

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Monday, January 8, 2007

The special meeting of the Board of Directors of the Lane Transit District scheduled for Monday, January 8, 2007, at 5:30 p.m., was canceled due to a decreased availability of Board members. The agenda items for this meeting were rescheduled to the regular Board meeting on January 17, 2007.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, January 17, 2007

Pursuant to notice given to *The Register-Guard* for publication on January 11, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, January 17, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Dean Kortge, Secretary

CALL TO ORDER – Mr. Gaydos called the meeting to order at 5:33 p.m.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Gaydos said that he would reserve his remarks until just before the Employee of the Month agenda item.

Mr. Pangborn complimented Mr. Gaydos on the excellent job he did at the EmX dedication event on Sunday, January 14. Ms. Ban agreed, and Mr. Gaydos also complimented staff on an excellent job in planning the event.

DESIGNATION OF LTD NEGOTIATION TEAM – Director of Human Resources and Risk Management Mary Adams discussed the agenda item summary appearing on pages 6 and 7 of the agenda packet. She explained that historically the Board had appointed a bargaining team at the beginning of the process for each new labor contract. However, it seemed more practical to have one designated person on an ongoing basis, so that there would always be one person managing the process. In discussing with District counsel how to structure this, counsel recommended that the Board appoint the HR director as the permanent designee, and then as the District neared contract negotiations, the Board could make an assessment about how to structure the negotiating team for that year's process. Ms. Adams said that if the Board would approve the resolution on page 7 of the agenda packet, she would be able to discuss labor issues with the Board in executive session that evening, and then staff would come back to the Board with a recommended negotiating team before negotiations began.

MOTION Mr. Eyster moved LTD Resolution No. 2007-001: "It is hereby resolved that the LTD Board of Directors (the "Board") designates the LTD Director of Human Resources and Risk Management (the "HR Director") as its permanent designee for the purpose of carrying on labor negotiations and such people as the HR Director selects as its designated negotiating team (the "Negotiating

Team”) for the purpose of carrying on labor negotiations for each new labor contract, provided that the Board shall approve all Negotiating Team members selected by the HR Director prior to the Negotiation Team conducting any deliberations in executive session.” Mr. Evans seconded the motion.

VOTE There was no further discussion, and the motion carried as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: Kortge (1)

MOTION **EXECUTIVE (NON-PUBLIC) SESSION** – Mr. Eyster moved that the Board meet in Executive Session pursuant to ORS 192-660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Ms. Davis seconded, and the motion carried as follows:

VOTE AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: Kortge (1)

The Executive Session began at 5:35 p.m. Counsel Jackie Damm also was present for this session.

RETURN TO REGULAR SESSION – The Board returned to open session at 6:23 p.m.

BOARD CALENDARS – Mr. Pangborn noted that the preliminary public hearing on service and fare recommendations for Fiscal Year 2007-08 would be held on February 12 at the Eugene Library. He said that staff were not anticipating a lot of feedback this year because not many changes were being recommended. Mr. Pangborn also passed around a program for the Special Districts of Oregon Association’s annual conference and noted an all-day session on Thursday, February 8, “Great Boards Are Made, Not Born.” If Board members were interested in attending, he asked that they contact Jo Sullivan. Ms. Ban stated that she would not be present at the February 21 Board meeting.

BREAK – The Board recessed from 6:27 p.m. to 6:35 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos emphasized to LTD employees that the Board understood that there were many things going on in the organization and that the policies and decisions made by the Board affected staff. He appreciated the staff’s responsiveness to Board direction and the many new initiatives being implemented. He thanked employees for making Lane Transit District one of the top districts in the country.

EMPLOYEE OF THE MONTH – Transit Operations Director Mark Johnson introduced Bus Operator Dorothy Libby, the February 2007 Employee of the Month. He noted that Ms. Libby retired on January 11 and had made many contributions to the District during her employment. He said she had undertaken the challenging task of serving on the Uniform Committee for a number of years. He said Ms. Libby’s customers had nominated her in appreciation of her care and courtesy.

Ms. Libby thanked the Board for her award and said how much she had enjoyed her time with LTD. She was looking forward to riding the new EmX service.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Dubick moved adoption of LTD Resolution 2007-002: “It is hereby resolved that the Consent Calendar for January 17, 2007, is approved as presented.” Mr. Evans provided the second. The Consent Calendar consisted of the minutes of the November 10-11, 2006, Board strategic planning work session, the November 15, 2006, regular Board meeting, the December 11, 2006, special Board meeting, the December 20, 2006, canceled regular Board meeting, and the Budget Committee nomination for Peter Davidson.

VOTE The Consent Calendar was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)
 NAYS: None
 ABSESIONS: None
 EXCUSED: Kortge (1)

Approval, Public Hearing, and Authorization for Public Transit Discretionary Grant 2007-2009 – Accessible Services Manager Terry Parker introduced Human Services Transportation Coordinator Rand Stamm and welcomed him to the District. She described the State’s grant process, which combined funds from a number of State and federal sources and used a single application that had to meet requirements for all funding categories. She said a review committee and advisory committee processed the application to ensure that all relevant information was included, and no changes were made to the recommendations before the Board. She said that projects were listed in the agenda packet.

Public Hearing on Application for Public Transit Discretionary Grant 2007-2009 – Mr. Gaydos opened the public hearing and called for testimony. There being no one wishing to speak, he closed the public hearing.

MOTION Ms. Ban moved approval of LTD Resolution 2007-003: “It is hereby resolved that the LTD Board of Directors approves the LTD Public Transit Discretionary Consolidated Grant Application for FY 2007 through FY 2009 and authorizes the general manager to submit applications to the Oregon Department of Transportation, Public Transit Division. Mr. Eyster provided the second.

VOTE The motion was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)
 NAYS: None
 ABSESIONS: None
 EXCUSED: Kortge (1)

Mr. Gaydos commended Ms. Parker’s passion for helping people with different abilities use the transit system.

Review and Adoption of the Lane Coordinated Public Transit Human Services Transportation Plan for 2006-07 – Ms. Parker said the plan represented the history of accessible services at LTD and described how the District had provided leadership in coordination of services in the community. She said that developing the plan was a beneficial process and new projects and partnerships would emerge as a result. She said the plan would be submitted along with the grant application.

Mr. Dubick thanked Ms. Parker for the history of services.

Ms. Ban asked if the plan would be updated periodically. Ms. Parker replied that final guidance on that had not been received from the Federal Transit Administration (FTA).

MOTION Ms. Davis moved adoption of LTD resolution No. 2007-004: “Be it resolved that the LTD Board of Directors hereby adopts the Lane Coordinated Public Transit – Human Services Transportation Plan for 2006-07. Mr. Evans provided the second.

VOTE The motion was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)

NAYS: None

ABSENCES: None

EXCUSED: Kortge (1)

Mr. Evans asked if stakeholders included representatives of the Human Rights Commission. He observed that sometimes people with disabilities did not come to the District but sought assistance through other avenues, including the commission. Ms. Parker replied that Hugh Massengill was a commission member and chair of the commission’s Accessibility Committee; he participated in the process as a member of the Accessible Transportation Advisory Committee.

Mr. Dubick and Mr. Gaydos commended the work of staff and the District’s collaborative efforts.

LTD Board Participation on LCOG Board – Director of Planning and Development Tom Schwetz said the agenda item represented follow-up on the Board’s interest in having a representative on the Lane Council of Governments (LCOG) Board of Directors. He said the LCOG Board Executive Committee would meet on January 18 to discuss LTD’s involvement. He said that LCOG’s charter specified that formal membership required a policy-level governing body composed of officials elected directly by popular vote. He said the proposal would be to grant LTD *ex officio* membership similar to that extended to the Lane County legislative delegation. This would allow the LTD representative to receive full meeting materials and participate in LCOG Board discussions, but not vote. He said if the Executive Committee approved the proposal it would go to the full Board for consideration on April 22. He said the LCOG Board was interested in a broad range of topics, many of concern to LTD, and it would be very beneficial for the District to have a seat at the table.

Ms. Ban asked if there were staffing implications to LCOG Board membership, and remarked that the future role of transportation was critical and having the District at the table would keep that issue before the Board. Mr. Schwetz anticipated that there would be some added staff responsibilities.

Mr. Gaydos felt that participation on the LCOG Board would help LTD’s Board reach out to other communities in its district and obtain input from those elected officials.

Mr. Dubick commented that LTD had much to contribute to LCOG's discussions of services and planning activities and the District's voice should be heard.

MOTION **LCOG Board Participation** – Mr. Evans moved adoption of LTD resolution No. 2007-005: "The LTD Board of Directors hereby approves LTD Board member participation on the Lane Council of Governments Board of Directors, following discussion and approval by the LCOG Board. Ms. Davis provided the second.

VOTE The motion was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)

NAYS: None

ABSENTIONS: None

EXCUSED: Kortge (1)

Strategic Plan Update – Assistant General Manager Stefano Viggiano stated that the Board was being asked to approve a minor update of the Strategic Plan. He said the only changes were related to performance goals and implementation strategies. He explained that this was the first time the plan included performance goals instead of performance measures, and some of the changes were prompted by discussions during the Board's strategic planning workshop.

Mr. Eyster pointed out a typographical error on page 51. He said it was not immediately obvious to him in reviewing the plan what had been changed. Mr. Viggiano referred to the performance goals on pages 5 and 6 of the plan and the related implementation strategies.

Ms. Ban asked about the strategy to implement an independent telephone system. Ms. Hellekson explained that LTD was part of LCOG's telephone system and the possibility of an independent system had been proposed several years ago.

Mr. Viggiano said that the strategy under the fiscal integrity goal was to use transfers from the General Fund to provide the local match for FTA formula funds. The match for the third EmX corridor would come from other (non-LTD) sources. He said it was challenging to develop objective measurable goals under the topic of leadership. He reviewed those goals and pointed out new implementation strategies related to a sustainability plan for operations and periodic Board self-evaluations based on strategic planning goals.

Mr. Eyster asked how ridership counts were taken. Mr. Viggiano replied that an infrared automated passenger count system was used. He said a report keyed to performance goals would be provided to the Board every six months.

In response to a question from Mr. Dubick, Director of Human Resources and Risk Management Mary Neidig said that an organizational succession plan was being developed in response to an earlier goal related to employee turnover, which for LTD was almost exclusively due to retirements. She said the succession plan was in the Strategic Plan because it represented a method for filling positions. She said a recently hired training specialist would be responsible for the succession planning process. She indicated that each position would have a set of skills and aptitudes and when a vacancy occurred, that would be used to determine any interest within the organization in moving to that position; it would also allow people to prepare themselves to be candidates for jobs.

Ms. Ban commented that the Human Resources Committee had discussed workforce development and strategies for attracting young people into transit careers. Ms. Neidig said that

a bus would be taken to the Lane County Youth Job Fair in February and used as a tool to interest youth in transit careers.

MOTION **Strategic Plan** – Mr. Eyster moved adoption of LTD resolution No. 2007-006: “The LTD Board of Directors hereby approves the January 2007 LTD Strategic Plan.” Ms. Davis provided the second.

VOTE The motion was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos (6)

NAYS: None

ABSENCES: None

EXCUSED: Kortge (1)

Board Committee Assignments – Mr. Gaydos noted that a list of tentative committee assignments had been distributed and no objections were raised. He said if a committee chair had not been appointed, the committee could select a chair.

ITEMS FOR INFORMATION AT THIS MEETING

Legislative Briefing – Mr. Viggiano introduced Doug Barber and Kelly Brooks of The Ulum Group to provide a briefing on LTD 2007 legislative priorities and general highlights of the legislative session.

Mr. Barber distributed two handouts: *Lane Transit District 2007 Legislative Priorities* and *The 2007 Session*. He said that Democrats controlled the House for the first time since 1989 and the test would be how well they would work together. He said there currently were separate and inconsistent ethics rules for the House and Senate. He noted that few House Democrats had budget committee experience and there would be a large learning curve. He said the pledge to adjourn the legislative session on June 30 would put pressure on legislators to make budget decisions earlier in the process, and there was discussion of using the December 2006 revenue forecast as the budget number regardless of any increases in the March and May 2007 forecast; any balance would go into a reserve or “rainy day” account.

Mr. Evans asked how local legislators were positioned in terms of leadership and key assignments. Mr. Barber said that local legislators had more power and leadership than they had in years. He said several local legislators had key positions related to budget and revenue and others were committee chairs. Ms. Brooks noted that local legislators in the House were better positioned than those in the Senate, but the Senate was still favorable to transit, although somewhat tilted toward Portland metropolitan issues.

Mr. Barber said the legislature was interested in annual sessions as well as shorter sessions to address budget adjustments and policy issues that might not be resolved during the regular session. He reviewed various tax proposals, including an increase in the tobacco tax linked to universal health care coverage for children.

Ms. Brooks stated that the Ulum Group would monitor and track legislation that might impact the District and pursue a proactive agenda of legislative priorities, often in concert with other districts and the Oregon Transit Association. She briefly discussed the following LTD legislative priorities:

- Additional funding for elderly and disabled transit (paratransit)
- Funding for bus replacements
- ConnectOregon 2 project selection criteria related to connecting people to jobs, making transit projects more competitive
- High-capacity transit bonds
- Eminent domain (Measure 39)

Ms. Brooks said additional paratransit funding would come from an increase in the tobacco tax of \$.03 per pack, bring the total for paratransit to \$.05 per pack. She said the legislation to increase the tax was well positioned in the House but there was considerable work to do, as there were many competing demands for tobacco tax revenue. Mr. Viggiano said that the issue was the top priority for transit statewide.

Mr. Dubick asked if the three-cent increase could be part of a larger increase such as the increase for universal health care. Ms. Brooks said that might be possible but the current legislation for paratransit funding only addressed the three-cent increase. She said the tobacco tax already was a source of paratransit funding, and many paratransit service users were medically needy.

Ms. Brooks said that \$4 million had been included in the Governor's budget for bus replacement, and that ODOT would allocate those funds among districts based on need. She expected that LTD would receive enough funding for one or two replacement buses. She said there would be lobbying to expand the project selection criteria language in ConnectOregon 2 to link transit to job access and economic development. She said that transit received 12 percent of the \$100 million available through ConnectOregon 1, and hoped it would be more competitive with the language change. Mr. Viggiano commented that a project had to be shovel-ready in order to compete for the funding.

Ms. Brooks explained that bonding authority used to build the light rail system in Portland would expire in the 2009-2011 biennium and the Governor's Office had proposed reissuing those bonds for high-capacity transit projects in the Portland metro region. She said the goal was to revise the language to allow LTD, as the only other district with high-capacity transit, to access the funds as well. Mr. Pangborn pointed out that the funds could provide a source of local match for federal funds for subsequent EmX corridors.

Ms. Brooks said that eminent domain was not a significant concern for LTD but Measure 39 could have implications in terms of payment of attorney fees. She had not yet seen legislation related to making the LTD Board elected instead of appointed, but expected that a bill would be introduced. She said that education would be critical to helping legislators understand why the Board is appointed and urged Board members and staff to provide information whenever possible.

Ms. Ban asked for a one-page overview of reasons why transit district boards typically were appointed instead of elected and why that structure worked well. Mr. Viggiano said a package of information would be provided and the Board could discuss taking a position on the issue at its February 2007 meeting. He said the Eugene Chamber of Commerce had taken a position opposing legislation to make the Board an elected body.

Franklin EmX Update – Mr. Johnson announced that the beginning of EmX service on January 14 went well. He said EmX was a complex system and there were still operational details, such as signaling and timing issues, being worked out. He said that a majority of the buses were full and passengers were quickly becoming familiar with the new system.

Ms. Ban asked if there had been problems between the EmX vehicles and other vehicles on the road. Mr. Johnson replied that there had been a few incidents with automobile drivers and pedestrians not accustomed the dealing with the new system, but bus operators were very watchful and diligent in their efforts to minimize problems.

Director of Service Planning, Accessibility, and Marketing Andy Vobora said that safety and co-existence with EmX had been the major focus of recent public information efforts, but it would take some time for the community to adjust.

Mr. Eyster asked about the status of efforts to educate the public about timing and loads. Mr. Vobora said that the media were pushing for early updates on trip times but realistically it would take four or five weeks for the system to get to a point that reliable information was available.

Ms. Ban remarked that there were standards related to introduction of new technology developed by process engineers, and it might be useful to cite that information when there were unrealistic expectations about initial service.

Mr. Johnson said that drivers would be asked to report on operational issues once more time had been spent on the system.

Mr. Evans asked if rider satisfaction was being assessed. Mr. Johnson said that short-term customer complaints related to EmX were being tracked to identify specific issues. Mr. Vobora said that educational campaigns would target problems related to misunderstandings about how EmX worked.

Board Member Reports – There were no questions.

2006-07 Pricing Plan Discussion – Mr. Vobora stated that the Board Finance Committee had reviewed the proposed pricing plan. He said that in accordance with the fare policy, an increase was recommended in the monthly pass price of approximately 8.5 percent and an increase in group pass rates of approximately 8.1 percent. He reviewed the details of increases for different fare instruments. Mr. Pangborn added that public hearings on the increases would be held in February and March.

In response to a question from Ms. Ban, Mr. Dubick said that the Board Finance Committee had determined that the pricing plan was consistent with the fare policy and expressed no concerns about the proposed increases.

2007 Annual Route Review – Mr. Vobora distributed a compilation of customer comments from the past year. He said the Annual Route Review (ARR) considered service additions and deletions, operational fixes, redesign of current services, and substandard aspects of the system. He said the Board's preliminary review would be followed by public hearings on February 12 and March 12, with a decision scheduled for the Board's regular meeting on March 21, 2007. He said the ARR was based on customer and operator input and recommendations from the Service Advisory Committee. He reviewed efforts to keep LTD employees and the public informed about the ARR. He highlighted some of the changes made during the fall of 2006.

Ms. Ban remarked that a number of customer comments were in regard to Oregon Medical Laboratories and asked if some of the new service additions would be helpful. Mr. Vobora said that discussions of service to that area would continue as the employee population increased. He

hoped that Pioneer Parkway EmX would be the long-term solution. He said that a recent decision by RiverBend to provide employees with no-cost parking onsite would affect LTD's service decisions in that area.

Mr. Vobora described some of the changes being proposed:

- Operational fixes – running time added to 22 routes, begin/end trip changes for 6 routes
- Additions – add trip to address gap in Breeze service on weekdays inbound, restore the Eugene Station connection on #28

In response to a question from Mr. Eyster, Mr. Vobora said that eliminating some Breeze trips between downtown Eugene and the University of Oregon campus because of the inception of EmX service was not feasible, since the Breeze currently was overloaded and it would take some time for people to reorient themselves to using the new EmX service. Continuing with his description of additions, he said there was some discussion with employers of extending #36 to Willow Creek with two trips in the morning and two in the afternoon, to target the 8 a.m. to 5 p.m. workers.

Mr. Vobora cautioned the Board to be prepared for a number of comments regarding EmX during the ARR public hearings. He asked if the Board wanted any changes in the format of the public hearing. Mr. Pangborn thought it served everyone's interests if there was an opportunity to respond to comments and questions from the public; saying nothing left the impression that public input was not meaningful.

Service Planning Manager Will Mueller said that it would be important to provide that feedback in a way that avoided triggering a two-way dialogue between the Board and the audience. He suggested that perhaps staff could respond to issues when information was available and if a new issue was raised let the public know that an answer would be forthcoming.

Mr. Evans suggested offering the public comment cards that could be filled in with questions and comments. He said that would allow the District to acknowledge the public input and respond to it with appropriate information. Mr. Vobora said that an informal approach had been taken in the past.

Ms. Ban favored responding to comments at the hearing by listing the concerns that were expressed, indicating why decisions had been made in the past and what issues the District was willing to take under consideration for the future. She said that would provide a degree of closure for those in attendance and help them understand how decisions were made based on various factors, such as productivity.

Mr. Pangborn observed that being an appointed board meant that decisions were based on the broader interests of the community and the system, not on the interests of a particular constituency.

Ms. Ban asked if data was available to determine whether reduction of #28 service caused an increase in RideSource demand. Mr. Vobora said he would work with Ms. Parker to research the issue.

FY 2008 United Front Requests – Mr. Viggiano described the three requests from LTD that were included in the FY 2008 United Front package of funding requests:

- 80 percent funding for the Pioneer Parkway EmX from Small Starts (\$29.6 million)
- \$2 million to upgrade the radio system
- \$500,000 to conduct an Alternatives Analysis for the third EmX corridor

Mr. Viggiano noted that the City of Eugene was requesting \$500,000 for planning for West Eugene transportation improvements. He said the requests from the City and District would come from different funding sources, so were kept separate rather than in a combined request.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson said the financial report was primarily good news because the growth of personnel services was being controlled successfully and there had been a decrease in the cost of fuel. She said that payroll tax receipts growth was still at 7 percent instead of the 8 percent to 9 percent anticipated in the budget. However, that was not a significant concern as there was only one quarter of receipts to date and typically the biggest quarter included holiday sales. She said that quarter's receipts would be received in February and the next quarter would include the payroll tax increase.

ADJOURNMENT: There was no further discussion, and the meeting adjourned at 8:45 p.m.

Board Secretary

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

Monday, February 12, 2007

Pursuant to notice given to *The Register-Guard* for publication on February 8, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting on Monday, February 12, 2007, beginning at 5:30 p.m., in the Bascom-Tykeson Room of the Eugene Public Library, 100 West 10th Avenue, Eugene, Oregon.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis Treasurer
Michael Dubick
Greg Evans
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

CALL TO ORDER/ROLL CALL – Ms. Ban called the meeting order. Mr. Pangborn called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos expressed his appreciation to those who came to the meeting. He invited their comments during the public hearings.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – There were no announcements or additions to the agenda.

PRELIMINARY PUBLIC HEARING ON FY 2007-08 FARE RECOMMENDATIONS – Director of Service Planning, Accessibility, and Marketing Andy Vobora reviewed the pricing proposal summary for 2007-2008. He noted that a preliminary review of changes in both fares and service had been conducted at the Board's January 2007 meeting, a second public hearing would be held on March 12, and the Board would take final action at its March 21 meeting. He said there were two implementation dates for fare changes, and service changes would be implemented in September 2007.

Mr. Vobora said there were increases in the monthly pass fare price and the group pass price. He reviewed a chart of the proposed monthly pass fare increases and said if approved, they would go into effect with the sale of July passes in June. He said that group pass rates would go into effect January 1, 2008, as most of the contracts were on a calendar year basis. He explained that discounts were provided as an incentive to purchase prepaid instruments such as tokens and passes and typically resulted in a 24 percent to 31 percent reduction in cost. He said that, according to policy, increases were rotated among fares.

Opening of Public Hearing: Mr. Gaydos opened the public hearing and called for testimony.

Jacquelyn King, 1006 West 7th Avenue, #3, Eugene, stated that when her pass was stolen it was a burden for the rest of the month because she was not allowed to purchase another pass and had to pay cash fare on a daily basis for the remainder of the month. She felt that riders should be allowed to purchase another pass to replace a stolen one, as even purchasing a full pass would have been less expensive than paying the daily fare. Mr. Vobora explained that passes for the next month went on sale on the 20th of the month and at that point passes for the current month were no longer sold.

Ms. King commented that riders on Supplemental Security Income (SSI) were able to ride downtown up to the third of the month to purchase a monthly pass but she had been unable to do so because she did not have her sticker from the previous month because her pass was stolen.

Valerie Anne, P.O. Box 624, Springfield, asked the Board not to increase fares under any circumstances. She said the EmX system was created at the cost of local residents and it was not practical for everyday riders because it was designed for employees of big businesses like Sacred Heart, who already received massive discounts through the group pass program. She said it would be practical to have a bus that connected from the Eugene Station at 6:30 a.m. to Mill Street because of the hardships created by discontinuation of #11.

Christine Gherardi, 424 West Fairview Drive, Springfield, said if rates were being raised the service should be improved. She said that currently those who lived in the vicinity of Fairview Drive could not leave their homes after 6:45 p.m. because there was no evening service. She said residents could not attend movies or cultural events after that time. She said there was some evening service on Saturday nights at 9:30 p.m. She said LTD should spend more time talking to the customers it already had and finding out what their needs were instead of focusing on attracting new customers to the EmX service. She said there were people who lost their jobs every time there were changes to the schedules, pointing out how eliminating the 11:30 p.m. service affected those working night shifts. She said that schedule changes also resulted in people having to move to a new location in order to connect to service.

Closing of Public Hearing: There being no further testimony, Mr. Gaydos closed the public hearing.

PRELIMINARY PUBLIC HEARING ON FY 2007-08 SERVICE RECOMMENDATIONS – Mr. Vobora characterized services changes as falling into one of four categories, and reviewed the proposed changes:

- Operational fixes - running time added to 22 routes, beginning/ending location changes to 6 routes
- Deletions - none proposed
- Additions - add weekday inbound Breeze trip at 7:03 a.m. from Valley River Center, add Eugene Station connection weekdays and Saturday to #28, extend four trips on #36 on weekdays to serve Willow Creek Industrial Park, provide 10-minute service in the late p.m. peak hours on #11 to respond to increased ridership and address timing issues
- Contingency - 0.5 percent to address issues that arose throughout the year

Mr. Vobora highlighted route changes on a system map.

Mr. Evans asked what frequency was proposed for #36. Mr. Vobora replied that trips were primarily targeting employees who worked 8 a.m. to 5 p.m.

Opening of Public Hearing on Service Proposals: Mr. Gaydos opened the public hearing and called for testimony.

Melvin Barnes of Springfield thanked LTD for moving #18 and #19 from A Street to B Street in Springfield. He requested bus routes in three areas of Springfield:

1. Laura Street from Q Street to Hayden Bridge needed a bus running in both directions to serve a high-density housing area consisting of Monta Loma Adult Mobile Home Park, Lochhaven Manufactured Home Subdivision, Pheasant Park Apartments, and an assisted living complex. A petition with 233 signatures of people interested in the route was submitted.
2. South of Main Street off 32nd Street and running down Virginia/Daisy to Thurston Station and down Jasper Road to serve several high-density adult mobile home parks, new housing developments, Agnes Stewart Middle School, and the Regional Sports Center Complex/Community Recreation Center. Written testimony suggesting a possible route and letters of interest were submitted.
3. Hayden Bridge east of 5th Street, Yolanda Street, and 31st Street to serve River Glen Development, Briggs Middle School (with a high percentage of low-income families), older residential neighborhoods, foster homes, and the Armory. Written testimony suggesting a possible route and letters of interest were submitted.

Don Young of Springfield said that he did not personally use the bus service a lot but in his neighborhood four of six homes were occupied by senior citizens 80 years or older. He wanted to see service along Hayden Bridge Road that would allow them to access bus service as it was currently necessary to walk a quarter of a mile to Q Street to catch a bus.

Bobby Lee of Eugene, speaking for Hynix Semiconductor Manufacturing America, said his company was in full support of route changes to provide better service to Hynix's workforce, which now numbered over 1,000. He said Invitrogen, a neighboring company, also was expanding. He noted that the West Eugene area designated by the City as an enterprise zone was designed to diversify the economy and attract businesses and it was appropriate to align the public transportation system with the community's economic development plan. He thanked staff for their work with Hynix and submitted written testimony.

Cynthia Kokus, a Eugene resident, said she regularly used transit. She said the additions being proposed were sensible and extending service was a wise idea, because public transit with excellent connections for specific populations and businesses could attract passengers who had the choice of a car or bus and thus increase riders, increase income, and help the environment by taking cars off the road. She urged that public transit not lose focus on populations who had no choice: those with low incomes, without cars or with unreliable vehicles, those in wheelchairs, the ill, and the elderly who no longer drove. She was concerned that this focus had been forgotten with the elimination of bus stops along the new EmX route. She said the cost of providing new service and adding services for the Breeze and routes serving businesses had added burdens to those least able to choose, and that was not acceptable.

Marion Walter of Eugene was pleased with the proposal to add service on #28 and #73 as it would benefit many people who took classes at the Hilyard Community Center. She asked why those changes could not become effective sooner than September, particularly with the increased activity at the Amazon Pool during the summer. She noted that routes along 13th Avenue ran at

the same time and it was frustrating to miss both. She asked that the routes be staggered. She urged restoration of the Breeze on Saturday. She asked if neighborhood connectors to the EmX were planned. She hoped that there might be service to replace #11 from the Eugene Station to Walnut Street, as it was very dangerous to walk in that area. She also hoped that #28 would be restored, as it would help those who were disabled.

Janelle Halesworth of Eugene, speaking for Invitrogen Corporation, stated that the Molecular Probes part of Invitrogen employed approximately 300 people in Eugene. She said that recently Commuter Solutions had assisted with a site-specific employee transportation survey and it was determined that 74 percent of survey respondents would be very or somewhat likely to begin using an alternate mode of transportation if there were altered bus routes or stops. She said there was potential to increase bus ridership among employees and Invitrogen had several initiatives to promote the use of alternative transportation. She thanked LTD for considering the #36 service changes.

Valerie Anne of Springfield stated that there was an increase in ridership between 2 p.m. and 5 p.m. because of students and she often had to leave a half hour early to catch the #13 so she could make connections downtown to go to work. She wanted to see an improvement in services and better communications as twice in one month buses had gone by without stopping. She said it was difficult for buses to make connections to downtown between 2 p.m. and 7 p.m. on Centennial Boulevard because of heavy traffic. She asked that students and traffic congestion be taken into consideration when scheduling to avoid stressing drivers and riders and ensure that people made their connections.

Jacquelyn King, Eugene, stated that there was no hand soap in bathrooms. She asked that drivers be trained to respond verbally to requests for the lift so that passengers knew they had been heard. She suggested that service on Coburg Road be 15 minutes apart and said starting the #67 at 15 minutes after would provide more varied arrival times at Delta Oaks.

Christine Gherardi, Springfield, said that attending 5:30 p.m. meetings was difficult without evening service and while people could get to the meetings there was no service to take them home. She said many elderly and disabled people rode the bus and it was confusing when there were different hours of service in the morning, afternoon and evening. She suggested that buses should run every hour on the hour from morning to evening every day of the week. She had noticed that some outlying areas had a bus in the morning and a bus at night and people got stranded in Eugene. She suggested adding one or two more runs on those routes.

Closing of Public Hearing: There being no further testimony, Mr. Gaydos closed the hearing and called for questions and comments from the Board and staff.

Board Discussion: Mr. Evans asked about the elimination of stops along the EmX route. Mr. Vobora replied that one of the features of EmX was different stop spacing and that on the route stops were farther apart to move the vehicle along more quickly. He said that many of the stops along Franklin Boulevard were close to the previous stops but there was a net loss of stops along the route.

Mr. Evans asked if there was a way to mitigate that as the system evolved or would it be necessary for the public to adjust to the new spacing. Mr. Vobora said the mitigation likely would involve a parallel service, which would not be an efficient use of resources; the spacing was something the public would need to adjust to. He said that the location of stops could be

evaluated as redevelopment occurred in Glenwood and around Walnut Station, but the premise behind EmX service was wider stop spacing.

Ms. Ban noted that an investment in the infrastructure for stops along Franklin Boulevard had already been made but there could be some opportunity for flexibility in Glenwood. Mr. Pangborn added that there had been stops every two blocks along Franklin Boulevard and the premise of EmX was fewer stops with better services at those stops. He said that even with redevelopment in Glenwood, it was likely that there would be fewer stops.

Mr. Vobora commented that late night and early morning service had been cut in 2002-2004 and were on the list for reconsideration, as were services in Springfield along Jasper Road and other areas. He said that many of those areas had experienced significant development and would be reevaluated. He said that the #12 Gateway would be considered for service to PeaceHealth's new RiverBend campus, and when EmX service became available in 2010, it would provide an opportunity to evaluate service in the entire northern area and perhaps provide service to new areas. He said a key to that would be partnering with the City of Springfield and the City's decision about what streets buses could operate on. He said that staff had been looking at ways to split service along the Thurston route to provide broader coverage.

Mr. Vobora explained that productivity data used in service decisions was based on people boarding buses and helped to determine where service hours were placed, based on how well routes were used. He added that late night services were cut because those trips were used less than other routes.

Ms. Ban emphasized that productivity reflected the number of people using a particular route and decisions to eliminate lower-productivity routes when services had to be cut meant that fewer people would be hurt by the cuts. Mr. Vobora added that cuts in 2002-2004 were done with a focus on keeping the system as a whole operating, which meant that reductions were made in late night/early morning service and some midday frequency service in order to maintain a system that still provided mobility to people while serving the greatest number of riders. He noted that some of the services had since been restored.

Mr. Eyster pointed out that at times decisions to maintain coverage were made at the expense of productivity. Mr. Vobora agreed and said that #18/#19 Mohawk/Fairview service in the Fairview neighborhood was an example of the Board keeping a service that did not meet productivity standards. He said that only the main corridor routes in the system had coverage in the late night and early morning. He said staff would cost out implementing #28 Hilyard service in the summer instead of the fall and present that to the Board at its next meeting.

Mr. Evans asked what type of neighborhood connector service was being considered. Mr. Vobora said that could be in the form of a loop off the main route instead of smaller circulating buses.

Mr. Vobora said the problems of more people on the buses and increased traffic congestion were what prompted many of the operational fixes and it was an ongoing challenge to address specific situations. He said that schedules were varied by time of day because of traffic considerations to assure that connections could be made. He said that operating buses on the same schedule all day long would take a tremendous amount of service dollars that would have to come from somewhere else in the system.

Ms. Ban asked how information was gathered from people who regularly used the service. Mr. Vobora responded that it was an ongoing process and drivers were one of the best sources of

information. He said that riders communicated frequently and data were constantly collected throughout the year to assess the efficiency of service. He said the contingency was available to make necessary adjustments. He said that periodically riders were surveyed over a weeklong period. He also encouraged people to call in their comments or submit them in writing or via e-mail, as that had the same impact as testifying at a hearing.

Mr. Evans asked if research could be extended to include focus groups in a community setting so that people would feel comfortable coming in and having a conversation with staff. Mr. Vobora said that had occurred in the past and outreach to outlying communities was planned when rural services were being considered. He said that specific focus groups in targeted areas also could be done.

Mr. Kortge noted that the 2.11 percent increase—\$300,000—was significant.

WORK SESSION

Senate Bill 476 – Assistant General Manager Stefano Viggiano and Kelly Brooks of The Ulum Group provided an update on current legislative measures. Mr. Viggiano distributed a document entitled *Current Measure Status Report* that identified bills in three different priority groupings. He said that Priority 3 bills did not affect the District directly and he did not expect that the District would testify on them; Priority 2 bills did not address transit specifically but contained language that was of sufficient concern to the District to require testimony or a request to modify. As an example, he said that several Priority 2 bills were related to restrictions on communication devices while driving and, although intended to address the use of cell phones by drivers, the current wording would prevent bus operators from communicating with operations and that was a critical function. He said the District supported those bills as long as transit operators were exempted from that restriction.

Mr. Viggiano said that the Priority 1 bills were the most significant. Two bills in that category were funding measures—one related to ConnectOregon and the other to an increase in the cigarette tax—and the District supported those, although the Board had not taken a formal position. He said there were two other bills in the Priority 1 category and one of them, HB 2537, related to prohibiting bus operators from striking and required binding interest arbitration to settle disputes. He said the bill had just been introduced and would be discussed with the Board at its February 21 meeting, and it was likely that the Oregon Transit Association would have taken a position by that time. He said the only caveat was that if the bill moved more quickly than expected, a Board position might be required before the next meeting. He added that if that was the case staff would contact Board members.

Mr. Kortge noted that the position on all of the Priority 2 bills was indicated as "support with amendments" and suggested that the position could be "neutral with amendments." Ms. Brooks agreed that was an option if the Board preferred.

Mr. Viggiano pointed out that the District had prohibited personal cell phone use by staff on all of its vehicles. Ms. Brooks said the primary objective of amendments was to ensure that transit operators could use their radios.

Mr. Evans asked if other states in the region had extended the prohibition of strikes to transit workers. Director of Human Resources and Risk Management Mary Adams said that most states exempted some groups, generally related to public safety. She said the State of Washington

exempted transit, although there was a different definition of arbitration. There the arbitrator could pick and choose among elements of employer and union offers and render a decision based on both offers if a contract could not be settled. She explained that the model in Oregon was that the arbitrator had to choose between the employer's and the union's final offer. She said some other states had binding arbitration for transit but it was not the norm.

Ms. Ban asked if HB 2514, which related to TriMet, could also affect LTD. Ms. Brooks said the bill was specific to TriMet and she was monitoring it, but did not expect to be involved unless the State indicated it would consider changing the rules in a way that would affect LTD.

Mr. Gaydos suggested that the Board could continue to be notified about legislative measures via e-mail and if there was something of particular interest that could require adopting a position, a special meeting could be considered. He asked for discussion of Mr. Kortge's suggestion about maintaining a neutral position with amendments on Priority 2 measures.

Mr. Eyster stated he was in favor of a position in support of Priority 2 measures with amendments because their purpose was to make the roads safer, including for LTD passengers and vehicles.

Mr. Kortge said he agreed with offering amendments but was concerned was making ad hoc policy statements. He preferred more discussion before taking a position.

Mr. Viggiano commented that sometimes bills moved quickly and it was necessary to take a position. He said that contacting the Board under those circumstances could be difficult. He said that some boards or councils created a subcommittee to handle legislative issues and that was something the Board could choose to do.

Mr. Dubick said he had mixed feelings on Priority 2 bills and was hesitant to support the bills without having actually seen them. He thought that the Board was more likely to be involved with Priority 1 measures and without more information his inclination was not to support HB 2537. Mr. Viggiano said that the subject of HB 2537 would be on the agenda for the February 21 Board meeting and copies of the bill would be provided. Ms. Brooks said that if the bill moved before that date, an emergency e-mail would be sent to Board members, as the District would need to address it.

In response to a question from Mr. Evans, Ms. Brooks said that HB 2537 did not have specific sponsors and seemed to be a committee bill, but it did appear to have support from many legislators. She would check on sponsorship and report back to the Board.

Mr. Pangborn explained that emergency telephone workers, parole and probation officers, police officers, firefighters, and guards at correctional institutions and mental hospitals were currently covered by binding interest arbitration, and the proposal was to add employees of mass transit districts and municipal bus systems. He said that staff would provide an analysis of the issue, including the motivation of those requesting the legislation and what problem the bill was solving.

Mr. Viggiano confirmed that the Board preferred that staff issue amendments that protected the District instead of taking a position on Priority 2 bills; there was no need to take a position on Priority 3 bills; and positions would be taken only on Priority 1 bills.

Mr. Kortge commented regarding HB 2422 that there would be considerable competition for the additional revenue from an increase to the cigarette tax.

Ms. Brooks stated that an explanation of SB 476, along with a copy of the bill, was provided in the agenda packet. She said Senator Morrisette proposed the bill and his argument was that LTD had taxing authority and the Board should be elected by the people. She said this bill was somewhat different from earlier versions and required that five Board members be elected and two appointed to represent riders with disabilities and regular riders (those who ride on a regular basis).

MOTION Mr. Kortge moved LTD Resolution 2007-007: "Be it resolved that the LTD Board of Directors hereby states its opposition to Senate Bill 476." Mr. Dubick provided the second.

Mr. Viggiano referred to the fact sheet contained in the agenda packet and said that another relevant fact to include would be that LTD worked cooperatively with elected officials on almost all of the District's major initiatives and projects. He said the EmX project would not have gone forward without the approval of the Springfield and Eugene city councils and the Lane County Board of Commissioners. He said the project would not have proceeded if any one of those bodies had not given its approval. Ms. Brooks pointed out that many elected bodies had direct control over the District's funding, including the legislature, which set the payroll tax.

Mr. Evans observed that it was poorly crafted legislation and done out of context, especially since it did not involve TriMet. He said it appeared to be based on a personal issue instead of good public policy.

Mr. Gaydos said the Board and the community needed to be concerned about good governance and his sense was that good governance had occurred throughout LTD's history. He said an appointed Board made sense and the *Register-Guard* editorial board had pointed out that the bill was a solution in search of a problem. He said that there would be a cost to the District to hold elections and that there was a possibility that many of the people who volunteered to be on the appointed board would not be willing to serve on an elected board because of the time and expense involved in an election campaign. He said that he came down on good governance in the sense that there was nothing broken and the community had been well served and would continue to be well served. He said that he did not understand Senator Morrisette's "taxation without representation" argument, as the senator was part of the body that allowed the authorization. Regarding accountability, Mr. Gaydos said that the governor had shown with the Higher Education board that members of an appointed board could be removed swiftly if they failed to perform their duties and, and that the LTD Board was subjected to significant oversight through state and federal audits and monitoring that did not occur on other boards. He said that he was proud to serve on the Board and thought that the opposition was appropriate.

Ms. Ban stated she saw no good reason for the bill and echoed Mr. Gaydos comments regarding accountability of the Board and the fact that taxation was set at the State level by an elected body. She said on a personal level she chose to be on the Board to represent a population that was disabled and low income and unlikely to be a business owner or involved in an election campaign. She was concerned that an appointed board could not effectively represent those populations even though the bill provided representation for those categories. She said she would not run for election.

Mr. Dubick commented that he had been on elected boards and there were advantages and disadvantages. He said disadvantages were the money and time issues associated with elections and the expectation that promises would be kept to people who donated to the campaign. He said that some elected board were considered merely a stepping stone to higher office and that presented problems in terms of how people addressed the issues that came

before them. He agreed that the bill was a solution looking for a problem and an example of legislation based on someone's personal agenda because it did not address TriMet, which also had an appointed board. He was concerned that an elected board could politicize service decisions.

Mr. Eyster expressed concern that an elected board could damage the District by politicizing decisions. His only reluctance about the motion was that publicity about the bill was designed to make it appear self-serving if the Board opposed it, when in reality the people who opposed it were in favor of better governance for the District.

Ms. Davis echoed previous comments. She said she had gotten involved with the Board to serve her community and create a vision for the future. She felt the Board did a good job of planning for the future.

VOTE

The resolution was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos, Kortge (7)

NAYS: None

ABSENCES: None

EXCUSED: None

Mr. Kortge asked if it was appropriate for Board members to discuss the bill with legislators.

Mr. Gaydos replied that it was appropriate to discuss the matter with legislators and members of the community now that the Board had taken a position.

ADJOURNMENT – The meeting adjourned at 7:05 p.m.

Board Secretary

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

Wednesday, February 21, 2007

Pursuant to notice given to *The Register-Guard* for publication on February 15, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, February 21, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Susan Ban, Vice President

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order and Mr. Pangborn called the roll.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – There were no announcements or additions to the agenda.

BOARD CALENDARS – There were no questions.

EmX PLAQUE PRESENTATION – Mr. Pangborn presented plaques commemorating the inauguration of EmX service to Board members. Facilities Services Manager Charlie Simmons presented plaques to others involved in designing and implementing EmX and other transit services, including Harriet Cherry and Kari Greene of PIVOT Architecture; Brian McCarthy of Cameron McCarthy-Gilbert & Scheibe Landscape Architects; Mike Ware of Balzhiser & Hubbard Engineers, Vicky Bourcier of Hohbach-Lewin Inc. Structural Engineers; and Mark Pangborn and Stefano Viggiano of LTD.

UO ARCHITECTURE STUDENTS' PRESENTATION ON MULTI-WAY BOULEVARD CONCEPTS FOR FRANKLIN BOULEVARD – Director of Development Services Tom Schwetz introduced former American Institute of Architects (AIA) Eugene Chapter President Art Paz to begin the discussion of the multi-way boulevard concept. He said that Mr. Paz was instrumental in obtaining a grant from the national AIA organization for the project.

Mr. Paz said that the grant application had resonated with the national AIA office as it coincided with a desire to look into the future of architecture as the organization celebrated its 150th anniversary. He explained that AIA was interested in promoting community visioning to improve safety, health and sustainability, and stakeholder ownership of the visioning process. He said the

grant identified the University of Oregon and LTD as partners and the application was supported by the cities of Eugene and Springfield. He stated that a \$15,000 grant was awarded for the project and described the activities to date. He said the relationship with the University had been pivotal to the project's success. He noted that this would be the first comprehensive planning effort along the corridor from the new federal courthouse to Springfield. He said that a second design charrette (workshop) was scheduled for April 13-14, 2007. He thanked LTD for its participation in the project.

Architecture professor Mark Gillem introduced students from the University's urban design studios who had conducted research into design concepts. He said a number of clear design issues emerged from a recent workshop, including:

- o the riverfront should be a public area with a connected bike system
- o there should be green "fingers" extending from the river into the heart of the city
- o densities should be increased
- o Franklin Boulevard should be converted from an arterial to a multi-way boulevard

Mr. Gillem said the grant had provided an opportunity for students to conduct onsite research of multi-way boulevards in other cities. He explained that a multi-way boulevard was one that could accommodate transit, through traffic, local traffic, bicycles, and pedestrians. Students presented details of the following boulevard design alternatives:

- o Octavia Boulevard, San Francisco, California
- o Shattuck Avenue, Berkeley, California
- o The Esplanade, Chico, California

Students also presented design concepts for Franklin Boulevard that would promote the use of transit and improve pedestrian safety, and explained the design criteria that were used.

Mr. Gaydos commended the project and thanked everyone for their efforts and enthusiasm.

Mr. Pangborn thanked Mr. Gillem and his students for an interesting presentation and design concepts that embodied the EmX vision.

Mr. Schwetz said the Eugene Planning Commission was considering criteria that would support the design concepts presented for Franklin Boulevard, which recognized the need for two dedicated transit lanes that ran in direct lines instead of weaving in and out of traffic.

Mr. Dubick commented that Commonwealth Boulevard in Boston encompassed many of the design concepts discussed by the students.

Mr. Gaydos asked Mr. Gillem to brief LTD staff on any communications he and his students had with property owners along the corridor.

In response to a question from Mr. Eyster, Mr. Gillem said that the importance of two transit lanes along the corridor was explained to the public in terms of facilitating transit, access, and pedestrian safety. He thought that people were beginning to understand the need for two lanes and straight lanes.

REVIEW OF ANNUAL ROUTE REVIEW AND PRICING PLAN TESTIMONY – Director of Service Planning, Accessibility, and Marketing Andy Vobora noted that the sound system at the Eugene

Public Library had not worked well and LTD would take its own system for future hearings. He asked if the Board preferred a hearing format in which questions from those testifying were addressed at the end of the hearing or after each speaker.

Mr. Kortge preferred to have questions answered at the end of testimony instead of engaging in a mini-debate with each person who spoke. He commended Mr. Vobora for his responses to testimony at the hearing.

Mr. Vobora said that staff were investigating some of the suggestions and comments made during the hearing, such as beginning the #28 and #36 route changes in the summer.

In response to a question from Mr. Evans, Mr. Vobora said that staff were checking into concerns raised about delays along Centennial Boulevard because of the large number of students boarding on that route. He said that they would report back to the Board on criteria such as density and trip generators to guide future development.

Mr. Pangborn determined that the Board was satisfied with the hearing format.

EMPLOYEE OF THE MONTH – Mr. Vobora introduced Administrative Secretary Eileen Mugglewortz. He said that Ms. Mugglewortz was nominated by co-workers because of the quantity and quality of her work and her positive attitude in the workplace.

Ms. Mugglewortz thanked the Board for her award and said that her 30 years of service with LTD had been very gratifying. She also expressed her appreciation for her co-workers.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Kortge moved adoption of LTD Resolution 2007-008: “It is hereby resolved that the Consent Calendar for February 21, 2007, is approved as presented.” Ms. Davis provided the second. The Consent Calendar consisted of the minutes of the January 17, 2007, regular Board meeting and the Budget Committee nomination of B. Dean Huber.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Ban (1)

Capital Improvements Program Adoption – Director of Finance & Information Technology Diane Hellekson explained that the Board had begun discussion of the Capital Improvements Program (CIP) at its November 2006 work session and at that time directed staff to present the proposed revised CIP to the Board Finance Committee. She said that had occurred in January 2007 and the Finance Committee approved the revised CIP; however, subsequent notification that LTD had been named in the New Starts legislation for funding of 80 percent of the Pioneer Parkway corridor resulted in removal of debt from the CIP. She said that the Finance Committee approved the updated CIP on February 7, 2007. She added that in addition to removal of debt, the updated CIP reinitiated transfers from the Operating Fund sooner than previously anticipated as a prudent way to avoid debt.

Mr. Dubick, as a member of the Finance Committee, urged approval of the CIP.

MOTION Mr. Eyster moved approval of LTD Resolution 2007-009: "It is hereby resolved that the revised Capital Improvements Program is approved as presented." Mr. Evans provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSECTIONS: None
EXCUSED: Ban (1)

ITEMS FOR INFORMATION AT THIS MEETING

House Bill 2537/Legislative Update – Mr. Pangborn noted that the first hearing on Senate Bill 476 (the bill to change the governance structure of the LTD Board) was scheduled for February 22, 2007, and Ms. Ban would represent the Board.

Regarding House Bill 2537, a bill that would prohibit transit employees from striking, Mr. Gaydos said that the presentation would be informational and the Board could choose to support, oppose, or remain neutral on the bill, or take no action.

Director of Human Resources and Risk Management Mary Adams provided an overview of the practical implications if the bill did pass and discussed the advantages and disadvantages of the legislation. She said the Amalgamated Transit Union (ATU) requested the bill and the Oregon Transit Association (OTA) had taken a position opposing it, and Tri-Met and Salem Transit had significant concerns. She said that the language had been in Oregon Revised Statutes (ORS) for some time and the bill would add transit workers to the existing language. She said the good news was that other employers had been using binding arbitration for some time and LTD could draw on that experience. She said that binding arbitration added a level of complexity and cost to labor negotiations that LTD did not currently experience.

Ms. Adams reviewed the language of the bill and said that the practical impact was that LTD would still go through all of the steps to bargain in good faith and if impasse was reached a request would be made to the Employee Relations Board to go into binding arbitration; an arbitrator would be selected from a list of names. She said the arbitrator would choose between the final, best offers from both parties and could make the agreement effective retroactively to the end of the last contract.

Ms. Adams stated that an advantage of binding arbitration was the prevention of strikes; another advantage was that when impasse was reached, the matter was referred to a third party instead of continuing to cause conflict between the bargaining entities. She said disadvantages were that both parties lost control of the final decision and the process was expensive, although the actual cost was split equally between the parties. She said that other costs included the time and resources needed to go through the arbitration process and employees were kept in limbo longer.

Ms. Adams reported that some employers thought that binding arbitration in the area tended to favor employees and removed the threat of strike, which often provided an incentive to continue to bargain. She said the additional cost of binding arbitration also meant reductions elsewhere in

the system and employers generally preferred the traditional process that did not include arbitration.

Mr. Kortge remarked that the current law seemed to be intended to apply to emergency services and he did not believe that transit was an emergency service.

Mr. Dubick expressed concern with subversion of the collective bargaining process and removal of the incentive to bargain if parties knew that eventually an arbitrator would make the decision. He worried that the collective bargaining process itself would become meaningless or at least less efficient.

Mr. Eyster said the right to strike was an important element in collective bargain because it forced the parties to continue to bargain in good faith. He was reluctant to change the process and remove that pressure. He was not inclined for the Board to take a position on the bill at the present time.

Mr. Evans concurred with Mr. Eyster. He said the Board's discussion tended to reflect lack of support for the bill, but since no organization was yet taking a lead on the legislation he thought would be premature to adopt a position.

Mr. Kortge observed that bills often could move quickly. He was comfortable with the Board's remarks being shared with the legislative committee responsible for the bill.

Mr. Dubick preferred to let OTA take the lead and adopt a Board position only if there was movement on the bill.

Mr. Kortge argued that it would be better to get a sense of the Board's opinion before the legislature as soon as possible.

Mr. Gaydos determined there was a consensus to take no action and possibly call for a special meeting if it became necessary for the Board to take a position.

Semi-Annual Performance Report – Mr. Pangborn said staff had developed a performance report to measure the District's progress on performance objectives associated with goals in the District's strategic plan. He asked for feedback from the Board about the usefulness of the report and appropriateness of progress measures.

Assistant General Manager Stefano Viggiano stated that the plan included five goals and each goal had associated performance goals. He provided a statistical report of progress on goals and performance objectives for the period July through December 2006:

Goal: Deliver Reliable Public Transportation Service

- Objective: Increase ridership by 3 percent
- Objective: Increase per capita ridership by 1 percent

- Objective: Increase system productivity by 1 percent per year
- Objective: Reach and maintain on-time performance of 90 percent at key time points systemwide

Mr. Viggiano reported that ridership had been increased by 3.8 percent for the first half of the fiscal year. He said that ridership was being measured by boardings, which was an imperfect performance measure as boardings could be affected without increasing the effectiveness of the system or improving service. He said a better measure was passenger miles and staff would explore reporting that data in the future.

Mr. Dubick said that having more than one measure of performance would also prevent incorrect assumptions.

Mr. Viggiano said that per capita ridership had increased by at least 1 percent each year since 1990 and the goal had been met or exceeded. He said that productivity was well above the goal at 3.7 percent and on-time performance had been met or exceeded in five of the six months of the period.

Mr. Viggiano pointed out that on-time performance tended to dip slightly following service changes as riders and operators adjusted.

Goal: Develop Innovative Service That Reduce Dependency on the Automobile

- Objective: Increase peak-hour transit ridership on congested corridors by 2 percent per year
- Objective: Increase ridership on the Franklin EmX by 10 percent in the first year of operation, when compared with ridership on the #11 Thurston prior to EmX
- Objective: Increase the number of "choice riders" (those who could have used automobiles for their trip) by 1 percent per year

Mr. Viggiano said that the objective related to increasing peak-hour ridership was also in TransPlan, but data was not available as it required a count of vehicles along the corridors and that was not collected on a regular basis. He said there was an effort underway to compile data from both the cities and Oregon Department of Transportation to provide that measure. He reviewed preliminary data and said it was too early to measure the Franklin EmX ridership accurately, but ridership through the first five weeks was very encouraging. He said it was also difficult to determine who was a "choice rider" for purposes of measurement, particularly since that term had been defined differently over the years. He said staff were trying to use a consistent question to determine choice rider status and by all measures it did appear to be increasing.

Goal: Maintain LTD's Fiscal Integrity

- Objective: Maintain or lower the current cost per mile (with adjustments for inflation)
- Objective: Maintain or lower the current cost per boarding (with adjustments for inflation)
- Objective: Maintain administrative overhead expenses at no more than 20 percent of the General Fund budget
- Objective: Obtain unqualified annual independent audits

Mr. Viggiano said historically it had been difficult to achieve the goal of maintaining or lowering the cost per mile and, ideally, there would be an inflation adjustment specific to transit that put the proper weight on factors such as fuel costs and the impact of traffic congestion.

Mr. Gaydos observed that the goal did not seem realistic and the District was setting itself up for failure with the volatility of fuel prices. He thought that a more realistic goal should be developed.

Mr. Viggiano noted that the cost per boarding statistic was a similar measure and the District's performance was better simply because of the increase in ridership that tended to lower the cost per boarding. He said while the District was still above the Consumer Price Index, it was lower than the average fare increases across the country.

Mr. Viggiano said that the District was consistently below the 20 percent goal for administrative expenses.

Mr. Eyster asked how the 20 percent goal had been established. Director of Finance & Information Technology Diane Hellekson explained that public organizations typically had overheads between 20 and 25 percent; the District's overhead was always below 25 percent so 20 percent was established as the goal.

Mr. Viggiano related that unqualified independent audits were achieved on a regular basis.

Goal: Provide Leadership for the Community's Transportation Needs

- Objective: Maintain or improve "good to excellent" ratings on LTD rider and community surveys
- Objective: Maintain or increase staff and Board involvement on key local committees

Mr. Viggiano said that onboard and community surveys were conducted every three to five years and included questions about how respondents would rate LTD. He said that community results were a combination of good and excellent, and riders tended to rate the District higher than the general community. He indicated that both surveys were planned within the next year or two. He reviewed a list of Board member and staff activities and said tracking and reporting those would be more formalized in the future.

Goal: Develop a Workplace Environment That Allows Employees to Succeed

- Objective: Reduce employee turnover
- Objective: Improve workplace safety by reducing the number of accidents, time loss days, and total cost of accidents
- Objective: Improve workplace morale as measured by internal opinion surveys

Mr. Viggiano presented statistics on turnover related to retirement and turnover for other reasons, with the goal to reduce the latter, although in any year turnover was less than 6 percent, which was regarded as good performance.

Mr. Kortge questioned why retirement statistics were included in the measurement and suggested eliminating them. He preferred a goal of reducing negative employee turnover. Ms. Adams explained that retirements were included to demonstrate that employees seldom left LTD for other reasons.

In response to a question from Mr. Evans, Ms. Adams said that she could provide a more detailed breakdown of the reasons employees left the District.

Mr. Viggiano said that a focus in 2006 on improving workplace safety resulted in a significant decrease in claims, time loss days, and claims costs.

Mr. Evans asked if a significant percent of problems was associated with operators' back injuries and muscle strains. Ms. Adams replied that muscle strains were the largest category of claims, and measures to reduce injuries had been implemented with the assistance of physical therapy

consultants. She said that excellent data from SAIF allowed the District to focus on particular injuries.

Mr. Kortge asked if there were pre-work stretching and toning exercises that could be done. Ms. Adams replied that mechanics and operators had those types of exercises that were designed specifically for them. Mr. Johnson added that operator refresher training would address using opportunities for stretching exercises during their shifts.

Mr. Viggiano concluded the report by noting that employee surveys taken over the past two years had resulted in some changes and the results from a recent diversity survey were being compiled and would be used improve the workplace environment. He asked if the Board thought that the performance report was useful.

Mr. Gaydos said it was a good idea to provide the report every six months; a formal presentation was not necessary but staff could be available to respond to questions and comments.

Mr. Kortge asked if the performance report to the Board provided an opportunity for staff to be accountable. Mr. Viggiano said that staff on a regular or monthly basis already evaluated many of the measures; preparing the report was valuable in terms of looking at other measures that were not typically reviewed.

Mr. Dubick suggested staggering goals throughout the year instead of reporting on all of them at once.

Mr. Evans asked that a comprehensive measure of employee satisfaction be added and that could perhaps be evaluated through a survey.

Board Member Reports – There were no questions.

Monthly Financial Report – Ms. Hellekson reported that there had been serious technical problems and the monthly performance report was not available. She said for the first time in the current fiscal year the District was below budget in the average cost per gallon of fuel and she did not anticipate the same degree of negative variance experienced in prior years. She noted that a jump in personnel services was due to concentration in December and January on preparing for and implementing EmX, which resulted in overtime.

Ms. Hellekson said that an area of concern was payroll taxes, as expected revenues at that point in the year had not been seen. She said a University of Oregon honors class in economics was doing a special project with LTD focusing on identifying patterns of noncompliance in payroll receipts and developing a model for forecasting payroll tax receipts. She said the other area of concern was increase in the demand for Americans with Disabilities Act (ADA) services. She saw no signs that those demands would decline and they had resulted in a deficit of \$180,000 in the Accessible Services Fund that required a transfer from the Operating Fund. She expected a larger amount by the end of the year and a need to increase the budget next year. She said that this eventually would divert funds from the fixed-route system.

Mr. Kortge commented that the award of New Starts funds would have a huge impact on the budget. Ms. Hellekson said the District had received half of the award and was scheduled to receive the other half next year. She said the United Front initiative would request award of the full amount in the first year.

ADJOURNMENT: The meeting adjourned at 7:40 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/WORK SESSION
PUBLIC HEARING ON FARES AND SERVICE

Monday, March 12, 2007

Pursuant to notice given to *The Register-Guard* for publication on March 8, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Monday, March 12, 2007, beginning at 5:30 p.m., in the Bascom/Tykeson Room of the Eugene Public Library, 100 West 10th Avenue, Eugene, Oregon.

Present: Gerry Gaydos, President, presiding
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster
Dean Kortge, Secretary
Stefano Viggiano, Assistant General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Susan Ban, Vice President

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order and Mr. Viggiano called the roll. Ms. Davis was not yet present.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos welcomed those in attendance and thanked them for taking the time to speak to the Board.

PUBLIC HEARING ON FY 2007-08 FARE RECOMMENDATIONS – Director of Service Planning, Accessibility, and Marketing Andy Vobora indicated that the fare recommendations had not changed since the first public hearing on February 12, 2007. He noted that the agenda packet included public comments on the fare and service recommendations. He said the Board would not take action at the meeting but asked that its direction be affirmed to the audience at the conclusion of the hearings.

Mr. Vobora reviewed increases in the monthly pass and group pass prices. He indicated that the District created a discount structure to provide an incentive for riders to purchase prepaid fares and compared pass prices to cash fares. He said the last pass price increase had occurred in FY 2002.

Opening of Public Hearing: Mr. Gaydos opened the public hearing and called for testimony.

Valerie Anne of Springfield strongly objected to any price increases because transit was a federally funded program and there was no reason for a price increase. She said there were many people on fixed incomes who depended on transit as their only means of transportation. She said the proposed Lane County income tax would take away from that small income and the District should consider their needs.

Ms. Davis arrived at 5:40 p.m.

Misha Seymour of Eugene registered his concern about the disparity between people who had access to a pass program through their employers and those low-income people who had to purchase passes. He said that fares should not be raised; they should be lowered so that people who did not have a job were not prevented from riding the bus. He said the system should be just and equitable.

Ed Pliml of Eugene introduced his daughter, Bo. He stated that he was originally from Chicago and it was his experience that in the large metropolitan areas in the eastern part of the country people used mass transit by choice, but that was not the case in Eugene. He said that one of the biggest factors in use of transit here was the cost of owning and operating a car and most riders used transit because they had to. He said that raising prices hurt those riders who were forced to use the system.

Closing of Public Hearing: There being no further testimony, Mr. Gaydos closed the public hearing and called for comments from staff.

Mr. Vobora stated that the Board Finance Committee had reviewed the recommendation and supported it. He pointed out that LTD's fare structure was slightly below the average prices for districts of comparable size in college towns. He said that LTD was not subsidized by the federal government; funding came from a payroll tax on local businesses that cared very much about the fact that riders who used the system paid a fare share for the system.

Board Discussion: There were no comments from Board members.

PUBLIC HEARING ON FY 2007-08 SERVICE RCOMMENDATIONS – Mr. Vobora reviewed the four categories involved in the Annual Route Review (ARR) and highlighted the service additions. He indicated that staff recommended that changes in #28 and #36 service be implemented in June instead of September, as requested at the previous hearing. He said the additions totaled 6,317 hours and reflected a 2.11 percent increase in service. He said that future service presentations would identify the District's investment in accessible services.

Opening of Public Hearing: Mr. Gaydos opened the public hearing and called for testimony.

Mel Barnes of Springfield reminded the Board of his testimony at the February 12, 2007, public hearing and submission of a petition regarding bus service on Laura Street from Q Street to Hayden Bridge. He suggested a route on Virginia Street and Daisy Street to Thurston Station and down Jasper Road to serve high-density development in that area and

another route in the Hayden Bridge area to serve the River Glen development and Briggs Middle School.

Ed Pliml of Eugene said he had been riding the bus since before his daughter was born and there were a number of issues that were frustrating to riders. He listed the following concerns:

- inability to replace a lost youth pass without paying additional money
- children should not be charged to take the bus to go to school
- the difference between a transit district's rules and its practices and the importance of being flexible in applying those rules
- other transit districts would waive the fare if a rider could not pay

Mr. Pliml said he was pleased with the service additions but it was very difficult for riders when a route was eliminated. He urged that routes be given enough time to build a constituency for that service. He encouraged the District to add a trip planner to its website, as many other districts offered on their websites, to simplify trip planning for riders. He expressed concern that often a bus by design arrived at the Eugene Station five minutes after other buses had left, making transfers impossible. He said there were similar situations elsewhere in the system. He applauded the implementation of EmX service but thought that riders might be angry when fares were eventually charged.

Marion Walter of Eugene urged Breeze service on weekends, particularly with the opening of the new movie theater. She was pleased that #28 service was being implemented in June. She said she sometimes took the EmX and was concerned with pedestrian safety in the area of the Walnut Station. She hoped the Board could put pressure on the City to make improvements. She preferred the old shelters to the new design. She was concerned about people who could not afford to ride the bus and suggested that those who were eligible for a free pass could donate funds to nonprofit organizations to help buy passes for those who could not afford one.

Christine Gherardi of Springfield distributed written testimony to Board members. She said that no service on #18 and #19 after 6:45 p.m. was a problem and that service changes should be based on customer and driver input. She said she had ridden EmX when she attended the last public hearing and the bus was so full of passengers that she had to "fight" her way to the door. She said that made it difficult for elderly people or people with bikes to get off the bus before the doors closed. She said that drivers should be allowed to be flexible about enforcing rules, as customer safety should come first.

Misha Seymour of Eugene said that the security guards at LTD facilities should be public servants and not employed by a private security company. He agreed with earlier comments that EmX service was good but it was very difficult for people with bikes or those who were slow to get off the bus before doors closed. He said there should be a button to push to request a stop. He thought the bus stop on 13th Avenue near Kincaid Street should be restored and there should be increased service to South Eugene residents. He asked that #11 service to Springfield be restored and service to Pleasant Hill on Sundays offered.

Valerie Anne of Springfield stated that the four-block spacing of EmX stops was not convenient for the public. She described advertising regarding public meetings as inadequate because the notices did not include specific information. She said that holding meetings at the Glenwood offices made them inaccessible to the public. She urged that notices of meetings be done three months in advance. She said that copies of "Bus Talk" were not available until after the meeting. In conclusion, she urged no fare increases, holding public meetings in a facility like the Library and placing "Bus Talk" on buses by the third of each month. She also remarked that a new bus, 6205, was lovely but the windows had been steamed up and none of them opened.

Andy Fernandez of Eugene, manager of the Hilyard Community Center, thanked the Board for schedule changes to #28. He said many of the center's patrons were people with disabilities and the changes would be very helpful to them.

Scott Meyers of Eugene said he was a disabled veteran and complained that a driver would not lower the bus to allow him to board more easily. He said he often walked in the rain because he could not afford bus fare and was concerned with the price increases. He thought there should be proper consideration for those with disabilities. He questioned why additional money was needed by the District.

Don Putnam of Donna Road, outside of the city, was appalled at the cruelty to riders and said he had observed instances of rider abuse at LTD and other districts. He said that drivers should be able to be flexible and assist passengers instead of being focused entirely on the schedule.

Sage Silverstein, Eugene, commented that there were always two sides to every situation. She said that her family and friends took the bus and had many stories of kindnesses shown by drivers to passengers or members of the public. She said that bus drivers were wonderful people and related an instance when a driver had shown compassion and been flexible.

Darien Davison of Roosevelt Middle School, winner of the LTD Smart Ways to School carpool contest, applauded the entire program. He said it helped him get to and from school by offering a wide range of choices in terms of the schedule and routes, and drivers had been very flexible when he lost his pass.

Closing of Public Hearing: There being no further testimony, Mr. Gaydos closed the public hearing. He noted that Mr. Meyers had left the meeting and asked staff to provide a written response to his comments.

Board Discussion: Regarding concerns about scheduling, Mr. Vobora said that coordinating all of the trips in the system was very complicated and occasionally trips took longer and were scheduled after transfers. He said that was a consequence of degradation of the system in terms of running times. He said staff could follow up on specific instances.

Mr. Evans asked about notification of public meetings. Mr. Vobora said that "Bus Talk" typically was printed in the first week of the month and placed on buses on Sundays and into the customer service center as soon as they were published. He was not certain why "Bus Talk" was not found by one of the people testifying and said he would follow up on that issue.

He would also review whether more specific meeting information should be provided. He said that notices of all public meetings were posted on the LTD website and placed in the *Register-Guard*. He said press releases were also issued, but staff would explore ways to get the word out more broadly.

Mr. Evans asked if a trip planner could be added to the website. Mr. Vobora said the District had explored that possibility several years ago by working with computing science interns from the University, but the complexity of the schedule defeated that effort. He said that many of the large districts, such as TriMet, had trip planners, but those were extremely expensive to develop and required a large information technology staff to maintain. He said that trip planners had to be custom systems because they used a district's scheduling data. He said that LTD had been chosen by Google as a test site for developing a trip planner function similar to the Google mapping function. He said another organization was also developing a trip-planning program and, if perfected, it would be free for any system to use, although it would require the system to provide daily information updates.

Ms. Walter stated that often "Bus Talk" was not available on buses. Mr. Vobora said that the number of copies printed would be doubled and copies would be available on the platforms for both main stations.

Mr. Evans suggested distributing copies to community centers and other locations. Mr. Vobora said he would consider that but it was a resource issue. He noted that "Bus Talk" was also posted on LTD's website.

Mr. Gaydos conducted a straw poll that indicated unanimous support for the fare and service recommendations.

WORK SESSION

Commuter Solutions Annual Report —Commuter Solutions Program Manager Connie Bloom Williams stated that Commuter Solutions was a regional program to encourage travel by means other than driving alone and was supported by local jurisdictions and the Oregon Department of Transportation (ODOT), with LTD as the lead agency. She said that Commuter Solutions was a sponsor of the Climate Masters program to reduce greenhouse gases in the community. She provided an overview of the Commuter Solutions partner agencies, programs and services as described in detail in the *Commuter Solutions 2005-2010 Strategic Plan*, copies of which were distributed to Board members. She described several of the successful projects done in conjunction with ODOT and local jurisdiction to mitigate congestion during roadway construction projects.

Ms. Williams said the strategic plan was focused on two goals:

1. Increase participation in regional transportation options programs and services
2. Support local, regional, and statewide land use/transportation policies

Ms. Williams reviewed activities in various programs and noted that participation in bus pass programs was steadily increasing. She explained that the Smart Ways to School program

was begun as a pilot program on a two-year grant from the Department of Energy (DOE). She said the program evolved into a research and development project with DOE and expanded to include Lane Council of Governments and Pacific Continental Bank as partners.

She said that 27,000 students were covered by the program. However, it no longer qualified for DOE funding and school districts had declined to pay a fee per student, so staff were exploring other funding options.

Mr. Eyster referred to testimony during the public hearing from the young man who praised the Smart Ways to School program and suggested that word about the need for funding should be spread broadly to stakeholders to encourage financial support.

Mr. Evans suggested that the City of Eugene's sustainability program would be a good partner and that possibly the City would be willing to help subsidize the program. Ms. Williams said that the issue of funding had been discussed with staff from local school districts and the matter would be presented to the Metropolitan Policy Committee.

Mr. Viggiano said the Chalkboard Project, a statewide K-12 education initiative, was considering ways to change how transportation was funded and would be presenting a proposal to the legislature regarding increased flexibility in how school districts could use their transportation funding, including student transit passes.

Mr. Gaydos thought that the Board should be more involved in advocating for the program and suggested that the Service Planning and Marketing Committee should take the issue under consideration.

Ms. Williams reviewed current funding for Commuter Solutions, which consisted of state, regional, and local funds. She said the program used a "corridor" approach to prioritize implementing services because of heavy demands. She listed the criteria used to identify a priority corridor or project. She continued with a review of activities and performance.

Mr. Kortge asked if the program was considering the transportation impact of the new hospital planned for Junction City. Service Planner Ruth Linoz replied that she was on a committee involved with Junction City's development and had emphasized the need to make transit a part of the planning process.

Mr. Evans asked about the status of land acquisition and construction for Park and Ride facilities and to what extent other agencies shared those costs. Ms. Williams said that LTD owned two facilities and the other were used at the discretion of the property owner. She said that two facilities had been withdrawn over the past six months and she hoped that the Park and Ride program would be the subject of some long-term planning efforts. Director of Planning and Development Tom Schwetz said that Park and Ride was a large part of the EmX strategies and he was looking at a spectrum of options, including joint development opportunities.

Mr. Gaydos asked that Park and Ride be discussed by the Board Service Planning and Marketing Committee.

Gateway Mall Station Relocation Project Update – Mr. Schwetz said that the Gateway transit station would be moved in connection with the Pioneer Parkway project in order to serve EmX better and provide more efficient routing to the mall. This project was funded through ConnectOregon. He used slides of conceptual drawings to illustrate the existing station and routing and compare it with the proposed station and routing. He said there would be a walkway from the station to the mall entrance. He said the walkway design was intended to channel pedestrians to the mall entrance and would result in a net gain of three parking spaces. He said the design also would provide some degree of traffic calming and had met with the approval of the mall owners. He also was working with six key mall tenants.

Mr. Eyster asked if the walkway was subject to any standards regarding accessibility, with respect to length. Mr. Schwetz said he was not aware of any requirements beyond width, but would check on that issue.

Mr. Schwetz noted that the new facility would be at the north end of the mall entrance instead of at one end, as the original design had indicated.

The meeting adjourned at 7:30 p.m.

Board Secretary

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

Wednesday, March 21, 2007

Pursuant to notice given to *The Register-Guard* for publication on March 15, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, March 21, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Michael Dubick
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Debbie Davis, Treasurer
Greg Evans

CALL TO ORDER/ROLL CALL – Ms. Ban called the meeting to order and Mr. Pangborn called the roll. Mr. Gaydos was not yet present.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – There were no announcements or additions to the agenda.

BOARD CALENDARS – There were no questions.

WORK SESSION

LTD Climate Study – Director of Human Resources and Risk Management Mary Adams stated that LTD was a member of the Diversity and Human Rights Consortium, a group of 11 public employers who organized in a collaborative effort to look at diversity among all of the member organizations. She said a climate (or diversity) survey was designed for use by consortium employers. It was distributed to LTD employees in January 2007. She said the survey was administered by Lockwood and Associates and results provided to LTD's Diversity Council. She introduced several staff members who were members of the council and would be reviewing the information, preparing a report for the Board, and developing a work plan. They were Senior Human Resources Analyst David Collier, Transit Development Planner Anita Yap, Accessible Services Manager Terry Parker, Graphic Designer Hannah Bradford, Bus Operator Ron Brown, and Assistant General Manager Stefano Viggiano.

Ms. Ban asked how LTD compared with other employers. Ms. Adams replied that an article in the *Register-Guard* indicated that the District compared favorably. She said that two issues to

address at LTD appeared to be policies related to antidiscrimination and harassment. She said the most common form of harassment identified was associated with political issues.

Mr. Collier said that a goal of the council was to reach a more diverse population, particularly when recruiting for top management positions for the District.

Ms. Yap said the council would shape an action plan and priorities around issues identified in the survey results. She said a priority would be a succession plan.

Mr. Dubick commented that he saw both positive aspects and challenges in the survey. He said that LTD shared challenges with the other public employers, including recruitment and retention.

Ms. Ban stated that she had seen a presentation about the changing demographics of the area and projections of the population in ten years. She said the nature of the workforce would change significantly and employers would need to plan for that.

West Eugene EmX Corridor Status Report – Director of Planning and Development Tom Schwetz reported that the West Eugene Group (WE) had been discussing issues beyond the West Eugene Parkway (WEP). He said WE had asked LTD and the City of Eugene to join and the membership of the group represented those entities with which the District needed to partner. He said the first 18 months of the process should provide sufficient information about the third corridor alignment to estimate costs for the next federal transportation bill. He said the process would be similar to those used to develop other corridors. He said that EmX was part of the West 11th Avenue traffic solutions and Veneta also was interested in what LTD could do to serve that communities needs better.

Mr. Pangborn said there was some concern about the short timeline of 18 months and there would need to be a backup plan in the event that there was no agreement on a preferred corridor.

Mr. Kortge asked if the corridor process would be focused on West 11th Avenue in various configurations. Mr. Pangborn replied that the City of Eugene had indicated that its second choice for an EmX corridor was Highway 99. He said if significant progress was not made on a West 11th Avenue corridor it might be necessary to begin a second process to consider an alternative, although that would be done in consultation with the City Council.

In response to a question from Mr. Kortge, Mr. Pangborn said the WE process would be started and if it appeared there was a problem with support for a corridor, the Eugene City Council would be asked to help resolve it in a timely manner. Mr. Schwetz said the Board would have a role in helping manage the process and develop the political will to identify a preferred alignment.

Trash at LTD Bus Stops – Director of Service Planning, Accessibility, and Marketing Andy Vobora reported that trash at bus stops and facilities was a concern for all districts. He said that LTD had a process to deal with trash at shelters and was working to educate customers about the problem. He said that littering was a community issue. He identified some of the problem areas and reviewed the strategies being considered to address the problem.

Mr. Eyster said he had only received one complaint about trash since he had been a Board member and asked if there had been a recent upswing in problems. Mr. Vobora replied that it was an ongoing issue.

APTA Conferences – Mr. Pangborn announced that there were American Public Transportation Association (APTA) conferences each year that might appeal to Board members, and referred to materials that described the nature of each conference. He said the conference that occurred around the first of May each year included a series of plenary sessions and hands-on workshops, the July conference was targeted to Board members and support staff and focused on policy issues, and in October there was a general annual conference. He asked Board members to let staff know if they were interested in attending one of the conferences.

Mr. Gaydos arrived at 6:10 p.m.

Mr. Kortge questioned whether it would be better to spend money on leadership activities in which all Board members could participate.

Mr. Dubick stated that he was interested in attending a conference and being exposed to a broad range of transit issues.

Ms. Ban said she had attended APTA conferences in the past and found them to be very valuable to her as a Board member.

Mr. Pangborn encouraged Board members to attend at least one APTA conference.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports – There were no questions.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that the District's financial condition had been stable for the first eight months of the fiscal year. She said the current monthly financial report was similar to last month and although there was some concern with the rising cost of fuel, it was still below budget.

United Front Update – Mr. Gaydos reported that the United Front initiative, which presented a coordinated set of local priorities for federal funding, was a valuable process in which local jurisdictions and public agencies, including LTD, participated each year. He encouraged LTD's continued participation and was pleased with the support for transit provided by United Front partners.

Legislative Update – Ms. Adams provided an overview of HB 2537, which would prohibit transit employees from striking and would require binding arbitration for collective bargaining agreements. She said the bill had been amended to remove language that would have made staffing levels a mandatory subject of bargaining. She said the bill was introduced on behalf of the Amalgamated Transit Union, which testified in support, and testimony in opposition was presented by the Oregon Transit Association. She noted that the LTD Board had not taken a position on the bill and TriMet was neutral as long as the bill passed as amended.

Ms. Ban asked if testimony had been presented on SB 476. Mr. Pangborn said the bill, related to the governance structure of the LTD Board, was in the process of being amended to eliminate the need for redistricting.

In response to a question from Mr. Eyster, Ms. Adams said that currently only OTA had taken a position in opposition to HB 2537, and several legislators had indicated their support.

Mr. Pangborn said there was support for HB 2422, which would increase the cigarette tax to fund Elderly and Disabled Transportation, but the governor did not support it. He said the governor perceived the bill as competing with his initiative to fund health care for children. Mr. Pangborn said that the ConnectOregon 2 bill was moving forward and the initiative to obtain funding from high-capacity transit bonds to meet EmX local match requirements was moving forward.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced April 2007 Employee of the Month Bus Operator Gloria Turcotte. He said that Ms. Turcotte had been nominated by a fellow bus operator and would be retiring soon after 30 years as an LTD employee.

Mr. Gaydos presented Ms. Turcotte with her award. Ms. Turcotte thanked the Board for her recognition and expressed her appreciation to the District. She said she would be sad to retire.

AUDIENCE PARTICIPATION – Mr. Gaydos called for comments from the public.

Melvin Barnes of Springfield reiterated his request for enhanced service in certain areas as originally proposed during his testimony at the February 12, 2007, public hearing on service recommendations.

Ilna Koleszar, a member of Residents for Responsible Rapid Transit (3RT) read a statement regarding an EmX corridor in West Eugene and submitted her statement in writing.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Eyster moved adoption of LTD Resolution 2007-011: “It is hereby resolved that the Consent Calendar for March 21, 2007, is approved as presented.” Mr. Dubick provided the second. The Consent Calendar consisted of the minutes of the February 12, 2007, special Board meeting and the February 21, 2007, regular Board meeting.

VOTE The Consent Calendar was approved as follows:
 AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: Davis, Evans (2)

Fiscal Year 2007-08 Pricing Plan and First Reading of Amended Fare Ordinance – Mr. Vobora distributed a handout titled *LTD Pricing History* and reviewed the history of group pass price fare increases. He noted that the fare changes had been the subject of two public hearings.

Mr. Eyster commented that 8 percent seemed like a large increase.

Mr. Dubick asked if there had been feedback from group pass customers. Mr. Vobora replied that all customers had been notified and no responses had been received.

Mr. Kortge said the Finance Committee had reviewed the increase and did not think it was inappropriate.

Ms. Hellekson noted that fuel prices had doubled during the same period and personnel services costs were also growing.

Ms. Ban asked if there was a risk that some employers would leave the program. Mr. Vobora replied that the Business Energy Tax Credit (BETC) was becoming more popular as a way to realize savings from participation in the program.

Mr. Pangborn remarked that increases were a difficult decision, but it was important to try to avoid having the business community subsidize the pass program.

Mr. Kortge commented that the District could not operate in a deficit.

Mr. Vobora pointed out that the group pass program was still a great bargain.

Mr. Dubick said the Finance Committee thought that the increase was reasonable, consistent with the formula, and based on costs. Mr. Pangborn added that the District had attempted to track increases in fares to inflation.

MOTION Mr. Kortge moved that the Fourteenth Amended Ordinance No. 35 be read by title only. Ms. Ban provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: Davis, Evans (2)

Ms. Ban read the title: "Fourteenth Amended Ordinance No. 35, An Ordinance Setting Fares for the Use of District Services."

Fiscal Year 2007-08 Service Proposal – Mr. Vobora reviewed the 2007 Service Proposal and stated that public testimony had been received over the past three months. He pointed out that the proposal had been amended based on the public comment, including implementing some service during the summer bid instead of the fall bid.

Mr. Kortge recognized Mel Barnes for his advocacy for routes and encouraged him to continue providing input to the District.

MOTION Ms. Ban moved approval of LTD Resolution 2007-012: "It is hereby resolved that the LTD Board of Directors approves the FY 2007-08 service recommendations as presented on March 21,

2007, and as shown on the 2007 Annual Route Review Service Change Summary. Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Long-Range Financial Plan – Ms. Hellekson said the Finance Committee had reviewed three versions of the Long-Range Financial Plan (LRFP) based on growth in personnel services and year-end estimates and was recommending Board approval of the version contained in the agenda packet. She noted that the plan included an assumption of \$2.35 per gallon for fuel and there was no debt financing.

Mr. Kortge expressed concern about the accessible services budget issue and the increasing demand for services. He said it would be difficult to project future increases as the population aged.

Ms. Hellekson said the LRFP was a rolling plan and she expected it would be below the \$6 million in reserves by the sixth year, although the assumptions in the plan were conservative and adjustments could be made in earlier years.

There was a discussion of the impacts of employee retirements, overtime, and use of leave on the budget.

MOTION Mr. Kortge moved approval of LTD Resolution 2007-013: "It is hereby resolved that the revised Long-Range Financial Plan is approved as presented. Ms. Ban provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Forming Focused Subcommittees for EmX Steering Committee – Mr. Schwetz explained that as the EmX project became focused on two geographically separated areas (Pioneer Parkway and West Eugene), the Steering Committee had discussed creating two subcommittees--one to focus on each of the geographic areas. He said the recommendation was for the Steering Committee to appoint the subcommittees, with at least three Steering Committee members on each. He said that additional subcommittee members could be appointed on an as-needed basis or as directed by the Board. He said the subcommittee for West Eugene could coordinate with the WE group. He noted that a 3RT member had been invited to participate with that group.

Mr. Kortge questioned the need for subcommittees in the absence of clear direction from the City of Eugene. Mr. Schwetz responded that the Steering Committee approach had worked well with the Franklin Corridor, which involved both Eugene and Springfield. He said there were now two

processes, one for each city, and it made sense to have two groups. He said the Steering Committee would continue to provide overall perspective to the process.

Ms. Ban remarked that the subcommittee approach would be similar to the stakeholder strategy used for the Coburg Road process.

Mr. Dubick commented that there were two projects in two separate locations dealing with different sets of challenges. He said the subcommittees could address the details of their respective projects and bring large issues to the Steering Committee for decisions. Mr. Schwetz agreed. He said the subcommittees would likely meet on a monthly basis and be involved in projects at a much more detailed level than the Steering Committee. He said the subcommittees would be advisory to the Steering Committee and not be responsible for making decisions; the subcommittees would not diminish the role of the Steering Committee.

MOTION Mr. Eyster moved approval of LTD Resolution 2007-014: "It is hereby resolved that the EmX Steering Committee is directed to appoint individual corridor-focused subcommittees as needed." Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

ADJOURNMENT – The meeting was adjourned at 7:40 p.m.

Board Secretary

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

Wednesday, May 16, 2007

Pursuant to notice given to *The Register-Guard* for publication on May 10, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular meeting on Wednesday, May 16, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
 Debbie Davis, Treasurer
 Michael Dubick
 Greg Evans
 Mike Eyster
 Dean Kortge, Secretary
 Mark Pangborn, General Manager
 Jo Sullivan, Clerk of the Board
 Lynn Taylor, Minutes Recorder

Absent: Susan Ban, Vice President

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 5:33 p.m. Mr. Pangborn called the roll. Mr. Kortge was not yet present.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos thanked everyone for attending the meeting.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Gaydos noted that the Americans with Disabilities Act (ADA) celebration at the Eugene Station had been well attended, and was a good opportunity to talk about LTD's commitment to accessibility. He said that Facilities Services Manager Charlie Simmons and Accessible Services Program Manager Terry Parker had done a good job.

Mr. Gaydos also said that he and Planning and Development Director Tom Schwetz had met with a citizen group calling themselves the Residents for Responsible Rapid Transit (3RT). He said this group cared about the neighborhood and had creative ideas that LTD and the City would explore. An open house to kick off the West Eugene EmX process was scheduled for May 28, and Mr. Gaydos suggested that Board members drop in if they could.

Mr. Pangborn asked to add an action item to the agenda, to approve the negotiating team designated by Human Resources Director Mary Adams.

Mr. Pangborn also introduced Jeanne Schapper, an administrative secretary in General Administration, who was working with Ms. Sullivan on Board agenda materials and would be attending meetings in Ms. Sullivan's absence.

Mr. Pangborn noted that the Board members had driven past people handing out literature on the sidewalk outside the Glenwood facility. He explained that they were Portland union employees who likely would be running for treasurer of the union. Director of Transit Operations Mark Johnson noted that they were on the sidewalk because campaigning on LTD property could not begin officially until July 16, according to LTD's policy regarding campaigning for union office.

BOARD CALENDARS – Mr. Pangborn noted that there would be both a work session and regular Board meeting in June, on June 11 and June 20, respectively.

MOTION LABOR NEGOTIATION TEAM APPOINTMENT – The Board received an agenda item summary on this topic. Director of Human Resources and Risk Management Mary Adams explained that at the January 17, 2007, meeting, the Board had designated her position, the director of Human Resources and Risk Management, as LTD's permanent designee for the purposes of labor negotiations. The resolution before the Board would name the rest of the negotiating team for the current negotiations session.

Mr. Eyster moved approval of LTD Resolution No. 2007-020:

It is hereby resolved that the LTD Board of Directors appoints the following additional members to the LTD Negotiating Team for the purposes of negotiating the 2007-2010 labor agreement: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance. Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

VOTE Ms. Davis seconded, and the motion was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Ban, Kortge (2)

MOTION EXECUTIVE SESSION – Ms. Davis moved that the Board meet in executive session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations, and pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

VOTE The motion was seconded and approved by unanimous vote. The Board entered executive (non-public) session at 5:40 p.m.

Mr. Kortge arrived during the executive session.

RETURN TO REGULAR (OPEN) SESSION – The Board returned to regular session at 6:20 p.m.

ITEMS FOR INFORMATION AT THIS MEETING

Legislative Update – Assistant General Manager Stefano Viggiano provided a brief update on the status of state legislative issues of interest to LTD.

Status Report on West Eugene EmX Extension Planning – Director of Development Services Tom Schwetz explained that the West Eugene or WE Group, a citizen committee, had changed its name to the West Eugene Collaborative. With the support of LTD, the City of Eugene, the environmental community, and the business community in equal shares, this group was able to hire a facilitator to begin the collaborative process. At the first meeting the previous week, they had hired Osprey, a facilitation group from Colorado, who had also worked on the West Eugene Parkway discussion during the previous year. LTD also was working with the Residents for Responsible Rapid Transit (3RT), a neighborhood-based group along West 11th Avenue.

Mr. Schwetz said that LTD was still working through what role these groups would play in LTD's West Eugene EmX extension study process. He said that this would dovetail into a federal environmental process, so the District needed to be careful about how decisions would be made at which different points in the process.

The EmX Steering Committee was scheduled to meet on June 5. Existing Steering Committee members would be appointed to each of the Board-approved subgroups, and staff proposed adding stakeholders to those groups, as well. The subgroups would be meeting on a regular basis and making reports at the quarterly EmX Steering Committee meetings for any decision-making. The Steering Committee would then bring recommendations to the Board for final decisions.

Mr. Gaydos called for a two-minute break at 6:28 p.m.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced Bus Operator Pam Guthrie as the June 2007 Employee of the Month. He said Ms. Guthrie was nominated by a customer because of service that exceeded expectations for customer service.

Mr. Gaydos presented Ms. Guthrie's awards and expressed the Board's appreciation for her exceptional customer service.

Ms. Guthrie thanked the Board for the award and said that LTD was one of the best places she had ever worked. She enjoyed her job and the camaraderie.

AUDIENCE PARTICIPATION – Mr. Gaydos determined there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Dubick moved adoption of LTD Resolution 2007-017: "It is hereby resolved that the Consent Calendar for May 16, 2007, is approved as presented." Mr. Eyster provided the second. The Consent Calendar consisted of the minutes of the March 21, 2007, regular Board meeting and the April 25, 2007, special Board meeting.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENCES: None
EXCUSED: Ban (1)

Transportation Financing Proposal – Assistant General Manager Stefano Viggiano introduced Tim Clevinger, a director with the Oregon Business Council (OBC), to present the proposal. He said staff recommended the Board's support.

Mr. Clevinger spoke to the Board about the pressing need for transportation financing and the OBC's proposal to the legislature for addressing permanently what was estimated to be a \$1.7 billion shortfall in financing for the State's transportation infrastructure. He said that Oregon was one of the most trade-dependent states and a recent study on transportation estimated that slightly over \$1 billion a year in economic activity was lost due to the backlog of transportation projects. He said that congestion was a growing problem in cities across the state and affected citizens, transit, and industry. He said that both population and freight volumes were increasing and infrastructure problems were becoming increasingly expensive to fix.

Mr. Clevinger said the Oregon Business Council, Association of Oregon Counties, Portland Business Alliance, and Port of Portland had joined together in support of a proposal calling for an increase in the gas tax and registration and vehicle title fees. He said that HB 3018 and HB 2653 would direct those increases and were scheduled for a work session on May 18, and asked for the Board endorsement and support of both bills.

Mr. Kortge asked if a conflict likely would arise between east and west when the bills went to the House floor. Mr. Clevinger replied there was some opposition from the more rural eastern parts of the state, but Central Oregon was experiencing significant congestion and understood the need for additional funding.

Mr. Evans asked how the revenue from increases in user fees would be distributed. Mr. Clevinger said the details had not been finalized, but the Oregon Department of Transportation (ODOT) was working with cities and counties to develop a completely integrated Oregon Transportation Plan (OTP) and, specifically, congestion relief and freight mobility projects would be forwarded to ODOT for a review of consistency with the OTP. He said the concept was that projects would be funded on the basis of consistency and integration, rather than on a geographic basis.

Mr. Eyster said the proposal would ask the legislature to prioritize transportation funding over other needs such as education, public safety, health care, and other needs. He asked how the Oregon Business Council could make that argument. Mr. Clevinger said the OBC had a variety of issues it believed were priorities for the state, including education and health care. He said those were General Fund programs, and transportation funding was through user fees.

MOTION Mr. Evans moved approval of LTD Resolution No. 2007-018: "It is hereby resolved that the LTD Board of Directors supports HB 2653 and HB 3018, relating to increases in highway user fees." Mr. Eyster provided the second.

Mr. Viggiano noted that the bills could be merged during the legislative process and some of the specific details might be changed. He noted that the Board was voting on a user fee increase concept, but the specifics might be different from the current language in the bills.

Director of Planning and Development Tom Schwetz, in response to a question from Mr. Gaydos, said ODOT operated primarily on the gas tax, and revenue was allocated annually through the State Transportation Improvement Program (STIP) to the five regions in the State. He said Region 2, which included Lane County, was one of the more complex regions, with a mix of urban

and rural areas and many transportation needs. He explained the allocation formula and said the gas tax revenue did not begin to address those needs. He felt the OBC proposal would help to solve the shortfall problem.

VOTE The motion was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSECTIONS: None

EXCUSED: Ban (1)

Mr. Viggiano said that staff would draft a letter of support for Mr. Gaydos' signature and invited Board members to testify at the May 18 work session.

River Road Station Site Purchase – Mr. Schwetz reviewed the agenda material and emphasized that the current site was vital to LTD's operation. A public investment already had been made on the site as a Park & Ride and transfer station, and there were no other suitable vacant or underdeveloped sites within a reasonable distance of the current site. He said the Board Service Planning and Marketing Committee had recommended purchase of the site.

MOTION Mr. Eyster moved approval of LTD Resolution No. 1007-021: "It is hereby resolved that the LTD Board of Directors authorizes the general manager to pursue purchase of the River Road Transit Station site. Mr. Evans provided the second.

VOTE The resolution was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSECTIONS: None

EXCUSED: Ban (1)

Human Resources Committee Recommendation: General Manager's Goals and Objectives

– Mr. Gaydos reported that the Human Resources Committee had reviewed draft goals and discussed them with Mr. Pangborn and Director of Human Resources and Risk Management Mary Adams. He said the goals had been revised and were recommended by the Committee to the Board for approval.

Ms. Adams pointed out that the general manager was the Board's only direct employee and goals and objectives were required as part of the performance evaluation process. She then invited questions from the Board.

Mr. Kortge noted that Goal 1.b under the One-Year Goals section was to secure funding for the Pioneer Parkway Green Line extension. He felt it was not possible to hold the general manager responsible for securing the funding and preferred more measurable language, as there were so many variables involved. Mr. Pangborn felt that the general manager's goals were a blend of personal and organization goals and it was appropriate to expect him, as general manager, to guide the District in attaining those goals.

Mr. Evans suggested rewording the goal as "*Actively pursue securing funding . . .*" Mr. Kortge agreed with the suggestion.

Mr. Kortge pointed out that the term "successful" as used to describe negotiation of a new ATU labor agreement in Goal 1.c would be difficult to measure.

Mr. Pangborn suggested rewording the goal to read "Oversee the *resolution of* negotiation" Mr. Kortge thought that was better language.

Mr. Dubick commented that Mr. Pangborn was a Board employee and the Board would evaluate him. He said the goals represented direction from the Board and he was comfortable with the current wording as he felt the Board would be reasonable in the application of those goals during a performance evaluation. He said that none of the goals was impossible to achieve and the Board would be realistic in its expectations.

Mr. Eyster concurred with Mr. Dubick's remarks. He said that even though the goals were discrete, he would measure Mr. Pangborn's performance on a continuum that considered the context.

Mr. Kortge agreed that the goals represented the Board's direction, and said they needed to be as clear as possible with precise language. He said that a term like "successful" was a measurement term that had nothing to define it. Mr. Pangborn said he would define "success" as maintaining open communications with the Board throughout the entire negotiation process.

Regarding Goal 1.f, Mr. Kortge did not perceive the general manager as the District's only representative before the legislature. He did not think that the Board could hold the general manager accountable for working with the school districts to secure replacement funds as set forth in Goal 1.h or accountable for improving the community's understanding of transportation/transit needs under Goal 2.a(1).

Following a discussion by members, Mr. Gaydos directed that the Human Resources Committee review the performance goals again, amend them as necessary, and bring them back to the Board for consideration.

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Board Member Reports – Mr. Gaydos reported on a listening session with the Federal Highway Administration as part of the Lane Council of Governments (LCOG) certification process. He said that several Metropolitan Policy Committee (MPC) members were in attendance.

Mr. Kortge reported that he and Mr. Viggiano had attended a meeting of the Rubicon Society of Lane County.

Mr. Eyster said he had visited the Walnut Station open house and it appeared to be a success.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that fuel prices continued to trend upward but were still within the budget. She said there were still concerns about Accessible Services and there might be a supplemental budget to address expenditures. She said there were good indicators on the EmX services, including a drop in overtime. She said that the District was expected to finish the fiscal year in good shape. She hoped to report a jump in fuel tax revenue in conjunction with the rate increase. Regarding the River Road Station, she said that funding the acquisition would be referred to the Finance Committee.

In response to a question from Mr. Evans, Ms. Hellekson indicated that currently there were no unallocated federal funds that would be available for the station purchase. She said unprogrammed federal funds would not be available for at least a year and that would be outside the window of opportunity for purchasing the property. She said that the property could be purchased in accordance with federal regulations and permission requested from the Federal Transit Administration for the District to reimburse itself with future funding. She said the Finance Committee would consider the issue in depth at its next meeting.

Mr. Eyster asked if the District would need to make a lease payment as a bridge. Ms. Hellekson replied that the current lease expired in September, during the new fiscal year, and a lease payment amount was included in the new budget as a placeholder.

Mr. Pangborn announced that Director of Maintenance George Trauger was beginning a test program for biodeisel. Mr. Pangborn said the fuel was already on site and the vehicles were being selected. He said that Mr. Trauger was working with other transit properties that had already begun a biodeisel program. He explained that the program would begin with a 95 percent diesel/5 percent vegetable oil mix and noted that regular engines could be run on up to 20 percent vegetable oil mix without voiding the warranty.

ADJOURNMENT: The meeting adjourned at 7:17 p.m.

Board Secretary

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

Wednesday, June 20, 2007

Pursuant to notice given to *The Register-Guard* for publication on June 14, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, June 20, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
 Susan Ban, Vice President
 Debbie Davis, Treasurer
 Michael Dubick
 Greg Evans
 Dean Kortge, Secretary
 Mark Pangborn, General Manager
 Jean Schapper, Administrative Secretary/Assistant to Clerk of the Board
 Lynn Taylor, Minutes Recorder

Absent: Mike Eyster

CALL TO ORDER/ROLL CALL – Mr. Pangborn called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos said there was positive news to discuss, as well as several interesting presentations.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Pangborn distributed copies of a brochure on LTD that had been developed in response to the need for a brief overview of the system. He said that LTD's leadership in bus rapid transit (BRT) had generated interest from across the country. He noted that the American Public Transit Association (APTA) was holding a two-day conference in Eugene the following week and the discussion topic would be BRT standards. He said that representatives from other communities and districts visited LTD frequently.

BOARD CALENDARS – Mr. Dubick noted his planned time out of town for the calendar.

Mr. Pangborn said that a picnic for Board members and the District's leadership group would be scheduled sometime in the first half of August. Board members would be polled to determine the date.

WORK SESSION

West Eugene EmX Extension Planning Project Update – Director of Planning and Development Tom Schwetz reported that 75 people had attended the May 21 open house and a summary of comments from that meeting was included in the agenda packet.

Mr. Gaydos asked about a comment regarding the need for noise abatement at some EmX shelters, which were described as "painful." Mr. Pangborn said he was not certain what the concern was about as the EmX vehicles were actually quieter.

Ms. Ban thought perhaps it was the experience of standing in the roadway median that made some people fearful and raised their sensitivity to noise.

Mr. Gaydos noted that another concern was that EmX presented a barrier to pedestrians. Mr. Schwetz said that he was unaware of any specific problem. Mr. Pangborn said that people who were jaywalking could perceive the system as a barrier. He did not think that it was a barrier to people who used appropriate pedestrian crossings. He suggested that those issues could be included in a follow-up intercept study to be done in a year or so.

Mr. Schwetz said the WE (West Eugene) Collaborative had established subcommittees to develop a general work plan for the collaborative and to address the relationship between the collaborative and the corridor studies being conducted by the City of Eugene and LTD. He said that LTD staff and Board members were participating in the process and materials related to the subcommittee work would be provided to the Board.

Mr. Schwetz said the next steps in LTD's study would define the problem statement, establish the project's purpose and need, and develop a set of criteria to evaluate alternatives. He said staff would return to the Board in the near future with a discussion of the problem statement and purpose and need.

Regarding formation of BRT Steering Committee subcommittees, or corridor committees, he said that recruitment for members was open until June 25. He said the Steering Committee would review applications and select members for the corridor committees. He hoped that three LTD Board members could serve on each committee. He said of the three Board members serving on the EmX Steering Committee, Mr. Gaydos and Mr. Evans were logical choices for the West Eugene corridor committee and Ms. Davis was an obvious choice for the Springfield corridor committee. He suggested Mr. Dubick and Mr. Eyster for the Springfield committee. He said the corridor committees would have a 12- to 18-month lifespan.

Learning, Education, Awareness, and Personal Growth (LEAP) – Director of Human Resources and Risk Management Mary Adams introduced Training Specialist Pat Rather to present the LEAP program, which was an outcome of the *Looking to the Future Plan*.

Mr. Rather presented an overview of the LEAP program, which was designed to offer LTD employees opportunities to move into key positions through expanding skills and qualifications without giving the impression that individuals were being "groomed" for specific positions. He explained that the intent was to help employees become qualified candidates for vacancies and fulfill LTD's commitment to become a learning organization that fostered employees' personal and professional growth.

Mr. Rather described the LEAP opportunity categories, some of which were still in the concept stage:

- Global - growth opportunities for all District employees
- Department - training specific to a department
- Special intensive - transit management and leadership training through external educational opportunities for selected individuals
- Special projects - opportunity for selected individuals to gain experience in management by acting as a manager for a project
- Special opportunities - opportunity for selected individuals to gain greater understanding of specific positions within LTD

Mr. Rather said that special LEAP opportunities meant that an employee would work directly with the person who held a particular position. He said those opportunities could be available when an employee in a key position was leaving or when the District believed there was value in having other employees gain a more in-depth understanding of a position by working with the incumbent. He said that any current LTD employee could apply for a special opportunity and candidates would be selected based on various criteria, including whether the person represented LTD values and was self-motivated, and whether there would be benefit for the person and the District.

Mr. Rather said a special opportunity would include spending five to ten hours per month with the incumbent and independent study time. He said it was emphasized to program participants that it was not a promotion or job advancement system and there was no guarantee that the participant would be hired for that job. He illustrated the LEAP special opportunity informational materials distributed to employees for a human resources position being vacated by a retiring employee.

Mr. Kortge asked if LEAP program participation was on an employee's personal time. Mr. Rather said that time spent with the instructor during the workday was paid; self-study was on personal time.

Mr. Evans asked if an employee, such as a bus driver who was interested in becoming a planner, could take outside classes and receive LEAP program credit for them. Mr. Rather said that had not yet been addressed in the program design, but it was a good idea and would be considered as the program evolved.

Mr. Evans asked if LTD would pay for training that it did not have the capacity to provide internally. Mr. Rather said that was not currently a part of the program, but could be explored.

Ms. Ban asked if there was a training budget. Mr. Rather said there was, but it was not earmarked for individual employee tuition.

Mr. Evans suggested that the program could partner with an employee to match dollars for educational activities. Mr. Pangborn said that in the past LTD had paid for employee education but that program was eliminated several years ago. The district was now trying to rebuild opportunities for employee professional and personal growth.

Director of Service Planning, Accessibility, and Marketing Andy Vobora noted that Service Planner Ruth Linoz was hired as a bus driver but had returned to school in order to acquire the education necessary to move into a planning position.

District Sustainability Policies – Mr. Schwetz stated that based the Board's interest in and support of pursuing sustainable business practices, staff were in the process of developing a

sustainable business plan. He asked the Board to consider adoption of a sustainability policy to guide the development of that plan. He defined sustainability as meeting the needs of the present without compromising the ability of future generations to meet their own needs. He showed a slide presentation of the proposed policy, which would commit the District to pursuing sustainable practices in four areas:

- Providing quality transit service
- Using environmentally friendly vehicles
- Constructing earth-friendly projects
- Implementing sustainable operating practices

Mr. Gaydos asked how the District was disposing of hybrid batteries. Mr. Schwetz said staff were researching what practices were most sustainable. Director of Maintenance George Trauger added that the District currently had contracts with manufacturers and suppliers to trade used batteries for new ones. He said that manufacturers then dismantled and recycled the old batteries.

Mr. Kortge asked how providing onsite showers for employees was a sustainable practice. Mr. Schwetz replied that it would encourage employees to commute by bicycle.

Mr. Kortge asked how the District would assure that contractors used sustainable business practices. He was concerned about the administrative burden on the District of monitoring and documenting compliance. Mr. Schwetz said the concept was intended to assure that the individuals and organizations receiving District resources also engaged in sustainable practices, but at this point was an encouragement and not a compliance issue.

Mr. Evans pointed out that LTD already was a leader in sustainable business practices. He thought that in addition to adopting a policy, the District should raise its profile in the community by highlighting its sustainability accomplishments and promoting mass transit as a sustainable practice.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced the July 2007 Employee of the Month, Dottie Blackmarr. He said that Ms. Blackmarr had received the Safe Driving Award four times and was nominated by a regular rider who appreciated her attention to customer services.

Mr. Gaydos presented Ms. Blackmarr with her awards and congratulated her on her selection. Ms. Blackmarr thanked the Board for her award, which she said she was ecstatic to receive.

AUDIENCE PARTICIPATION – Mr. Gaydos called for comments from the audience.

1. Jozef Siekiel-Zdzienicki, 1025 Taylor Street, Eugene, stated that he was a member of 3RT. He cited a June 11, 2007, article in the *New York Times* about a personal rapid transit (PRT) system in West Virginia that connected two campuses with an electric rail that allowed passengers to select their own stops.

Mr. Siekiel-Zdzienicki said there was some confusion regarding a statement at the June 5 Steering Committee meeting that the Eugene City Council directed LTD to study only the West 11th corridor. He said he had spoken to the mayor and a city councilor and at its June 11 meeting the City Council indicated that was not the directive on October 9, 2006.

The directive was to focus on the West 11th corridor but not specifically just work on that corridor; the study should be broader.

Mr. Siekiel-Zdzienicki proposed an expansion to study the Highway 99/Barger/Roosevelt loop, since the center of population was gradually moving to the northwest and that was where the housing development was. He said at the Eugene Station the #41 bus was loaded and people used that route heavily. He was trying to figure out where the confusion had occurred between what was stated at the Steering Committee on June 5 and what the City Council had stated on June 11 and asked for an explanation of the source of that confusion.

2. David Cohen, 401 Potter Street, Eugene, stated that the driver on the #24 bus had reprimanded him for eating a small lollipop, although the dispute was settled amiably. He said the next day he was the victim of an accident on a bus when a large piece of unsecured luggage brought aboard by another passenger had fallen on him when the bus stopped quickly. He questioned why there would be such concern about eating a small piece of candy, but not about the dangers posed by a large, freestanding piece of luggage. He had filed a complaint related to the accident with customer service and after a second inquiry he was told that LTD had no responsibility for falling luggage. He said his injury did not warrant going to the doctor, but he hoped that LTD would conduct a priority assessment of risks on buses. He also asked that operators more closely monitor people sitting in seats reserved for the elderly or infirm.

ITEMS FOR ACTION AT THIS MEETING

Consent Calendar - Mr. Gaydos noted that revised materials related to the resolution had been distributed. Mr. Pangborn explained that a resolution reaffirming the District's boundaries was an annual housekeeping requirement.

MOTION Mr. Kortge moved that the Board adopt LTD Resolution No. 2007-022: "It is hereby resolved that the Consent Calendar for June 20, 2007, is approved as presented." Ms. Davis provided the second. The Consent Calendar consisted of LTD Resolution No. 2007-028, A Resolution Reaffirming the Territory in the District Within Which the Transit System Will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a).

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSENCES: None
 EXCUSED: Eyster (1)

Olympic Trials Service Request – Mr. Vobora said the issue had been discussed by the Board's Service Planning and Marketing Committee and Finance Committee and referred to the Board for a decision, because the request deviated from the established pricing policy and the Olympic Trials were a significant event. He introduced Greg Erwin of the organizing committee to speak to the Board about bus service for the trials.

Mr. Erwin said the 2008 Olympic Trials would be held in July 2008 in Eugene. He said that 900 to 1,000 media representatives were anticipated, with worldwide news coverage of the event. He

said there was an operating budget of \$7 million to \$8 million, based primarily on revenue from ticket sales, sponsorships, and grants from local jurisdictions and organizations. He said the trials would generate jobs and employment income that would be subject to the payroll tax, as well as significantly increase employment in the local hospitality industry.

Mr. Erwin said the local organization committee had made commitments to U.S. Track and Field and the community to have the most eco-friendly and efficient transportation system possible to serve the needs of athletes, spectators, the media, and everyone involved in the event. He said Park & Ride shuttle services from Autzen Stadium and South Eugene High School were major features, along with dedicated shuttles for the media from the Gateway area and shuttles for officials staying at the Valley River Inn. He indicated that streets near Hayward Field would be closed and driving in that area extremely difficult; to mitigate the impact on adjacent neighborhoods and minimize traffic problems people would be encouraged to use the shuttles and transit system. He said it was a good opportunity to showcase EmX. He estimated the fully allocated cost of bus service at a maximum of \$150,000 and asked the Board to consider waiving the entire amount as LTD's contribution to and partnership with the Olympic Trials. He hoped the Board would demonstrate leadership in the community by helping to sponsor a major event that could rebrand Eugene as the track capital of the world and provide a stepping-stone to many more opportunities.

Mr. Kortge said the Finance Committee had discussed the request and was recommending that the Board approve a direct costs pricing policy for the event, with an estimated cost of \$115,700. He said the committee made that recommendation because it did not believe it could recommend donation of the fully allocated cost when the District was faced with the loss of funding for the school bus pass program.

Mr. Dubick added that the committee thought that it was appropriate to charge only the direct costs and contribute the rest. He reiterated that the committee did not believe it could justify in the budget or to taxpayers the donation of the entire fully allocated cost, especially given the situation with the school program.

Mr. Vobora reported that there had been discussion with the Department of Energy about preserving the school bus pass program. He said the Service Planning and Marketing Committee had discussed the request in the context of LTD's longstanding relationships with other event providers in the community who paid the fully allocated amount.

In response to a question from Ms. Ban, Mr. Vobora reviewed the four possible pricing levels: (1) Level 1 (fully allocated costs) at \$115 per hour; (2) Level 2 (sum of direct costs) at \$89 per hour; (3) Direct Variable Cost Pricing at \$61 per hour; and (4) Alternative Pricing at an hourly rate to be set by the Board.

Mr. Kortge remarked that donating the indirect costs was a good contribution.

Ms. Ban said the District's taxpayer-funded status made it difficult to justify charitable contributions. She thought that a level below the fully allocated costs would be justifiable.

Mr. Evans said there was a business case that could be made in favor of a contribution because of the additional income that could accrue from the event.

Mr. Pangborn pointed out that \$1 million in salary generated \$6,200 in payroll tax revenues. Ms. Hellekson noted that the challenge would be to collect that tax from temporary jobs.

MOTION Mr. Dubick moved adoption of LTD Resolution No. 2007-023: "It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$89 per service hour for approximately 1,300 hours of service for the 2008 Olympic Trials shuttle service package, at an estimated cost of \$115,700. Mr. Evans provided the second.

Mr. Gaydos indicated that he would vote in opposition, as he preferred the third pricing policy option.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Kortge (5)
NAYS: Gaydos (1)
ABSENTIONS: None
EXCUSED: Eyster (1)

Federal Transit Administration Grant Applications – Grant Administrator Todd Lipkin reviewed the seven grant applications, details of which were provided in the agenda packet. He said that the grant applications comprised the single largest grant resolution in LTD's history.

Public Hearing on Capital Grant Applications: Mr. Gaydos opened the public hearing and called for testimony. He determined there was no one wishing to speak and closed the public hearing.

MOTION Mr. Evans moved adoption of LTD Resolution No. 2007-024: "It is hereby resolved that the LTD Board of Directors approves the proposed grant applications listed below, which total \$23,802,672 in federal funds, and authorizes the general manager to submit these applications to the Federal Transit Administration for approval:

1. FY2007 Surface Transportation Funds
2. FY 2007 - 5307 Urbanized Area Formula Funds
3. FY 2007 - 5309 Bus and Bus-Related Facilities Funds
4. FY 2006 and 2007 - 5317 New Freedom Funds
5. FY 2007 Discretionary Applications (Competitive Process)
6. FY 2007 - 5339 Alternatives Analysis
7. FY 2007 - 5309 Small Starts - Pioneer Parkway EmX

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Eyster (1)

FY 2006–07 Supplemental Budget #2 – Accounting Manager Carol James explained that the resolution before the Board would modify the FY 2006-07 adopted budget in three areas: a \$150,000 increase in the General Fund transfer to Commuter Solutions, an increase in the General Fund transfer to the Accessible Services Fund of up to \$385,400, and an increase in capital projects by \$537,000 in the Capital Projects Fund for paratransit vehicles that arrived earlier than anticipated.

Mr. Kortge asked if staff could project the costs of accessible services in five years, given the dramatic increases in the past. Ms. James thought that the increase would be somewhat similar to that in health care costs, at 15 to 20 percent per year. She said that was not sustainable.

Mr. Kortge said that was an issue that the District would need to address. Mr. Vobora said the legislature seemed to recognize the need to do something to help transit districts, although the solution might need to happen at a national level.

Mr. Evans said that the District should begin to discuss concerns about accessible services with its partner districts in the state and the Oregon congressional delegation, because a solution to the unfunded mandate would have to come at the federal level. Mr. Pangborn said although accessible services was an unfunded federal mandate, he thought the solution would have to be at the state level, since that would be the likely source of funding. He thought it was unlikely that the federal government would provide any resources.

Mr. Evans said that as a leader in accessible services, LTD was in a good position to take the lead on the issue.

Mr. Gaydos suggested that the issue could also be brought to the attention of the Metropolitan Planning Organization (MPO).

MOTION Ms. Ban moved approval of LTD Resolution No. 2007-025, amending the LTD fiscal year 2006-2007 budget as represented in the resolution. Mr. Kortge provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSECTIONS: None
 EXCUSED: Eyster (1)

FY 2007–08 Budget Adoption – Director of Finance & Information Technology Diane Hellekson stated that the budget before the Board for adoption was the same as the version approved by the Budget Committee on April 26, 2007. She noted that the budget added seven positions: four bus operators and three administrative positions.

Public Hearing on FY 2007-08 Budget: Mr. Gaydos opened the public hearing and called for testimony. He determined that there was no one wishing to speak and closed the public hearing.

MOTION Mr. Evans moved approval of LTD Resolution No. 2007-026, adopting the LTD fiscal year 2007-2008 budget and appropriating \$75,478,520 as represented in the resolution. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSECTIONS: None
 EXCUSED: Eyster (1)

Board Adoption of District Sustainability Policies – Mr. Schwetz asked that the Board consider adopting the sustainability policies discussed earlier during the work session part of the agenda.

Mr. Kortge asked why it was necessary to adopt the policy or develop a sustainability plan. Mr. Schwetz said the policies would become the cornerstone of the sustainability plan, which was being developed to give LTD the ability to define, track, improve, and report its sustainability practices to the community.

MOTION Mr. Dubick moved approval of LTD Resolution No. 2007-027: "It is hereby resolved that the LTD Board of Directors adopts the proposed sustainability policies." Ms. Davis provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSENTIONS: None
 EXCUSED: Eyster (1)

Human Resources Committee Recommendation: Revised General Manager's Goals and Objectives – Ms. Adams said that the Human Resources Committee had updated the goals and objectives based on feedback from the Board at its last meeting.

MOTION Ms. Davis moved approval of LTD Resolution No. 2007-028: "It is hereby resolved that the LTD Board of Directors approves the LTD General Manager 2007 Goals and Objectives as recommended by the LTD Board of Directors Human Resources Committee." Mr. Dubick provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSENTIONS: None
 EXCUSED: Eyster (1)

ITEMS FOR INFORMATION AT THIS MEETING

Meetings Held or Attended – There were no questions.

Board Outreach –

1. Mr. Vobora reported that while there had been no agreement yet, there was a shift in the Department of Energy's perception of the school bus pass program and he was hopeful that the program would be continued with funding in another category.
2. Mr. Vobora drew the Board's attention to the list of neighborhood associations organized by Board member subdistrict. He encouraged Board members to attend those neighborhood meetings whenever possible to share information about the District's activities. He said that staff were developing a list of suggested discussion topics and related materials.

3. Mr. Evans reported that he had attended a 3RT meeting on June 4 and it was very informative. He had lunched with the chair of Active Bethel Citizens, who was very interested in being a member of the West Eugene EmX Committee, as were some 3RT members. He had forwarded those names to the appropriate LTD staff.
4. Mr. Vobora said there were very happy people, including the CEOs of Hynix and Invitrogen, on hand to welcome the first bus to arrive on the first day of service change.

Legislative Update – Assistant General Manager Stefano Viggiano referred to the legislative issues report included in the agenda packet and provided highlights of updated information. He said that ConnectOregon 2 had been passed by the legislature and gone to the governor for signature. He said the cigarette tax would not pass this session, but the legislature had passed a budget note that directed the Oregon Department of Transportation and the Department of Human Services to study the issue and work with transit districts to develop a proposal for the next session.

Mr. Viggiano said that little information was available on lottery funds and he did not expect that LTD's request for \$10 million would be granted. He pointed out that the District would not need the money until 2009-2011, which made it more difficult to argue for receiving the funds now; however, the legislature was now aware of LTD's need. He said there was still some chance of more extensive highway user fees, such as an increase in license fees. He said a change in how districts could purchase fuel could benefit LTD by allowing fuel to be purchased under longer-term contracts through a third party, such as TriMet.

Monthly Financial Report – May 2007 – Ms. Hellekson noted it was ten days from the end of the fiscal year and the budget was in good shape. She said payroll tax receipts were still soft but there was an increase associated with the higher tax rate. She said that ridership numbers in the report were low because automatic passenger counting equipment had malfunctioned, and that would be corrected. She was pleased that fuel prices had come down and the District would finish the fiscal year under budget for fuel. She stated that an end-of-year status report would be provided to the Board no later than July 31, 2007.

Mr. Gaydos asked if EmX vehicle ramp problems had been resolved. Mr. Trauger said problems had occurred when moisture seeped into the ramp wiring and they were being resolved. He said the manufacturer was providing new wiring harnesses and investigating why some of the harnesses had been affected by moisture. He said vehicles had remained in service.

Mr. Kortge said the Finance Committee had an interesting presentation by the auditor, who impressed on the committee the importance of having good financial management systems in place as the Board was responsible for the funds that flowed through the District.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS - Mr. Kortge moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None

ABSENTIONS: None
EXCUSED: Eyster (1)

The Board entered Executive Session at 7:50 p.m. Members of the District's negotiating team were preset for this discussion with the Board.

RETURN TO REGULAR (OPEN) SESSION – The Board returned to regular session at 8:31 p.m.

Mr. Gaydos mentioned that at the previous Board meeting, the doors were not opened promptly at the close of the Executive Session, preventing some interested parties access to a portion of the remainder of the meeting. He reminded those present of the importance of immediately reopening the meeting to the public following Executive Sessions.

Secondly, Mr. Gaydos recommended that discussion of the School Transit Pass Program be postponed until plans for the program's future became clearer.

The meeting adjourned at 8:32 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, July 18, 2007

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, July 18, 2007, at 5:30 p.m., was canceled for lack of agenda items requiring action.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, August 15, 2007

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, August 15, 2007, at 5:30 p.m., was canceled for lack of agenda items requiring action.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, September 19, 2007

Pursuant to notice given to *The Register-Guard* for publication on September 13, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, September 19, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Michael Dubick
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Greg Evans

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order. Mr. Pangborn called the roll.

SEPTEMBER EMPLOYEE OF THE MONTH – Transit Operations Director Mark Johnson introduced Bus Operator Jerry Ambrose as the September 2007 Employee of the Month, who was nominated by a rider for his consistent courtesy and pleasant treatment of passengers. Mr. Gaydos presented Mr. Ambrose's awards and expressed the Board's appreciation for his exceptional customer service.

BOARD CALENDARS – Because the regular Board meeting in November would fall on the day before Thanksgiving, Mr. Pangborn proposed canceling the regular Board meeting and instead holding the meeting on Monday, November 12, 2007, and combining it with the work session. There were no objections. He said the joint meeting with the Springfield City Council had been tentatively rescheduled from October 22 to January 14, 2008. Based on a poll of Board members, a Board strategic planning session was tentatively scheduled for November 30, with December 14 as a backup date.

WORK SESSION

Legislative Debriefing – Assistant General Manager Stefano Viggiano introduced Kelly Brooks and Doug Barber of the Ulum Group to provide a status report on the 2007 legislative session, preview the 2008 and 2009 sessions, and discuss Senate Bill 10 relating to rules of conduct for public officials.

Regarding the 2008 session, Ms. Brooks stated that ConnectOregon legislation had passed with language more favorable to transit projects, but elderly and disabled transit funding (HB 2422) did not pass and would be taken up again in the next session. She said the elected board bill died in committee and bus replacement funding was approved, with LTD receiving funds for one or two vehicles. She said lottery funds for the next EmX line had not been secured, but she thought that had potential in the next session. She said that proposals for a comprehensive transportation funding package for highways did not move forward but she expected that would happen during the 2009 session. She identified the top two issues for the 2009 session as funding for elderly and disabled transit and EmX.

Mr. Kortge stated that he preferred to see the focus be on elderly and disabled transit instead of EmX because he was concerned about emphasizing funding for the West Eugene EmX without a formal coordinated effort with the City of Eugene. Mr. Viggiano replied that there had been discussions of a state-level coordinated effort similar to the federal United Front initiative.

Mr. Gaydos agreed with Mr. Kortge that senior and disabled transit funding should be the first priority. He said the next priority should be local match. Ms. Brooks replied that LTD was participating with other transit districts in the state and the Oregon Department of Human Services to develop a funding proposal to fill the gap between demand and capacity.

Mr. Kortge observed that paratransit services were a federal mandate that states were being asked to fund. Mr. Viggiano said that even though the federal government historically had not wanted to fund operational needs, that issue would be raised during reauthorization of the federal transportation bill.

Ms. Brooks distributed an information sheet on Senate Bill 10 relating to new guidelines for public officials. She said that the provisions of the bill would go into effect in January 2008 and reviewed the new requirements regarding gifts and entertainment. She said that rules were being developed to implement the legislation.

Mr. Barber remarked that it was likely that a lawsuit would be filed to challenge the constitutionality of the legislation. Mr. Viggiano added that the law would apply to all LTD employees in addition to the Board.

West Eugene EmX Extension – Director of Development Services Tom Schwetz introduced Mary Archer, a new development planner. He reported that the first step in development of an environmental impact statement (EIS) had been taken with posting of a Notice of Intent in the *Federal Register*. He said next steps included a scoping phase and coordination with all federal, state and local agencies having some regulatory authority over an environmental or historic resource. He said that public workshops at which alternatives would be explored were scheduled on October 8-9, 2007. He said the Board would then adopt a range of alternatives to proceed with development of an EIS. This action would be requested at the Board's December 19, 2007, meeting.

Mr. Schwetz said that cost estimates for alternatives would be developed for the federal transportation bill reauthorization process by Fall 2008. He said that adoption of a locally preferred alternative would lead into design and construction. He said the EIS process was intended to promote full disclosure of all potential impacts (both benefits and costs) on resources, people, and the community.

RECOGNITION OF SUSAN BAN – The final work session items were postponed to later in the meeting. Board members and staff paid tribute to Ms. Ban for her years of service as an LTD Board member and her contributions to the community. Ms. Ban resigned from the LTD Board in order to devote more time to other community initiatives on behalf of her constituents.

Ms. Ban told the Board and staff that it had been an honor to be a part of the LTD team. She said she had learned a great deal during her time on the Board and admired the competence and dedication of the employees. She joined the Board because she cared about the vulnerable members of the community for whom transit was essential to their quality of life and believed that the District would continue to be attentive to those needs.

EMPLOYEES OF THE MONTH – Mr. Johnson introduced Bus Operator Cindy Phillips as the August 2007 Employee of the Month and Bus Operator Mel Morgan as the October 2007 Employee of the Month. Mr. Gaydos presented awards to Ms. Phillips and Mr. Morgan and expressed the Board's appreciation for their exceptional service.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Eyster moved adoption of LTD Resolution 2007-029: "It is hereby resolved that the Consent Calendar for September 19, 2007, is approved as presented." Ms. Ban provided the second. The Consent Calendar consisted of the minutes of the May 16, 2007, regular Board meeting; the June 11, 2007, special Board meeting; the June 20, 2007, regular Board meeting; the July 18, 2007, canceled regular Board meeting; the August 15, 2007, canceled regular Board meeting; and the FY 2007-08 Disadvantaged Business Enterprise Policy and Program.

VOTE The Consent Calendar was approved as follows:
 AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
 NAYS: None
 ABSENTIONS: None
 EXCUSED: Evans (1)

Debt Resolution – Director of Finance & Information Technology Diane Hellekson stated that in order to assure timely purchase of the property on which LTD's River Road Station and Park & Ride were currently located, it might be necessary to borrow up to \$3 million on a short-term basis until future formula funds became available. She said that the Board's authorization did not guarantee that the debt would be incurred and the Finance Committee and the Board would be notified in advance if it became necessary to borrow funds to complete the property purchase.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2007-031 authorizing debt financing of the purchase of designated River Road Property. Ms. Davis provided the second.

VOTE Mr. Kortge stated that the Finance Committee had reviewed the request.
 The resolution was approved as follows:
 AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
 NAYS: None
 ABSENTIONS: None

EXCUSED: Evans (1)

Setting Rate for Florence Pilot Project – Director of Marketing and Communications Andy Vobora related that the potential expansion of LTD service boundaries to include Florence continued to generate interest. He said the City of Florence needed a cost estimate in order to prepare a proposal for ConnectOregon funds. Staff had developed a preliminary service package consisting of five weekday trips, three trips on Saturday, and three trips on Sunday. He said the annualized cost for that package was approximately \$350,000 at direct costs. He said it appeared that there would be ample revenue from the Florence area to cover that service package at a fully allocated rate. He said staff recommended using the direct cost rate for the pilot project.

Mr. Kortge asked why a fully allocated cost was not being used at the beginning. Mr. Vobora replied that once service boundaries were expanded, the tax would cover service costs but no tax would be levied during the pilot phase of the project.

Mr. Pangborn said that a similar approach was used when service was extended to Creswell and Cottage Grove and a direct cost rate would cover the full cost of the service and most of the overhead. He thought that the rate was reasonable and said it would avoid having LTD subsidize the service.

Mr. Dubick asked when the pilot project would begin. Mr. Vobora replied that it could begin with the September 2008 or February 2009 service changes.

MOTION Mr. Dubick moved approval of LTD Resolution No. 2007-032: "It is hereby resolved that the Lane Transit District Board of Directors approves the application of the LTD direct cost rate for the development of costs associated with a Florence bus service pilot project." Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
 AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
 NAYS: None
 ABSENTIONS: None
 EXCUSED: Evans (1)

West Broadway (Eugene) Redevelopment – Mr. Viggiano referred to the recommendations from the West Broadway Advisory Committee (WBAC) and the committee's final report on redevelopment in downtown Eugene. He said the recommendations would support transit-oriented mixed-use development and asked that the Board consider taking a position in favor of transit-oriented and larger-scale development. He stressed that the Board would not be taking a position on the ballot measure to finance redevelopment.

MOTION Mr. Eyster moved approval of LTD Resolution No. 2007-033: "It is hereby resolved that the Lane Transit District Board of Directors supports the proposed redevelopment of West Broadway in downtown Eugene." Mr. Dubick provided the second.
 Mr. Kortge commented that supporting redevelopment was essentially the same as supporting the ballot measure. However, Mr. Dubick pointed out that the ballot measure was the funding vehicle for whatever redevelopment project eventually moved forward; it was not tied to a specific proposal. Mr. Gaydos stated that the Board was supporting revitalization and increased density

in downtown, not a specific project or funding mechanism. He commended WBAC co-chairs for their dedication of time and energy to the effort.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSESIONS: None
EXCUSED: Evans (1)

MOTION **Election of Board Vice President** – The Board vice president position would become vacant upon Ms. Ban's resignation from the Board. Ms. Davis nominated Mike Eyster to fill the unexpired term of Board vice president, beginning October 1, 2007, and ending July 1, 2008.

There being no further nominations, Mr. Gaydos closed the nominations.

VOTE Mr. Eyster was elected Board vice president as follows:
AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSESIONS: None
EXCUSED: Evans (1)

Board Committee Appointments – Mr. Gaydos reviewed the Board appointments and noted that Mr. Dubick would replace Ms. Ban as the Metropolitan Policy Committee alternate and as a Board Human Resources Committee member.

MOTION **International Transit Studies Program Fall 2008 Mission** – Mr. Kortge moved approval of LTD Resolution No. 2007-034: "Resolved, the LTD Board of Directors approves the application of General Manager Mark Pangborn to participate as team leader in the Fall 2008 International Transit Studies Program, and agrees to submit a letter of endorsement to be signed by the Board President." Ms. Davis provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSESIONS: None
EXCUSED: Evans (1)

General Manager Cost-of-Living Adjustment – Mr. Gaydos stated that the current contract with the general manager did not include provisions for cost-of-living adjustments. He said that Mr. Pangborn had not received any type of salary increase since his appointment in February 2006 and the Human Resources Committee was proposing an amendment to his employment agreement to include automatic cost-of-living adjustments the same as those of other administrative employees, retroactive to July 1, 2006. He said that merit increases could be considered in the future as appropriate. He indicated that Mr. Pangborn's salary was comparable to that of general managers in other districts. He noted that feedback from LTD employees, Board members, and the community on Mr. Pangborn's performance had been overwhelmingly positive.

Mr. Kortge indicated that he would vote against the proposal as he felt it was unsound to provide cost-of-living adjustments to general managers, as increases should be based on merit.

MOTION Mr. Dubick moved approval of LTD Resolution No. 2007-035: "It is hereby resolved by the LTD Board of Directors that the general manager will receive an annual cost-of-living increase equal to the increase granted all other LTD administrative employees and that this provision will become an amendment to the LTD General Manager Employment Agreement, as provided in this agenda summary. The amended language would be effective as of July 1, 2006. Mr. Eyster provided the second.

Mr. Eyster remarked that Mr. Kortge's point was valid, but that he would vote for the motion, as Mr. Pangborn had not had a salary increase since he was hired as general manager in February 2006.

VOTE The resolution was approved as follows on a roll call vote:
AYES: Ban, Davis, Dubick, Eyster, Gaydos (5)
NAYS: Kortge (1)
ABSENTIONS: None
EXCUSED: Evans (1)

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports – There were no questions.

Annual Performance Report – Mr. Viggiano reviewed the report on performance goals, measures, and objectives. He reported that the performance objective was exceeded in 13 measures, data was not yet available in 4 measures and the objective was not met in 1 measure. He said the performance objective was not met in the measure related to the adjusted cost per mile and it was likely that measure was unrealistic because of factors that were out of the District's control.

In response to a comment from Mr. Kortge, Director of Human Resources and Risk Management Mary Adams said the significant decrease in time loss days was reflecting the fact that in the past year one employee was on continuous leave, which greatly affected statistics for a small work force such as LTD's.

Mr. Gaydos suggested including results of the United Way basic needs survey in the report. He asked if there were still problems with operators' breaks. Mr. Viggiano said that as on-time performance improved, more breaks were taken as scheduled.

Mr. Gaydos expressed interest in tracking the cost and performance of EmX separately.

Fare Ordinance Change – Mr. Vobora stated that in order to be consistent with new program requirements, the Oregon Department of Energy was requesting a Board-adopted student group pass rate of \$12 instead of the current \$19 rate. He said a \$12 rate would generate a tax credit reflecting a revenue-neutral program and staff would prepare an updated fare ordinance for public comment and Board adoption.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that the District was doing well during the first two months of the fiscal year. She said fuel prices were within budget and there had been a slight reduction in cost in August. She

commented that the District was experiencing problems with the automated passenger counting system but expected that those would be resolved in the near future.

United Front Update – Mr. Viggiano said that some changes in the United Front process were being considered and suggested that could be a subject for discussion at the Board's strategic planning workshop.

WORK SESSION (continued)

Pioneer Parkway EmX Design Issues – Mr. Schwetz reviewed the agenda materials and said a presentation would be made to the Springfield City Council on October 22. He indicated that the council had expressed an interest in having a role in the design process. He said the annual inflation rate for construction made it essential to move as quickly as possible on the project. He said there were a number of design issues remaining to be resolved and those were detailed in his memorandum and would be shared with the council. He said that addressing design objectives at the policy level would provide a foundation for resolving any future issues. He asked the Board to review the EmX design objectives.

Ms. Ban asked how the term "quality" as it related to the design was defined. Facilities Services Manager Charlie Simmons said there were a number of quality levels for both facilities and the system as a whole.

Mr. Gaydos and Ms. Ban encouraged staff to identify specific quality factors to avoid the appearance of subjectivity in making the determination of quality. Mr. Gaydos added that neighborhood circulators were discussed as part of the original bus rapid transit concept and that issue should be addressed in the report to the City Council.

ITEMS FOR INFORMATION AT THIS MEETING

River Road Station Site Purchase – Mr. Gaydos reported that he, Mr. Evans and Mr. Dubick had spoken to Lane County commissioners, who were supportive of the District's acquisition of most of the site.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS - Mr. Eyster moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Evans (1)

The Board entered Executive Session at 7:35 p.m. Ms. Adams and the other bargaining team members (Ms. Hellekson, Mr. Johnson, and Director of Maintenance George Trauger) were present for this discussion with the Board.

RETURN TO REGULAR SESSION – The Board returned to regular session at 8:15 p.m.

ADJOURNMENT – There was no further business, and the meeting was adjourned at 8:15 p.m.

Board Secretary

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

Wednesday, October 17, 2007

Pursuant to notice given to *The Register-Guard* for publication on October 11, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, October 17, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
 Dean Kortge, Secretary
 Debbie Davis, Treasurer
 Michael Dubick
 Mike Eyster, Vice President
 Greg Evans
 Mark Pangborn, General Manager
 Jo Sullivan, Clerk of the Board
 Kim Young, Minutes Recorder

Absent: (One Vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 5:37 p.m. and Mr. Pangborn called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – None

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Gaydos asked Mr. Dubick and Mr. Evans to comment on the recent American Public Transportation Association (APTA) Conference. Mr. Dubick said that he learned that transit system structures and funding were different across the country, although many of the issues were the same. He believed that LTD was out front of most districts its size in regard to transit technology. He noted the good presentation done by Steve Parrot. He said many issues were coming up and it was important to play an active role in Washington, D.C. Mr. Evans concurred with Mr. Dubick's remarks regarding LTD's leadership, noting that many other areas were in the process of considering bus rapid transit systems and he expected that LTD would have a visit from a representative of one district soon. He commended LTD's leadership in accessibility and said other districts looked to see what LTD did. He also commended staff. Mr. Evans noted his involvement in the APTA Reauthorization Committee and the APTA Transit Board Members Committee. He anticipated that he would be involved in the federal transit reauthorization effort.

BOARD CALENDARS – Mr. Pangborn called attention to the schedule of future meetings. There were no questions.

WORK SESSION

Pioneer Parkway EMX Review by Springfield City Council

Mr. Schwetz noted the memorandum in the packet explaining the reason for the delay of the joint meeting originally scheduled for October 22.

West Eugene Alignment Alternatives and Process

Mr. Schwetz called attention to the meeting packet developed for the October 8-9 Public Scoping Meeting for the West Eugene EmX Extension Project Environmental Impact Statement, included in the Board meeting packet. He explained that the project was in the scoping phase, which would result in the Purpose and Needs Statement.

Mr. Schwetz said that more than 100 people attended the two meetings, both of which were held at locations in the study corridor. He reviewed the agenda and format of the meetings. Many ideas were received and staff were reviewing them. Outreach on the project scope would continue until November 6. Staff were attempting to schedule an EmX Steering Committee meeting and two Corridor Committee meetings to solicit additional ideas and comments. Staff would then respond to the comments and he hoped to review that work at the Board's November meeting. The Board would be asked to adopt a range of alternatives to take to the environmental process in December. The Board would also be asked to adopt the project's Purpose and Needs Statement.

Mr. Schwetz referred the Board to the project decision timeline, included in the public scoping meeting packet on page 5. He reviewed the timeline.

Mr. Gaydos thanked Mr. Schwetz for his work on the project. He regretted being unable to attend the public scoping meetings and encouraged Board members to attend them and the corridor meetings.

ITEMS FOR INFORMATION AT THIS MEETING**Board Member Reports**

Metropolitan Policy Committee—October 11: Mr. Viggiano reported on the recent Metropolitan Policy Committee (MPC) meeting, noting the public hearing on the Regional Transportation Plan tentatively scheduled for adoption in November 2007. Five people had testified. Some of those testifying had objected to specific projects in the plan they did not believe had gone through the proper process and some had objected to how transportation planning was being done because of issues such as global warming. There had been a good discussion on those issues. He believed that the MPC would adopt the plan.

Lane Council of Governments (LCOG) Board of Directors—September 22: Mr. Dubick reported on the LCOG Board meeting in Oakridge, which had been scheduled to adopt population estimates. He said that adoption was delayed because there was no consensus about the estimates. Mr. Schwetz concurred. He said that the LCOG Board agreed to keep the process open in response to the Lane Board of County Commissioners desire to have a longer process.

Mr. Pangborn asked if the complaints were regarding overestimation or underestimation of population. Mr. Schwetz indicated that a concern was raised by a Lowell resident who was concerned that the estimates were too high for Lowell.

EmX Survey

Mr. Viggiano reminded the Board that a survey of EmX riders had been conducted by the National Bus Rapid Transit Institute. The survey was funded by the Federal Transit Administration and looked at EmX rider trip patterns, trip purposes, and opinions on a variety of service issues. Mr. Viggiano called attention to the survey results, which commenced on page 28 of the packet.

Mr. Viggiano provided a brief PowerPoint presentation showing statistics for Franklin EmX ridership, travel times, reliability, and collisions. Mr. Viggiano then reviewed the survey results. He called attention to Table 7 in the meeting packet, *Customer Ratings of Different Aspects of the Rapid Bus Service*, and noted the generally positive ratings the EmX service received as compared with the #11 in the areas of dependability, wait times, and travel times.

Mr. Viggiano said the results indicated that 29 percent of EmX riders were new riders and that they were more likely to own a car than other bus riders.

Responding to questions from Mr. Gaydos, Mr. Pangborn said that the plan was to complete the survey annually. He suggested that the most appropriate time to institute an EmX fare would be at the time the extended service opened. He said the Board might want to discuss having a free-fare square for EmX, which probably would entail a survey. Mr. Gaydos said that one of the questions was whether novelty drove the increase in ridership. He thought an in-house survey using the same questions would also be appropriate.

Mr. Viggiano called attention to the table on page 38 and noted that 85 percent of riders were in employee or student groups who participated in group pass programs. For those riders, the free fare was clearly not a factor.

Mr. Evans asked if there was a way to determine why people thought the EmX was faster. He suggested that riders' perceptions of the time traveled were different because of the way the route was set up with queue jumping and exclusive lanes. Mr. Viggiano agreed it was clear the perception was there and said staff could look into ways to measure the perception. Mr. Evans observed that light rail also had that affect on people. Mr. Gaydos said the frequency of service might also be a factor. He suggested that the survey questions could be refined to discover the answer to that question.

Annual Route Review

Mr. Vobora and Service Planning Manager Will Mueller provided a PowerPoint presentation entitled *2008 Annual Route Review: Stage One*. Mr. Mueller reported that the 2008-2009 Annual Route Review process would occur in two stages. The process was being modified because of service changes needed to accommodate the opening of the Peace Health River Bend campus. The first phase would address those route changes and the changes would be implemented in June 2008. The Board would hold a public hearing on the changes in November and adopt a

final decision in December. Mr. Mueller said the second phase of the route review would occur as it normally did in early 2008.

Mr. Mueller reviewed the proposed changes, which were focused on the #12 Gateway. Board members asked questions clarifying the details of the changes.

Mr. Vobora said staff had been holding off on changes to the #12 route. He believed the afternoon peak hours were the heaviest hours of use.

Mr. Gaydos wanted to think about neighborhood connectors going into the route as it would ultimately become the bus rapid transit route. Mr. Vobora said staff would map the proposed Pioneer Parkway route and show how other services would connect with that route.

Mr. Gaydos asked if PeaceHealth would want shuttles to the new hospital campus. Mr. Vobora said that was a good question; LTD was awaiting a decision from Peace Health. He anticipated that employees would be surveyed about where they would be working and if they intended to ride the bus, but Peace Health had not yet decided if it would charge employees for parking, which would affect employees' decisions. He noted that currently, Peace Health paid for the 75X shuttle service from the fairgrounds to the hospital, but he understood the hospital would not continue the service as it would no longer be needed.

Mr. Mueller observed that when he talked to PeaceHealth employees, he found that they expected that something would replace the 75X, but LTD had no funds to operate such a service.

Mr. Vobora reviewed the outreach activities that would occur in conjunction with the changes being proposed to the #12 Gateway route.

Mr. Dubick asked about service to shift workers. Mr. Vobora noted that the 75X ran earlier than other buses, but the #12 did not readily accommodate early morning and late night shift work, and neither did the system. If that was a need, it had to be discussed with the hospital. Mr. Dubick had the impression that hospital personnel knew where they would end up when the move occurred. Mr. Vobora agreed, although some had to bid for jobs and would not know for some time. He thought the survey would be useful in identifying if there were early morning needs. Mr. Mueller suggested a hybrid solution could be achieved and staff would try to identify that prior to November.

EMPLOYEE OF THE MONTH – The Board recognized Customer Service Representative Zach Fish as Employee of the Month. Mr. Fish introduced his wife Lynn and his five-month old son Gavin.

Mr. Gaydos thanked Mr. Fish for his dedication to LTD's mission and presented Mr. Fish with a certificate of appreciation, a check, and pin commemorating his award. Mr. Fish thanked the Board and said he would not have been honored without the support of his team in Customer Service.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Dubick moved adoption of LTD Resolution 2007-36: “It is hereby resolved that the Consent Calendar for October 17, 2007, is approved as presented.” Mr. Evans provided the second. The Consent Calendar consisted of the minutes of the September 19, 2007, Regular Board Meeting and the Budget Committee reappointments of Peter Davidson and Jon Hinds.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

EMERGENCY PREPAREDNESS PLAN

Transit Operations Director Mark Johnson introduced the item, which was a resolution to participate in the APTA emergency response and preparedness program. He described the scope of LTD's involvement and emphasized the voluntary nature of the program.

Responding to a question from Mr. Gaydos, Mr. Johnson said that those running Portland's exercise had not contacted LTD for equipment as the program was just getting up and running. Mr. Pangborn said the Portland exercise was a local exercise. LTD had participated in similar local exercises as well as a real event at the airport.

MOTION Mr. Kortge moved approval of LTD Resolution 2007-37: "A resolution authorizing funding for the APTA Emergency Response Preparedness Program." Mr. Evans provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Student Transit Pass Program Update

Mr. Vobora reported that LTD had received a request from the Department of Energy to postpone the item because the department was still working on its calculations and wanted to pay for actual usage. He believed that the department would generate a figure that would still keep LTD revenue-neutral.

Monthly Financial Report

Ms. Hellekson called attention to the report, on page 64 of the packet. She reported that revenues were solid, as was ridership. She expressed concern about fuel costs and noted

rapidly escalating fuel prices. Costs had risen approximately 40 cents in one week and staff would watch the situation carefully given its potential impact. She said that she was also concerned about accessible services costs and would continue to report on them.

Mr. Evans asked what was spiking the cost of fuel. Ms. Hellekson said that crude prices had reached an all-time high.

Monthly Department Reports

There were no questions.

Board Correspondence

There were no questions.

Monthly Performance Reports

There were no questions.

ADJOURNMENT

Mr. Gaydos adjourned the meeting at 6:50 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/
PUBLIC HEARING ON SERVICE

Monday, November 12, 2007

Pursuant to notice given to *The Register-Guard* for publication on November 8, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Monday, November 12, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Debbie Davis, Treasurer
 Michael Dubick
 Greg Evans
 Mike Eyster, Vice President
 Gerry Gaydos, President, presiding
 Dean Kortge, Secretary
 Mark Pangborn, General Manager
 Jo Sullivan, Clerk of the Board/Minutes Recorder

Absent: (Vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 5:30 p.m. Mr. Pangborn called the roll. Mr. Evans, who was not yet present, arrived at 5:40 p.m.

BOARD CALENDARS – The Board briefly discussed future meetings on the calendar. Mr. Gaydos noted that he had just returned from a conference on benefits, in his role as Pension Trustee at LTD. He said he appreciated that the EmX Steering Committee and corridor committees had met.

PUBLIC HEARING ON SERVICE RECOMMENDATIONS – Mr. Gaydos said that although the public hearing was scheduled for 6:30 p.m., one piece of information had said it would begin at 5:30. Therefore, he opened the public hearing on service.

Jonathan Cantego wondered what would happen to the direct LCC route if Route 12 no longer turned into the 85. Service Planning Manager Will Mueller explained that it would be pulled apart through a lot of the day because it would be routed on International Way, and the time required to go into PeaceHealth would require this change. The #12 left at certain times and the #85 had to get to classes in time and leave at a convenient time for people to get out of class. There might be a 20- or 25-minute layover. There was a chance that current convenient connections would be lost. Mr. Vobora added that if it ran every 20 minutes, there may be more opportunities to connect to it; it just would not be interlined. Mr. Pangborn stated that there would be notices ahead of time to let people know of the changes. Mr. Mueller noted that the only two stops that route 12 would be missing were two stops on Belt Line. He said that the #85 was not taken away because it was a direct route.

There was no other testimony at this time. Mr. Gaydos closed the public hearing and said it would reopen after 6:30 p.m.

WORK SESSION

West Eugene EmX Extension Update – Director of Planning & Development Tom Schwetz provided an overview of the current status of the West Eugene EmX Extension (WEEE) project, including the schedule for decision-making for the West Eugene extension, and the Purpose and Need Statement and Goal and Objectives, scheduled for adoption at the December 19 Board meeting. Noting that the corridor had many segments with different character, he described the neighborhood character out to Chambers Street and then to the commercial area and low-density industrial area to Bailey Hill, where businesses were set far back from the street because of the right-of-way that was set aside for the Highway 126 option. He stated that there would be modal alternatives, alignment alternatives, and link alternatives, and the likely terminus would be somewhere west of Beltline.

Mr. Schwetz explained that as part of the scoping process there had been public and local agency review. He said that more than 100 people had attended open houses on October 8 and 9, and had provided good comments, which all had been entered into a database. Staff were beginning to process those comments to see how they could be used in making scoping decisions and as a starting point for the West Eugene Corridor Committee. He noted that this committee had met three times and would meet once more before the Board was asked to make any decisions.

Mr. Schwetz explained that the West Eugene Corridor Committee was an advisory committee to the EmX Steering Committee and the Board, but was not a decision-making body. Staff had found the Corridor Committee's conversations to be very useful. The EmX Steering Committee had met the previous week and would meet again on December 4 to develop a recommendation for the December 19 Board meeting. At that time, the Board would be asked to consider adopting a range of alternatives for further study.

Mr. Schwetz indicated that LTD was involved with the West Eugene Collaborative (WEC). LTD had received comments from the WEC, which Mr. Schwetz described as a valuable set of comments that represented an interesting consensus of a diverse group of people.

Mr. Schwetz said that people were talking about the same kinds of values for this project as LTD's values, found in the LTD Strategic Plan (mission, vision, guiding principles, etc.). Therefore, materials were being developed to explain the project and to help people understand what LTD was all about.

Mr. Evans said that he thought this idea resonated with the members of the committee. He thought the committee needed a framing of values to set out this process because there was so much concern about the impact on the neighborhood, commercial development, etc. He thought it was important to say what they were trying to achieve as a community.

Mr. Dubick said that he supported the idea, which he said was very common among public agencies. He said that sometimes they did a better job of communicating what was driving a project internally rather than externally. He thought it was a good idea to say, "this is why, because of what we value." Mr. Eyster thought it was important for a project to grow organically from a values statement. Mr. Gaydos agreed with the other Board members, and added that LTD should see if this was consistent with general purpose governments.

Mr. Gaydos said that the WEEE group was truly a group of people willing to come together early and late, who cared about transit and the community. He said that they were very bright and capable individuals, and that it was a pleasure to serve on that committee.

Mr. Schwetz said that the project schedule described would lead to a decision on the scoping process. After the Board took action, it would go to the Federal Transit Administration (FTA) for their concurrence. Staff also were checking with the FTA ahead of time, and so far they had been supportive of what LTD was trying to accomplish.

Joint Meeting with Eugene City Council – Assistant General Manager Stefano Viggiano provided some information to prepare for a scheduled meeting with the Eugene City Council. He said there would be a joint presentation by LTD and the City, with an opportunity to have a dialog about the issues of mutual interest. The hope was that LTD would begin to get a sense of the City Council's perspective on the West Eugene corridor as a possible EmX line, and how LTD and the City could work together to move ahead on that project in the best way.

Mr. Gaydos encouraged staff to have a brief presentation to allow time for conversation during the 90-minute meeting. He said he very much wanted to hear from the Council members. Mr. Viggiano said that the staff presentation would be limited so that the emphasis could be on a dialog between the two policy bodies.

Mr. Viggiano explained that there would be four agenda items. Two of them were updates that could be discussed if time permitted. He thought the Board and Council might spend an hour on West Eugene and 30 minutes discussing Franklin Boulevard. He explained that Franklin Boulevard also was a joint project, with the City taking the lead. This was not a transit project, but had transit and economic development components. There would be an impact on EmX service.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports – Mr. Dubick noted that the Metropolitan Policy Committee finally had approved the regional transportation plan at its last meeting. Mr. Pangborn said that this was significant because LTD's funding depended on that plan.

Mr. Evans said, regarding the update to the Regional Transportation Plan, Commissioner Bobby Green had indicated that he appreciated that the mayor wanted a planning process to move forward. Mr. Evans said he knew that the American Public Transportation Association (APTA) provided some metropolitan policy organization (MPO) training, and that other communities were grappling with this as well.

Mr. Schwetz explained that local governments were signatories to the TransPlan. He said that at the state level, there was concern that the TransPlan had not been updated since 2001. From a federal standpoint, there were only four years to work with partners to have the next rendition go to 2035. He wanted to make sure that homework was done in the next year to ensure that the process could go smoothly in ten years. He said that at a policy level, there was a commitment to do what needed to be done. The Oregon Department of Transportation (ODOT) and the Department of Land Conservation and Development (DLCD) were on the same page; there was a commitment from both of them to outline the mutual expectations for what needed to happen.

Board Strategic Planning Session – Mr. Viggiano said that the strategic planning session would include a half-day visioning session, followed by an opportunity to discuss specific items, including the Long-range Financial Plan. Mr. Viggiano asked for Board feedback regarding other possible items for discussion, such as incorporating the Brand Plan into the LTD Strategic Plan. Mr. Kortge wondered if that was a Board issue. Director of Service Planning, Accessibility, and Marketing Andy Vobora said that staff would present what was being done to integrate the Board's Human Resources Plan, *Looking to the Future*, and other plans into a consolidated strategic plan. Mr. Pangborn explained that in the morning the Board would discuss where they wanted LTD to be in 20 years, and then in the afternoon how to get there and how to pay for it.

Mr. Dubick said that he would like the Board to consider succession planning. Mr. Gaydos concurred.

Mr. Evans asked about an employee morale survey that was listed. Mr. Viggiano explained that the topic was listed because at one time Mr. Evans had suggested doing one. Mr. Evans said that he rode the buses, so he heard what bus operators and riders were saying, and he thought LTD should zero in on some of those issues. He said that one issue was the recruitment and training of technical personnel, such as mechanics—what was being done and what might be possible in a program with Lane Community College in order to develop LTD's own people in those positions. Mr. Viggiano said that items that were not discussed at the strategic planning session could be discussed during work sessions throughout the year.

In preparation for the visioning exercise, Mr. Schwetz said that the Board and Leadership Council would be asked to respond to some questions ahead of time. Those responses would be synthesized as a starting point for the day. He planned to talk with some external partners, as well.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that there was good news regarding the payroll tax, with receipts a little ahead of budget. Personnel Services looked good, but the District and the Amalgamated Transit Union had not yet reached a contract, which likely would be retroactive to July 1, 2007. The bad news was the fuel budget, with costs averaging \$2.35 for the year. She said that for every ten cents that fuel was over budget, it meant \$95,000 the District would have to cover. Prices were bumping up against \$3.00 per gallon, and by the end of the fiscal year LTD probably would have to balance the budget with reserves. She said that LTD had the reserves to cover fuel costs but needed to look at this carefully in the Long-range Financial Plan.

Mr. Kortge wondered about projections for retirements and leave payouts, etc., in the next ten years. Ms. Hellekson said that staff were looking at these issues in the departments, in order to plan ahead.

Mr. Evans wondered about joining a consortium to hold down fuel costs. Ms. Hellekson said that futures transactions did not make a lot of difference because any risk would be passed on to LTD. Maintenance Director George Trauger said that he had been looking into a national consortium to purchase fuel. He said that they were in business to make money, so would not be offering low prices. He added that usually the market went down at that time of the year, but this was not happening in the current year.

Legal Services Contract – Mr. Viggiano provided some background information on an action item scheduled for later in the meeting. He said that Arnold Gallagher Saydack Percell Roberts and Potter, PC (Arnold Gallagher), had been the District's attorneys for nine years. The most recent extension of their contract was scheduled to expire in 2008, and the Board HR Committee

was recommending that the Board extend the contract for another three-year period. He referred to the Agenda Item Summary and staff memorandum beginning on page 27 of the agenda packet.

Mr. Dubick said that the Board HR Committee members were in agreement that they were satisfied with Arnold Gallagher's services and long-term relationship, and that it did not make sense to change at that time.

The Board took a brief break before beginning the business portion of the meeting at 6:35 p.m.

DECEMBER EMPLOYEE OF THE MONTH – Transit Operations Director Mark Johnson introduced Transit Operations Administrative Services Assistant Dianne Presley as the December 2007 Employee of the Month. He said that her main job was to support the bus operators on a day-to-day basis, and that she handled things in a very kind and helpful way. In fact, she had been nominated by 13 co-workers for her friendliness, courteousness, and professionalism. Mr. Gaydos presented Ms. Presley's awards and expressed the Board's appreciation for her exceptional customer service. Ms. Presley thanked the Board for making LTD a great place to work, and Mr. Johnson, Transit Operations Manager Sue Quick, and the bus operators for making her job so fun.

RECOGNITION OF FIRST EmX OPERATORS – Mr. Johnson said that LTD was still developing the buses, service, timing, and traffic signals when the initial group of EmX operators signed up, and that they were genuinely interested in making the system work. In fact, he said, it would not have worked without their dedication. He presented each of them with a framed picture and said a few words about each one. Those operators were Dan Drier, Bill Millican, Tony Semien, Don Herbison, John Dukes, Javier Rodriguez, Dick Ellis, and Charlie Tincher. Mr. Johnson noted that only four of the operators chose to return to driving regular routes at the bid change.

AUDIENCE PARTICIPATION – Mr. Gaydos opened the meeting for audience participation of a general nature.

Jozef Siekiel-Zdzicnicki of Eugene spoke on behalf of Residents for Responsible Rapid Transit (3RT). He quoted goals and guidelines and said they were not Oregon Revised Statutes or Oregon Administrative Rules, but were something to hold onto. He said that there were a lot of addresses on 13th Avenue, including 15 commercial addresses, 14 multi-unit residences amounting to 72 units, 10 duplexes, 81 single residences, and 3 churches, which amounted to 173 residence units and 24 commercial units. Five blocks on the south side were taken by the Fairgrounds, and two blocks were used for military reserve centers and an armory. The Faith Center church took up two blocks. However, he said, overall it was a residential street. He thought that 6th and 7th Avenues would be a reasonable alternative to 13th Avenue, as the border between the Whiteaker and Jefferson neighborhoods.

ITEMS FOR ACTION AT THIS MEETING

Fiscal Year 2008-09 Service Recommendations – Mr. Mueller called the Board's attention to information beginning on page 13 of the agenda packet. On page 14 was a Stage One Service Change Summary. Mr. Mueller explained that there were two parts to the service

recommendations. Initially, staff were recommending some service changes in the 2008 Summer Bid in order to meet the opening of the hospital at RiverBend.

Public Hearing on Service Recommendations – Mr. Gaydos opened the public hearing on the service recommendations.

Phillip Farrington, the PeaceHealth director of land use planning, spoke in support of the route changes. He said that PeaceHealth had had an outstanding relationship with LTD, and that LTD had been a great partner to help support the needs of growing employment in the Gateway area.

He said that there had been a higher mode split than anticipated when they moved to the RiverBend Annex, and he had been pleasantly surprised by the use of alternate modes. He thought that people's commuter patterns would continue to grow. He said they were working with Commuter Solutions on a vanpool project. He thought that the recommended Route 12 changes would be an integral part of this movement toward alternate modes.

Mr. Farrington urged the Board to consider other service options that may be of value to employees, such as service from the River Road Park & Ride, similar to the 3X service. He said that employees had been asking about their transit options, and that PeaceHealth was looking forward to continuing to work with LTD through implementation. He closed by saying that any expanded service would be helpful.

No one else wished to testify, and Mr. Gaydos closed the public hearing.

Mr. Vobora said that one of the things staff were considering, once employees knew in mid-January at which facility they would be working, was an all-employee survey to see what their transit decisions would be. He hoped to have that information to use in time for Stage Two of the service recommendations.

Selection of Board Legal Counsel – Ms. Davis moved approval of LTD Resolution

MOTION No. 2007-039: "Resolved, that the LTD Board of Directors approves the extension of the legal services contract with Arnold Gallagher Saydack Percell Roberts and Potter, PC, for a three-year period." Mr. Dubick provided the second.

VOTE The resolution was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSENCES: None

EXCUSED: (Vacancy—Subdistrict 4) - (1)

Diversity Policy – Director of Human Resources and Risk Management Mary Adams introduced Senior Human Resources Analyst David Collier, who introduced two other members of the Diversity Council, Assistant General Manager Stefano Viggiano and Accessible Services Manager Terry Parker. He explained that the Diversity Action Plan was a draft plan for some of the things that the Council would like to accomplish at LTD.

Mr. Kortge asked about the purpose of the Council and the *Diversity Plan*. Mr. Collier said that the purpose was to make LTD and the community a better place.

Mr. Kortge then asked about a statement that implied that diversity had something to do with political diversity. Mr. Collier explained that this was one of the reasons for a climate survey in January—some employees felt that if they expressed their opinions in debates they weren't

looked at favorably, that if they stated their opinions in certain areas they might get “flack” for that. Ms. Adams added that if there is an environment in which someone cannot speak about some other things that are protected, that issue is about ensuring a place where employees feel safe.

Mr. Dubick said he remembered conversations that some people did not feel comfortable. He said it was one thing to have a value and another to express that “that is who we are.” He thought it was valuable to do that and say that we respect everyone.

Mr. Evans said he was more concerned with the action pieces in the document as related to succession planning and the fact that LTD needed to have employees who reflected different aspects and orientations prepared to assume roles throughout the organization. It was a lofty goal, and he said he would like to see teeth in it. He said he was looking at proactive timing to make those things happen so LTD could make progress over the years, so the organization would not still look the same as it did currently. He said that when looking at upper management, LTD was a pretty “white” organization, and that the line staff were moving toward more diversity. He reiterated that he would like to see LTD prepare more people of color and diverse backgrounds to assume leadership roles in the organization. Mr. Kortge said that he endorsed Mr. Evans’ point.

Mr. Kortge referred to page 4 of the draft *Diversity Plan*, item F, and asked if cultural competency standards could be developed. Mr. Dubick said that this had been done in the field of education, and Mr. Evans added that it had been done in the private sector as well. Mr. Eyster said that good work also had been done at the University of Oregon.

Mr. Kortge then asked what item H had to do with diversity (“Establish educational and career development opportunities so that all employees understand opportunities to advance their careers at LTD”). Mr. Evans said that, from his perspective, people had to have the resume. Mr. Dubick said that the word “all” spoke to him. Mr. Kortge thought that of course this would be done. Mr. Evans replied that sometimes not all employees were considered “groomable” for some positions, so the goal was to have all employees have that access.

Mr. Kortge asked about item F on page 6 of the draft *Diversity Plan* (“Conduct community research about perceptions of LTD as a service provider”). Mr. Collier said that would measure how LTD was treating its customers in a culturally diverse-sensitive way. Mr. Dubick agreed with this point.

Mr. Kortge then asked what item G (“Evaluate demographic information within LTD’s service area”) would do. Mr. Collier replied that LTD wanted to ensure that the District mirrored or exceeded the diversity of the area. However, Mr. Kortge did not think that the statement said what Mr. Collier had just explained. Mr. Dubick thought it could be referred back to diversity training, if LTD knew what population it was serving. Mr. Evans thought it was related to the changing demographic areas of the community, so the issue was becoming how to engage that population that was mostly relying on LTD for transportation, in regard to language, cultural issues, etc., or issues in the context of how LTD delivered service.

Mr. Gaydos asked the Board members to review the policy stated on page 16 of the agenda packet, and said that staff would bring the draft *Diversity Plan* back to the Board for adoption.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2007-038: “It is hereby resolved that the LTD Board of Directors adopts the proposed Diversity Policy as presented on November 12, 2007.” Mr. Evans and Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: (Vacancy, Subdistrict 4) - (1)

Mr. Gaydos remarked that this had been a good discussion, and that LTD needed a policy framework for this issue.

EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d) – Mr. Gaydos asked that the press not be present for the executive session on labor negotiations.

MOTION Mr. Eyster moved, seconded by Ms. Davis, that the Board meet in executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

VOTE The motion was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: (Vacancy, Subdistrict 4) - (1)

The Board entered Executive Session at 7:15 p.m. Ms. Adams and the other bargaining team members (Ms. Hellekson, Mr. Johnson, and Director of Maintenance George Trauger) were present for this discussion with the Board.

RETURN TO REGULAR SESSION – The Board returned to regular session at 8:05 p.m.

ADJOURNMENT – There was no further business, and the meeting was adjourned at 8:05 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, November 21, 2007

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, November 21, 2007, at 5:30 p.m., was canceled for lack of a quorum.

Board Secretary

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING

Monday, November 26, 2007

Pursuant to notice given to *The Register-Guard* for publication on November 23, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Monday, November 26, 2007, beginning at 7:40 p.m., in the McNutt Room at Eugene City Hall, 777 Pearl Street, Eugene.

Present: Gerry Gaydos, President, presiding
Michael Dubick
Greg Evans
Mike Eyster, Vice President
Dean Kortge, Secretary (present via telephonic connection)
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board, Minutes Recorder

Absent: Debbie Davis, Treasurer
(One vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 7:40 p.m. Mr. Kortge was present by telephone conference call for this meeting.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS - Mr. Eyster moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. The motion was seconded and approved by unanimous vote.

The Board entered Executive Session at 7:40 p.m. The members of the LTD bargaining team (Director of Human Resources and Risk Management Mary Adams, the Board designee for labor negotiations; Director of Finance and Information Technology Diane Hellekson; Director of Transit Operations Mark Johnson; and Director of Maintenance George Trauger) were present for this discussion with the Board.

RETURN TO REGULAR SESSION – The Board returned to regular session at 8:02 p.m.

ADJOURNMENT – There was no further business, and the meeting was adjourned at 8:02 p.m.

Board Secretary

MINUTES OF DIRECTORS
STRATEGIC PLANNING WORK SESSION

LANE TRANSIT DISTRICT

SPECIAL MEETING

Friday, November 30, 2007

Pursuant to notice given to *The Register-Guard* for publication on November 26, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a strategic planning work session on Friday, November 30, 2007, in a meeting room at PacificSource, 110 International Way, Springfield.

Present:

Board

Debbie Davis, Treasurer
Mike Dubick
Greg Evans
Mike Eyster, Vice President
Gerry Gaydos, President, presiding
Dean Kortge, Secretary

Staff

Mary Adams, Director of Human Resources and Risk Management
Diane Hellekson, Director of Finance & Information Technology
Mark Johnson, Director of Transit Operations
Mark Pangborn, General Manager
Steve Parrott, IT Manager
Tom Schwetz, Director of Development Services
Jo Sullivan, Administrative Services Manager/Clerk of the Board (Recording Secretary)
George Trauger, Director of Maintenance
Stefano Viggiano, Assistant General Manager
Andy Vobora, Service Planning & Marketing Manager

Absent:

(one vacant position, Subdistrict 4)

Charlie Simmons, Facilities Services Manager

CALL TO ORDER: The meeting was called to order by Board President Gerry Gaydos at 8:30 a.m. on Friday, November 30. During the course of the day, the Board and staff discussed the following topics and their strategic impact on the District.

VISION FOR THE FUTURE: John Morgan of the Morgan CPS Group led the Board through a visioning exercise. A proposed vision for LTD had been developed based on interviews with community leaders, Board members, and management staff. The Board discussed the importance of community values and outside influences (such as fuel price, fuel availability, and climate change) in the development of the District Vision. The Vision that was developed will drive strategic planning for LTD and will be incorporated into the next update of the Strategic Plan

STRATEGIC PLAN/BRAND PLAN: The Board discussed a document, tentatively titled *The LTD Way*, which combines the District's Strategic Plan with the LTD Brand Plan and the HR Plan, *Looking to the Future*. The Board reviewed the current LTD Vision Statement, Mission Statement, and 10 Valued Competencies. Some minor changes were suggested to those items. The Board agreed with the concept of a combined plan and asked that a draft plan be brought to the Board for approval in early 2008.

LONG-RANGE FINANCIAL PLAN: The Board reviewed and discussed three different long-range (8-year) scenarios for revenues and expenditures. The three scenarios had varying assumptions regarding the cost for fuel and growth of the LTD payroll tax. Under any realistic scenario, the impact of increased fuel prices and a softening economy point toward some financial challenges during the next eight years.

SUCCESSION PLANNING: Over the next several years, expiring Board member terms and retirements are expected to create turnover in Board leadership and in upper management. The Board discussed some Board member recruitment strategies and training for Board members that can help ease the Board leadership transition. The discussion of turnover of senior management will be discussed at a subsequent Board work session.

FUNDING ISSUES: This agenda item, which involved discussion of federal United Front requests, preparation for the reauthorization of the Federal Transportation Bill, and State Legislative requests for 2009, was postponed to a future Board meeting.

ADJOURNMENT: After a brief review of the day, the work session was adjourned at 4:45 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING
BY CONFERENCE CALL

Tuesday, December 11, 2007

Pursuant to notice given to *The Register-Guard* for publication on December 8, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Tuesday, December 11, 2007, beginning at 3:45 p.m., in the LTD Conference Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster, Vice President
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board, Minutes Recorder

Absent: Dean Kortge, Secretary
(One vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 3:48 p.m. and called roll. Mr. Gaydos, Mr. Dubick, and Mr. Eyster were present in the LTD conference room. Ms. Davis and Mr. Evans were present by telephone conference call.

MOTION APPROVAL OF LANE TRANSIT DISTRICT/AMALGAMATED TRANSIT UNION LABOR AGREEMENT – Mr. Eyster moved approval of LTD Resolution No. 2007-040: “It is hereby resolved that the Lane Transit District Board of Directors ratifies the Lane Transit District/Amalgamated Transit Union three-year agreement, effective July 1, 2007, through June 30, 2010, as ratified by the ATU members on December 9, 2007. Mr. Dubick seconded the motion.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Kortge; one vacancy (1)

ADJOURNMENT – There was no further business, and the meeting was adjourned at 3:50 p.m.

Board Secretary

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

Wednesday, December 19, 2007

Pursuant to notice given to *The Register-Guard* for publication on December 13, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, December 19, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Dean Kortge, Secretary
Debbie Davis, Treasurer
Michael Dubick
Mike Eyster, Vice President
Greg Evans
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: (One vacancy, Subdistrict 4)

CALL TO ORDER/ROLL CALL – Mr. Eyster called the meeting to order at 5:35 p.m. and called the roll. Mr. Eyster noted that Mr. Gaydos would arrive shortly. Assistant General Manager Stefano Viggiano noted that Mr. Pangborn had been detained at a meeting and also would arrive shortly. Mr. Gaydos arrived soon after the roll call and Mr. Pangborn arrived at 5:50 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT – None

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Director of Service Planning, Accessibility and Marketing Andy Vobora announced that the Summit Group, a national organization that recognized excellence in advertising, had given an award for best animation to the EmX commercial. He introduced Sandy Trahan and Liesl McLean from Lamar Advertising, which handled advertising on LTD's buses.

Mr. Trahan expressed his appreciation for the partnership with LTD. He said that Lamar had paid the District \$252,000 during the past year, and presented a check for the revenue-sharing portion of the agreement in the amount of \$75,427.94.

Mr. Gaydos arrived at 5:40 p.m.

BOARD CALENDARS – There were no questions or comments.

WORK SESSION

Commuter Solutions Annual Report – Director of Planning and Development Tom Schwetz observed that many people lived in Lane County because of the quality of life, and there were many challenges to maintaining that related to transportation. LTD was in a position to provide choices and Commuter Solutions had many tools to help meet that challenge.

Mr. Schwetz explained that LTD formed Commuter Solutions in 1995 in conjunction with regional partners to promote the use of alternative modes. He reviewed several of the Commuter Solutions programs, including group pass, student transit pass, Smart Ways to School, Safe Routes to School, and congestion mitigation services. He noted there were 73,000 group pass participants and the student pass program had 5,500 boardings per day. He said Smart Ways to School helped educate students and parents about options for getting to school, and the Safe Routes program distributed federal funding to schools through grants for projects to improve student safety. He said congestion mitigation services were very successful and the KeepUsMoving.info website provided travelers with information about construction projects and road and lane closures.

Mr. Schwetz stated that Commuter Solutions funding was provided through \$5,000 contributions from Eugene, Springfield, Lane County and LTD; a \$100,000 contribution from the Oregon Department of Transportation (ODOT); and \$340,000 from the Metropolitan Planning Organization (MPO). He said there were many opportunities for future growth in areas such as ridesharing, vanpools, Park & Ride, increasing transit ridership, coordination with land use and development activities, and a travel smart pilot program.

Independent Audit Report – Director of Finance & Information Technology Diane Hellekson introduced Charles Swank of Grove, Mueller and Swank to present the independent audit report.

Mr. Swank explained that auditing standards had changed dramatically and auditors were now tasked to challenge the system, not just audit the numbers. He said that each type of transaction would be ranked according to risk and audit procedures related to the extent of the risk. He reviewed the contents of the management letter and pointed out that recommendations were classified in one of three categories: material weakness, significant deficiency, or control deficiency. He said the two recommendations in the letter were categorized as control deficiencies and related to review of payroll change forms and home football game days shuttle fare collection. He said both had been presented and discussed with management and he was confident that appropriate action would be taken.

Mr. Swank commended the Finance staff and quality of the District's accounting function. He identified the components of the audit report and directed the Board attention to the Management Discussion and Analysis, which would be helpful in reviewing the financial statements. He noted the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. In response to a question from Mr. Kortge, he said the status of the two recommendations would be reviewed in the next audit and reported to the Board.

West Eugene EmX Extension Purpose and Need/Goal and Objectives – Mr. Schwetz provided an overview of the proposed Purpose and Need Statement and Goal and Objectives for the West Eugene EmX extension project. He said the draft language had been subjected to extensive public review and comment and the proposed document reflected revisions based on input from the public and the West Eugene EmX Extension Corridor Committee. He said the public comments received to date on the project were included in the agenda packet. He reviewed project and outreach activities conducted through mid-December and the next steps in the process.

Mr. Eyster remarked that it was apparent during the recent joint meeting with the Eugene City Council that some councilors thought LTD was imposing the West Eugene EmX corridor on the City, when in fact the Council had asked LTD to pursue that as the third bus rapid transit corridor.

Mr. Evans speculated that some councilors might not have been in office when the initial discussions occurred and suggested it would be helpful to educate them about the project and how it was initiated.

Mr. Gaydos remarked that people who had been on a recent tour of alignment alternatives found it very helpful and suggested that another tour could be scheduled.

Mr. Schwetz asked the Board to adopt the Purpose and Need Statement and Goal and Objectives during the regular meeting. He said that once the Board had adopted the language, the Federal Transit Administration (FTA) would review it and take formal action to concur. He added that any changes by the FTA would be brought back to the Board for consideration. In addition to FTA, any agencies identified as cooperating agencies also would need to concur. He anticipated that U.S. Army Corps of Engineers and Bureau of Land Management would become cooperating agencies.

Mr. Eyster asked if the Board should request the City Council's endorsement of the Purpose and Need Statement and Goals and Objectives to confirm the partnership with LTD. Mr. Schwetz said that was not required but could be done at the Board's direction. He had some concern that the process could be delayed by requiring formal action by the Council.

Assistant General Manager Stefano Viggiano suggested that staff could draft a letter from the Board thanking the Council for the joint meeting and referencing past collaboration on the project to clarify the record.

Mr. Eyster reiterated his interest in obtaining the City Council's commitment to the project and eliminating the implication that LTD was imposing a West Eugene corridor on the City.

Mr. Schwetz concluded his presentation by reviewing the next steps in the process and informing the Board that staff would return at the February 2008 meeting with a status report and present final recommendations at the March 2008 meeting.

EMPLOYEE OF THE MONTH – The Board recognized Bus Operator Fred Pearson. Director of Transit Operations Mark Johnson described Mr. Pearson's achievements and noted that two regular riders had nominated him.

Mr. Gaydos thanked Mr. Pearson for his dedication to LTD's mission and presented a certificate of appreciation, a check, and pin commemorating his award. Mr. Pearson said he had applied for a job with LTD when he retired from the military and was amazed at the outstanding training he had received. He appreciated the fact that a number of LTD employees were retired from the military.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Eyster moved adoption of LTD Resolution 2007-041: It is hereby resolved that the Consent Calendar for December 19, 2007, is approved as presented. Mr. Kortge provided the second. The Consent Calendar consisted of the minutes of the October 17, 2007, Special Board Meeting; November 26, 2007, Special Board Meeting/Executive Session; and November 30, 2007, Board Strategic Planning Work Session.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

Acceptance of Independent Audit Report – Ms. Hellekson stated that an independent audit report was required by law and regulation to be presented to the Board annually by the end of December. She asked the Board to formally accept the report for the record.

MOTION Ms. Davis moved approval of LTD Resolution No. 2007-042: Resolved, that the LTD Board of Directors accepts the Independent Audit Report for the fiscal year ending June 30, 2007. Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

Olympic Trials Shuttle Pricing – Mr. Vobora said that the Board Service Committee—formerly known as the Board Service Planning and Marketing Committee—met to discuss shuttle pricing for the Olympic Trials. He asked Committee Chair Mike Eyster to report on the Committee's action.

Mr. Eyster reported that the Committee had discussed reconsidering the Board's earlier action to establishing shuttle pricing for the trials and consequently was recommending changing the rate from \$91 per service hour to \$65 per service hour. He said the \$65 rate would cover the District's costs, but not the entire overhead; it represented the most attractive rate LTD offered.

Mr. Kortge asked why the Board's original decision was being reconsidered.

Mr. Eyster said the reconsideration was an effort to support the Olympic Trials as a significant event for the city and the region. He said the Committee had discussed whether this might be perceived as a precedent and wanted to make it clear that no precedent was being established and pricing for events would continue to be determined on an individual basis. He said that the Committee was unanimously recommending changing the rate to \$65 per service hour.

Mr. Vobora added that the organizing committee had originally estimated it would need 1,100 hours, but had revised that to 1,600 hours and asked for consideration of a lower rate to fit within the budget.

Mr. Dubick said he was initially skeptical of the request because he was concerned with LTD's finances and establishing a precedent for the lower rate. He said the lower rate would mean \$40,000 less in revenue, but felt it was appropriate to make the recommendation to the Board.

Mr. Evans said he supported the recommendation for several reasons, including the scope of the event and its regional impact, community investment in the local economy that would pay dividends in the future, and continuing to set pricing for events on a case-by-case basis.

Mr. Kortge raised a process issue. He said when a Board decision was being considered, Board members should be provided with all of the available information, particularly the fiscal impact of reconsideration. He stated that he could not support the motion because \$40,000 was a significant decrease in revenue and he thought it did establish a precedent for similar events.

Mr. Vobora said the Board could have a discussion about establishing pricing independently for each event without setting a precedent for a particular type of event. He said staff had no objection to the \$65 rate as it did cover hard costs for shuttle operation; administrative costs were being donated.

Mr. Evans suggested that the Board consider developing a policy that would take into account events like the Olympic Trials and provide guidelines for event pricing.

Mr. Kortge pointed out that the Board already had a special events pricing policy.

In response to a question from Mr. Eyster, Mr. Vobora said the Oregon Country Fair was a 600-hour event, compared with 1,600 for the trials.

Mr. Dubick said he had given the matter considerable thought and thought that while the event would be beneficial to the region, his responsibility was to the financial health of LTD. He would not be able to support the recommendation.

MOTION Mr. Evans moved adoption of LTD Resolution No. 2007-046: It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$65 per service hour for approximately 1,600 hours of service for the 2008 Olympic Trials shuttle service package. Mr. Eyster provided the second.

VOTE The resolution was adopted as follows:
AYES: Davis, Evans, Eyster, Gaydos, (4)
NAYS: Dubick, Kortge (2)
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

Mr. Pangborn assured Mr. Kortge that the Board would be better informed in the future if reconsideration of an action was recommended.

2008 Annual Route Review – Mr. Vobora said a public hearing on the proposed service package was held November 12, 2007, and there were no substantial changes to the proposal presented to the Board. He said that Stage Two of the Annual Route Review would be presented in February 2008.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2007-043: It is hereby resolved that the LTD Board of Directors approves Stage One of the FY 2008-09 service recommendations as presented on December 19, 2007, and as shown on the 2008 Annual Route Review - Stage One Service Summary. Ms. Davis provided the second.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

West Eugene EmX Extension Purpose and Need/Goal and Objectives – Mr. Schwetz asked the Board to adopt the Purpose and Need Statement and Goal and Objectives as presented during the work session.

MOTION Mr. Evans moved approval of LTD Resolution No. 2007-044: It is hereby resolved that the LTD Board of Directors adopts the recommended Draft Final Purpose and Need Statement and Goal and Objectives, dated December 5, 2007. Mr. Kortge provided the second.

Mr. Gaydos commended LTD for doing an excellent job of listening to the community and creating a better document by incorporating the public's comments. He thanked staff for their work on the project.

VOTE The resolution was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: (One Vacancy, Subdistrict 4)

Mr. Gaydos asked that staff draft a letter, as discussed during the work session, for transmittal to the City Council, along with the adopted Purpose and Need Statement and Goal and Objectives.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports

LCOG Board – Mr. Dubick reported that the Lane Council of Governments (LCOG) board of directors still had not adopted the Lane County coordinated population projections.

Board Outreach – Mr. Gaydos expressed appreciation for Board members' willingness to meet with neighborhood associations and other community groups. He believed that it benefited the District and the Board to get acquainted with the public and share information. He hoped that could continue on a regular basis.

Mr. Kortge agreed that it was important for the Board to be engaged in outreach as members could provide a different perspective than staff.

Mr. Evans suggested a presentation to the Eugene and Springfield chambers of commerce and other groups within the business community to provide an update on EmX and other District activities.

Comprehensive Annual Financial Report – Ms. Hellekson referred to an executive summary of the Comprehensive Annual Financial Report (CAFR) in the agenda packet. She noted that 2006-07 had been a solid financial year; there was some slowing of payroll tax receipts but those had since increased and there were no negative consequences, as other revenue compensated. She said there was a problem with the growth in demand for accessible services. She said it had been the most productive year in LTD's history. and that could cause concern because of the increased ridership on

the fixed-route system by riders with prepaid instruments, which meant that the growth of fares was not consistent with growth in ridership.

Regarding the two recommendations in the management letter, Ms. Hellekson said the concern about review of payroll change forms was based on lack of an independent person not in the chain of command to supervise the review. She said that correction would require some reorganization to identify an individual to perform that task.

Mr. Kortge asked if there would be budgetary implications. Ms. Hellekson said it would not require creation of more FTE, only a shift of assignments. She said that LTD might be at a point where an internal audit function was appropriate and that would be discussed during the budget process.

Ms. Hellekson stated that concerns with the chaotic boardings and lack of fiscal controls at Park & Ride facilities during football games were longstanding. She was pleased that the problem had been raised in the audit report, and indicated that there were two ways to address the problems and continue to meet service obligations: require prepaid fares or have the University attach a surcharge to all home ticket sales. She said the first solution was impractical, and the University was opposed to a surcharge. She stated that the only remaining option was to shift the problem to the University, which meant that the University would have to craft temporary fareboxes for each of the shuttles and be responsible for collecting and counting the money. In this case, the University would purchase the service from LTD and LTD would no longer be involved in collecting fares, eliminating the audit concern.

Federal Funding Requests – Mr. Viggiano reviewed LTD's United Front requests for funding for an additional EmX vehicle, environmental analysis of the West Eugene EmX corridor, and a Gateway Park & Ride facility.

Mr. Kortge asked if there were standards regarding the number of spare vehicles. Mr. Viggiano replied that spares were limited to 20 percent of the overall fleet, calculated on peak pullouts.

Mr. Eyster asked if staff anticipated the need for additional EmX vehicles to be in service. Mr. Viggiano replied that the buses were currently fairly full and if there was an overload, the District would consider how to address that, although expanding service was unlikely because of the significant expense involved.

Mr. Viggiano explained that the current federal transportation bill would expire on September 30, 2009, and discussions had begun on the next bill. He reviewed the list of potential funding requests, including the third EmX corridor, operating base renovation and expansion, Franklin Boulevard improvements, and elderly and disabled transportation. He noted that details for those items were provided in the agenda packet.

Mr. Pangborn commented that Mr. Evans had been appointed to the American Public Transportation Association's (APTA) committee on reauthorization of federal transportation legislation.

In response to a question from Mr. Eyster, Mr. Viggiano explained that federal regulations prohibited the District from charging more than twice the cash fare for paratransit services.

Mr. Viggiano explained that Congress had developed an omnibus funding bill that met the President's budget goal. It appeared the bill would move forward, which would mean that funding for the fiscal year would be approved soon. Mr. Pangborn added that the bill included funding for Pioneer Parkway and Alternative Analysis for the West Eugene corridor.

Ms. Davis left the meeting at 7:20 p.m.

Garfield Property: Sale or Lease – Mr. Viggiano asked the Board to provide direction on the sale or lease of property in West Eugene to the City of Eugene for a police patrol facility. He said a site plan of the property, which was adjacent to the RideSource facility, was included in the agenda packet. He said that the 20-year growth projection for RideSource left approximately 3.5 acres available on the site and the City had indicated that was sufficient for the police facility.

Mr. Eyster asked if a land swap was possible. Mr. Viggiano replied that the City had not been able to identify a suitable piece of property to swap. He estimated that the police facility project was at least five years in the future. Mr. Pangborn remarked that the police facility could need to be bonded.

Mr. Viggiano referred to a summary of the advantages and disadvantages of selling or leasing the property included in the agenda packet. He said the matter was discussed by the Board Finance Committee, which was opposed to selling the property but thought a long-term lease might be considered. He noted that a lease could provide some cash flow, but it could be very difficult to remove the tenant at the end of the lease period.

Mr. Kortge said the Committee had discussed sale of the property in detail and concluded there was no reason to sell it. He said there was some interest in the possibility of a lease, but there were many issues to be considered, and the District should wait until the City came forward with a request.

Mr. Gaydos remarked that sometimes being a good partner in the community was as important as the financial considerations.

Mr. Dubick commented that if the property were sold, LTD would have funds for a one-time use; leasing would provide an ongoing revenue stream that might be more useful. He said the District was far from the point where a satellite facility would be needed.

Mr. Gaydos recommended that the District indicate its willingness to work with the City and not take a specific position at this point. He asked if the revenue from a sale could be invested. Ms. Hellekson replied that the money was earning more invested in the land than it would invested in any other instrument currently available to the District.

Monthly Financial Report – Ms. Hellekson called attention to the report, on page 83 of the agenda packet. She stated that ridership was extremely healthy and everything looked good, with the exception of fuel and accessible services. She noted that retroactive payments on the contract settlement had not been posted. She acknowledged Finance Manager Carol James' work on preparation of the CAFR.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i) – Mr. Dubick moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the LTD general manager. Mr. Evans provided the second.

VOTE The motion was approved as follows:
AYES: Dubick, Evans, Eyster, Gaydos, Kortge (5)
NAYS: None

ABSTENTIONS: None
EXCUSED: Davis, (One Vacancy, Subdistrict 4) (2)

The Board entered Executive Session at 7:37 p.m. Mr. Pangborn and Director of Human Resources Mary Adams were present for this discussion with the Board.

RETURN TO REGULAR SESSION – The Board returned to regular session at 7:55 p.m.

PUBLIC COMMENTS ON GENERAL MANAGER'S EVALUATION -- Upon returning to regular session, Board members praised Mr. Pangborn for his outstanding performance during the past year. Mr. Dubick noted that the evaluation of Mr. Pangborn was excellent and the feedback received from all groups was excellent overall. The Board members expressed their appreciation for Mr. Pangborn's excellent leadership within the organization and externally, noting that there had been a tremendous amount of success in the past year. They noted that the accomplishments had not always been easy, but the results were outstanding, such as the implementation of bus rapid transit, successful union negotiations, staff and Board interactions, and LTD's continuing positive national reputation.

BOARD HR COMMITTEE RECOMMENDATION -- Mr. Dubick said that the Committee members thought they needed to look at the general manager's compensation in two different ways: (1) maintain the general manager's salary at a level comparable to others in similar systems and pay the general manager at an acceptable level in order to recruit in the future; and (2) reward excellent performance. The Committee members thought that contributing an amount to Mr. Pangborn's retirement account as opposed to a salary increase was one way to reward that performance. Mr. Eyster said that the Committee also has reviewed comparisons with local CEOs as benchmarks, as well.

Mr. Kortge stated that he still wanted to voice an objection to a perpetual cost-of-living (COLA) adjustment for the general manager. Mr. Eyster replied that the Committee had discussed that and that some of the members were willing to reconsider whether or not the COLA should be automatic. Mr. Gaydos noted that at that point, the automatic COLA was an agreement between the Board and the general manager.

Mr. Kortge said that he was glad the committee had held that conversation, and added that the Committee's recommendation made a lot of sense to him. Board members reiterated that it was important to pay attention to keeping the general manager's compensation at an acceptable level so there would not be a wide variance in future years when Mr. Pangborn might decide to leave LTD. Mr. Kortge said he thought it was important to do this annually, but not automatically.

MOTION Mr. Kortge moved adoption of LTD Resolution 2007-045: "Resolved, the LTD Board of Directors adopts the Fifth Amendment to the Restatement of the Lane Transit District Salaried Employees' Retirement Plan Dated June 19, 2002, as recognition for General Manager Mark Pangborn's outstanding performance during the past year." Mr. Eyster provided the second.

VOTE The resolution was approved as follows:
AYES: Dubick, Evans, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, (One Vacancy, Subdistrict 4) (2)

GENERAL MANAGER'S 2008 GOALS AND OBJECTIVES

Draft goals and objectives for the general manager had been discussed by the Board HR Committee and included in the agenda packet for the meeting.

MOTION Mr. Eyster moved that the Board adopt the LTD General Manager 2008 Performance Goals and Objectives dated December 13, 2007. Mr. Evans seconded the motion

VOTE The motion was approved as follows:
AYES: Dubick, Evans, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, (One Vacancy, Subdistrict 4) (2)

ADJOURNMENT – There was no further business, and the meeting was adjourned at 8:02 p.m.

Board Secretary