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**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING/EXECUTIVE SESSION**

**Wednesday, May 16, 2012
4:30 p.m.**

**LANE TRANSIT DISTRICT
3500 E. 17th Avenue, Eugene
(off Glenwood Boulevard in Glenwood)**

A G E N D A

- | | | | |
|-----|--|--|-----------------|
| I. | CALL TO ORDER | | <u>Page No.</u> |
| II. | ROLL CALL | | |
| | Gillespie _____ Kortge _____ Towery _____ Necker _____ | | |
| | Evans _____ Dubick _____ Eyster _____ | | |

The following agenda items will begin at 4:30 p.m. in the LTD Conference Room

- | | | | |
|------|---|--------------|---|
| III. | PRELIMINARY REMARKS BY BOARD PRESIDENT | (3 minutes) | |
| IV. | COMMENTS FROM THE GENERAL MANAGER | (1 minute) | 3 |
| V. | ANNOUNCEMENTS AND ADDITIONS TO AGENDA | (1 minute) | 4 |
| VI. | EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the general manager of LTD.
[Mary Adams] | (55 minutes) | 5 |

The following agenda items will begin at 5:30 p.m. in the LTD Board Room

- VII. AUDIENCE PARTICIPATION
- ◆ *Public Comment Note:* This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.
 - ◆ Citizens testifying are asked to limit testimony to three minutes.

VIII. ITEMS FOR ACTION AT THIS MEETING

- A. Second Reading and Adoption, Eighteenth Amended Fare Ordinance No. 35, An Ordinance Setting Fares for Use of District Services 6
[Andy Vobora] (5 minutes)
(Copies of Ordinance No. 35 are available at the Lane Transit District office in Glenwood.)
- B. Public Hearing and Approval: LTD Subdistrict Boundaries (10 minutes) 11
[Mary Adams]
1. Staff Presentation and Public Hearing
- a. Staff Presentation
 - b. Opening of Public Hearing by Board President
 - c. Public Testimony
 - Each speaker is limited to three (3) minutes
 - d. Closing of Public Hearing
 - e. Staff Comments
- C. General Manager 2012-13 Goals and Objectives (15 minutes) 13
[Mary Adams]

IX. ADJOURNMENT

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact LTD's Administration office as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please call 682-6100 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: COMMENTS FROM THE GENERAL MANAGER

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

This agenda item provides an opportunity for the general manager to formally communicate with the Board on any current topics or items that may need consideration.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: None

BACKGROUND:

This agenda item provides a formal opportunity for the Board president to announce additions to the agenda, and also for Board members to make announcements or to suggest topics for current or future Board meetings.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(i)

PREPARED BY: Mike Eyster, President, Board of Directors
Mary Adams, Director of Human Resources and Risk Management

ACTION REQUESTED: That the Board move into Executive (non-public) Session pursuant to ORS 192.660(2)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the chief executive officer (general manager) of LTD.

ATTACHMENT: None.

PROPOSED MOTION: I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the LTD general manager.

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: SECOND READING AND ADOPTION, EIGHTEENTH AMENDED FARE ORDINANCE NO. 35

PREPARED BY: Andy Vobora, Director of Service Planning, Accessibility, and Marketing

ACTION REQUESTED: Conduct the second reading and adopt Eighteenth Amended LTD Ordinance No. 35

BACKGROUND:

The Board conducted the first reading of the Eighteenth Amended Ordinance No. 35 on April 9, 2012. Public hearings were conducted on April 9, 2012, and on May 14, 2012, and the Board was provided all testimony received in writing and via telephone calls.

Staff have prepared the second reading of Eighteenth Amended Ordinance No. 35 for the May 16, 2012, Board meeting. If the Board chooses to make adjustments to the proposed fare changes, staff will develop a revised pricing plan, the ordinance update process will begin again, and the July 1, 2012, fare change implementation date would be moved to September 1, 2012. If the Board adopts the fare increases as proposed, a copy of the Eighteenth Amended Ordinance No. 35 will be filed with the County Clerk and made available for public inspection.

The following fare changes are recommended:

Fare Type	Cost		Change	
	Existing	Proposed	Absolute	Percentage
Adult Cash	\$1.50	\$1.75	\$0.25	16.7%
Half-Fare and Youth Cash	\$0.75	\$0.85	\$0.10	13.3%
Adult Day Pass	\$3.00	\$3.50	\$0.50	16.7%
Half-Fare and Youth Day Pass	\$1.50	\$1.75	\$0.25	16.7%
RideSource Fare	\$3.00	\$3.50	\$0.50	16.7%
Group Pass Monthly Contract Rate – Taxpayer	\$4.57	\$4.84	\$0.27	5.8%
Group Pass Monthly Contract Rate – Non-Taxpayer	\$5.32	\$5.63	\$0.31	5.8%

ATTACHMENT: Eighteenth Amended Ordinance No. 35

PROPOSED MOTION: (1) I move that the Eighteenth Amended Ordinance No. 35 be read by title only.

Following an affirmative vote, the ordinance title should be read:

Eighteenth Amended Ordinance No. 35, an Ordinance Setting Fares for Use of District Services.

(2) I move the following resolution:

LTD resolution No. 2012-010: Be it resolved that the LTD Board of Directors hereby adopts Lane Transit District Eighteenth Amended Ordinance No. 35, an Ordinance Setting Fares for Use of District Services.

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LANE TRANSIT DISTRICT
EIGHTEENTH AMENDED ORDINANCE NO. 35
An Ordinance Setting Fares for Use of District Services

The Board of Directors of Lane Transit District does hereby ordain that Ordinance No. 35 of said District is hereby amended to read as follows:

1.01 Definitions. As used in this ordinance, unless the context requires otherwise:

- (1) "District" means Lane Transit District.
- (2) "Service Area" means the area designated in Ordinance No. 24 of Lane Transit District entitled "An Ordinance Altering the Territorial Boundaries for Lane Transit District," adopted November 17, 1999, as such area is now constituted and as it may be altered from time to time hereafter by ordinance of this District.

1.02 Fares.

- (1) Fares on the District transit system shall vary according to the status of the rider and method of payment and shall be in accordance with the following schedule:

(a) Cash Fare (Effective 7/01/12)

	Monday-Sunday
Adult (ages 19–64)	\$1.75
Youth (ages 6-18)*	\$.85
Half-Fare**	\$.85
Senior (ages 65 and older)	Free

(b) Monthly Pass (Effective 6/24/10)

Pass Type	Monthly Price	Three-Month Price
Adult (ages 19–64)	\$48.00	\$130.00
Youth (ages 6-18)*	\$24.00	\$65.00
Half-Fare**	\$24.00	\$65.00
Senior (ages 65 and older)	Free	Free

* Youth fare applies to ages 6-18. Children age five and under ride free with parent or guardian.

** LTD's EZ Access Program provides a Half-Fare Program for persons with disabilities and Medicare cardholders. The EZ Access Program also provides the Honored Rider pass, which provides free rides for persons 65 years of age and older. The Half-Fare and Honored Rider photo-identification cards may be obtained at the LTD Customer Service Center.

(c) Day Pass (Effective 7/01/12)

Adult (ages 19–64)	\$3.50
Youth (ages 6-18)*	\$1.75
Half-Fare**	\$1.75

- (2) Group Pass Program. The general manager, or his/her designated representative, is authorized to sign contracts on behalf of the District to provide transit service to groups of riders at reduced rates pursuant to policies established by the Board at its May 2, 1990, meeting, as amended, or pursuant to such policies as the Board may hereafter adopt by resolution or ordinance.

Group Pass (*Effective January 1, 2012*)

Current monthly rates:	\$4.57 taxpayer
	\$5.32 non-taxpayer
Proposed monthly rates:	\$4.84 taxpayer
	\$5.63 non-taxpayer

- (3) Special Event Discounts. The promotional distribution of free tickets from time to time is necessary or convenient for the provision of a public transit system. The general manager, or his/her designated representative, is authorized to reduce or eliminate fares, or to approve the distribution of free tickets for use of District facilities during special events, or at specified times, on a finding by the general manager, or his/her designated representative, that the fare reduction or elimination will promote increased use of the District's public transit system or will otherwise further the provision of a public transit system.
- (4) Reduced Fares for Low-Income Persons. The general manager, or his/her designated representative, is authorized to sign contracts with local nonprofit agencies whereunder the District may agree to provide transit fare instruments at reduced prices to such agencies, for distribution to low-income persons within the service area who need transportation assistance. Definitions of those who are "low-income persons" and "who need transportation assistance" shall be part of such contracts, verbatim or by reference.
- (5) Paratransit. Fare structure (*Effective 7/01/12*):

RideSource	\$3.50	one way
Escort*	\$3.50	one way
RideSource Shopper**	\$2.00	round trip
Social Service Agencies***	100	percent
Book of Ten Tickets	\$35.00	

* Escort is limited door-to-door transportation for medical rides.

** RideSource Shopper is specialized transportation service for grocery shopping. RideSource Shopper fares are based on round-trip rides. All other fares are one-way rides.

*** Social service agencies will contract for service and pay 100 percent of the marginal cost of service.

- 2.01 Large-quantity Pass Purchases. The District will provide a discount of five (5) percent to private sales organizations authorized by the District to sell passes to the general public.

3.01 Effective Date. This ordinance shall take effect on June 14, 2012, at which time this Eighteenth Amended Ordinance will stand in the stead of Ordinance No. 35 in all particulars and all previous amendments, and will govern all fares charged by the District.

ADOPTED this 16th day of May, 2012.

President and Presiding Officer

ATTEST:

Recording Secretary

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: PUBLIC HEARING AND APPROVAL: LTD SUBDISTRICT BOUNDARIES

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management

ACTION REQUESTED: Hold a public hearing and approve the Secretary of State's redrafting of LTD's subdistrict boundaries.

BACKGROUND:

As a result of the 2010 Census, the Oregon Secretary of State's office has been conducting subdistrict boundary reviews of Oregon's transit districts. The Secretary of State's office is required, per Oregon statute, to perform such a review of Lane Transit District and nine other transit districts. Specific statutory criteria must be followed in this process. In addition, staff at the Secretary of State's office have considered input from Lane Council of Governments and 2010 Census data to prepare a draft of the new subdistrict boundaries. At the March 21, 2012, Board of Director's meeting, Josh Goldberg of the Secretary of State's office and contractor Wayne Coffey received input from LTD Board Members on what to consider when redrafting the boundaries. Their final recommendation is ready for public hearing and Board adoption at the May 16, 2012, meeting.

RESULTS OF RECOMMENDED ACTION:

Adjustments will be made to the LTD subdistrict boundaries that will stay in place until the 2020 Census, when subdistrict boundaries will again be reviewed.

ATTACHMENT: Recommended Map of LTD Subdistricts

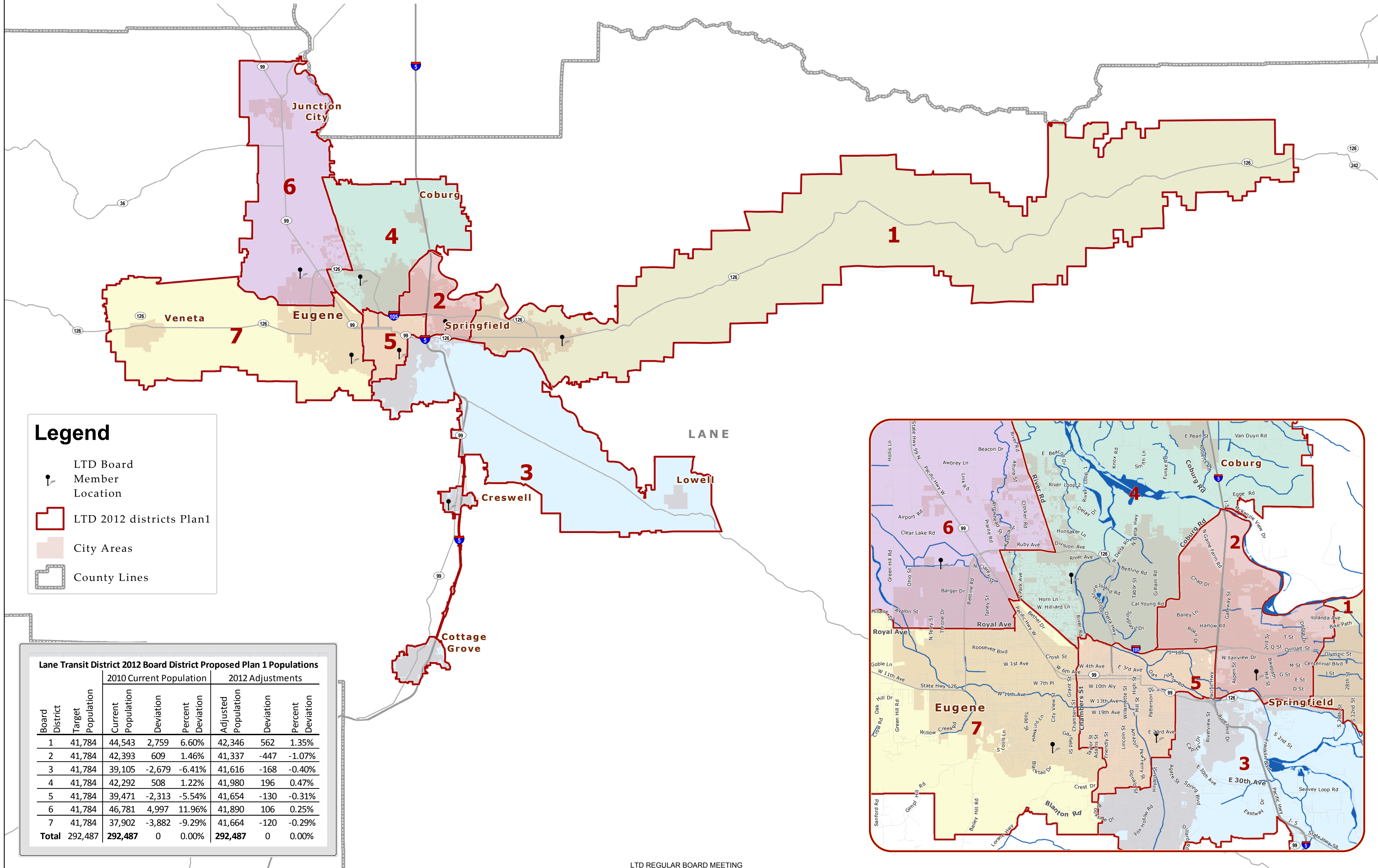
PROPOSED MOTION: I move that the Board adopt the following resolution:

LTD Resolution No. 2012-011: It is hereby resolved that the Lane Transit District Board of Directors approve the Lane Transit District 2012 Board District Boundaries as recommended by the Oregon Secretary of State's office.

Q:\Reference\Board Packet\2012\03\Reg Mtg 3-21-12\LTD Subdistrict Boundary Draft rev.doc

Lane Transit District

Approved 2012 Board District Boundaries



Legend

- LTD Board Member Location
- LTD 2012 districts Plan 1
- City Areas
- County Lines

Board District	Target Population	2010 Current Population			2012 Adjustments		
		Current Population	Deviation	Percent Deviation	Adjusted Population	Deviation	Percent Deviation
1	41,784	44,543	2,759	6.60%	42,346	562	1.35%
2	41,784	42,393	609	1.46%	41,337	-447	-1.07%
3	41,784	39,105	-2,679	-6.41%	41,616	-168	-0.40%
4	41,784	42,292	508	1.22%	41,980	196	0.47%
5	41,784	39,471	-2,313	-5.54%	41,654	-130	-0.31%
6	41,784	46,781	4,997	11.96%	41,890	106	0.25%
7	41,784	37,902	-3,882	-9.29%	41,664	-120	-0.29%
Total	292,487	292,487	0	0.00%	292,487	0	0.00%

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2012

ITEM TITLE: GENERAL MANAGER 2012-13 GOALS AND OBJECTIVES

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management

ACTION REQUESTED: Approval of the Draft General Manager Goals and Objectives

BACKGROUND:

The general manager is the direct employee of the LTD Board of Directors. The Board reviews the performance of the general manager each fall through the work of the Board's Human Resources Committee. Part of the evaluation process is a comparison of the general manager's performance against the Board-adopted goals and objectives. The Board's Human Resources Committee has met and reviewed the draft goals and objectives. The attached document is being sent to the full Board for review and consideration for Board adoption.

ATTACHMENT: LTD General Manager's 2012-13 Goals and Objectives

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2012-012: It is hereby resolved that the LTD Board of Directors approves the LTD General Manager 2012-13 Goals and Objectives as reviewed by the LTD Board of Directors Human Resources Committee.

Q:\Reference\Board Packet\2012\05\May 16 Regular Meeting\GM Goals and Objectives Recommendation.doc

DRAFT

LTD General Manager Ron Kilcoyne FY 2012-13 Performance Goals and Objectives

The Board of Directors and the general manager understand that the general manager's role is to provide oversight and direction to staff for accomplishing many of the following goals. Ultimately, the Board holds the general manager responsible for the overall accomplishments of these goals and the performance of Lane Transit District.

1. Improve relations with staff. Provide opportunities for staff to know the general manager better and for the general manager to know the team better.
2. Improve relationships and communications with Board members. Provide opportunities for the Board members to get to know the general manager better and for the general manager to get to know the Board members better. Keep Board members continuously informed on current issues affecting the District and the community.
3. Continue community outreach by presenting to all Neighborhood groups and service clubs within the service area.
4. Secure a new labor agreement in compliance with the Long-Range Financial Plan.
5. Conclude the Environmental Analysis of the West Eugene EmX Extension, and achieve final resolution with the Eugene City Council and the LTD Board of Directors. Secure local match if the project is reaffirmed by the City Council and the LTD Board.
6. Initiate planning for the LCC–Thurston corridor, utilizing a community-based participatory design process.
7. Increase revenue service hours by 5 percent through improved equipment blocking and administrative efficiencies.
8. Conduct a complete evaluation of administrative procedures to improve working conditions and efficiency.
9. Determine the appropriate level of service and quantify/qualify the benefits of providing this level of service.
10. Form a workgroup of community stakeholders to develop a consensus on how to provide adequate funding for the appropriate level of service determined in goal number 9 above and to reduce the volatility of LTD's funding. Develop a strategy for securing legislative and/or electoral success.
11. Complete the Long-Range Financial Plan.

