



Public notice was given to *The Register-Guard* for publication on January 9, 2014.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING
Wednesday, January 15, 2014
5:30 p.m.
LTD Board Room
3500 E. 17th Avenue, Eugene
(off Glenwood Boulevard in Glenwood)**

A G E N D A

	<u>Page No.</u>
I. CALL TO ORDER	
II. ROLL CALL	
Dubick _____ Gillespie _____ Yeh _____ Towery _____	
Wildish _____ Necker _____ Vacant _____	
III. PRELIMINARY REMARKS BY BOARD PRESIDENT	(5 minutes)
IV. COMMENTS FROM THE GENERAL MANAGER	(3 minutes) 4
V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA	(1 minute) 5
VI. BOARD CALENDARS	(1 minute) 6
VII. EMPLOYEE OF THE MONTH – FEBRUARY	(5 minutes) 7
VIII. AUDIENCE PARTICIPATION	
♦ <i>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.</i>	
♦ <i>Citizens testifying are asked to limit testimony to three minutes.</i>	

IX. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|---|--------------|----|
| A. Consent Calendar | (1 minute) | 8 |
| 1. Minutes of the December 18, 2013, Regular Board Meeting
(Page 9) | | |
| 2. Budget Committee Nominations (Page 15) | | |
| B. Lane Transit District/Amalgamated Transit Union Joint Pension
Work Group
[Mary Adams, Will Clark-Shim] | (30 minutes) | 19 |

X. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
|--|--------------|----|
| A. Board Member Reports | (10 minutes) | 24 |
| 1. Meetings Held | | |
| a. Lane Council of Governments (LCOG) Board of Directors
December 19 | | |
| b. Lane Area Commission on Transportation (LaneACT)
January 8 | | |
| 2. No Meeting/No Reports | | |
| a. Accessible Transportation Committee (ATC) | | |
| b. Main Street-McVay Governance Committee | | |
| c. Metropolitan Policy Committee (MPC) | | |
| d. Transportation Community Resource Group (TCRG) for the Eugene
Transportation System Plan (TSP) | | |
| e. LTD Board Human Resources Committee | | |
| f. EmX Steering Committee | | |
| g. LTD Pension Trusts | | |
| h. LTD Board Service Committee | | |
| i. LTD Board Finance Committee | | |
| j. Governor's Oregon Passenger Rail Leadership Council | | |
| B. 2014 Annual Route Review and Pricing Plan
[Andy Vobora] | (30 minutes) | 26 |
| C. Monthly Financial Report – December 2013
[Diane Hellekson] | (5 minutes) | 28 |
| D. Monthly Grant Report – December 2013 (respond if questions) | | 29 |
| E. Monthly Department Reports (respond if questions) | | 35 |

F.	Monthly Performance Reports (respond if questions)		42
G.	2014 Legislative Session Requests (respond if questions)		43
XI.	EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.	(45 minutes)	44
XII.	ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING		45
A.	Local Economic Analysis Process (January 21)		
B.	Long-Range Transit Plan (February)		
C.	Smart <i>Trips</i> Program (February)		
D.	Rhody and Diamond Express Services (February)		
E.	Board Strategic Planning Session (March)		
F.	FY 2014 Service Recommendation and Pricing Plan (March/April)		
G.	Budget Committee Appointment (Winter)		
H.	EmX Steering Committee Appointment (Winter)		
I.	Regional Transportation Options Plan (Spring/Summer)		
J.	Annual Performance Report (TBD)		
K.	Bicycle Parking Study (TBD)		
L.	High-capacity Transit Corridor Projects (TBD)		
XIII.	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).

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\BD AGENDA 1-15-14.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

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

<Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\GM Comments.docx>

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

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

<Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\announcesum.docx>

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: BOARD CALENDARS

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

ACTION REQUESTED: Board member communication regarding participation at LTD and community events and activities.

BACKGROUND:

Board members are asked to coordinate the Board Activity Calendars with their personal calendars for discussion at each Board meeting. Updated Board Activity Calendars are included with this packet for Board members.

Board members also are asked to contact Jeanne Schapper with any changes in availability for LTD-related meetings and events, and to provide their winter vacation dates.

ATTACHMENTS: Board activity calendars are included separately for Board members.

<Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\Calendar of Events Summary.docx>

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: FEBRUARY EMPLOYEE OF THE MONTH

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

BACKGROUND:

February Employee of the Month: Transportation Options Coordinator Allison Camp has been selected to receive the February Employee of the Month award. In July 2012 while attending the University of Oregon, Ms. Camp accepted a part-time position as the sustainability coordinator for Point2point at Lane Transit District (LTD). After graduating from the UO with a Master's degree in Community and Regional Planning in 2013, she was selected to serve in her current position.

Ms. Camp was nominated by a coworker who wished to recognize her for the leadership she has displayed while managing two key programs, the Environmental Sustainability Management System (ESMS) and the Safe Routes to Schools program.

When asked to comment on Ms. Camp's selection as Employee of the Month, Transportation Options Manager Theresa Brand said:

Allie grew up in the suburbs of Pittsburgh, earned a Bachelor's degree in Urban Studies from the University of Pittsburgh, and moved to Oregon in the fall of 2011 to attend the University of Oregon. Both her education and her passion are in creating communities that encourage healthy, active lifestyles. She has a background in bicycle and pedestrian planning, and saw graduate school as an opportunity to move to a new place to try out a slower-paced lifestyle.

She has done excellent work since coming to the District, expanding the newly created Sustainability Program agency wide with assistance from the Green Team and ESMS Team. She has written and received grant funds for the Regional Safe Routes to Schools Program in which she is providing regional leadership within the three school districts. She has displayed motivation, innovation, and tremendous leadership with these teams. She developed a training module on sustainability for fall training for all LTD employees and has done an excellent job of presenting the materials in her class. She is a dynamo and is well deserving of this honor.

Outside of work Allie keeps busy with distance running, swimming, biking, and Ultimate Frisbee. At home, she can be found cooking and playing with her cat, Jordy.

AWARD:

Ms. Camp will attend the January 15, 2014, meeting to be introduced to the Board and to receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: CONSENT CALENDAR

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

ACTION REQUESTED: Approval of Consent Calendar Items

BACKGROUND:

Issues that can be explained clearly in the written materials for each meeting, and that are not expected to draw public testimony or controversy, are included in the Consent Calendar for approval as a group. Board members can remove any items from the Consent Calendar for discussion before the Consent Calendar is approved each month.

The Consent Calendar for January 15, 2014:

- 1) Approval of the Minutes of the December 18, 2013, Regular Board Meeting
- 2) LTD Board Budget Committee Nominations for Jody Cline and Jon Hinds

ATTACHMENTS:

- 1) Minutes of the December 18, 2013, Regular Board Meeting
- 2) Nomination Forms for Jody Cline and Jon Hinds to the LTD Board Budget Committee

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

LTD Resolution No. 2014-001: It is hereby resolved that the Consent Calendar for January 15, 2014, is approved as presented.

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\CCSUM.docx

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, December 18, 2013

Pursuant to notice given to *The Register-Guard* for publication on December 12, 2013, 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, December 18, 2013, beginning at 5:30 p.m., at the LTD Board Room, 3500 East 17th Avenue, Eugene, Oregon.

Present: Doris Towery, President
Gary Gillespie, Vice President
Michael Dubick, Secretary
Ed Necker, Treasurer
Gary Wildish
Carl Yeh

Vacant – Position 7

Ron Kilcoyne, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

CALL TO ORDER/ROLL CALL: Ms. Towery convened the meeting and called the roll at 5:33 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Ms. Towery said that she planned to write a letter to Lane Transit District (LTD) employees commending them for the outstanding job they did during the recent snow storm to assure passenger safety and continuing service.

COMMENTS FROM THE GENERAL MANAGER: Mr. Kilcoyne echoed Ms. Towery's comments. He said that he had received many comments from the public expressing their appreciation for LTD's commitment to providing service during the bad weather. He said that a number of people remarked that they did not usually ride the bus, but welcomed the availability of transit when they were unable to drive their vehicles. He said that LTD partnered with Egan Warming Centers to provide transportation to those who needed shelter during the freezing weather. He added that Egan Warming Centers and St. Vincent de Paul recognized LTD for these efforts. In recognition of the District's years of partnership, St. Vincent de Paul presented its Ripple of Hope Award to LTD on December 16.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: There were no changes to the agenda.

Mr. Gillespie said that many people had complimented LTD's bus operators' concern for the safety of passengers as well as other drivers on the road. He stated that he was very proud to be a part of the LTD organization.

BOARD CALENDARS: Mr. Kilcoyne briefly reviewed the scheduled activities.

EMPLOYEE OF THE MONTH: The Board recognized Bus Operator Kasey Jones as the January 2014 Employee of the Month.

Ms. Towery thanked Ms. Jones for her outstanding service and dedication to LTD's mission. She presented her with a certificate of appreciation, check, and pin commemorating her award. Ms. Jones thanked the Board for her recognition and expressed appreciation for her position with the District and the opportunity to provide service to the community.

AUDIENCE PARTICIPATION: Ms. Towery explained the procedures for providing public testimony.

Bob Macherione, Eugene, representing Our Money, Our Transit (OMOT), commented that he had attended an EmX Steering Committee meeting and observed the modeling that had been done. He said that the system design had changed dramatically on West 11th Avenue and on Charnelton Street. He felt that people would be very concerned because the design was substantially different from the one presented to the public, and the environmental analysis would be substantially different as well. He noted that the dwell times for buses in the modeling did not seem to be accurate, especially during peak hours; and there were no pedestrians apparent at Garfield Street where there was an uncontrolled right-hand turn lane. He asked the Board to keep those issues in mind when it reviewed the modeling.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar:** Mr. Necker moved adoption of LTD Resolution No. 2013-030: It is hereby resolved that the Consent Calendar for December 18, 2013, is approved as presented. Mr. Wildish provided the second. The Consent Calendar consisted of the minutes of the November 20, 2013, Regular Board Meeting.

VOTE The motion was approved as follows:
AYES: Dubick, Gillespie, Necker, Towery, Yeh, Wildish (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

Audit Report for Fiscal Year Ending June 30, 2013: Director of Finance and Information Technology Diane Hellekson stated that LTD was required to have an audit and various types of reviews annually. The District's independent audit firm is Grove, Mueller & Swank, P.C. Ms. Hellekson introduced Charles Swank who would provide a report and answer questions from the Board. She asked the Board to take action following the presentation and questions, and emphasized that the action would only acknowledge in public session that the Board had received the audit; it would not signify that the Board had reviewed or approved the audit at this point.

Mr. Swank introduced his associate Ryan Pascarella, who had managed the audit field work. He noted that the Board had received a financial statement and a governance letter. He said that the financial statement was prepared by LTD staff and audited by his firm. There was an unmodified opinion, which meant there were no qualifications with regard to the financial statement meeting the requirements under Generally Accepted Accounting Principles. He said that the final section of the statement addressed State of Oregon requirements. That section had only one comment,

which related to an expenditure in excess of appropriations. He said that federal requirements for recipients expending in excess of \$500,000 in federal funds included a review of expenditures and systems to assure they met federal guidelines. There were no findings in that review and there was an unmodified opinion. He said that the governance letter summarized the results of the audit, identified any findings, and listed new accounting pronouncements that the District was required to adopt. He said that list was extensive, but had relatively little impact on the District. A future pronouncement would have to be implemented by June 30, 2015, and it would require the inclusion of pension liabilities in financial statements.

Mr. Swank said that the financial statement included a number of estimates, and that tended to be the source of any inaccuracies. Auditors are required to focus closely on estimates, and that issue was addressed in the audit report. He said that there were no difficulties completing the audit and clarified that one comment related to \$1.6 million of unearned revenue. He stressed that the revenue was appropriately drawn down and expended, but the exact source of the revenue was not adjusted in the financial statement to match the expenditures.

Mr. Swank said that his firm was developing a management letter that would include auditor observations and comments from LTD management, and that it would be presented at the Board's January 2014 meeting. He commended Ms. Hellekson and Chief Accountant/Internal Auditor Carol James for their outstanding professionalism over the history of his firm's work with LTD and offered Grove, Mueller and Swank's assistance during the transition period when Ms. Hellekson and Ms. James retire.

Ms. Towery determined there were no questions from the Board. She thanked Ms. Hellekson and Ms. James, along with the other members of staff, for their extraordinary work, which had resulted in 17 years of awards for the District's financial management.

MOTION Mr. Necker moved the following resolution: LTD Resolution No. 2013-031: Resolved, that the LTD Board of Directors received the Independent Audit for Fiscal Year 2012-13, and accepts the Independent Audit Report for the fiscal year ending June 30, 2013. Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Dubick, Gillespie, Necker, Towery, Yeh, Wildish (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

EmX Steering Committee Appointment: Planning and Development Manager Tom Schwetz said that staff had been working with the University of Oregon (UO) and Lane Community College (LCC) to identify representatives from the student bodies for appointment to the Steering Committee. A candidate from the UO, Alex Biddle, was proposed for appointment, and his qualifications were summarized in the agenda packet. Staff plan to have a candidate from LCC identified soon.

Mr. Gillespie commented that Mr. Biddle would make a good addition to the Steering Committee. He noted that some of the elected officials who were members of the Committee had missed three consecutive meetings. Mr. Schwetz agreed to have staff contact them to determine if they still wished to serve.

Ms. Towery suggested providing members with a calendar to identify the 2014 meeting dates so that they could include them on their schedules and plan ahead.

MOTION Mr. Wildish moved approval of LTD Resolution No. 2013-032: The LTD Board of Directors hereby approves the appointment of University of Oregon Student Alex Biddle to the EmX Steering Committee. Mr. Yeh provided the second.

VOTE The motion was approved as follows:
AYES: Dubick, Gillespie, Necker, Towery, Yeh, Wildish (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

West Eugene EmX Extension Property Acquisition: Mr. Schwetz announced that Senior Project Manager John Evans would be participating in this discussion via telephone conference call. Mr. Schwetz said that the West Eugene EmX project was close to 30 percent design completion; and once that point was reached, staff would have a complete list of planned property acquisitions. He asked the Board to approve the proposed resolution that would give staff the authority to move forward with those acquisitions for the project. He said that construction could begin as soon as Summer 2014. He said that the District was contracting with Universal Field Services to conduct the acquisition process, which would include survey and appraisal of property, negotiations with the property owner, and final acquisition of property.

Mr. Evans added that engineers were reviewing designs for constructability, and staff wanted to begin the property acquisition process before the project went further into design.

Mr. Gillespie observed that the project had initially identified 2.87 acres that would be impacted. He asked what the amount was currently. Mr. Evans said that fewer acres would be required, but he would not have a final figure until the 30 percent design was completed. He said that the amount of property impacted would be significantly lower.

MOTION Mr. Necker moved approval of LTD Resolution No. 2013-033, authorizing the Lane Transit District to acquire by purchase or by exercise of the power of eminent domain certain Real Properties or interests therein necessary for the Bus Rapid Transit project as represented in the Resolution. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Dubick, Gillespie, Necker, Towery, Yeh, Wildish (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports: Mr. Gillespie reported that the December 17, 2013, meeting of the Oregon Rail Project had been very productive, and two locally preferred alternatives for the Eugene-Albany segment had been approved. He said that one option was the current Union Pacific route with one modification; the second option was the Interstate 5 corridor route, which would involve new construction for higher speed rail along the corridor. He had advocated for incorporating Corvallis into the Albany station, and there was agreement to provide connection between Corvallis and Albany through transit service or other means. He said that locally preferred alternatives had also been approved for the Albany-Salem and Salem-Portland segments of the line.

Mr. Kilcoyne added that one of the advantages of the Union Pacific route was that incremental improvements could be made, although some members of the group were concerned that Union

Pacific would not allow passenger trains to go faster than 79 miles per hour on the track. He felt that there were points along the route where trains could go faster, and he hoped that would be addressed during the environmental analysis.

Mr. Necker said that the Board Service Committee had previewed proposed route changes, but there would be no decisions until January 2014.

Comprehensive Annual Financial Report (CAFR): Ms. Hellekson said that the Comprehensive Annual Financial Report (CAFR) was a voluntarily produced document that had proven its value over time to the Board, staff, and the community. She said that it was submitted each year to the Government Financial Officers Association of the United States and Canada and had received an award for excellence each year for the past 17 years. She said that highlights and statistics were summarized in the agenda packet. She said that a small disappointment in the past year was that productivity and fare recovery had decreased slightly as a result of a small drop in ridership as measured by boardings. She pointed out that the document contained an enormous amount of information about the District's operating statistics, productivity, and costs over ten years. She recognized Finance Manager Todd Lipkin for providing most of that information. She said that there would be an opportunity at a future meeting for a discussion and questions once the Board had an opportunity to review the CAFR.

Lane Transit District/Amalgamated Transit Union (ATU) Joint Pension Work Group Update: Director of Human Resources and Risk Management Mary Adams said that the Pension Work Group has been meeting over the past several months, has come to a mutual agreement, and are proceeding with developing communication materials. She said that the actuary was unable to attend the Board's December 18 meeting, but would attend the January 2014 Board meeting to present the mutual agreement. She said that it was consistent with the information reviewed by the Board at its June 2013 meeting, but was now more fully developed and included financial information. She acknowledged Mr. Gillespie's contributions to the process as a member of the Work Group.

United Front Requests: Government Relations Manager Edward McGlone said that the United Front is an intergovernmental agreement among many of the local government bodies in the Eugene, Springfield, and Lane County areas, to comprehensively represent the region's interests to Congress and federal agencies during an annual visit to Washington, D.C. He said that the United Front was currently composed of LTD, Lane County, the cities of Eugene and Springfield, Willamalane Parks and Recreation District, and Springfield Public Schools. He said that this year's trip would occur on January 26-30, 2014.

Mr. McGlone said that this year the United Front would present a narrative of priorities that told the story of building regional strengths and innovative drivers of economic health. Those priorities are:

- Attaining a better educated and tech savvy population
- Fostering a creative business environment
- Enhancing transportation connectivity
- Protecting natural resources and abundant recreation opportunities
- Investing in healthy people
- Providing housing and reducing homelessness
- Increasing public safety
- Achieving fiscal sustainability

Mr. McGlone said that LTD's priorities related to the topic of enhancing transportation connectivity, specifically reauthorization of MAP-21 to include fully funding the Small Starts

program and restoration of the discretionary capital fund for bus purchases and bus facilities. Another priority is a stable funding mechanism for the Highway Trust Fund, which is predicted to be bankrupt between 2014 and 2015.

Mr. Gillespie asked if the Murray-Ryan budget agreement included any modifications to sequestration that would benefit LTD and the region. Mr. McGlone said that the agreement had restored some cuts, but there was no decision on how funds would be spent.

Monthly Financial Report: Ms. Hellekson said that the areas in which the District's financial health was evaluated, which include payroll tax receipts, personal services expenses and fuel expenses, all looked good during the first five months of the fiscal year. Payroll tax receipts were slightly ahead of budget, with the next disbursement in early February 2014. Personal services were well under control and fuel had been purchased in the open market for less than \$3.00 per gallon during November.

ADJOURNMENT

Ms. Towery adjourned the meeting at 6:30 p.m.

LANE TRANSIT DISTRICT

ATTEST:

Michael Dubick
Board Secretary

Jeanne Schapper
Clerk of the Board



Lane Transit District
P. O. Box 7070
Springfield, Oregon 97475

(541) 682-6100
Fax: (541) 682-6111

**CONSENT CALENDAR ITEM:
LTD BOARD BUDGET COMMITTEE NOMINATION**

January 15, 2014

Background:

The LTD Board Budget Committee is composed of the seven members of LTD's Board of Directors and seven community members who are nominated and approved by the Board and serve for three-year terms. The non-Board Budget Committee members must reside within the District's service boundaries, but are not required to live in the same subdistrict as the Board member making the appointment.

Board Member Ed Necker is nominating Jody Cline to fill the position vacated by Kay Metzger, whose existing three-year term would expire on January 1, 2015. Board Member Gary Wildish is nominating Jon Hinds to a new three-year term, which will expire on January 1, 2017.

The nomination forms for Ms. Cline and Mr. Hinds are attached. Also attached is a list of Budget Committee members showing the term expiration date for each, as well as the nominating Board member.

Attachments:

- 1) List of 2013-14 Budget Committee Members
- 2) Nomination Form for Jody Cline
- 3) Nomination Form for Jon Hinds

Recommended Action:

The Board is asked to approve these nominations in the Consent Calendar presented for approval by the Board at the January 15, 2014, Board meeting.

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\BCNOM CC sum.docx

LANE TRANSIT DISTRICT BUDGET COMMITTEE MEMBERS

(FY 2013-2014 Budget)

Note: Budget Committee members are not required to live in the same subdistrict as the nominating Board member.

SUBDISTRICT	NOMINATING BOARD MEMBER	TERM EXPIRES	BUDGET COMMITTEE MEMBER	TERM EXPIRES
1	Doris Towery	12/31/16	Dwight Collins	1/01/16
2	Carl Yeh	12/31/16	Vacant <i>(Formerly Warren Wong)</i>	1/01/15
3	Michael Dubick	12/31/14	Donald Nordin	1/01/15
4	Ed Necker	12/31/13	Jody Cline	1/01/15
5	Gary Gillespie	12/31/13	Edward Gerdes	1/01/16
6	Gary Wildish	12/31/14	Jon Hinds	1/01/17
7	Vacant		Vacant <i>(Formerly Peter Davidson)</i>	1/01/17



LANE TRANSIT DISTRICT
NOMINATION FOR BUDGET COMMITTEE

Lane Transit District

BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member: Ed Necker
Date of Nomination: January 15, 2014
Term of Budget Committee Appointment: January 15, 2014 January 1, 2015
Effective Date Term Expiration Date
Approved by Board: Date

NOMINEE'S NAME: Jody Cline
Home Address: 5546 Charles Way, Eugene, OR 97402
Telephone Number: 541-517-7554
Business Address: LCOG Senior & Disabled Services; 1015 Willamette Street, Eugene, OR 97401
Telephone Number: (541) 682-4432
PREFERRED MAILING/DELIVERY ADDRESS: LCOG
Occupation: Director, Senior and Disabled Services

Brief statement of nominee's background that is relevant to budget committee appointment:

I work with consumer advocates, community partners, elected officials, and other stakeholders to promote quality services to seniors and people with disabilities. I am familiar with budget creation and management. In addition, I am interested in transportation options for vulnerable adults.



**NOMINATION FOR BUDGET COMMITTEE
LANE TRANSIT DISTRICT**

BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member: <u>Gary Wildish</u>
Date of Nomination: <u>January 15, 2014</u>
Term of Budget Committee Appointment: <u>January 1, 2014</u> <u>January 1, 2017</u>
Effective Date Term Expiration Date
Approved by Board: _____ Date

NOMINEE'S NAME: <u>Jon Hinds</u>
Home Address: <u>830 Fifth Street, Springfield, OR 97477</u>
Telephone Number: <u>747-6368 (best time just after 10 a.m.)</u>
Business Address: <u>Sheldon Community Center, 2445 Willakenzie Road, Eugene, 97401</u>
Telephone Number: <u>541-682-5312</u>
PREFERRED MAILING/DELIVERY ADDRESS: <u>Home</u>
Occupation: <u>Recreational Activity Coordinator, City of Eugene Parks & Recreation</u>
Brief statement of nominee's background that is relevant to budget committee appointment:
<u>- Regular bus rider</u>
<u>- Six years developing program/budget for AYSO Springfield</u>
<u>- Program operation at Hilyard Center</u>
<u>- LTD Budget Committee member since April 2005</u>
<u>- Site Director, Ducklings Preschool, Sheldon Community Center</u>
<u>- Member and Chair, Special Committee on Transit 1983-84</u>

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: LANE TRANSIT DISTRICT/AMALGAMATED TRANSIT UNION JOINT PENSION WORK GROUP

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

ACTION REQUESTED: Approval of Recommendations.

BACKGROUND:

As part of the settlement of the 2011-2014 Working and Wage Agreement between Lane Transit District (LTD) and the Amalgamated Transit Union (ATU), Local 757, a joint committee was formed to address the long-term costs of the current Lane Transit District and Amalgamated Transit Union Local 757 Pension Trust. A copy of the Memorandum of Agreement is attached.

There are three goals included in this mutual agreement. They are:

- 1) To reduce the long-term cost of the LTD and ATU Local 757 Pension Trust
- 2) To assure predictable benefits to LTD retirees
- 3) To reduce unfunded liability in the future

The Agreement identifies the make-up of this work group to include three ATU members and three LTD members. The Trust's actuarial firm, Milliman, would provide support to the Work Group in the form of data and organized discussion formats.

For more than a year, this work group has been meeting to discuss options and to select one preferred plan design for more in-depth review and analysis. At the June 13, 2013, Special Board Meeting, the general outline of this recommended plan was shared with Board members in an attempt to get early feedback on the model. That plan design was selected as the mutually agreed upon model and will be presented to the Board at the January 15, 2014, Board meeting by members of the Work Group and Actuary Will Clark-Shim.

ATTACHMENTS:

- 1) LTD/ATU Joint Pension Work Group Final Report
- 2) Memorandum of Agreement Regarding LTD/ATU Pension Work Group

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2014-002: Resolved, that the LTD Board of Directors accepts the recommendations of the Lane Transit District/Amalgamated Transit Union Joint Pension Work Group as presented at this meeting.

**LANE TRANSIT DISTRICT/ALAMGAMATED TRANSIT UNION
JOINT PENSION WORK GROUP**

FINAL REPORT

January 15, 2014

History of Pension Negotiations at LTD:

Lane Transit District has provided a pension plan for employees represented by the Amalgamated Transit Union Local 757 since 1972. Until 2000 the plan design was a “defined contribution” model, which meant that LTD would contribute a fixed amount of money and the benefit levels paid out to retirees would fluctuate depending on the financial status of the plan.

In 2000 the plan was changed to a “defined benefit” plan. Under this model, when an employee retires, the plan guarantees a specific amount of money each month until the employee’s death.

The Trust is managed by a Board of Trustees consisting of two union trustees and two management trustees. Trustees oversee the management of investments and other contracted services. The defined benefit level is negotiated between the union and management as part of the regular collective bargaining process. Every two years an actuarial valuation of the plan is conducted to determine how much Lane Transit District needs to contribute to the pension fund in order to cover its expected future benefit payouts to current and future retirees.

Currently, LTD is contributing \$4.89 per hour worked by a represented employee. The current monthly defined benefit amount is calculated as \$64 per service credit. The plan’s funding level as of the most recent actuarial valuation date, January 1, 2012, was at 54.6 percent.

As a corollary to this process, in 2011, the defined benefit pension plan for administrative employees was closed, and all new administrative employees hired after January 1, 2012, enter a defined contribution pension plan.

Memorandum of Agreement:

In 2010 and 2011, during negotiations for the 2010 and 2011-14 collective bargaining agreements, LTD proposed to move all represented employees to a defined contribution pension plan. In 2010 LTD agreed to remove this proposal in exchange for a one-year agreement that included no wage increases. In 2011 LTD agreed to remove this proposal with the agreement that a joint work group be formed to explore other pension plan models and make a joint recommendation for an alternative to the defined contribution model that was proposed. A Memorandum of Agreement was signed and became part of the final contract ratified by union membership in November 2012. The Memorandum of Agreement is included with this report.

The Agreement identifies three specific goals for the Work Group. They are:

1. Reduce the long-term cost of the Lane Transit District and ATU Local 757 Pension Trust.
2. Assure predictable benefits to LTD retirees.
3. Reduce unfunded liability in the future.

Joint Work Group Participants:

The Agreement calls for a work group of six individuals, with support from the actuarial firm, Milliman. Members of the Work Group are:

Carl Faddis, executive board officer, ATU Local 757
Tom Shackelford, at large steward, ATU Local 757
Bill Bradley, maintenance liaison, ATU Local 757
Mary Adams, director of Human Resources and Risk Management, LTD
Diane Hellekson, chief finance officer, LTD
Todd Lipkin, finance manager, LTD

Support for the Work Group is provided by:

Will Clark-Shim, principal and consulting actuary, Milliman
Gary Gillespie, LTD Board member

Joint Work Group Process:

The Work Group's first activity was to attend the International Foundation of Employee Benefit Plans' annual conference in November 2012. This was a unique opportunity that allowed work group members to learn about pensions, to hear what other pension plans are doing to curb costs, to explore alternative models, and to have ample time to share ideas with each other and with Milliman Actuary Pete Sturdivan.

The Work Group then met to discuss common interests and to determine the scope of acceptable options that the group could explore. The group determined that there was high support for keeping the option to retire at 30 years and for keeping the retirement benefit risk low for the employee, but trying to spread some of the risk away from LTD. It was agreed that current ATU members were not saving enough of their own money for retirement and that retirement benefits could be better understood and appreciated by ATU members. Concepts, such as building in the cost of future benefit increases into the plan's funding up front, will improve the funding level over time by anticipating rather than reacting to these increases. Additionally, placing an incrementally larger portion of investment risk with ATU members would reduce the impact of swings in the investment marketplace on LTD's finances.

As a result of these discussions, Actuary Will Clark-Shim developed multiple models for discussion. The Work Group met several more times to discuss and fine tune the options. For example, one early option was to increase the retirement age to 62, and another option was a pension plan where the benefits paid to retirees fluctuated based on the Trust's investment performance. Given the interests expressed during earlier discussions and the joint goal to reach a mutual agreement on a model, these alternative options were eventually eliminated. At the May 21, 2013, Work Group meeting, one model was selected as the "finalist" model.

At the June 13, 2013, LTD Board of Directors meeting, this finalist model was presented for Board comment. At about the same time, ATU leadership reviewed the finalist model. In both cases, the Work Group was advised to continue its work using the finalist model.

At the November 13 Work Group meeting, after additional discussion and detailed review of the data, a final model was selected that would meet the general interests of both union and management.

Joint Work Group Recommendations:

Per the Agreement, the full LTD/ATU Joint Pension Work Group is before the LTD Board of Directors on January 15, 2014, along with Actuary Will Clark-Shim, to present its proposal. The Work Group recommends that the LTD Board of Directors accepts this recommendation.

MEMORANDUM OF AGREEMENT
REGARDING
LTD/ATU PENSION WORK GROUP

A Committee will be formed to discuss the LTD/ATU Pension Trust. This committee will convene as soon as is practical after the ratification of the 2011/14 contract. It shall meet as many times as necessary to complete its work and make formal recommendations by December 31, 2013.

The goal of the Committee is to prepare recommendations to accomplish the following:

- Reduce the long-term cost of the Lane Transit District and ATU Local 757 Pension Trust.
- Assure predictable benefits to LTD retirees.
- Reduce unfunded liability in the future.

Committee members will consist of Carl Faddis (ATU Executive Board Officer) and two others appointed by Carl Faddis, and Mary Adams (LTD Director of Human Resources and Risk Management) and two others appointed by Mary Adams.

Staff members to the Committee will be Peter Sturdivan or designee from Milliman, Todd Lipkin or designee from Lane Transit District Finance Department and any other such individuals the Committee deems necessary to complete its work.

Recommendations will be made to the Lane Transit and the ATU Local 757 leadership no later than December 31, 2013.

Dated: June 19, 2012

LANE TRANSIT DISTRICT



AMALGAMATED TRANSIT UNION
DIVISION NO. 757



Deleted: Letter of Understanding; Committee to Review Lunch Periods

Deleted: Letter of Understanding; Referral of MRA to Joint Insurance Committee

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: BOARD MEMBER REPORTS

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

ACTION REQUESTED: None

BACKGROUND:

Board members have been appointed to Board committees and to the Metropolitan Policy Committee (MPC), the Lane Council of Governments (LCOG) Board of Directors, and, on occasion, to other local, regional, or national committees. Board members also present testimony at public hearings on specific issues as the need arises. After meetings, public hearings, or other activities attended by individual Board members on behalf of LTD, time will be scheduled on the next Board meeting agenda for an oral report by the Board member. The following activities have occurred since the last Board meeting:

MEETINGS HELD:

Board members may take this opportunity to report briefly on any one-on-one meetings they have held with local officials or other meetings that they have attended on behalf of LTD.

1. **Lane Council of Governments (LCOG) Board of Directors:** LTD Board Member Carl Yeh represents LTD on the LCOG Board of Directors as a non-voting member. The LCOG Board generally meets every other month. At the December 19 meeting, the Board received the Lane Livability Consortium report, the Metropolitan Planning Organization's Annual Report, Senior & Disabled Services Annual Report, and LCOG's First Quarter Financial report. Business items included appointments to the Disability Services Advisory Committee, the FY 2014-15 member dues schedule, and FY 2014-15 budget assumptions and process.
2. **Lane Area Commission on Transportation (LaneACT):** In 2009 the Oregon State Legislature directed Lane County to develop an Area Commission on Transportation (ACT). Commission membership includes representatives from Lane County, cities within the county, Lane Council of Governments, and LTD. Board Member Michael Dubick serves as LTD's representative on this Commission, which meets on the second Wednesday of the month. The December 11 meeting was canceled. At the January 8 meeting, a presentation concerning the relationship between health and transportation was given; the processes for how the LaneACT will review and prioritize the nine ConnectOregon applications submitted from within Lane County was determined; and the 2014 LaneACT Steering Committee was selected.

NO MEETINGS HELD:

1. **Accessible Transportation Committee (ATC):** The 16-member ATC is composed of both consumers and providers who are interested in transportation services for people with disabilities, people with low incomes, and other adults. The Committee meets six to seven times per year on the third Tuesday of the month. Board Member Ed Necker was appointed to the ex officio position representing the LTD Board on this committee. The December 17 meeting was canceled. The next meeting is scheduled to be held on January 21.

2. **Main Street-McVay Governance Committee:** This committee was formed to provide informed direction and collaborative decision making to support the Main Street-McVay Transit Feasibility Study and four other concurrent projects along Main Street in Springfield. Board President Doris Towery and Board Member Michael Dubick are LTD's representatives on this committee, which is scheduled to meet on the fourth Thursday of the month. The December 26 meeting was canceled. The next meeting is scheduled to be held on January 23.
3. **Metropolitan Policy Committee (MPC):** Board President Doris Towery and Board Member Gary Wildish are LTD's MPC representatives, with Board Member Gary Gillespie serving as an alternate. MPC meetings are held on the first Thursday of each month. The January 2 meeting was canceled. The next meeting is scheduled to be held on February 6.
4. **Transportation Community Resource Group (TCRG) for the Eugene Transportation System Plan (TSP):** The TCRG includes community members who have an interest in transportation issues in the City of Eugene. Board Member Ed Necker represents LTD on the TCRG. The next meeting is scheduled to be held on February 11.
5. **LTD Board Human Resources Committee:** The Board Human Resources Committee is composed of Chair Doris Towery and Board Members Michael Dubick and Gary Wildish, and meets on the second Tuesday of the month. The January 14 meeting was canceled. The next meeting is tentatively scheduled to be held on February 11.
6. **EmX Steering Committee:** The EmX Steering Committee generally meets quarterly and is composed of Chair Gary Gillespie, Board President Doris Towery, Board Member Carl Yeh, members of local units of government, and community representatives. The next meeting is scheduled to be held on March 4.
7. **LTD Pension Trusts:** LTD's two pension plans (one for ATU-represented employees and one for administrative employees) are each governed by a board of trustees. LTD Board Member Gary Gillespie serves as a trustee for both plans. The next meeting has not yet been scheduled.
8. **LTD Board Service Committee:** The Board Service Committee is composed of Chair Ed Necker and Board Members Gary Gillespie and Michael Dubick. Meetings are scheduled on an as-needed basis. The next meeting has not yet been scheduled.
9. **LTD Board Finance Committee:** The Board Finance Committee is composed of Chair Michael Dubick and Board Members Ed Necker and Carl Yeh. Meetings are scheduled on an as-needed basis. The next meeting has not yet been scheduled.
10. **Governor's Oregon Passenger Rail Leadership Council:** Governor Kitzhaber created a leadership council of officials from the Willamette Valley to advise the governor and the Oregon Transportation Commission on a preferred alignment for inter-city passenger rail improvements. LTD Board Member Gary Gillespie represents LTD on the Leadership Council, with LTD General Manager Ron Kilcoyne serving as alternate. The next meeting has not yet been scheduled.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: 2014 ANNUAL ROUTE REVIEW AND PRICING PLAN

PREPARED BY: Andy Vobora, Director of Customer Services and Planning

ACTION REQUESTED: None. Information Only.

BACKGROUND:

At the Board's January 15 meeting, staff will review the status of the 2014 Annual Route Review (ARR). Staff will describe the proposed changes identified for consideration during this review period as well as the public engagement process and decision-making steps leading to the Board's adoption of service changes sometime in April 2014.

To date, Service Planning staff have identified several changes and have reviewed them with the Service Advisory Committee, which is a staff committee composed of drivers, Operations staff, and service planners. In addition, these proposals have been presented to and discussed by the Board Service Committee.

The District's fare policy supports rotating fare price increases, which means that the District should evaluate a monthly pass fare increase for 2014. The Board chose not to adjust any part of the fare structure in 2013, and the last fare increase occurred in 2012 when cash fares were increased. The last monthly pass fare increase occurred in 2010.

A \$2.00 increase in adult monthly passes and a \$1.00 increase in youth and half-fare program pass prices is under review, and, if approved, these increases would represent approximately a 4 percent increase. The consumer price index rose an average of 2 percent per year during the past four years.

Staff will present a review covering each of the fare policy considerations and will request direction from the Board.

The District's fare policy states the following:

When considering changes to the fare, the Board will consider:

- The effects of the change on Title VI populations
- The inflation rate
- Ridership and revenue trends
- Local economic trends

- Trends in automobile-related costs, such as gasoline
- Service changes
- Economic impact on customers
- Market conditions and opportunities
- The District's financial situation
- The District's goals and objectives

The Title VI analysis, which looks at the effects of a fare change on minority and low-income riders, is underway. If complete in time for presentation at the January 15 Board meeting, Staff will review the analysis; otherwise, this report will be provided to the Board prior to the February Regular Board meeting.

Group pass pricing changes are traditionally made annually; however, the Board has, in response to the economic downturn, chosen not to increase prices during the past three years. An increase in the rate would not affect current participants until contracts are renewed in January 2015. Rates stand at \$5.12 per participant, per month (taxpayer rate), and \$5.95 per participant, per month (non-taxpayer rate). The group pass policy allows the Board flexibility in setting prices and provides the following language to guide the Board's discussion: "The base rate will be increased annually, not to exceed the three-year rolling average of LTD cost increases." LTD's three-year rolling average is 5.8 percent, which would set the upper limit of an increase at \$5.42 (taxpayer rate) and \$6.30 (non-taxpayer rate).

If the Board supports moving forward with a fare increase, staff will prepare the proposal for public review. Outreach will be implemented along with efforts to communicate the annual route review and would include paid and non-paid media, direct marketing to riders, a mailing to Title VI organizations, and more. A public hearing is required; and at this time, the District is planning for this hearing to take place at the Eugene Public Library in March. If a second hearing is necessary, it would be scheduled in conjunction with the April 16, 2014, Board meeting and also would be held at the Eugene Public Library.

If, following a discussion of the public testimony, the Board approves a fare increase, the effective date of the increase would be July 1, 2014. The exception to this implementation date is the change in group pass rates, which is coordinated with the calendar year. Changes in service would be effective September 22, 2014, with the possible exception of holiday service that may involve operating Sunday service schedules on Independence Day, Labor Day, New Year's Day, or Memorial Day.

ATTACHMENTS: None.

PROPOSED MOTION: None.

\\Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\2014 AAR AIS.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: DECEMBER FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Director of Finance and Information Technology

ACTION REQUESTED: None

BACKGROUND:

In order to allow staff more month-end processing time while continuing to provide financial information to the Board on a timely basis, monthly financial reports are separate from the Board packet. On the Tuesday before the regular monthly Board meeting, a link to the financial reports will be sent by e-mail to all Board members and senior LTD staff, and the reports will be posted to the LTD Web site. The December report will be posted on January 14.

ATTACHMENT: None

PROPOSED MOTION: None

Q:\Reference\Board Packet\2014\01\Reg Mtg 01-15-14\14fin06 packet

AGENDA ITEM SUMMARY

DATE: January 15, 2014

ITEM TITLE: DECEMBER GRANT REPORT

PREPARED BY: Todd Lipkin, Finance Manager

ACTION REQUESTED: None. Information Only.

BACKGROUND:

The Monthly Grant Report for activity through December 31, 2013, follows this summary. It contains financial data for all Federal Transit Administration (FTA) and Oregon Department of Transportation (ODOT) *ConnectOregon* grants that have a remaining balance or have had activity within the last six months. All grant totals are reported in total project dollars, so they include both the grant-funded amount and any applicable local match. Due to the timing of this report, not all of the invoices for the report month have been received. Any additional invoices charged to this report month will be reflected in the Grant Totals expenditure amounts next month.

Federal Transit Administration TEAM Grant Applications

Grant applications are being drafted and they should be submitted to FTA Region X within the next couple of months for consideration. Surface Transportation Program (STP) funds for 2014 have been made available, so a transfer request from the Federal Highway Association (FHWA) to FTA was submitted in December. This is the first step in the grant process for these funds. Funding in the amount of \$3,177,905 was requested for the following:

- Point2point at Lane Transit District -- \$407,100
- Bike Sharing Study -- \$100,000
- Pavilion Station Construction -- \$400,000
- Northwest Eugene-LCC Transit Corridor Plan -- \$584,780
- Replacement Buses -- \$1,686,025

Oregon Department of Transportation (ODOT) 2015-2018 Enhance Applications

Lane Transit District submitted three applications to ODOT for funds under the new Enhance program for the 2015-2018 Statewide Transportation Improvement Program (STIP). The chair and co-chair of each Area Commission on Transportation (ACT) met as the SuperACT on September 12 and voted to recommend funding for the two LTD projects (listed below). The River Road Station Development project was withdrawn from consideration earlier in the process. The Oregon Transportation Commission will take action for final approval at a future meeting.

- **Northwest Eugene-Lane Community College Corridor NEPA:** This application requests \$2 million for the analysis of a future high-capacity transit project consistent with local and state transportation and land use plans. The Northwest Eugene/Lane Community College corridor would

complete a major segment of the region's 61-mile system of bus rapid transit (BRT). The proposed project will provide the required first step--National Environmental Policy Act (NEPA) review and analysis of the refined project--to allow for the project's federal funding.

- **SmartTrips Regional Residential Program:** This application requests \$372,845 for the *SmartTrips* Regional Program, a comprehensive individual household marketing aimed at increasing biking, walking, use of public transit, and ridesharing. The planned 2016-2018 project has three target areas within the Central Lane Metropolitan Planning Organization, all with high concentrations of transportation disadvantaged (youth, seniors, low-income, people with disabilities, minorities, limited English, and/or no car). Targeted areas have safety concerns and congested corridors. *SmartTrips* leverages public investments in existing travel programs and infrastructure by addressing household transportation needs regardless of age or ability. By highlighting seniors, *SmartTrips* can offer greater access and use of available, low-cost transportation options and respond to growing demand within our aging population.

Oregon Department of Transportation (ODOT) ConnectOregon V Applications

Lane Transit District has submitted two applications under the *ConnectOregon V* Program. *ConnectOregon* is a lottery bond-based initiative to invest in air, rail, marine, transit, and bicycle/pedestrian infrastructure to ensure Oregon's transportation system is strong, diverse, and efficient. A minimum 20 percent cash match is required from the recipient for all grant-funded projects. Projects eligible for funding from state fuel tax revenues are not eligible for *ConnectOregon* funding.

The 2013 Oregon Legislature approved a fifth round of *ConnectOregon* funding in the amount of \$42 million (past rounds of *ConnectOregon* funding have been in the amount of \$100 million). Additionally, for the first time bicycle and pedestrian projects have been added to the modes eligible for funding.

Modal committees (air, bicycle/pedestrian, marine, rail, and transit) and five regional committees will review projects and recommend funding priorities. A final review committee composed of representatives of the modal and regional committees will make a final recommendation of funding priorities to the Oregon Transportation Committee (OTC) for consideration.

ODOT anticipates final project selection by the OTC in August 2014.

Lane Transit District's applications are as follows:

- **West 11th Bicycle/Pedestrian Bridge Connections:** This application requests \$3.1 million for the construction of three multiuse connectors to the Amazon and Fern Ridge paths parallel to the West 11th EmX corridor. LTD and the City of Eugene are partners on this application. LTD is building multiuse connector bridges at Buck Street and Wallis Street south of West 11th Avenue as part of the West Eugene EmX Extension (WEEE) project. The match for these connectors will be federal funding associated with the WEEE project. The City of Eugene is constructing a multiuse connection at Commerce Street north of West 11th Avenue near the Target store. The City will be providing the match for this connector.
- **Franklin Boulevard - Phase 1 Transit Station:** This application requests \$400,000 for the construction of inbound and outbound EmX stations at the Franklin Boulevard and McVay Highway intersection that will function with the City of Springfield's planned roundabout roadway. LTD and the City of Springfield are partners on this grant.

ATTACHMENT: Monthly Grant Report

PROPOSED MOTION: None

Q:\Reference\Board Packet\2013\12\Dec. 18 Reg Mtg\Grant report summary dec13.docx



OR-03-0122 - FTA 5309 Small Starts	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
13.13.06 EmX Vehicles	-	1,555,073.75	1,555,073.75	-
14.01.10 Guideway	-	4,300,805.32	3,398,470.97	902,334.35
14.02.20 Stations & Stops	-	743,703.39	855,285.99	(111,582.60)
14.04.40 Sitework & Special Conditions	-	11,241,013.34	10,894,235.61	346,777.73
14.05.50 Systems	-	2,229,930.78	1,886,329.31	343,601.47
14.06.60 ROW, Land, Existing Improvements	-	1,929,027.42	1,503,670.42	425,357.00
14.08.80 Professional Services	101.00	7,721,200.00	8,429,080.76	(707,880.76)
14.09.90 Unallocated Contingency	-	1,088,113.00	-	1,088,113.00
	101.00	30,808,867.00	28,522,146.81	2,286,720.19

OR-04-0030 - FTA 5309 Bus and Bus Facilities	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.04 Paratransit replacement vehicles	-	700,000.00	700,000.00	-
11.13.04 Paratransit expansion vehicles	-	140,000.00	140,000.00	-
11.32.20 Misc Passenger Boarding Improvements	-	410,000.00	130,271.91	279,728.09
	-	1,250,000.00	970,271.91	279,728.09

OR-04-0041 - FTA 5309 VTCLI	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.42.08 Call Center Software	1,395.00	1,062,000.00	36,977.69	1,025,022.31
11.62.02 Call Center Telephone System	-	298,000.00	275.93	297,724.07
	1,395.00	1,360,000.00	37,253.62	1,322,746.38

OR-37-X016 - FTA 5316 Job Access/Reverse Commute	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.7L.00 Mobility Management'	-	425,803.00	-	425,803.00
11.7L.00 Mobility Management-Assessments	-	504,570.00	450,199.70	54,370.30
11.80.00 Program Administration	-	18,090.00	18,090.00	-
30.09.01 Employment Transportation Options	-	363,232.00	363,231.70	0.30
	-	1,311,695.00	831,521.40	480,173.60

OR-39-0007 - FTA 5339 Alternatives Analysis Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
44.23.02 Main St/McVay Planning Study	890.00	937,500.00	74,274.88	863,225.12

OR-57-X012 - FTA 5317 New Freedom	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.7L.00 Transportation Assessments	-	96,528.00	-	96,528.00
11.7L.00 Mobility Management	-	97,026.00	-	97,026.00
	-	193,554.00	-	



OR-90-X152 - FTA 5307 Urbanized Area Formula Funds	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.12.01 40' Gillig Low Floor Bus	-	2,787,360.00	2,787,360.00	-
11.12.01 Finance & Int. Costs Gillig Bus Purch	-	186,499.00	186,498.55	0.45
11.13.01 40' Gillig Low Floor Bus	-	1,000,850.00	1,000,849.78	0.22
11.23.01 Extend EmX Lanes	-	201,520.00	201,520.52	(0.52)
11.32.02 River Road Station Land	-	2,261,504.00	2,261,504.46	(0.46)
11.32.06 Franklin EmX Fare Machines	-	350,000.00	350,000.00	-
11.42.07 Hardware	1,123.00	1,460,900.00	1,088,202.50	372,697.50
11.42.08 Software	-	480,000.00	480,000.00	-
11.42.09 Bus Security Cameras	-	60,224.00	60,224.59	(0.59)
11.42.09 Security Improvements	-	300,000.00	300,000.00	-
11.42.20 Miscellaneous equipment	-	175,000.00	175,000.00	-
11.43.03 Improvements	-	400,000.00	400,000.00	-
11.43.03 Maintenance Facility Remodel	-	1,475,289.00	1,475,288.81	0.19
11.62.20 Communications Equipment	-	50,000.00	43,575.46	6,424.54
11.71.12 Vanpools	-	163,400.00	166,302.00	(2,902.00)
11.7A.00 FY 12 Preventive Maintenance	-	1,281,250.00	1,281,250.00	-
11.7A.00 Preventive Maintenance	-	5,718,750.00	5,718,750.00	-
11.92.08 Bus Stop Signage	-	122,411.00	-	122,411.00
11.93.02 Shelters	-	56,080.00	56,080.00	-
	1,123.00	18,531,037.00	18,032,406.67	498,630.33

OR-90-X161 - FTA 5307 Urbanized Area Formula Funds	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.42.08 Software	582.00	500,000.00	230,709.39	269,290.61
11.42.09 (01) Security Improvements	-	150,000.00	87,594.38	62,405.62
11.42.09 Security Improvements	-	91,250.00	91,250.00	-
11.42.11 Support Vehicles	57,564.00	60,000.00	60,000.00	-
11.42.20 Miscellaneous equipment	-	100,000.00	8,077.00	91,923.00
11.43.03 Improvements	129.00	600,000.00	538,337.24	61,662.76
11.71.12 Vanpools	-	102,125.00	102,125.00	-
11.7A.00 Prevent_Maint_2	104.00	4,626,638.00	3,550,189.48	1,076,448.52
11.7A.00 Preventive Maintenance	-	7,500,000.00	7,500,000.00	-
	58,379.00	13,730,013.00	12,168,282.49	1,561,730.51

OR-95-X030 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.33.02 U of O Station Construction	-	2,340,354.00	1,911,690.18	428,663.82
11.7F.00 Gateway SmartTrips	-	100,301.00	100,301.00	-
	-	2,440,655.00	2,011,991.18	428,663.82

OR-95-X035 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.72.11 Rideshare	-	354,787.18	358,633.71	(3,846.53)
11.72.11 Safe Routes to School	549.00	83,584.00	21,585.21	61,998.79
11.72.11_Rideshare_Bike_Sharing	-	6,000.00	3,596.95	2,403.05
11.72.11_Rideshare_Carpool	-	2,000.00	922.03	1,077.97
11.72.11_Rideshare_CMP	-	600.00	905.57	(305.57)
11.72.11_Rideshare_ETC	-	6,000.00	5,956.88	43.12
11.72.11_Rideshare_Group Pass	-	35,212.82	35,212.82	-
11.72.11_Rideshare_Park and Ride	-	2,500.00	1,872.04	627.96
11.7A.00 Preventive Maintenance	-	557,227.00	557,227.00	-
	549.00	1,047,911.00	985,912.21	61,998.79



OR-95-X055 - Federal Surface Transportation Program	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.7A.00 Preventive Maintenance	-	557,227.00	557,227.00	-
11.7L.00 Rideshare	-	441,436.00	441,436.00	-
11.7L.00 Safe Routes-School Districts	-	129,834.00	65,968.77	63,865.23
11.7L.00 SmartTrips 2	2,527.00	384,487.00	193,912.39	190,574.61
44.23.02 Bike Parking Study	-	100,301.00	99,940.50	360.50
	<u>2,527.00</u>	<u>1,613,285.00</u>	<u>1,358,484.66</u>	<u>254,800.34</u>

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: DEPARTMENT REPORTS

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

Monthly reports on activities within departments and throughout the District are provided for the Board's information.

ATTACHMENT: Monthly Department Reports, January 15, 2014

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\Dept Rept AIS.docx



MONTHLY DEPARTMENT REPORTS

January 15, 2014

Government Relations

Edward McGlone, Government Relations Manager

There is no Government Relations Department Report this month.

Customer Services and Planning

Andy Vobora, Director of Customer Services and Planning

MARKETING AND COMMUNICATIONS

Russ Arnold, Marketing Supervisor

Staff are working on the outreach process for the annual route and fare review. Elements of the plan will include general public outreach through opportunities such as the Good Earth Home and Garden Show in January, targeted meetings with neighborhood groups, individual meetings with Title VI agencies, rider information communications, and paid media to inform the general public.

LTD has established a partnership with Willamalane to participate in a youth pass that will provide community youth with the opportunity to access all Willamalane facilities, including full LTD access, between June and August. Additional recreational and educational partners will be included in the package such as the Eugene Emeralds, Skate World, and Timber Bowl.

LTD sponsored the Springfield Chamber of Commerce's Business After Hours on January 8. The event was hosted at Hawes Financial, which is located along the EmX line on International Way. The event attracted more than 100 attendees.

The Good Earth Home and Garden Show will provide staff with a good venue to discuss the Annual Route Review, possible fare increases, and transportation options. The event runs January 24-26 at the Lane Events Center.

ACCESSIBLE AND CUSTOMER SERVICES

Cosette Rees, Accessible and Customer Services Manager

In December Customer Service and Accessible Services staff really came through during the snow and ice storm as an information resource for customers. The big snow hit on a Friday, and staff stayed an extra hour that day. They also came in for four hours on Saturday (when the Customer Service Center is closed) to ensure that customers could receive routing information from a staff person. During the storm, staff received calls from many first time or infrequent bus riders.

Also with the snow and ice, RideSource service provided some extra trips at the request of PeaceHealth Medical Center. They had an increased patient demand but were finding it difficult to get medical and administrative staff to and from the hospital because of the snowy conditions.

FACILITIES

Joe McCormack, Facilities Manager

Pavilion Station

Notice of award was given to local contractor, Brown Contracting, for construction of the Pavilion EmX Station. The value of the construction contract is \$588,000, which was the lowest of the three bids received. Other bidders included Wildish Building Company and Delta Construction. Construction on the new station will begin in late January with completion likely by April.

Shelters

Installation of new passenger shelters at bus stops began in late December and will be complete by March. A total of 18 new shelters will be installed at some of the highest passenger boarding locations within the District that don't currently have a sheltered area for passengers. These locations also include shelters at the new Capstone Student Housing development on Willamette Street and a neighborhood-supported installation on Crescent near Coburg Road.

University of Oregon Station Real-time Signs

During the University's winter break, construction activities at the transit station on Kincaid will make way for new dynamic displays and static signage. The new signs will be lowered into place in early January. Commissioning and activation of the signs will likely occur prior to February. These new signs (one at 13th Avenue, and one at 12th Avenue) will provide passengers with real-time bus arrival times and departure locations. The dynamic LCD displays also will allow for some revenue generating advertisements.

PLANNING AND DEVELOPMENT

Tom Schwetz, Planning and Development Manager

West Eugene EmX Extension

John Evans, Senior Project Manager

Design of the West Eugene EmX Extension has been ongoing and has reached a 30-percent complete stage whereby major project elements should remain largely fixed and unchanged.

With the intent of extensively reviewing this design with an audience of experts, LTD project management, and others, the project's lead design firm facilitated a two-day interactive workshop

that focused on function analysis and technical evaluation of the current design. The following activities were completed at the workshop:

- A clear and concise overview of the project and related technical information (ridership, cost, operating plans, etc.).
- Information on project benefits and concerns was presented, with each participant reporting ideas on the advantages and disadvantages of difference aspects of the design.
- Each idea was reviewed for potential constructability issues.

The workshop was conducted using the Value Engineering and/or Value Analysis techniques as promoted by SAVE International. SAVE is the professional society for the practice of function-based, value engineering/enhancing methods that utilize a multi-disciplined team approach, stressing function and creativity. The workshop followed a five-phase job plan: 1) Information, 2) Creativity, 3) Analysis, 4) Development, and 5) Presentation. This effort resulted in several valuable ideas for project enhancement and potential cost savings. A report summarizing the results of the value engineering effort will be completed by the end of January.

POINT2POINT

Theresa Brand, Transportation Options Manager

Ms. Brand and Rideshare Program Coordinator Tracy Ellis met with consultants from Standard Parking, a firm hired by the UO Department of Parking and Transportation, regarding a research project that will guide future planning for the Transportation Demand Management Program on the University of Oregon (UO) campus.

Drive Less Connect

	<i>Sept 2013</i>	<i>Oct 2013</i>	<i>Nov 2013</i>	<i>Dec 2013</i>	<i>YTD Totals</i>
New Registrants	80	415	79	39	1,017
Non-single Occupant Vehicle Miles Logged	36,551	225,303	43,106	44,374	996,804
Trips Reported (one-way)	2,560	15,140	3,710	2,801	66,715
CO ₂ Reduction (pounds)	25,549	138,177	29,777	29,597	681,896
Gasoline Saved (gallons)	1,288	7,197	1,512	1,502	34,763

Vanpool Program

One Eugene-to-Salem van discontinued service from Eugene. It now departs from Albany and is supported through Salem-Keizer Transit.

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Vanpools	11	11	12	12	13	13	14	15	15	15	14
Average No. Riders	76.8	80.4	82.7	82.3	88.9	76.8	92.6	90.4	84.49	98.94	93.21
Vehicle Miles Reduced	134,274	138,177	142,829	146,482	158,013	131,977	161,647	147,840	138,982	167,317	136,419
Lbs of CO ₂ Reduced	107,419	110,542	114,263	117,185	126,410	105,582	129,317	118,272	111,186	133,853	109,135

Employer Programs

Point2point staffed an informational table at Symantec during its Employee Fair. Employees were issued group pass stickers, signed up for the Emergency Ride Home program, and offered trip planning services. More than 230 employees participated.

SOLARC Engineering, with 14 employees, canceled its group pass contract due to lack of use and noted that most of their employees commute by bicycle. Angle, LLC, with three employees, canceled its group pass contract for 2014 because of a decrease in staff. Currently the program serves more than 75 businesses, with more than 100 unique work sites, representing 45,000 regional employees and college students.

The annual count week (seven days) for ridership of the Group Pass Program (including U O and LCC) was held during the week of November 3. The total estimated group pass participant boardings was 63,582, a 5.2 percent increase from 2012.

CarShare

In October Enterprise opened three additional off-campus UO Carshare vehicles for use by the general community. There are now seven vehicles available for community use, with six in Eugene and one in Springfield. Membership is growing at a slow but steady pace.

2013 Measurements	Cars in Fleet	New Members	Quit Members	Total Members	Net Growth	Members per car	Hours Used	Utilization
Jan	4	2	2	98	0%	25	201.75	7%
Feb	4	7	1	104	6.1%	26	241.75	9%
Mar	4	8	0	112	7.7%	28	309.00	10%
Apr	4	6	4	114	1.8%	29	203.50	7%
May	4	5	2	117	2.6%	29	335.00	11%
June	4	7	1	123	5.1%	31	251.75	9%
July	4	3	2	124	0.8%	31	402.75	14%
Aug	4	6	1	129	4.0%	32	490.25	16%
Sept	4	13	4	138	9.3%	35	517.75	18%
Oct	7	7	0	144	4.3%	21	530.25	10%
Nov	7	5	0	149	3.5%	21	531.25	11%

School Services

The Hamlin Bus Pass Research Study began on January 6, with Hamlin's principal contacting parents and informing students and teachers. Passes will be distributed on January 9. The Safe Routes to Schools (SRTS) Leadership Team, consisting of all School District SRTS Coordinators along with Transportation Options School Coordinator Allison Camp, meet on a bi-weekly basis to help coordinate the region's SRTS services.

SmartTrips

Staff are continuing to work on the final report for the SmartTrips Hayden Bridge program. Alta Planning and Design has completed the survey data analysis and will be forwarding the findings in the next week. Staff anticipate that the final report will be completed by January 31. Staff also have begun preliminary event planning for the SmartTrips program that will run this summer.

Transit Operations

Mark Johnson, Director of Transit Operations

Winter Weather

Winter came on fast and furiously last month. Snow, sub-zero temperatures, and ongoing freezing weather made it a challenge for employees just to get to work. Regardless of the countless broken pipes and frozen roads, LTD employees took the obligation to the community seriously, made it to work, and provided the much needed relief to Lane County citizens so that they could rely on LTD to get where they needed to go.

LTD employees should be commended for going above and beyond to ensure that LTD could provide the best service possible.

Maintenance

George Trauger, Director of Maintenance

There is no Maintenance Department Report this month.

Finance and Information Technology

Diane Hellekson, Director of Finance and Information Technology

A detailed Financial Report is included separately in the Board meeting packet.

Human Resources and Risk Management

Mary Adams, Director of Human Resources and Risk Management

Joint Pension Work Group

On January 9 members of the LTD/ATU Joint Pension Work Group met a final time to review the joint proposal and prepare for the January 15 presentation to the LTD Board of Directors. Communication tools were discussed, including an interactive program that will allow employees to see what impact the changes would have on their individual circumstances. The Work Group will attend and make a full report at the January 15 Board meeting.

Health Management Team

Members of the Health Management Team attended the annual meeting of the Oregon Coalition of Health Care Purchasers on December 11. Presenters included Governor John Kitzhaber, Congressman Earl Blumenauer, and health experts from around the United States. The final activity was a panel that included TriMet General Manager Neil McFarland, ATU Local 757 President Bruce Hansen, and Portland City Commissioner Steve Novick. LTD Director of Human Resources and Risk Management Mary Adams moderated and asked questions related to health issues impacting bus and train operators. The panel also discussed a future grant to find ways to address those concerns.

Dr. Eric Gunderson of Reliant Behavioral Health and others attended a meeting hosted at LTD regarding the "Resiliency Model" to help employees manage work place stress. The model may be piloted at LTD.

District Initiatives

Dr. Floun'say Caver conducted a full-day workshop on the TransitStat model of performance management used by Cleveland RTA. Attendees were members of the LTD Leadership Council along with an additional 15 managers and key program leaders who will be critical to the success of this initiative.

RECRUITMENT AND PERSONNEL

David Collier, Senior Human Resources Analyst

There have been no new hires during the last month.

In November the District planned to hire eight new operators to start work in December; however, only six were hired. Consequently, additional interviews will be conducted of individuals who submitted their applications when the posting was active in Fall 2013. These interviews will take place in early January to add to the existing pool to be considered for hire in February.

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\Dept Report_Summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: MONTHLY PERFORMANCE REPORTS

PREPARED BY: Ron Kilcoyne, General Manager

ACTION REQUESTED: None

BACKGROUND:

In response to a request by the Board for regular reporting on the District's performance in several areas, monthly performance reports are provided for the Board's information.

ATTACHMENTS:

(The links to the December 2013 Performance Reports and the November 2013 RideSource Activity and Productivity Report will be sent out electronically with the financial reports on or before January 14.)

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\performance summary.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: 2014 LEGISLATIVE SESSION REQUESTS

PREPARED BY: Edward McGlone, Government Relations Manager

ACTION REQUESTED: None. Information Only.

BACKGROUND:

The Oregon Legislature will convene on February 3, 2014, for its regularly scheduled, short session that will last until March 9. The short session is historically reserved for technical changes, completing uncontroversial work from the previous year's legislative session, and other emergency issues that must be dealt with immediately.

Lane Transit District (LTD) has a limited agenda for this legislative session. LTD will support requests to legislators to appropriate an additional \$5 million into the Special Transportation Fund as part of the disbursement of revenues generated during the September 2013 Special Session. Additionally, LTD will support TriMet's efforts to pursue a public records disclosure exemption for private customer data collected as part of an electronic fare management system. Finally, LTD will carefully watch any legislation introduced as a result of the Secretary of State's audit of TriMet. No legislation along those lines has been made public at this time, but the audit will not be released until late January.

ATTACHMENTS: None.

PROPOSED MOTION: None.

Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\2014 session requests AIS.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

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

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management, and Board Designee for Labor Negotiations

ACTION REQUESTED: None

ATTACHMENT: None

PROPOSED MOTION: I move 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.

Q:\Reference\Board Packet\2012\06\June 11 Special Bd Mtg\EXECSUM Labor Negotiations.docx

AGENDA ITEM SUMMARY

DATE OF MEETING: January 15, 2014

ITEM TITLE: ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

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

ACTION REQUESTED: None

BACKGROUND:

Listed below are Action or Information items that will be included on the agenda for future Board meetings.

- A. **Local Economic Analysis Process**: Several community members have been invited to participate in a special Board meeting/work session on January 21 to review standards for determining economic recovery and requirements for Board action regarding the payroll tax. The final report on the economic analysis will be returned to the Board for consideration in the Spring.
- B. **Long-Range Transit Plan**: A public hearing on the Long-Range Transit Plan was held during the October 18 regular meeting; adoption is planned for the February 19 regular Board meeting.
- C. **SmartTrips Program**: An update on the SmartTrips program will be presented to the Board during the February 19 regular Board meeting.
- D. **Rhody and Diamond Express Services**: At the February 19 regular Board meeting, staff will report on a new pilot program that extends the existing Rhody Express to the Three Rivers Casino through an agreement with the Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians. Staff also will provide an update on planned changes in the general public demand response service in Oakridge.
- E. **Board Strategic Planning Session**: A Board strategic planning session will be scheduled for February or March.
- F. **FY 2014 Service Recommendation and Pricing Plan**: At the January 15 regular meeting, the Board will be provided with a presentation outlining potential service changes and fare increases. Public hearings on proposed changes to routes, schedules, and the pricing plan will be held in March and April. The Board will be asked to approve the final recommended service package at the April regular meeting. Fare changes supported by the Board will require a change in the fare ordinance, which would occur in Spring 2014.
- G. **Budget Committee Appointment**: The Budget Committee member appointed by the LTD Subdistrict 2 Board member has submitted his resignation. An appointment to fill the vacant position will be approved at a meeting later this winter.

- H. **EmX Steering Committee Appointment:** Staff are recruiting for Lane Community College representation on the EmX Steering Committee. A recommendation will be brought to the Board at a meeting later this winter.
- I. **Regional Transportation Options Plan (RTOP):** Board adoption of this plan is planned for March.
- J. **Annual Performance Report:** Staff will provide a FY 2012-13 Performance Report to the Board at a future meeting.
- K. **Bicycle Parking Study:** An overview of the Draft Regional Bicycle Parking Study will be presented to the Board at a future meeting.
- L. **High-capacity Transit Corridor Projects:** Periodic updates on these projects will be presented to the Board throughout the various stages of the projects.

[Q:\Reference\Board Packet\2014\1\January 15 Board Meeting\Futuresum.docx](#)