

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, September 21, 2016

Pursuant to notice given to *The Register-Guard* for publication on September 15, 2016, 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, September 21, 2016, beginning at 5:30 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, President
Gary Gillespie, Vice President
Ed Necker, Secretary
Julie Grossman (arrived 5:58 p.m.)
Angelynn Pierce
Carl Yeh
A.J. Jackson, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Don Nordin, Treasurer

CALL TO ORDER/ROLL CALL: Mr. Wildish convened the meeting and called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish said there had been a death in Mr. Nordin's family and asked for a moment of silence. He mentioned that he had received a Thank You note from Congressman Peter DeFazio for the Board's letter of thanks for his support of the FAST Act, which provided a grant opportunity to purchase buses.

Mr. Gillespie followed with the announcement that Congressman DeFazio had recently received an award for his work on public transportation.

COMMENTS FROM THE GENERAL MANAGER: Ms. Jackson said LTD's recent addition of 14,000 hours of service was receiving attention from local media.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: There were no announcements. Mr. Gillespie asked to speak at the end of the meeting under Other Business.

BOARD CALENDARS: Ms. Jackson briefly reviewed coming events and activities. She said that the Federal Transit Administration (FTA) would be conducting an onsite procurement review next week and staff were busy preparing. She said that she would be attending the September 26 meeting of the Springfield City Council at which a grant from the state to study medians along the corridor would be discussed.

EMPLOYEE OF THE MONTH: The Board recognized Bus Operator Bob Younger as the October 2016 Employee of the Month. Mr. Wildish presented Mr. Younger with his award and thanked him for his outstanding service and dedication to LTD's mission. Mr. Younger thanked the Board for the honor.

AUDIENCE PARTICIPATION: There was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING:

MOTION **Consent Calendar:** Mr. Necker moved that the Board adopt the following resolution: LTD Resolution No. 2016-09-21-032: It is hereby resolved that the Consent Calendar for September 21, 2016, is approved as presented. The Consent Calendar consisted of the Minutes of the August 17, 2016, Regular Board Meeting. Ms. Pierce provided the second.

VOTE The resolution was adopted as follows:
AYES: Gillespie, Necker, Pierce, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Grossman, Nordin (2)

Public Hearing and Adoption: Fiscal Year 2017-2026 Capital Improvements Program (CIP): Ms. Jackson explained that the FY 2017-2016 CIP had been presented to the Budget Committee on September 6. It established a 10-year capital plan. She said that adoption of the CIP also included appropriation of funding for FY 2017; that was the year for which LTD had authority to spend funds, and the projects in that year were ones that the District was planning to do and for which funding had been secured. She said the other projects were ones identified as needed over the 10-year period of the CIP, and the list would be modified as necessary. This would allow staff to seek funding for those future projects. When funding was secured, it would be appropriated by the Board prior to project implementation. She said that the CIP also mapped out the District's financial needs during that 10-year period. She briefly reviewed current major projects:

- West Eugene EmX Extension
- Willow Creek Station
- Santa Clara/River Road Station
- Glenwood Facility Bus Parking Improvements

Director of Administrative Services Roland Hoskins said that the District had to develop a 10-year CIP, but the Board's decision would approve the FY 2017 CIP and appropriate funds for those projects. The new CIP budget format identified all projects and allocated matching funds for any project that would move forward, so those dollars were no longer available in the General Fund.

In response to a question from Mr. Necker, Mr. Hoskins said that the total cost of the Santa Clara/River Road Station was \$10 million. Those projects with funding identified in FY 2017 had the potential to be started; and in order to do that, the Board needed to approve them. Some of them would extend into future years, but it was necessary to identify and set aside

the necessary General Fund matching dollars. The District had an obligation to provide matching funds for the grants that had been or would be received.

Mr. Gillespie pointed out that the language of the proposed motion that was included in the Board meeting packet would approve FY 2017-2026, not FY 2017 only. In response, Ms. Jackson differentiated between approval and appropriation. Approval of the CIP meant that the Board approved the 10-year plan and appropriated the matching funds for FY 2017, so they were no longer shown in the General Fund reserve. She said that past practice was to approve the CIP with matching dollars left in the General Fund. This gave the impression that there was a large amount of money in reserve when much of it was actually obligated to projects as match.

Ms. Grossman arrived at 5:58 p.m.

Mr. Necker expressed concern with the wording of the motion. Ms. Jackson clarified that the wording would accomplish the stated purpose, but the Board could amend it if they wished to have more clarity as they were being asked to approve the FY 2017-2026 CIP and appropriating funds for FY 2017.

Mr. Wildish opened the public hearing. He determined there was no one wishing to speak and closed the hearing. He announced that no written comments had been received.

MOTION Mr. Gillespie moved the following resolution: LTD Resolution No. 2016-09-21-033: It is hereby resolved that the Fiscal Year 2017-2018 Capital Improvements Program is appropriated and the Fiscal Year 2017-2026 Capital Improvements Program is approved as presented. Ms. Pierce provided the second.

AMENDMENT Mr. Yeh moved to amend the motion to state that the Fiscal Year 2017 Capital Improvements Program is appropriated. Mr. Necker provided the second.

VOTE The motion to amend was approved as follows:
AYES: Gillespie, Grossman, Necker, Nordin, Pierce, Wildish, Yeh (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Nordin (1)

AMENDED MOTION It is hereby resolved that the Fiscal Year 2017 Capital Improvements Program is appropriated and the Fiscal Year 2017-2026 Capital Improvements Program is approved as presented.

VOTE The main motion as amended was approved as follows:
AYES: Gillespie, Grossman, Necker, Nordin, Pierce, Wildish, Yeh (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Nordin (1)

Public Hearing and Adoption: Fiscal Year 2016-2017 Supplemental Budget: Mr. Hoskins said that the Budget Committee had recommended approval of the FY 2016-2017 Supplemental Budget at its September 6 meeting. Ms. Jackson said the Budget Committee's report had recommended further study of the issue of bringing public safety officers in-house, but that was budget-neutral and did not impact the budget as presented.

Mr. Wildish noted that the Board and Budget Committee members had a comprehensive discussion of all aspects of the budget at the September 6 meeting.

Mr. Wildish opened the public hearing. He determined there was no one wishing to speak and closed the hearing.

MOTION Mr. Necker moved approval of Resolution No. 2016-09-21-034, which amends the LTD Fiscal Year 2016-2017 budget as represented in the resolution. Mr. Yeh provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Pierce, Wildish, Yeh (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Nordin (1)

ITEMS FOR INFORMATION AT THIS MEETING

Award Announcement: Public Safety Manager Frank Wilson announced that Lieutenant Todd Uhler, G4S public safety officer, had been recognized as the officer of the year for the entire Pacific Northwest Region and recently had been nominated for the Outstanding Security Officer Performance Award by an international organization. He said there were thousands of nominations in six different categories and Lt. Uhler was one of the top four finalists. He commended Lt. Uhler for the recognition of his skills and performance and thanked him for keeping those who used the LTD transit system safe.

Board Member Reports: Mr. Yeh said that the City of Eugene's Vision Zero Task Force had its first meeting, and he was pleased with the wide range of representation on the group and their commitment to moving the Vision Zero concept forward.

Mr. Gillespie reported on the American Public Transportation Association's Annual Meeting that was held in Los Angeles on September 11 – 14. One of the workshops he attended was on transit security. He said that the LTD Board was asking all the right questions about contracting security or bringing it in-house. He described a number of tours of other transit agencies and said there was a good exchange of information. He also visited the manufacturer of LTD's buses and saw vehicles that were in various stages of the manufacturing process.

Ms. Jackson described some of the electric buses that were in use and commented that the use of solar power for charging buses had been discussed.

Monthly Financial Report: Ms. Jackson said the financial report was unaudited at this point.

Mr. Wildish observed that the District's financial position with respect to Medicaid had improved since January 1, and he commended staff for their efforts to resolve issues with Trillium.

Monthly Report of Executed Contracts – July: There were no questions. Ms. Jackson pointed out that the contract amount was only the amount authorized to be spent, not the actual expenditures.

Mr. Wildish confirmed that the landscape maintenance contract was an extension of an existing contract.

Monthly Cash Disbursements – July: Mr. Wildish said that he was pleased with the new report and the information it provided to the Board. He noted that Special Mobility Services, the operator of RideSource, accounted for about a third of monthly expenditures.

Monthly Performance Reports: Ms. Jackson reported that trends were currently stable. Mr. Wildish observed that there had been a slight increase in ridership and that maintenance calls remained down.

Monthly Grant Report: In response to a question from Mr. Necker, Ms. Jackson said that the grants in the report were those that were currently funded.

Monthly Department Reports — There were no questions.

Future Information/Action Items Requested by the Board: Mr. Gillespie said the San Antonio transit agency had a bus seat dedicated to Rosa Parks and asked staff to research the cost for putting a similar seat on all LTD buses. Ms. Jackson said that staff would check with San Antonio on the agency's experience with its project.

Mr. Yeh reminded staff of his request for information on a fareless system and asked to include fare media.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions: Mr. Yeh moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660 (2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Mr. Necker provided the second.

VOTE The motion was approved as follows:

AYES: Gillespie, Grossman Necker, Pierce, Wildish, Yeh (6)

NAYS: None

ABSTENTIONS: None

EXCUSED: Nordin (1)

The Board entered executive (non-public) session at 6:32 p.m. Other attendees included John Brown, Evans, Elder, and Brown; Director of Service Planning Tom Schwetz; Director of Public Affairs Edward McGlone; and Internal Auditor Cheryl Munkus.

RETURN TO REGULAR (OPEN) SESSION: The Board returned to regular session at 7:03 p.m.

ADJOURNMENT: There being no further business, Mr. Wildish adjourned the meeting at 7:03 p.m.

LANE TRANSIT DISTRICT:



Ed Necker
Board Secretary

ATTEST:



Jeanne Schapper
Clerk of the Board

Date Approved: 10-19-16