

**Accidents**

<b>Has your agency had any vehicle accidents related to your transit service?</b>	No
<b>Were injuries involved?</b>	No
<b>If Yes to any of the above questions, please complete the following and attach DMV accident report, if filed:</b>	

VIN Number	Type	Number of Fatalities	Number of Injuries	Vehicle Disabled	Drug & Alcohol Test Performed
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**Civil Rights**

Did your agency receive any Civil Rights complaints? No

If yes, please explain, including outcomes:

Are you reporting on complaints from a prior quarter?: No

**Optional Agency Narrative**

Please tell the Rail and Public Transit Division about your agency's transit program, for example, a new service, a new service partner, a service cut-back, etc.

# My Detail vs Budget Report

## Account Summary

Date Range: 04/01/2017 - 06/30/2017

Lincoln County, OR



Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<b>Department: 115 - TRANSIT ADMINISTRATION</b>								
<b>Category: 30 - REVENUE</b>								
<b>SubCategory: 310 - TAXES &amp; LAND SALES</b>								
204-115-31110	CURRENT YEAR PROPERTY TAX	0.00	-620,000.00	-631,614.57	-23,243.21	-654,857.78	34,857.78	5.62%
204-115-31120	PRIOR YEAR PROPERTY TAX	0.00	-20,000.00	-18,231.54	-2,987.56	-21,219.10	1,219.10	6.10%
204-115-31210	LAND SALE DISTRIBUTIONS	0.00	0.00	0.00	-179.13	-179.13	179.13	0.00%
	<b>310 - TAXES &amp; LAND SALES Totals:</b>	<b>0.00</b>	<b>-640,000.00</b>	<b>-649,846.11</b>	<b>-26,409.90</b>	<b>-676,256.01</b>	<b>36,256.01</b>	<b>5.67%</b>
						<b>#31000</b>		
<b>SubCategory: 330 - INTERGOVERNMENTAL</b>								
204-115-33107	5311 OPERATING FUNDS	0.00	-527,611.00	-181,676.00	0.00	-181,676.00	-345,935.00	-65.57%
204-115-33108	5310 CAPITAL GRANTS	0.00	-410,198.00	0.00	-315,479.00	-315,479.00	-94,719.00	-23.09%
204-115-33510	STATE FORESTRY SALES DISTR	0.00	0.00	-3,547.10	-2,222.12	-5,769.22	5,769.22	0.00%
204-115-33771	FEDERAL CAPITAL GRANT	0.00	-306,000.00	0.00	0.00	0.00	-306,000.00	-100.00%
204-115-33780	STATE STF TRANSFER	0.00	-141,000.00	-106,197.00	-35,457.00	-141,654.00	654.00	0.46%
204-115-33782	STATE EMPLOYEE ASSESSMENTS	0.00	-66,000.00	-28,576.13	-21,731.57	-50,307.70	-15,692.30	-23.78%
	<b>330 - INTERGOVERNMENTAL Totals:</b>	<b>0.00</b>	<b>-1,450,809.00</b>	<b>-319,996.23</b>	<b>-374,889.69</b>	<b>-694,885.92</b>	<b>-755,923.08</b>	<b>-52.10%</b>
<b>SubCategory: 340 - CHARGES FOR SERVICES</b>								
204-115-34940	TRANSIT FEES	0.00	-145,000.00	-98,635.80	-37,256.77	-135,892.57	-9,107.43	-6.28%
204-115-34941	AGENCY PASSES	0.00	-84,000.00	-54,695.85	-18,834.00	-73,529.85	-10,470.15	-12.46%
204-115-34942	NEWPORT SERVICES	0.00	-90,000.00	0.00	0.00	0.00	-90,000.00	-100.00%
204-115-34943	LINCOLN CITY SERVICES	0.00	-33,000.00	0.00	0.00	0.00	-33,000.00	-100.00%
204-115-34944	TRIBAL SERVICE FEES	0.00	-260,672.00	-65,168.00	-130,336.00	-195,504.00	-65,168.00	-25.00%
204-115-34990	OTHER CHARGES FOR SERVICE	0.00	-500.00	-1,125.00	0.00	-1,125.00	625.00	125.00%
	<b>340 - CHARGES FOR SERVICES Totals:</b>	<b>0.00</b>	<b>-613,172.00</b>	<b>-219,624.65</b>	<b>-186,426.77</b>	<b>-406,051.42</b>	<b>-207,120.58</b>	<b>-33.78%</b>
<b>SubCategory: 360 - MISCELLANEOUS</b>								
204-115-36175	INTEREST	0.00	-10,000.00	-23,685.12	-8,832.81	-32,517.93	22,517.93	225.18%
204-115-36177	VEHICLE ADVERTISING	0.00	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
204-115-36650	REFUNDS & REIMBURSEMENTS	0.00	-1,000.00	-291.69	-6,386.08	-6,677.77	5,677.77	567.78%
204-115-36990	MISCELLANEOUS	0.00	-7,000.00	-3,108.75	-1,386.33	-4,495.08	-2,504.92	-35.78%
	<b>360 - MISCELLANEOUS Totals:</b>	<b>0.00</b>	<b>-28,000.00</b>	<b>-27,085.56</b>	<b>-16,605.22</b>	<b>-43,690.78</b>	<b>15,690.78</b>	<b>56.04%</b>
						<b>1,820,884.13</b>		
<b>SubCategory: 400 - BEGINNING BALANCE</b>								
204-115-40000	BEGINNING BALANCE	0.00	-2,367,123.00	-2,972,851.92	0.00	-2,972,851.92	605,728.92	25.59%
	<b>400 - BEGINNING BALANCE Totals:</b>	<b>0.00</b>	<b>-2,367,123.00</b>	<b>-2,972,851.92</b>	<b>0.00</b>	<b>-2,972,851.92</b>	<b>605,728.92</b>	<b>25.59%</b>
	<b>30 - REVENUE Totals:</b>	<b>0.00</b>	<b>-5,099,104.00</b>	<b>-4,189,404.47</b>	<b>-604,331.58</b>	<b>-4,793,736.05</b>	<b>-305,367.95</b>	<b>-5.99%</b>
<b>Category: 90 - PERSONNEL SERVICES</b>								
<b>SubCategory: 902 - NON-REPRESENTED</b>								
204-115-90201	DIRECTOR	0.00	96,555.00	70,247.70	28,161.00	98,408.70	-1,853.70	-1.92%

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204-115-90229	OPERATIONS SUPERVISOR	0.00	126,850.00	90,877.84	37,173.50	128,051.34	-1,201.34	-0.95 %
<b>902 - NON-REPRESENTED Totals:</b>		<b>0.00</b>	<b>223,405.00</b>	<b>161,125.54</b>	<b>65,334.50</b>	<b>226,460.04</b>	<b>-3,055.04</b>	<b>-1.37 %</b>
<b>SubCategory: 903 - REPRESENTED</b>								
204-115-90317	TRANSIT BUS DRIVER	0.00	547,744.00	324,542.59	138,323.73	462,866.32	84,877.68	15.50 %
204-115-90325	TRANSIT DISPATCHER	0.00	70,444.00	46,779.14	19,942.56	66,721.70	3,722.30	5.28 %
<b>903 - REPRESENTED Totals:</b>		<b>0.00</b>	<b>618,188.00</b>	<b>371,321.73</b>	<b>158,266.29</b>	<b>529,588.02</b>	<b>88,599.98</b>	<b>14.33 %</b>
<b>SubCategory: 904 - PART TIME</b>								
204-115-90420	ON CALL EMPLOYEE	0.00	90,000.00	65,859.70	24,760.83	90,620.53	-620.53	-0.69 %
<b>904 - PART TIME Totals:</b>		<b>0.00</b>	<b>90,000.00</b>	<b>65,859.70</b>	<b>24,760.83</b>	<b>90,620.53</b>	<b>-620.53</b>	<b>-0.69 %</b>
<b>SubCategory: 905 - OVERTIME</b>								
204-115-90501	OVERTIME	0.00	40,000.00	14,118.12	1,164.89	15,283.01	24,716.99	61.79 %
204-115-90504	COMP TIME PAY OFF	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<b>905 - OVERTIME Totals:</b>		<b>0.00</b>	<b>43,000.00</b>	<b>14,118.12</b>	<b>1,164.89</b>	<b>15,283.01</b>	<b>27,716.99</b>	<b>64.46 %</b>
<b>SubCategory: 906 - HOLIDAY &amp; SPECIAL RATE PAY</b>								
204-115-90603	TELEPHONE STIPEND	0.00	2,520.00	1,785.00	735.00	2,520.00	0.00	0.00 %
204-115-90604	INTERPRETER STIPEND	0.00	0.00	595.00	245.00	840.00	-840.00	0.00 %
<b>906 - HOLIDAY &amp; SPECIAL RATE PAY Totals:</b>		<b>0.00</b>	<b>2,520.00</b>	<b>2,380.00</b>	<b>980.00</b>	<b>3,360.00</b>	<b>-840.00</b>	<b>-33.33 %</b>
<b>SubCategory: 908 - BENEFITS &amp; BURDENS</b>								
204-115-90801	FICA	0.00	74,749.00	46,082.36	18,656.50	64,738.86	10,010.14	13.39 %
204-115-90802	401(K) RETIREMENT	0.00	97,582.00	60,665.09	24,943.79	85,608.88	11,973.12	12.27 %
204-115-90804	HEALTH INSURANCE	0.00	248,317.00	62,284.28	29,063.02	91,347.30	156,969.70	63.21 %
204-115-90805	DENTAL INSURANCE	0.00	33,545.00	7,697.94	3,000.69	10,698.63	22,846.37	68.11 %
204-115-90806	LIFE INSURANCE	0.00	1,440.00	500.76	207.48	708.24	731.76	50.82 %
204-115-90807	LTD INSURANCE	0.00	8,630.00	4,594.67	1,881.12	6,475.79	2,154.21	24.96 %
204-115-90808	WORKER'S COMPENSATION	0.00	52,025.00	31,120.13	10,229.65	41,349.78	10,675.22	20.52 %
204-115-90809	UNEMPLOYMENT	0.00	4,886.00	3,093.42	1,258.70	4,352.12	533.88	10.93 %
204-115-90810	PEHP	0.00	1,560.00	1,105.00	455.00	1,560.00	0.00	0.00 %
204-115-90812	HEALTH SAVINGS ACCOUNT	0.00	52,500.00	25,260.00	0.00	25,260.00	27,240.00	51.89 %
<b>908 - BENEFITS &amp; BURDENS Totals:</b>		<b>0.00</b>	<b>575,234.00</b>	<b>242,403.65</b>	<b>89,695.95</b>	<b>332,099.60</b>	<b>243,134.40</b>	<b>42.27 %</b>
<b>90 - PERSONNEL SERVICES Totals:</b>								
		<b>0.00</b>	<b>1,552,347.00</b>	<b>857,208.74</b>	<b>340,202.46</b>	<b>1,197,411.20</b>	<b>354,935.80</b>	<b>22.86 %</b>
<b>Category: 91 - MATERIALS &amp; SERVICES</b>								
<b>SubCategory: 910 - MATERIALS &amp; SERVICES</b>								
204-115-91101	TRAVEL EXPENSE	0.00	7,500.00	1,460.70	652.67	2,113.37	5,386.63	71.82 %
204-115-91102	FLEET SERVICES	0.00	390,000.00	277,624.75	62,983.43	340,608.18	49,391.82	12.66 %
204-115-91201	MEALS & LODGING	0.00	6,000.00	620.63	0.00	620.63	5,379.37	89.66 %
204-115-91401	TELEPHONE	0.00	5,000.00	2,026.48	805.85	2,832.33	2,167.67	43.35 %
204-115-91501	POSTAGE	0.00	500.00	178.48	28.75	207.23	292.77	58.55 %
204-115-91601	PRINTING & PUBLICATIONS	0.00	25,000.00	3,139.84	2,505.91	5,645.75	19,354.25	77.42 %
204-115-92101	EQUIPMENT REPAIR	0.00	4,000.00	0.00	281.10	281.10	3,718.90	92.97 %
204-115-92801	PROFESSIONAL SERVICES	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
204-115-92802	PROFESSIONAL CONFERENCE	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204-115-92803	AUDIT EXPENSE	0.00	5,500.00	4,750.00	0.00	4,750.00	750.00	13.64 %
204-115-92807	DOCTORS/EXAMS	0.00	3,000.00	1,070.00	250.00	1,320.00	1,680.00	56.00 %
204-115-92901	MEMBERSHIP FEES & DUES	0.00	3,000.00	2,647.00	0.00	2,647.00	353.00	11.77 %
204-115-93301	MAINTENANCE AGREEMENTS	0.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
204-115-93814	SENIOR COMPANION PROGRAM	0.00	4,000.00	3,176.00	0.00	3,176.00	824.00	20.60 %
204-115-93901	CONTRACTUAL SERVICES	0.00	150,000.00	24,401.85	6,879.10	31,280.15	118,719.85	79.15 %
204-115-93947	TILLAMOOK CONNECTION	0.00	48,500.00	18,934.89	7,228.26	26,163.15	22,336.85	46.06 %
204-115-94101	OFFICE SUPPLIES	0.00	3,500.00	608.52	532.11	1,140.63	2,359.37	67.41 %
204-115-94102	FURNITURE & EQUIP <\$10,000	0.00	10,000.00	1,174.10	0.00	1,174.10	8,825.90	88.26 %
204-115-95102	MEDICAL SUPPLIES	0.00	500.00	0.00	0.00	0.00	500.00	100.00 %
204-115-95202	CONTINUING EDUCATION	0.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00 %
204-115-95901	OTHER SUPPLIES	0.00	16,000.00	3,885.36	548.51	4,433.77	11,566.23	72.29 %
204-115-96301	PROPERTY/LIABILITY INSURANCE	0.00	5,000.00	121.03	0.00	121.03	4,878.97	97.58 %
204-115-96302	VEHICLE INSURANCE	0.00	37,107.00	26,758.41	0.00	26,758.41	10,348.59	27.89 %
204-115-96601	RENTALS OF SPACE	0.00	2,400.00	1,200.00	1,200.00	2,400.00	0.00	0.00 %
204-115-96901	INDIRECT COST ALLOCATION	0.00	150,000.00	115,733.90	0.00	115,733.90	34,266.10	22.84 %
204-115-96902	ROAD BILLABLE COSTS	0.00	5,000.00	0.00	0.00	0.00	5,000.00	100.00 %
<b>910 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>895,007.00</b>	<b>489,511.04</b>	<b>83,895.69</b>	<b>573,406.73</b>	<b>321,600.27</b>	<b>35.93 %</b>
<b>91 - MATERIALS &amp; SERVICES Totals:</b>		<b>0.00</b>	<b>895,007.00</b>	<b>489,511.04</b>	<b>83,895.69</b>	<b>573,406.73</b>	<b>321,600.27</b>	<b>35.93 %</b>
<b>Category: 92 - CAPITAL EXPENDITURES</b>								
<b>SubCategory: 920 - CAPITAL EXPENDITURES</b>								
204-115-98301	MOTOR VEHICLES	0.00	1,137,600.00	351,588.00	0.00	351,588.00	786,012.00	69.09 %
204-115-98302	BUS STOP SIGNAGE & EQUIPMENT	0.00	120,000.00	0.00	13,114.00	13,114.00	106,886.00	89.07 %
<b>920 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>351,588.00</b>	<b>13,114.00</b>	<b>364,702.00</b>	<b>892,898.00</b>	<b>71.00 %</b>
<b>92 - CAPITAL EXPENDITURES Totals:</b>		<b>0.00</b>	<b>1,257,600.00</b>	<b>351,588.00</b>	<b>13,114.00</b>	<b>364,702.00</b>	<b>892,898.00</b>	<b>71.00 %</b>
<b>Category: 96 - CONTINGENCY</b>								
<b>SubCategory: 960 - CONTINGENCY</b>								
204-115-99501	CONTINGENCY	0.00	337,691.00	0.00	0.00	0.00	337,691.00	100.00 %
<b>960 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>96 - CONTINGENCY Totals:</b>		<b>0.00</b>	<b>337,691.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>337,691.00</b>	<b>100.00 %</b>
<b>Category: 99 - UNAPPROPRIATED</b>								
<b>SubCategory: 990 - UNAPPROPRIATED</b>								
204-115-99601	RESERVE FOR FUTURE EXPENSES	0.00	643,361.00	0.00	0.00	0.00	643,361.00	100.00 %
204-115-99603	COMPENSATED ABSENCES	0.00	413,098.00	0.00	0.00	0.00	413,098.00	100.00 %
<b>990 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>1,056,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>99 - UNAPPROPRIATED Totals:</b>		<b>0.00</b>	<b>1,056,459.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,056,459.00</b>	<b>100.00 %</b>
<b>115 - TRANSIT ADMINISTRATION Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>-2,491,096.69</b>	<b>-167,119.43</b>	<b>-2,658,216.12</b>	<b>2,658,216.12</b>	<b>100.00 %</b>
<b>Report Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>-2,491,096.69</b>	<b>-167,119.43</b>	<b>-2,658,216.12</b>	<b>2,658,216.12</b>	

0\*

1,197,411.2 +

573,406.73\*

364,702.0 +

2,135,519.93\*

### Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
204 - TRANSIT DISTRICT FUND	0.00	0.00	-2,491,096.69	-167,119.43	-2,658,216.12	2,658,216.12	
<b>Report Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,491,096.69</b>	<b>-167,119.43</b>	<b>-2,658,216.12</b>	<b>2,658,216.12</b>	

**Formula Side - Do Not Enter Data On This Side**  
**Line Items for Quarterly Reimbursement Requests**

Enter YTD figures on this side

		3rd Qtr	4th Qtr	YTD Total	1st Qtr Financial Report	2nd Qtr Financial Report	3rd Qtr Financial Report	4th Qtr Financial Report
<b>Federal Generated Revenue:</b>								
Section 5309	1.00	33771	0.00	0.00	0.00	0.00	0.00	0.00
Stimulus \$\$	1.00	33109	0.00	0.00	0.00	0.00	0.00	0.00
Section 5311	1.00	33107	0.00	181676.00	0.00	181,676.00	181,676.00	181,676.00
5310 Capitol	1.00	33108	0.00	315,479.00	0.00	0.00	0.00	315,479.00
<b>Total</b>			<b>0.00</b>	<b>315,479.00</b>	<b>0.00</b>	<b>181,676.00</b>	<b>181,676.00</b>	<b>497,155.00</b>
<b>State Generated Revenue:</b>								
Vehicle Maint.	1.00	33317	0.00	0.00	0.00	0.00	0.00	0.00
Supplemental Operati	1.00	33106	0.00	0.00	0.00	0.00	0.00	0.00
STF	1.00	33780	35,399.00	35,457.00	35,399.00	70,798.00	106,197.00	141,654.00
State TDM	1.00	33785	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>35,399.00</b>	<b>35,457.00</b>	<b>35,399.00</b>	<b>70,798.00</b>	<b>106,197.00</b>	<b>141,654.00</b>
<b>Other State Revenue:</b>								
In-Lieu	1.00	33782	12,132.08	21,731.57	0.00	16,444.05	28,576.13	50,307.70
State Forestry Sales	1.00	33510	605.24	2,222.12	0.00	2,941.86	3,547.10	5,769.22
<b>Total</b>			<b>12,737.32</b>	<b>23,953.69</b>	<b>0.00</b>	<b>19,385.91</b>	<b>32,123.23</b>	<b>56,076.92</b>
<b>Locally Generated Revenue:</b>								
Local Taxes	1.00	31000	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earnings	1.00	36175	31,250.37	26,409.90	13,413.24	618,595.74	549,846.11	676,256.01
Newport Services	1.00	34942	0.00	8832.81	6,708.09	14,493.07	23,685.12	32,517.93
Lincoln City Services	1.00	34943	0.00	0.00	0.00	0.00	0.00	0.00
Charges for Service	1.00	34990	0.00	0.00	1,125.00	1,125.00	1,125.00	1,125.00
ODOT Flex Funds	1.00	33786	0.00	0.00	0.00	0.00	0.00	0.00
Refunds & Reimburse	1.00	36650	0.00	6,386.08	0.00	291.69	291.69	6,677.77
Other Miscellaneous	1.00	36990	1,785.43	2,058.49	0.00	651.16	2,436.59	4,495.08
Vehicle Advertising	1.00	36177	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>42,227.85</b>	<b>43,687.28</b>	<b>21,246.33</b>	<b>635,156.66</b>	<b>677,384.51</b>	<b>721,071.79</b>
<b>Operating Revenue:</b>								
Passenger Fares	1.00	34940	31,087.21	3,684.47	36,637.07	67,962.89	99,050.10	135,892.57
Passenger Passes	1.00	34941	21,798.94	1,872.00	15,901.00	32,958.91	54,757.85	73,529.85
<b>Total</b>			<b>52,886.15</b>	<b>55,614.47</b>	<b>52,538.07</b>	<b>100,921.80</b>	<b>153,807.95</b>	<b>209,422.42</b>
<b>Contract Revenue:</b>								

Tribal Service Fees	1.00	34944	0.00	130336.00	195504.00	0.00	65,168.00	65,168.00	195504.00
<b>Total</b>			<b>0.00</b>	<b>130,336.00</b>	<b>195,504.00</b>	<b>0.00</b>	<b>65,168.00</b>	<b>65,168.00</b>	<b>195,504.00</b>
<b>Capital Related Revenue:</b>									
Radio System Upgrad	1.00	33781	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicle Disposal	1.00	36710	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>			<b>143,250.32</b>	<b>604,527.44</b>	<b>1,820,884.13</b>	<b>109,183.40</b>	<b>1,873,186.37</b>	<b>1,216,356.69</b>	<b>1,820,884.13</b>
<b>Administrative Expense:</b>									
1,216,356.69 1,820,884.13									
Salary & Fringe	1.00	90201	25,994.70	28161.00	98408.70	20,115.00	44,253.00	70,247.70	98408.70
	1.00	90229	33,070.34	37173.50	128051.34	26,172.50	57,807.50	90,877.84	128051.34
	1.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.20	90800	20,903.30	17939.19	66419.92	62,181.96	137,887.16	242,403.65	332099.60
<b>Total</b>			<b>79,968.34</b>	<b>83273.69</b>	<b>292879.96</b>	<b>108,469.46</b>	<b>239,947.66</b>	<b>403,529.19</b>	<b>558,559.64</b>
Rent	1.00	96601	1,200.00	1200.00	2400.00	0.00	0.00	1,200.00	2400.00
<b>Total</b>			<b>1,200.00</b>	<b>1200.00</b>	<b>2400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>2,400.00</b>
Training	1.00	92802	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	1.00	95102	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.50	95202	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Membership fees	1.00	92901	475.00	0.00	2647.00	2,172.00	2,172.00	2,647.00	2647.00
Contractual	0.70	93901	2,608.55	4815.37	21896.11	12,850.20	20,674.55	24,401.05	31280.15
Tillamook Connect	1.00	93947	7,071.12	7228.26	26163.15	4,714.08	11,863.77	18,934.89	26163.15
<b>Total</b>			<b>10,154.67</b>	<b>12043.63</b>	<b>50706.26</b>	<b>19,736.28</b>	<b>34,710.32</b>	<b>45,982.94</b>	<b>60,090.30</b>
Property Insurance	1.00	96301	0.00	0.00	121.03	121.03	121.03	121.03	121.03
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>121.03</b>	<b>121.03</b>	<b>121.03</b>	<b>121.03</b>	<b>0.00</b>
Audit	1.00	92803	4,750.00	0.00	4750.00	0.00	0.00	4,750.00	4750.00
<b>Total</b>			<b>4,750.00</b>	<b>0.00</b>	<b>4750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,750.00</b>	<b>4,750.00</b>
Drug & Alcohol Testin	1.00	92807	475.00	250.00	1320.00	500.00	595.00	1,070.00	1320.00
<b>Total</b>			<b>475.00</b>	<b>250.00</b>	<b>1320.00</b>	<b>500.00</b>	<b>595.00</b>	<b>1,070.00</b>	<b>1,320.00</b>
Travel	1.00	91101	665.28	652.67	2113.37	0.00	795.42	1,460.70	2113.37

<b>Total</b>	665.28	652.67	2113.37	0.00	795.42	1,460.70	2,113.37
<b>Other Administrative Expense:</b>							
Phone	0.50	91401	360.23	402.93	1416.18	527.57	1,306.03
Phone Stipend	1.00	90603	630.00	735.00	2520.00	525.00	1,155.00
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00
Equipment Repair	1.00	92101	0.00	281.10	281.10	0.00	0.00
Office Supplies	1.00	94101	120.01	532.11	1140.63	226.72	488.51
Furniture & Equipmen	1.00	94102	62.50	0.00	1174.10	1,111.60	1,111.60
ODOT Flex Funds	1.00	95944	0.00	0.00	0.00	0.00	0.00
Meals & Lodging	1.00	91201	233.39	0.00	620.63	96.44	387.24
Postage	1.00	91501	56.30	28.75	207.23	60.95	122.18
Road Billable Costs	1.00	96902	0.00	0.00	0.00	0.00	0.00
Indirect cost allocation	1.00	96901	82,808.30	0.00	115733.90	0.00	32,925.60
Printing & Publications	1.00	91601	542.77	2505.91	5645.75	1,238.02	2,597.07
Professional Services	1.00	92801	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>84,813.50</b>	<b>4485.80</b>	<b>128739.52</b>	<b>3,786.30</b>	<b>40,093.23</b>
<b>Total Admin Expense:</b>			<b>182,026.79</b>	<b>101,905.79</b>	<b>482,909.11</b>		<b>125,266.95</b>
<b>Operating Expenses:</b>							
Salary & Fringe	1.00	90317	115,762.28	138323.73	462866.32	94,877.22	208,780.31
	1.00	90325	16,299.12	19942.56	66721.70	13,970.01	30,480.02
	1.00	90420	24,911.83	24760.83	90620.53	18,436.99	40,947.87
	1.00	90501	2,678.41	1164.89	15283.01	7,381.04	11,439.71
	1.00	90504	0.00	0.00	0.00	0.00	0.00
Interpreter Stipend	1.00	90604	210.00	245.00	840.00	175.00	385.00
	0.80	90800	83,613.19	71756.76	265679.68	62,181.96	137,887.16
<b>Total</b>			<b>243,474.83</b>	<b>256193.77</b>	<b>902011.24</b>	<b>197,022.22</b>	<b>429,920.07</b>
Training	0.50	95202	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Maintenance	1.00	91102	61,293.85	104066.72	340608.18	53,385.23	175,247.61
	1.00	94406	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>61,293.85</b>	<b>104066.72</b>	<b>340608.18</b>	<b>53,385.23</b>	<b>175,247.61</b>
Operating Contracts	1.00	92902	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Vehicle Insurance	1.00	96302	0.00	0.00	26758.41	26,758.41	26,758.41
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>26758.41</b>	<b>26,758.41</b>	<b>26,758.41</b>

<b>Total</b>				0.00	0.00	26758.41	26,758.41	26,758.41	26,758.41	26,758.41
Maintenance Contract	0.30	93901	1,117.95	2063.73	9384.05	12,850.20	20,674.55	24,401.05	31,280.15	
	1.00	93301	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			1,117.95	2063.73	9384.05	12,850.20	20,674.55	24,401.05	31,280.15	
<b>Other Operating Expenses:</b>										
Telephone	0.50	91401	360.23	402.93	1416.18	527.57	1,306.03	2,026.48	2,832.33	
Reserve	0.50	99601	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Supplies	1.00	95901	3,337.05	548.51	4433.77	97.61	548.21	3,885.26	4433.77	
Sr. Comp. Program	1.00	93814	0.00	0.00	3176.00	3,176.00	3,176.00	3,176.00	3176.00	
Medical Supplies	1.00	95102	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			3,697.28	951.44	9025.95	3,801.18	5,030.24	9,087.74	10,442.10	
<b>Total Operating Expense</b>			309,583.91	363,275.66	1,289,901.20					
<b>Total w/out capital</b>			491,610.70	465,181.45	1,770,696.94					
<b>Capital Expenses:</b>										
Vehicle Purchase	1.00	98301	351,588.00	0.00	351588.00	0.00	0.00	351,588.00	351588.00	
Signs & Equipment	1.00	98302	0.00	13114.00	13114.00	0.00	0.00	0.00	13114.00	
Radio System Upgrad	1.00	98306	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	1.00	98201	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>			351,588.00	13114.00	364702.00	0.00	0.00	351,588.00	364,702.00	
<b>Total Expenses</b>			843,198.70	478,295.45	2,135,519.97	426,430.31	973,893.54	1,926,055.67	2,501,610.98	

**YTD EXPENSES** 1,657,224.52 2,135,519.97

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## Equipment Fuel Usage by Fuel Type

Fleet: 204

Fuel Type: All

Group: All

Date: 04/01/2017 - 06/30/2017

Unit ID: All

Report Level: Summary

Fuel								
Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
1	1327	204	115	FMCO	E450/EDAT24	523.58	957.76	0.00
	1328			FMCO	E450/EDAT24	120.18	216.16	0.00
	1329			FMCO	E450/EDAT24	990.21	1,775.95	0.00
	1332			FMCO	E450/STBS22	184.48	337.38	0.00
	1333			FMCO	E450/STBS22	170.60	364.50	0.00
	1334			FMCO	E450/STBS22	265.63	572.95	0.00
	1335			FMCO	E450/STBS25	813.80	1,599.92	0.00
	1336			FMCO	E450/STBS25	1,059.09	2,257.65	0.00
	1337			FRTL	XB75/CTS RE	1,929.25	3,493.95	0.00
	1338			FMCO	E450/STBS22	381.81	696.56	0.00
	1347			FRTL	SC2/GLAVAL	1,040.82	1,887.27	0.00
	1348			FRTL	SC2/GLAVAL	1,654.56	3,013.34	0.00
	1360			FRTL	SC2/GLAVAL	1,658.19	3,008.77	0.00
	1361			FRTL	SC2/GLAVAL	1,280.03	2,323.54	0.00
	1362			FRTL	SC2/GLAVAL	485.07	877.64	0.00
	1388			FRTL	FB65/CONCO	991.38	1,786.65	0.00
				Units = 16	Fuel events = 696	13,548.68	25,169.99	0.00
2	1321			FMCO	E450/EDAT22	841.72	1,850.02	0.00
	1356			CHEV	4500 EXPRES	54.60	109.85	0.00
	1380			CHEV	4500 EXPRES	509.92	1,066.72	0.00
	1384			FMCO	TRANSIT	176.11	467.04	0.00
	1397			FMCO	TRANSIT	46.42	104.96	0.00
				Units = 6	Fuel events = 78	1,628.77	3,598.59	0.00
5	1347			FRTL	SC2/GLAVAL	109.00	253.97	0.00
	1348			FRTL	SC2/GLAVAL	110.20	256.76	0.00
	1360			FRTL	SC2/GLAVAL	78.80	183.61	0.00
	1361			FRTL	SC2/GLAVAL	111.20	259.11	0.00
	1362			FRTL	SC2/GLAVAL	52.40	122.09	0.00
				Units = 6	Fuel events = 40	461.60	1,075.54	0.00
9	1329			FMCO	E450/EDAT24	1.00	0.50	0.00
	1332			FMCO	E450/STBS22	1.00	0.50	0.00
	1335			FMCO	E450/STBS25	3.00	1.50	0.00
	1336			FMCO	E450/STBS25	2.00	1.00	0.00
	1338			FMCO	E450/STBS22	1.00	0.50	0.00
	1347			FRTL	SC2/GLAVAL	3.00	1.50	0.00
	1348			FRTL	SC2/GLAVAL	5.00	2.50	0.00
	1360			FRTL	SC2/GLAVAL	2.00	1.00	0.00
	1361			FRTL	SC2/GLAVAL	4.00	2.00	0.00
	1380			CHEV	4500 EXPRES	2.00	1.00	0.00
				Units = 11	Fuel events = 26	24.00	12.00	0.00
11	1321			FMCO	E450/EDAT22	1.00	2.00	0.00
	1337			FRTL	XB75/CTS RE	7.00	14.00	0.00
	1338			FMCO	E450/STBS22	2.00	4.00	0.00
	1347			FRTL	SC2/GLAVAL	2.00	4.00	0.00
	1348			FRTL	SC2/GLAVAL	4.00	8.00	0.00
	1360			FRTL	SC2/GLAVAL	32.00	64.00	0.00
	1361			FRTL	SC2/GLAVAL	10.00	20.00	0.00
	1362			FRTL	SC2/GLAVAL	2.00	4.00	0.00

## Equipment Fuel Usage by Fuel Type

Fleet: 204  
 Group: All  
 Unit ID: All

Fuel Type: All  
 Date: 04/01/2017 - 06/30/2017  
 Report Level: Summary

Fuel								
Type	Unit ID	Fleet	Group	Make	Model	Fuel Qty	Cost	Markup
1	1327	204	115	FMCO	E450/EDAT24	523.58	957.76	0.00
	1328			FMCO	E450/EDAT24	120.18	216.16	0.00
	1329			FMCO	E450/EDAT24	990.21	1,775.95	0.00
	1332			FMCO	E450/STBS22	184.48	337.38	0.00
	1333			FMCO	E450/STBS22	170.60	364.50	0.00
	1334			FMCO	E450/STBS22	265.63	572.95	0.00
	1335			FMCO	E450/STBS25	813.80	1,599.92	0.00
	1336			FMCO	E450/STBS25	1,059.09	2,257.65	0.00
	1337			FRTL	XB75/CTS RE	1,929.25	3,493.95	0.00
	1338			FMCO	E450/STBS22	381.81	696.56	0.00
	1347			FRTL	SC2/GLAVAL	1,040.82	1,887.27	0.00
	1348			FRTL	SC2/GLAVAL	1,654.56	3,013.34	0.00
	1360			FRTL	SC2/GLAVAL	1,658.19	3,008.77	0.00
	1361			FRTL	SC2/GLAVAL	1,280.03	2,323.54	0.00
	1362			FRTL	SC2/GLAVAL	485.07	877.64	0.00
	1388			FRTL	FB65/CONCO	991.38	1,786.65	0.00
		Units = 16		Fuel events = 696		13,548.68	25,169.99	0.00
2	1321			FMCO	E450/EDAT22	841.72	1,850.02	0.00
	1356			CHEV	4500 EXPRES	54.60	109.85	0.00
	1380			CHEV	4500 EXPRES	509.92	1,066.72	0.00
	1384			FMCO	TRANSIT	176.11	467.04	0.00
	1397			FMCO	TRANSIT	46.42	104.96	0.00
		Units = 6		Fuel events = 78		1,628.77	3,598.59	0.00
5	1347			FRTL	SC2/GLAVAL	109.00	253.97	0.00
	1348			FRTL	SC2/GLAVAL	110.20	256.76	0.00
	1360			FRTL	SC2/GLAVAL	78.80	183.61	0.00
	1361			FRTL	SC2/GLAVAL	111.20	259.11	0.00
	1362			FRTL	SC2/GLAVAL	52.40	122.09	0.00
		Units = 6		Fuel events = 40		461.60	1,075.54	0.00
9	1329			FMCO	E450/EDAT24	1.00	0.50	0.00
	1332			FMCO	E450/STBS22	1.00	0.50	0.00
	1335			FMCO	E450/STBS25	3.00	1.50	0.00
	1336			FMCO	E450/STBS25	2.00	1.00	0.00
	1338			FMCO	E450/STBS22	1.00	0.50	0.00
	1347			FRTL	SC2/GLAVAL	3.00	1.50	0.00
	1348			FRTL	SC2/GLAVAL	5.00	2.50	0.00
	1360			FRTL	SC2/GLAVAL	2.00	1.00	0.00
	1361			FRTL	SC2/GLAVAL	4.00	2.00	0.00
	1380			CHEV	4500 EXPRES	2.00	1.00	0.00
		Units = 11		Fuel events = 26		24.00	12.00	0.00
11	1321			FMCO	E450/EDAT22	1.00	2.00	0.00
	1337			FRTL	XB75/CTS RE	7.00	14.00	0.00
	1338			FMCO	E450/STBS22	2.00	4.00	0.00
	1347			FRTL	SC2/GLAVAL	2.00	4.00	0.00
	1348			FRTL	SC2/GLAVAL	4.00	8.00	0.00
	1360			FRTL	SC2/GLAVAL	32.00	64.00	0.00
	1361			FRTL	SC2/GLAVAL	10.00	20.00	0.00
	1362			FRTL	SC2/GLAVAL	2.00	4.00	0.00

## Repair and Fuel Cost Summary

Type: All  
 Make: All  
 Customer: All  
 Date Range: 04/01/2017 to 06/30/2017

Fleet: 204  
 Group: All  
 Unit: All  
 WO Selection by: Closed

Fleet	Group	Unit	Repairs	Fuel	Total
204	115	1321	1,265.99	1,873.02	3,139.01
		1327	7,593.96	1,005.76	8,599.72
		1328	9,482.22	231.16	9,713.38
		1329	5,291.05	1,857.45	7,148.50
		1332	4,794.25	338.88	5,133.13
		1333	6,177.57	364.50	6,542.07
		1334	222.26	572.95	795.21
		1335	4,164.04	1,613.42	5,777.46
		1336	2,363.88	2,261.65	4,625.53
		1337	1,978.84	3,513.95	5,492.79
		1338	1,238.46	713.06	1,951.52
		1347	1,919.99	2,155.74	4,075.73
		1348	1,802.76	3,331.60	5,134.36
		1356	994.65	109.85	1,104.50
		1360	3,130.42	3,275.38	6,405.80
		1361	1,495.85	2,610.65	4,106.50
		1362	1,803.50	1,006.73	2,810.23
		1380	988.42	1,078.72	2,067.14
		1384	347.18	467.04	814.22
		1388	977.32	1,789.65	2,766.97
		1397	794.84	107.96	902.80
<b>Group ID 115 Totals:</b>			<b>58,827.45</b>	<b>30,279.12</b>	<b>89,106.57</b>
<b>Fleet ID 204 Totals:</b>			<b>58,827.45</b>	<b>30,279.12</b>	<b>89,106.57</b>
<b>Grand Total:</b>			<b>58,827.45</b>	<b>30,279.12</b>	<b>89,106.57</b>

# Work Order Cost Summary by Equip/Cust

Type: All      Fleet: 204  
 Make: All      Group: All  
 Customer: All      Unit: All  
 Date Range: 04/01/2017 to 06/30/2017      WO Selection by: Closed

Flt	Grp	Unit	Customer ID	Labor Hours	Labor Cost	Parts Cost	Outside Cost	Waste Cost	Other Cost	Dist Labor Cost	Misc Cost	User1 Cost	User2 Cost	User3 Cost	Tax	WO Total
204	115	1321	204-115	12.50	1,049.39	186.90	29.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,265.99
		1327	204-115	43.00	3,609.87	1,328.15	2,655.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,593.96
		1328	204-115	104.00	8,730.81	1,960.65	688.03	0.00	-1,897.27	0.00	0.00	0.00	0.00	0.00	0.00	9,482.22
		1329	204-115	44.00	3,693.84	1,576.96	20.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,291.05
		1332	204-115	36.50	3,064.21	1,577.55	152.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,794.25
		1333	204-115	58.00	4,869.13	771.79	536.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,177.57
		1334	204-115	2.50	209.88	12.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	222.26
		1335	204-115	42.50	3,567.90	541.14	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,164.04
		1336	204-115	16.50	1,385.18	978.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,363.88
		1337	204-115	18.50	1,553.10	244.91	180.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,978.84
		1338	204-115	7.50	629.63	553.83	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,238.46
		1347	204-115	14.00	1,175.32	528.52	216.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,919.99
		1348	204-115	18.00	1,511.12	291.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,802.76
		1356	204-115	10.00	839.51	104.52	50.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	994.65
		1360	204-115	17.00	1,427.16	1,703.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,130.42
		1361	204-115	10.00	839.51	656.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,495.85
		1362	204-115	15.50	1,301.24	162.26	340.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,803.50
		1380	204-115	10.00	839.51	134.75	14.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	988.42
		1384	204-115	4.00	335.80	0.00	11.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	347.18
		1388	204-115	9.50	797.54	179.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	977.32
		1397	204-115	8.50	713.58	0.00	81.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	794.84
<b>Group 115 Total:</b>				<b>502.00</b>	<b>42,143.23</b>	<b>13,494.03</b>	<b>5,087.46</b>	<b>0.00</b>	<b>-1,897.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,827.45</b>
<b>Fleet 204 Total:</b>				<b>502.00</b>	<b>42,143.23</b>	<b>13,494.03</b>	<b>5,087.46</b>	<b>0.00</b>	<b>-1,897.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,827.45</b>
<b>Grand Equipment Total:</b>				<b>502.00</b>	<b>42,143.23</b>	<b>13,494.03</b>	<b>5,087.46</b>	<b>0.00</b>	<b>-1,897.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>58,827.45</b>

## Mileage by Date Range

Fleet: 204

Group: All

Unit ID: All

Period: From 04/01/2017 to 06/30/2017

Type: All

Make: All

Customer: All

Inactive Equipment: Yes

Fleet	Group	Unit ID	Meter Type	Meter Units	End of Period Mileage	Start of Period Mileage	Mileage In Period
204	115	1321	Odometer-M	Miles	243,591	236,391	7,200
		1327	Odometer-M	Miles	204,871	198,767	6,104
		1328	Odometer-M	Miles	190,550	189,354	1,196
		1329	Odometer-M	Miles	164,715	153,397	11,318
		1332	Odometer-M	Miles	96,961	95,379	1,582
		1333	Odometer-M	Miles	97,142	95,332	1,810
		1334	Odometer-M	Miles	103,038	100,384	2,654
		1335	Odometer-M	Miles	145,958	138,701	7,257
		1336	Odometer-M	Miles	136,449	127,100	9,349
		1337	Odometer-M	Miles	370,794	357,343	13,451
		1338	Odometer-M	Miles	99,053	95,528	3,525
		1347	Odometer-M	Miles	183,642	174,464	9,178
		1348	Odometer-M	Miles	177,245	163,447	13,798
		1356	Odometer-M	Miles	2,735	2,445	290
		1360	Odometer-M	Miles	154,136	139,968	14,168
		1361	Odometer-M	Miles	100,138	89,807	10,331
		1362	Odometer-M	Miles	114,408	110,105	4,303
		1380	Odometer-M	Miles	6,225	2,440	3,785
		1384	Odometer-M	Miles	4,261	2,474	1,787
		1388	Odometer-M	Miles	508,078	499,379	8,699
		1397	Odometer-M	Miles	2,794	2,398	396

132,181

APPENDIX B COMPLETE DATA TABLES FROM  
SECTION 3.3

**Table 2: Total Cost per Service Mile**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	\$2.82	\$2.26	\$3.95	\$4.52
FY 2011-12	\$2.75	\$2.70	\$4.19	\$3.60
FY 2012-13	\$2.38	\$1.97	\$4.09	\$4.85
FY 2013-14	\$2.92	\$2.17	\$3.87	\$5.17
FY 2014-15	\$2.92	\$2.06	\$3.67	\$4.32
FY 2015-16	\$3.15	\$2.38	\$3.95	\$4.65

**Table 3: Total Cost per Service Hour**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	\$55.54	\$61.78	\$50.62	\$49.19
FY 2011-12	\$55.69	\$55.99	\$50.68	\$52.14
FY 2012-13	\$52.70	\$56.96	\$45.82	\$44.55
FY 2013-14	\$57.69	\$65.61	\$53.15	\$50.10
FY 2014-15	\$53.78	\$63.92	\$49.91	\$47.88
FY 2015-16	\$57.85	\$66.43	\$53.54	\$51.29

**Table 4: Farebox Recovery Ratio**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	14.2%	15.6%	11.3%	9.1%
FY 2011-12	15.1%	16.6%	10.9%	8.7%
FY 2012-13	15.4%	12.4%	11.4%	9.2%
FY 2013-14	13.7%	10.9%	11.0%	9.2%
FY 2014-15	14.5%	21.3%	12.4%	9.7%
FY 2015-16	12.5%	17.0%	10.8%	8.8%

**Table 5: Total Cost per Passenger Trip**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	\$4.67	\$50.40	\$3.60	\$9.88
FY 2011-12	\$4.45	\$56.65	\$3.64	\$10.89
FY 2012-13	\$4.24	\$58.23	\$3.45	\$9.23
FY 2013-14	\$4.98	\$65.53	\$3.63	\$9.70
FY 2014-15	\$4.75	\$36.62	\$3.56	\$9.65
FY 2015-16	\$4.91	\$34.99	\$3.70	\$9.93

**Table 6: Passengers per Service Mile**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	<b>0.60</b>	<b>0.05</b>	<b>1.10</b>	<b>0.45</b>
FY 2011-12	0.62	0.05	1.15	0.33
FY 2012-13	0.56	0.03	1.19	0.53
FY 2013-14	0.59	0.03	1.07	0.53
FY 2014-15	0.62	0.06	1.03	0.45
FY 2015-16	0.64	0.07	1.07	0.47

**Table 7: Passengers per Service Hour**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	<b>11.9</b>	<b>1.4</b>	<b>14.0</b>	<b>5.0</b>
FY 2011-12	12.5	1.0	13.9	4.8
FY 2012-13	12.4	1.0	13.3	4.8
FY 2013-14	11.6	1.0	14.7	5.2
FY 2014-15	11.3	1.7	14.0	5.0
FY 2015-16	11.8	1.9	14.5	5.2

**Table 8: Total Passenger Trips**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	<b>190,928</b>	<b>3,675</b>	<b>101,921</b>	<b>22,159</b>
FY 2011-12	189,903	925	99,188	22,195
FY 2012-13	199,748	2,289	105,074	21,781
FY 2013-14	191,420	3,271	102,211	22,516
FY 2014-15	186,169	5,455	101,483	22,063
FY 2015-16	187,399	6,434	101,650	22,241

**Table 9: Total Vehicle Service Miles**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	<b>316,766</b>	<b>75,465</b>	<b>92,875</b>	<b>49,513</b>
FY 2011-12	306,999	19,384	86,316	67,097
FY 2012-13	355,855	67,600	88,625	41,454
FY 2013-14	326,382	98,822	95,741	42,236
FY 2014-15	302,475	96,905	98,475	49,241
FY 2015-16	292,117	94,616	95,217	47,539

**Table 10: Total Vehicle Service Hours**

	Intra-county	Coast-to-Valley	City Loops	DAR
<b>Five-Year Benchmark<sup>1</sup></b>	<b>16,026</b>	<b>2,611</b>	<b>7,259</b>	<b>4,453</b>
FY 2011-12	15,173	936	7,130	4,637
FY 2012-13	16,085	2,340	7,914	4,512
FY 2013-14	16,532	3,267	6,975	4,360
FY 2014-15	16,428	3,125	7,242	4,448
FY 2015-16	15,914	3,389	7,032	4,306

**Table 11: Maintenance Costs as a Percentage of Operating Costs**

	System Total
<b>Five-Year Benchmark<sup>1</sup></b>	<b>24.2%</b>
FY 2011-12	19.7%
FY 2012-13	22.6%
FY 2013-14	24.2%
FY 2014-15	26.5%
FY 2015-16	27.2%

**Table 12: Fuel Cost per Mile**

	System Total
<b>Five-Year Benchmark<sup>1</sup></b>	<b>\$0.28</b>
FY 2011-12	\$0.28
FY 2012-13	\$0.30
FY 2013-14	\$0.36
FY 2014-15	\$0.25
FY 2015-16	\$0.19

**Table 13: Oregon Consumer Gas Prices**

	System Total
<b>Five-Year Benchmark<sup>1</sup></b>	<b>\$3.01</b>
FY 2011-12	\$3.39
FY 2012-13	\$3.38
FY 2013-14	\$3.33
FY 2014-15	\$2.62
FY 2015-16	\$2.34

**Table 14: Average Age of Fleet (years)**

	<b>System Total</b>
<b>Five-Year Benchmark<sup>1</sup></b>	<b>5.2</b>
FY 2011-12	4.3
FY 2012-13	5.3
FY 2013-14	4.8
FY 2014-15	5.8
FY 2015-16	5.7

## ON-BOARD SURVEY RESULTS

Date:	December 15, 2017	Project #:	19682
To:	Cynda Bruce (Lincoln County Transportation Service District)		
From:	Susan Wright, PE, Zachary Horowitz, and Krista Purser (Kittelison & Associates, Inc.)		
Project:	LCTSD Transit Development Plan		
Subject:	On-Board Survey Results		

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This memorandum reviews the results of the on-board customer survey distributed in fall 2017 related to the service enhancement alternatives. The results will be used to prioritize improvements to public transit services for LCTSD. The survey was provided to riders on all LCTSD routes as well as the Coast-to-Valley route. Survey responses were evaluated system-wide and examined further by respondent route.

The distributed survey is attached in Appendix A and survey responses are attached in Appendix B.

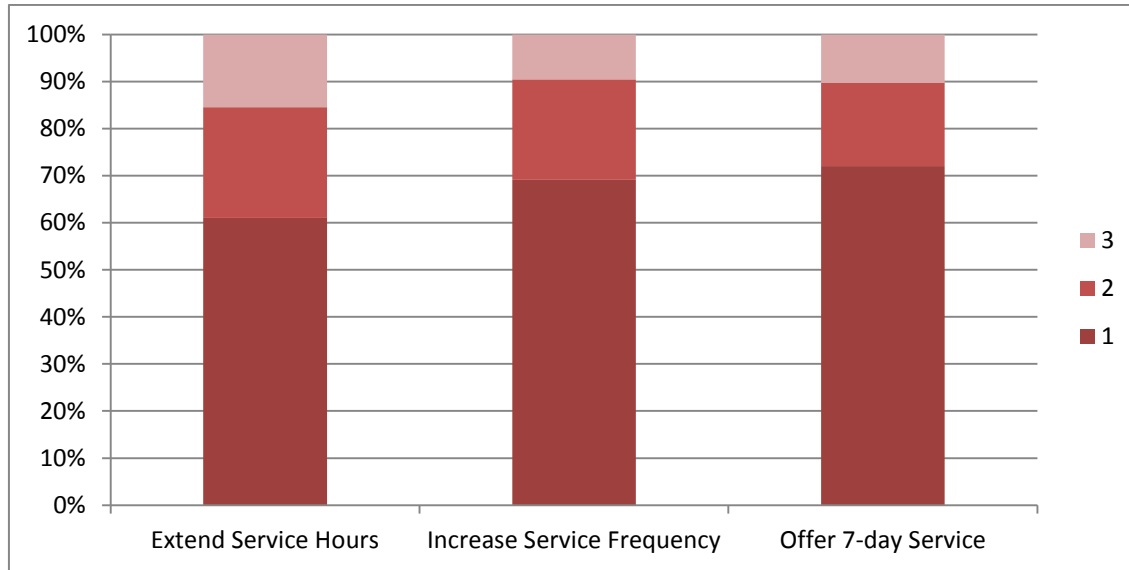
### 1.0 SYSTEMWIDE TRANSIT SERVICE PRIORITIES

All respondents (408) ranked system-wide transit service priorities by high priority (1) to low priority (3). The priorities included extended service hours, increased service frequency, and 7-day service. Transit service priorities were described as follows:

1. Extend service hours by offering service earlier in the morning or later in the evenings.
2. Increase service frequency. For example, buses would run every 30 minutes rather than every hour.
3. Offer transit services every day of the week, adding Saturday and Sunday service to all routes.

As shown in Figure 1, respondents' highest priority was 7-day service, followed closely by increased service frequency and then by extended service hours.

**Figure 1. System-Wide Transit Service Priorities**



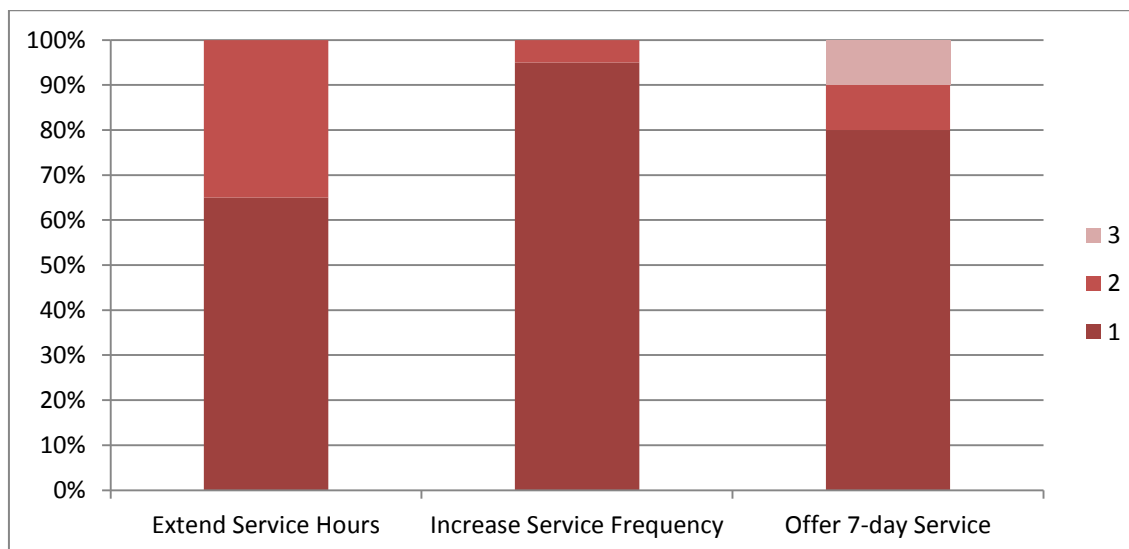
## 1.1 TRANSIT SERVICE PRIORITIES BY ROUTE

System-wide performance measures and route-specific priorities were evaluated by each LCTSD route.

### East County Route

The East County Route operates on weekdays and Saturdays. Headways are 1-2 hours during AM and PM peak periods, with no midday service. 20 responses were gathered for the East County Route. East County respondents identified increased service frequency as the highest priority for the system. Respondents' system-wide priorities are shown in Figure 2.

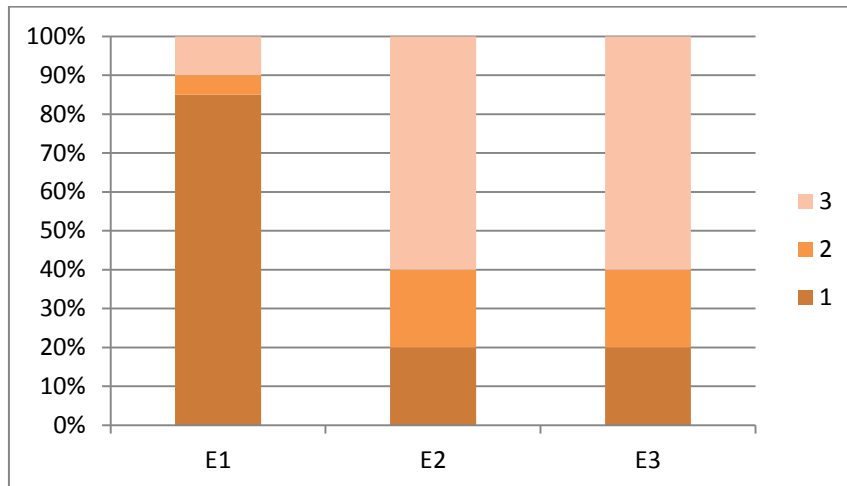
**Figure 2. System-Wide Transit Service Priorities - East County Route Respondents**



East County respondents were asked to provide feedback on the following options for the East County Route.

1. Modify the schedule so that westbound buses from Siletz and Toledo always stop at the Fred Meyer/Safeway and Wal-Mart stops in Newport.
2. Alter the routing in Siletz to provide stops on the west side of town, such as James Frank Avenue and Buford Avenue.
3. Alter the routing in Toledo to provide stops on Arcadia Drive and Burgess Road instead of NE Highway 20.

**Figure 3. East County Route Modification Priorities**



The highest priority for existing riders is the change of Fred Meyer/Safeway and Walmart stops from call stops to permanent stops. It should be noted that respondents are current riders. The E2 and E3 options would be higher priorities to individuals currently not served by the East County Route, and thus should be considered stronger priorities than reflected within survey responses.

Comments include requests for monthly passes (2 respondents), 7-day service (1), more express buses (1), and fixed ramps for faster ADA boarding and alighting (1).

## South County Route

The South County Route operates on weekdays and Saturdays. There are two runs in the morning and two runs in the evening in each direction. 6 responses were gathered for the South County Route. All South County route respondents ranked all system-wide service priorities as high priorities.

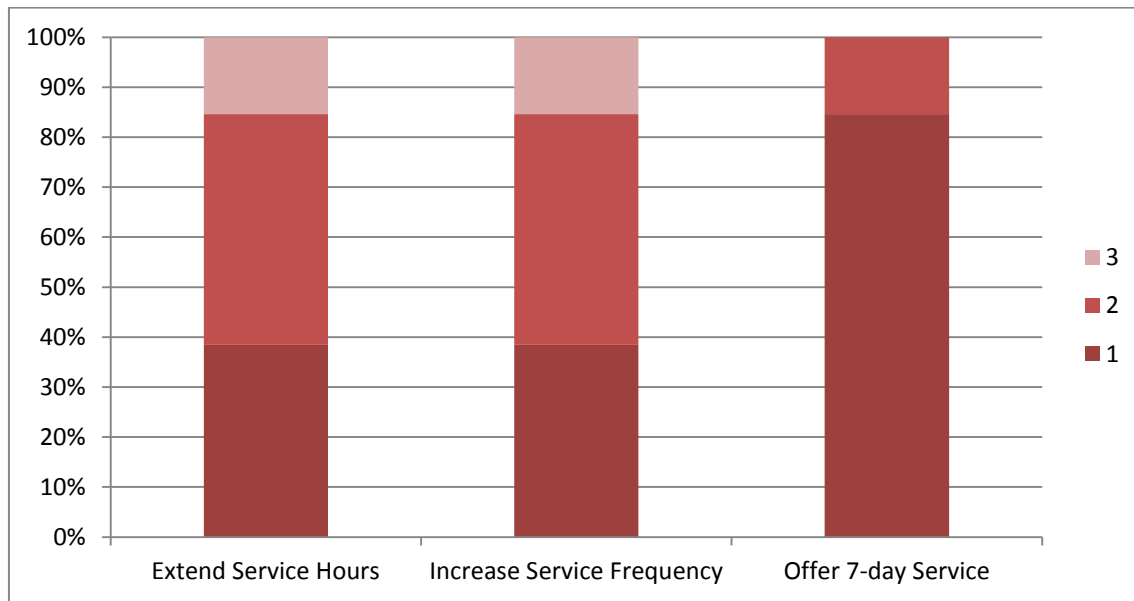
South County respondents were asked to provide feedback on an added spur to Oregon Coast Community College (OCCC) and all ranked the alternative as not a priority. The OCCC stop would be a higher priority to individuals not currently served by the South County Route, and thus should be considered a stronger priority than reflected within survey responses.

Comments include requests for a Florence connection (2) and a Waldport Golf Course stop (1).

## Coast to Valley Route

The Coast to Valley Route operates on 7-day service between Albany and Newport, with stops in Corvallis, Eddyville, and Toledo. There are two runs per day in each direction, one in the morning and one in the afternoon. 14 responses were gathered for the Coast to Valley Route. Respondents' system-wide priorities are shown in Figure 4.

**Figure 4. System-Wide Transit Service Priorities - Coast to Valley Route Respondents**



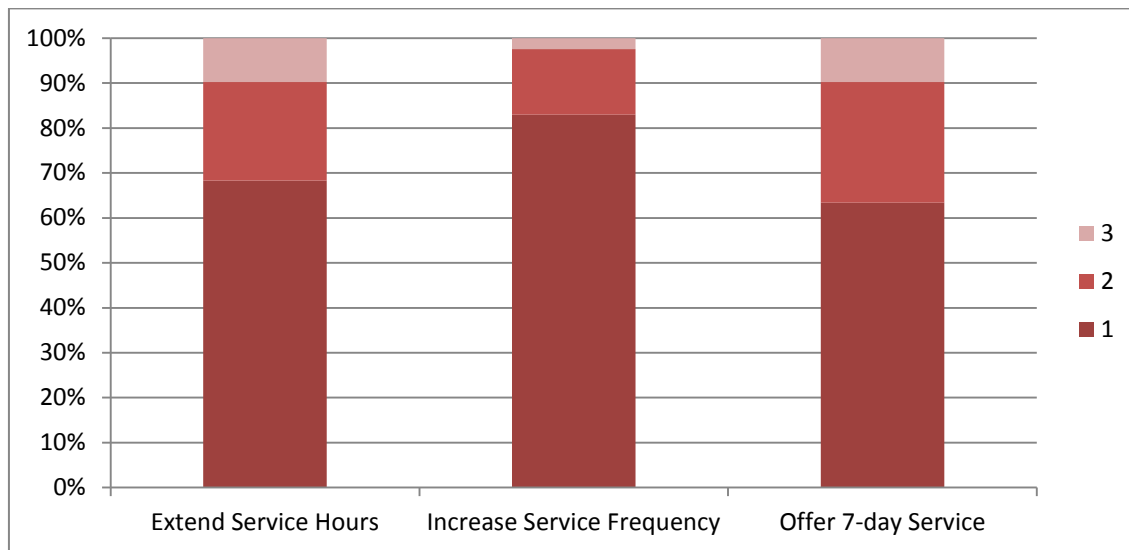
Despite 7-day service being available on the Coast to Valley Route, respondents identified 7-day service as the highest priority for the LCTSD system. Coast to Valley respondents may need to transfer to other LCTSD routes (e.g. East County or South County) that are not operated 7 days per week.

Comments include requests for higher frequency (4), an additional stop in Albany (2), luggage storage (2), and 7-day service (1).

## North County Route

The North County Route provides 7-day service. There are five runs, two of those being express runs, in each direction. The northbound express runs occur earlier in the day while the southbound express runs occur later in the day. 41 responses were gathered for the North County Route, including 13 from express runs. Respondents' system-wide priorities are shown in Figure 5.

**Figure 5. System-Wide Transit Service Priorities - North County Route Respondents**



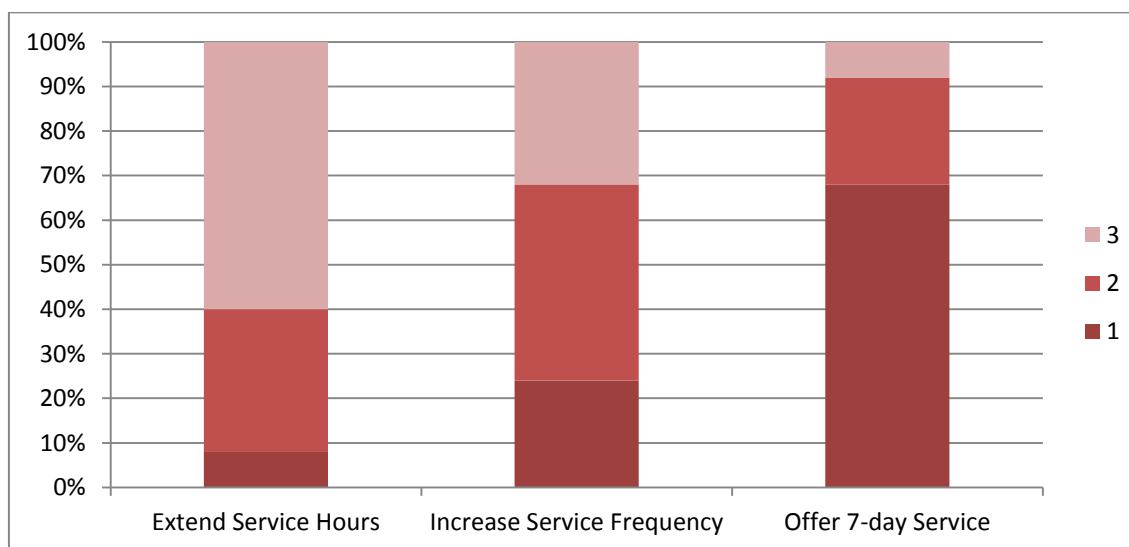
North County respondents indicated increased service frequency as the highest priority for the LCTSD system. Respondents were also asked to identify the priority for increasing North County route frequency by adding buses to the fleet, maintaining the existing route, and providing schedule coordination with connecting routes. 85% (35) of respondents selected high priority, 10% (4) selected medium priority, and 5% (2) selected low priority.

Comments include requests for monthly pass/discount system (7), higher frequency (6), weekend dispatcher (3), and more stops (3).

## Lincoln City Loop

The Lincoln City Loop offers weekday and Saturday service, with eight runs in each direction per day. 25 responses were gathered from Lincoln City Loop riders. Figure 6 show respondents' system-wide priorities.

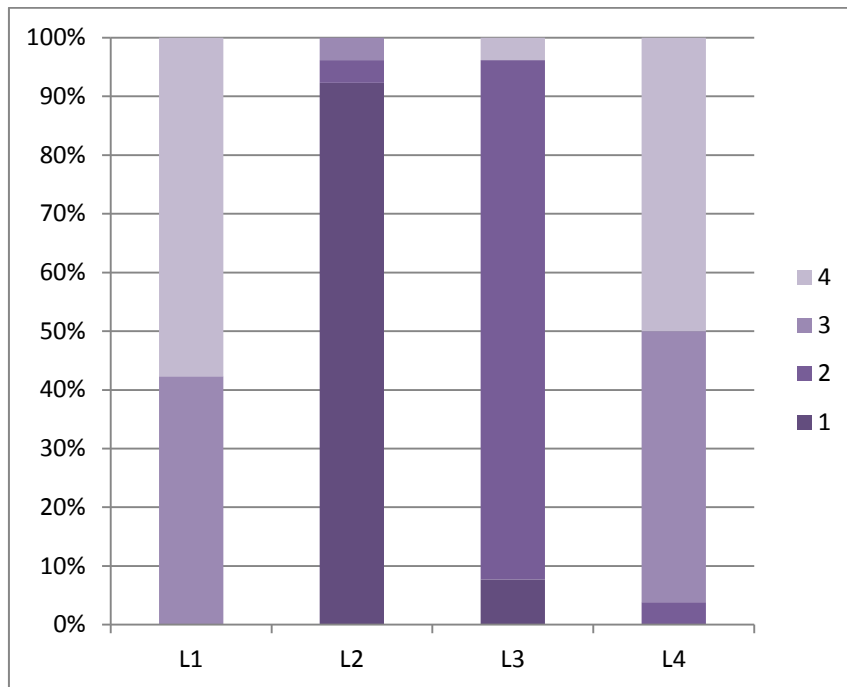
**Figure 6. System-Wide Transit Service Priorities - Lincoln City Loop Respondents**



Lincoln City Loop respondents identified 7-day service as the highest priority for the LCTSD system. Lincoln City Loop respondents were also asked to provide feedback on the following options for the Lincoln City Loop.

1. Adjust schedule to accommodate start time for Taft High and Taft Elementary Schools, and provided a stop at the intersection of US 101 and SE High School Drive.
2. Run on Sunday to provide service 7 days per week
3. Create a second Lincoln City Loop Route by adding a bus, extending the service area, and splitting the existing route into a north line (Rose Lodge to Outlets) and south line (Outlets to Salishan).
4. Create a new route during the summer peak travel season by adding a bus and providing service to key recreation and tourism locations.

**Figure 7. Lincoln City Loop Modification Priorities**



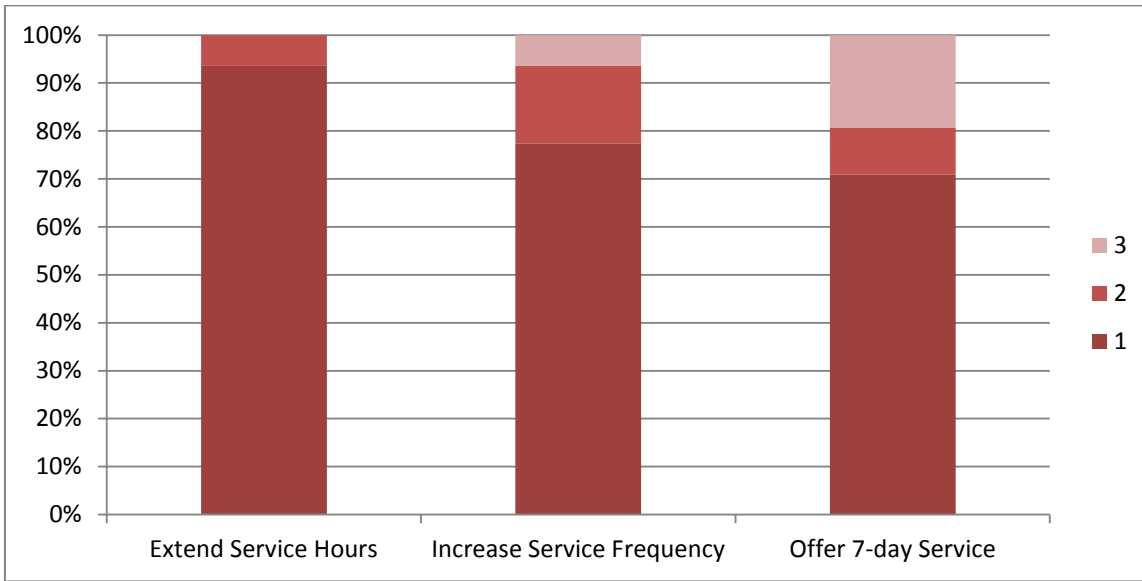
As shown in Figure 7, Lincoln City Loop respondents identified 7-day service as the highest priority, followed by division of the existing route into a north and south line. It should be noted that respondents are current riders. The L1 and L4 options would be higher priorities to individuals currently not served by the Lincoln City Loop, and thus should be considered stronger priorities than reflected within survey responses.

Comments from Lincoln City Loop respondents included suggestions for Holiday and/or Sunday service from 68% (17) of respondents.

## Newport City Loop

The Newport City Loop offers 7-day service, with six runs in each direction per day. 31 responses were gathered from Lincoln City Loop riders. Figure 8 show respondents' system-wide priorities.

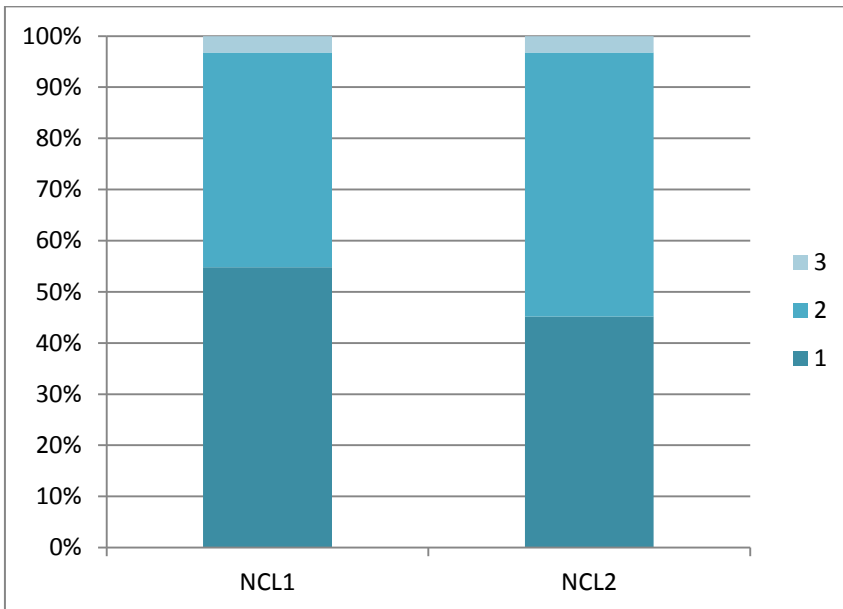
**Figure 8. System-Wide Transit Service Priorities - Newport City Loop Respondents**



Newport City Loop respondents identified extended service hours as the highest priority for the LCTSD system. Newport City Loop respondents were also asked to provide feedback on the following options for the Newport City Loop.

1. Create a second Newport City route by adding a route from Nye Beach to the Bayfront to Embarcadero, with opportunities to transfer to the Newport City Loop North-South Route at Fred Meyer and Newport City Hall at 45-minute headways.
2. Create a second Newport City route by adding a route from Nye Beach to the Bayfront to Embarcadero, with opportunities to transfer to the Newport City Loop North-South Route at Newport City Hall at 30-minute headways.

**Figure 9. Newport City Loop Modification Priorities**



As shown in Figure 9, Newport City Loop respondents identified the 45-minute loop that reaches Fred Meyer as a higher priority than the 30-minute that does not reach Fred Meyer. Current riders would rather see increased coverage over higher frequency.

Comments include changing call stops to regular stops (7), extended service hours (5), and more coordination between other routes (2).

APPENDIX A LCTSD ON-BOARD SURVEY FALL  
2017



**Please take a few moments to complete this survey.**

An on-board survey was conducted in fall 2016 and focused on travel patterns of existing transit riders.

The results of that survey were analyzed and helped inform alternatives to enhance transit service. These alternatives are presented in this survey; your input will be used to prioritize transit service enhancements in the Lincoln County area.

**Please fill out this survey only once.**

Route : \_\_\_\_\_  Northbound  
 Southbound  
Date: \_\_\_\_\_  Eastbound  
 Westbound  
Time: \_\_\_\_\_  am  pm  
 Loop

**Transit Service Priorities:**

Please rate the following options for the Lincoln County transit system:

1. Extend service hours by offering service earlier in the morning or later in the evenings.
2. Increase service frequency. For example, buses would run every 30 minutes rather than every hour.
3. Offer transit services every day of the week, adding Saturday and Sunday service to all routes.

Rate each of these options from high - 1 - (top priority) to low - 3 - (not a priority).

*Please circle one option per rating.*

	High	→	Low
1. Extend Service Hours	1	2	3
2. Increase Service Frequency	1	2	3
3. Offer 7-day Service	1	2	3

**East County Route**

Provide feedback on the options for the East County Route.

1. Modify schedule so westbound buses from Siletz and Toledo always stop at Fred Meyer/ Safeway and Wal-Mart in Newport.
2. Change the routing in Siletz to provide stops on the west side of town, such as James Frank Avenue, Swan Avenue and Buford Avenue.
3. Change the routing in Toledo to provide stops on Arcadia Drive and Burgess Road instead of NE Highway 20.

Rate each of these options from high - 1 - (top priority) to low - 3 - (not a priority).

*Please circle one option per rating.*

	High	→	Low
1. Always stop at Fred Meyer/ Safeway and Wal-Mart	1	2	3
2. Serve west side of Siletz	1	2	3
3. Serve Arcadia Dr. in Toledo	1	2	3

Please provide additional suggestions relating to the **East County Route** below.

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**South County Route**

Please rate this option from high - 1 - (top priority) to low - 3 - (not a priority).

*Please circle one rating only.*

1. Turn off of Highway 101 and stop at Oregon Coast Community College (OCCC).

	High	→	Low
1.	1	2	3

Please provide additional suggestions relating to the **South County Route**.

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**North County Route**

Please rate this option from high - 1 - (top priority) to low - 3 - (not a priority).

1. Increase North County route frequency and schedule coordination with connecting routes.

*Please circle one rating only.*

	High	→	Low
1. Increase frequency	1	2	3

Please provide additional suggestions relating to the **North County Route**.

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APPENDIX B LCTSD ON-BOARD SURVEY  
RESPONSES

Respondent	Route #	Direction (NB/SB/EB/WB)	Date	Time	Transit Service Priorities			East County			South County	Coast to Valley	North County		Lincoln City Loop				Newport City Loop			Service Enhancements (stops, maintenance, etc.)				
					Extend Service Hours	Increase Service Frequency	Offer 7-day Service	E1	E2	E3	S1	Suggestions	S1	Suggestions	Suggestions	N1	Suggestions	L1	L2	L3	L4		Suggestions	NCL1	NCL2	Suggestions
1	LC-Loop	Loop	17-Nov	11:10 AM	3	2	1										4	1	2	3						
2	LC-Loop	Loop	17-Nov	11:15 AM	3	2	1										4	1	2	3						
3	LC-Loop	Loop	17-Nov	11:20	2	3	1										3	1	2	4					Sunday service the most important	
4	LC-Loop	Loop	17-Nov	11:25 AM	2	3	1										3	1	2	4					Need to get to work on Sundays	
5	LC-Loop	Loop	17-Nov	11:30 AM	2	3	1										4	1	2	3					Need to get to work on Sundays	
6	LC-Loop	Loop	17-Nov	11:40 AM	3	2	1										4	1	2	3						
7	LC-Loop	Loop	17-Nov	11:50 AM	3	1	2										4	1	2	3						
8	LC-Loop	Loop	17-Nov	11:55 AM	1	2	3										4	3	1	2						
9	LC-Loop	Loop	17-Nov	12:10 PM	2	1	3										4	2	1	3						
10	LC-Loop	Loop	17-Nov	12:20 PM	2	3	1										3	1	2	4						
11	LC-Loop	Loop	17-Nov	13:44	2	3	1										4	1	2	3					Holiday and Sunday Service	
12	LC-Loop	Loop	17-Nov	13:46	3	1	2										3	1	2	4					Holiday Service	
13	LC-Loop	Loop	11-Nov	1:47 PM	3	1	2										3	1	2	4					Holiday Service	
14	LC-Loop	Loop	17-Nov	1:50 PM	3	1	2										3	1	2	4					Holiday Service	
15	LC-Loop	Loop	17-Nov	1:57 PM	1	3	2										3	1	2	4					Holiday Service	
16	LC-Loop	Loop	17-Nov	2:04 PM	3	2	1										3	1	2	4					Holiday Service	
17	LC-Loop	Loop	17-Nov	2:08 PM	3	2	1										3	1	2	4						
18	LC-Loop	Loop	17-Nov	2:10 PM	3	2	1										4	1	2	3					Holiday Service	
19	LC-Loop	Loop	17-Nov	2:12 PM	3	2	1										4	1	2	4					Holiday Service	
20	LC-Loop	Loop	17-Nov	14:14	3	2	1										4	1	2	3					Holiday Service	
21	LC-Loop	Loop	17-Nov	2:15 PM	3	1	2										4	1	2	3					Sundays and Holiday	
22	LC-Loop	Loop	17-Nov	2:25 PM	2	3	1										4	1	2	3					Sundays & Holidays	
23	LC-Loop	Loop	17-Nov	2:30 PM	2	3	1										3	1	2	4					Taxi Voucher program for late evening tourism workers	
24	LC-Loop	Loop	17-Nov	2:35 PM	3	2	1										4	1	2	3					Sunday & Holiday Services	
25	LC-Loop	Loop	17-Nov	1:37 PM	3	2	1										3	1	2	4					Holidays & Sunday Service	
26	CVEX	WB	19-Oct	4:52 PM	2	3	1																			Love the service, Just had 4 hour layover due to route schedules not connecting with the Bolt Bus
27	CVEX	WB	22-Oct		2	3	1																			
28	CVEX	EB	22-Oct	3:03 PM	3	2	1																			An additional stop from Albany would be helpful. Luggage storage available Go to Albany (not just Corvallis in the Afternoon - more times a day - especially on weekends
29	CVEX	EB	22-Oct	15:03	1	1	2																			Coast to Valley should run more throughout the day
30	CVEX	EB	22-Oct	3:03 PM	1	1	1																			Would be great if coast to valley could run every hour and pick up more from Albany and stop in Albany more often
31	CVEX	EB	22-Oct	15:03																						Has to long of wait between buses- people over 90 should go free on busses.
32	CVEX	EB	22-Oct	3:03 PM	2	2	2																			Run more often, more loops and more storage space on the buses

33	CVEX	WB	21-Oct		3	2	1													
34	CVEX	EB	21-Oct		2	2	1													
35	CVEX	EB	21-Oct	2:53 PM	2	2	1													
36	CVEX		19-Oct		1	1	1													
37	CVEX		19-Oct		2	1	1													
38	CVEX	SB	19-Oct	16:56	1	2	1													
39	CVEX	SB	19-Oct	4:52	1	1	1													
40	South	NB	14-Oct	4:18 PM	1	1	1													
41	South	SB	14-Oct	15:36	1	1	1													
42	South	SB	14-Oct	3:34 PM	1	1	1													
43	South	SB	14-Oct	14:48	1	1	1													
44	South	SB	14-Oct	2:47 PM	1	1	1													
45	South	SB	14-Oct	2:45 PM	1	1	1													
46	North AM	NB	14-Oct	5:25 AM	2	1	3													
47	North AM	NB	14-Oct	6:04	3	1	2													
48	North AM	NB	14-Oct	6:28 AM	1	2	3													
49	North AM	SB	14-Oct	6:50	2	1	3													
50	North AM	SB	14-Oct	7:00 AM	3	2	1													
51	North AM	SB	14-Oct	7:20	1	2	3													
52	North AM	SB	14-Oct	7:35 AM	2	2	2													
53	North AM	SB	14-Oct	7:36	2	1	2													
54	North AM	SB	14-Oct	7:46 AM	2	1	2													
55	Npt Loop	NB-Loop	14-Oct	9:39 AM	1	1	1													
56	Npt Loop	NB-Loop	14-Oct	9:41 AM	1	1	1													
57	Npt Loop	NB-Loop	14-Oct	9:43 AM	1	1	1													

I think it would be good to have 7 day Bus service

Willingness to stop at an enroute safe yet unscheduled stop while a pain would be great. Some drivers wil some won't. Accepting tickets would also be very helpful

Thank You

More stops overall, could be more coordination with routes, bigger space and grocery store stops

Would like to go to Florence, OR

Florence Please

Florence Please

Add weekend dispatcher, go up to Waldport Golf Course - there was a bus stop there - it is bench ready

Between 1:45 - 6:05 PM need an express route like 4'ish

More stops Please

routes are fine as is - add more routes

Everything is fine - just come more often.

More stops Please

Add dipatcher on Sat & Sunday, Have dispatcher knowledgeable about stops

Like the way it is

More buses going North & South, Dispatcher on Saturday and Sunday,

Earlier Bus, More Taft runs earlier and later, covered bus stops needed

zones rates are fair, more frequent routes, busses stay on routes

More stops @ Walmart - coming and going, 1 more loop at night.







# LCTSD Transit Development Plan - Open House Comments

## Comment Summary:

- Support higher frequency, extended service hours, and 7-day service system-wide.
- Steps on buses are difficult for users with mobility issues.
- Transfer times and coordination for some routes need improvement.
- Support simplified fare and monthly pass options.

## Lincoln City

**Thursday, February 22<sup>nd</sup>, 2018, 10:00 – 11:30 a.m.**

Lincoln City Library  
801 SW Hwy 101 #201, Lincoln City, OR 97367

- More frequency from Newport to Lincoln City and on the Lincoln City Loop
- Steps on big buses are hard for seniors – explore low floor buses.
- Drivers are great!
- Lincoln City Loop – extend further south to Cutler City
- Explore grocery delivery option – especially on 1<sup>st</sup> of month for SSI checks
- Would like monthly pass – worried about homeless abusing the system
- Extend hours to 8:00 p.m. for outlet mall employees
- Lincoln City Loop – coordinate with school schedules

## Newport

**Thursday, February 22<sup>nd</sup>, 2018, 3:00 – 4:30 p.m.**

City of Newport City Hall  
169 SW Coast Highway, Newport, OR 97365

- Explore vans for dial-a-ride vehicles

## Toledo

**Thursday, February 22<sup>nd</sup>, 2018, 5:30 – 7:00 p.m.**

Toledo Library  
173 NW 7<sup>th</sup> Street, Toledo, OR 97391

- No attendees.

## Waldport

**Friday, February 23<sup>rd</sup>, 2018, 10:00 – 11:30 a.m.**

Waldport Library  
460 W Hemlock Street, Waldport, OR 97394

- Connections with the new schedule are challenging – There are now long transfer times going from Waldport to Lincoln City and transferring in Newport.
- More frequency
- Longer dispatch hours.
- South County – bus should have call stop toward Crestline Drive and the golf course.
- Developers should have facilities (bus pullouts, shelters) required, especially at the new clinic.
- Extend service from Waldport onto Highway 34 toward Tidewater
- Provide Sunday service to Yachats
- Explore dial-a-ride for Waldport
- Relocate bus stop facilities at 20<sup>th</sup>/US101 (across from Fred Meyer) back to previous location. The new bus stop is not sheltered and is harder to get to from the east side of Highway 101.
- Scheduling – make schedule tables clear and easy-to-read
- Simplify fare zones
- Comments provided via print-out (resident was present at meeting)
  - Positive:
    - Courteous drivers
    - Helpful
    - Price very fair
    - No complaints regarding equipment
    - Chinook to Tillamook to Union Station to MAX connection is good
    - Want more connections to Salem
  - Negative:
    - Connections between buses don't mesh
    - 2-hour wait at community center: need drivers to have offset lunch breaks
    - Hours of service are not long enough
    - No weekend service
    - Two-week reservations are not good, what about last-minute needs?
    - Dial-a-ride reservations don't work on weekends if you have a Monday appointment