



**Lane Transit District**

Public notice was given to *The Register-Guard*  
for publication on July 10, 2014.

**LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING  
Wednesday, July 16, 2014  
6:30 p.m.  
LTD Board Room  
3500 E. 17<sup>th</sup> Avenue, Eugene  
(Off Glenwood Boulevard in Glenwood)**

**A G E N D A**

Page No.

- I. CALL TO ORDER
- II. ROLL CALL  
Gillespie \_\_\_\_\_ Yeh \_\_\_\_\_ Wildish \_\_\_\_\_ Necker \_\_\_\_\_  
Grossman \_\_\_\_\_ Dubick \_\_\_\_\_ Vacant \_\_\_\_\_
- III. PRELIMINARY REMARKS BY BOARD PRESIDENT (5 minutes)
- IV. COMMENTS FROM THE GENERAL MANAGER (2 minutes) 4
- V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA (2 minutes) 5
- VI. BOARD CALENDARS (1 minute) 6
- VII. EMPLOYEE OF THE MONTH – AUGUST 2014 (5 minutes) 7  
[Mark Johnson]
- VIII. 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.

IX. ITEMS FOR ACTION AT THIS MEETING

- A. Consent Calendar (1 minute) 8
1. Minutes of the June 9, 2014, Special Board Meeting/Executive Session (Page 9)
  2. Minutes of the June 18, 2014, Regular Board Meeting (Page 12)
  3. Minutes of the June 30, 2014, Special Board Meeting/Executive Session (Page 19)

X. ITEMS FOR INFORMATION AT THIS MEETING

- A. Board Member Reports (10 minutes) 21
1. Meetings Held
    - a. Main Street Projects Governance Committee – June 26
    - b. Lane Council of Governments (LCOG) Board of Directors – June 26
    - c. Eugene Transportation Community Resource Group (TCRG) For the Eugene Transportation System Plan (TSP) – June 30
    - d. Metropolitan Policy Committee (MPC) – July 3
    - e. Lane Area Commission on Transportation (LaneACT) – July 9
  2. No Meeting/No Reports
    - a. LTD Pension Trusts
    - b. LTD Board Human Resources Committee
    - c. EmX Steering Committee
    - d. Accessible Transportation Committee (ATC)
    - e. LTD Board Service Committee
    - f. LTD Board Finance Committee
    - g. Governor's Oregon Passenger Rail Leadership Council
- B. Main Street-McVay Transit Study Draft Purpose, Goals, and Objectives (20 minutes) 24  
[John Evans, David Reesor]
- C. Safe Routes to School Program Report (10 minutes) 36  
[Ellen Currier]
- D. Legislative and Regulatory Update (15 minutes) 40  
[Edward McGlone, K.C. Huffman]
- E. Board Committee Assignments (2 minutes) 49  
[Gary Wildish]
- F. Monthly Financial Report – June 2014 (5 minutes) 51  
[Mary Talentinow]

G. Monthly Grant Report – June 2014 (respond if questions)	52
H. Monthly Department Reports (respond if questions)	59
I. Monthly Performance Reports (respond if questions)	68
XI. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	71
A. Guaranteed Maximum Price for West Eugene EmX (September)	
B. West Eugene EmX Extension Art (September)	
C. EmX Steering Committee Engagement and Direction (September)	
D. Bike Share Feasibility Study (October)	
E. Regional Transportation Options Plan (October)	
F. Pension Funding Policy (October)	
G. Point2point Strategic Plan (October)	
H. Main Street-McVay Transit Study (October)	
I. West Eugene EmX Construction (October)	
J. Benchmarking Project (November)	
K. Ordinance No. 36, Conduct on District Property, Update (Fall)	
L. Ordinance No. 43, Route, Schedule, and Fare Changes, Update (Fall)	
M. TransitStat Update (Fall)	
N. Draft Regional Bicycle Parking Study (TBD)	
O. Annual Performance Report (TBD)	
P. High-capacity Transit Corridor Projects (TBD)	
XII. 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).**

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 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\7\July 16 Reg Meeting\GM Comments.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** ANNOUNCEMENTS AND ADDITIONS TO AGENDA

**PREPARED BY:** Jeanne Schapper, Executive Office 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\7\July 16 Reg Meeting\announcesum.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** BOARD CALENDARS

**PREPARED BY:** Jeanne Schapper, Executive Office 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 summer and fall vacation dates.

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

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\Calendar of Events Summary.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** AUGUST EMPLOYEE OF THE MONTH

**PREPARED BY:** Jeanne Schapper, Executive Office Manager/Clerk of the Board

---

### **BACKGROUND:**

**August Employee of the Month:** Bus Operator Frank Wikle has been selected to receive the August 2014 Employee of the Month (EOM) award. Frank has received two Monthly Value awards and 21 Safe Driving awards since he joined LTD in May 1992. In addition, he received the Employee of the Month award once before, in 1993; and he received the General Manager's Award of Excellence in 2008.

Frank was nominated for this award by a number of coworkers who witnessed Frank assisting a fellow bus operator in a time of crisis. On a recent morning, Frank observed a fellow bus operator choking. Frank reacted quickly, applying the Heimlich maneuver, and dislodging the obstruction. One operator noted, Frank's "quick and accurate assessment of the situation, and the actions he took, deserve recognition."

When asked to comment on Frank's selection as Employee of the Month, Transit Operations Field Supervisor Van Snyder said:

Bus Operator Frank Wikle's current EOM recognition was for an event that happened on a recent early morning that began like any other at LTD. Bus operators were prepping their buses and heading out for a full day's work. In the yard, an operator was doing just that when she began coughing and struggling to catch air after a piece of food became lodged in her airway. The operator was choking and needed assistance immediately! Frank rushed from his bus, and without hesitation, administered the Heimlich maneuver. At that time, other operators arrived on the scene to help. Frank made several attempts to dislodge the object; and, thankfully, the process was successful. The distressed operator recovered and even finished her work that day. If it were not for Frank's quick action that morning, there could have been a very different outcome.

Frank Wikle is a person to be counted on for help or advice. He is good natured, willing to put others ahead of himself, and he is very knowledgeable about the bus system. Frank also is a bus operator instructor and an EmX instructor. LTD is very fortunate to have such a wonderful employee like Frank. Congratulations to Frank on this well-deserved honor.

### **AWARD:**

Frank will attend the July 16, 2014, meeting to be introduced to the Board and to receive his award.

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\EOM.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** CONSENT CALENDAR

**PREPARED BY:** Jeanne Schapper, Executive Office 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 July 16, 2014:

- 1) Approval of the Minutes of the June 9, 2014, Special Board Meeting/Executive Session
- 2) Approval of the Minutes of the June 18, 2014, Regular Board Meeting
- 3) Approval of the Minutes of the June 30, 2014, Special Board Meeting/Executive Session

**ATTACHMENTS:**

- 1) Minutes of the June 9, 2014, Special Board Meeting/Executive Session
- 2) Minutes of the June 18, 2014, Regular Board Meeting
- 3) Minutes of the June 30, 2014, Special Board Meeting/Executive Session

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

LTD Resolution No. 2014-022: It is hereby resolved that the Consent Calendar for July 16, 2014, is approved as presented.

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\CCSUM.docx



MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING/EXECUTIVE SESSION

Monday, June 9, 2014

Pursuant to notice given to *The Register-Guard* for publication on June 5, 2014, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting and executive session on Monday, June 9, 2014, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Doris Towery, President  
Gary Gillespie, Vice President  
Michael Dubick, Secretary  
Ed Necker, Treasurer  
Gary Wildish  
Carl Yeh  
Julie Grossman  
Ron Kilcoyne, General Manager  
Jeanne Schapper, Clerk of the Board, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Ms. Towery convened the meeting and called the roll at 5:34 p.m.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Ms. Towery recognized the outstanding work of the teams on both sides of the labor negotiations table who worked during one of the sessions until four in the morning.

**COMMENTS FROM THE GENERAL MANAGER:** Mr. Kilcoyne mentioned that LTD had been doing a bit of recruiting for various open positions created with many retirements. He wanted to especially recognize the efforts of new Human Resources Manager David Collier who has devoted an enormous amount of his time to these activities.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA:** Mr. Gillespie commended the Point2point staff for the excellent Safe Routes to School presentation given at the recent Metropolitan Policy Committee (MPC) meeting.

Ms. Towery thanked staff for the great ribbon cutting event at Pavilion Station. Senator Ron Wyden gave some very complimentary remarks about the bus system and how important transit is to this community.

**ITEM FOR INFORMATION – LTD ROAD MAP:** Planning and Development Manager Tom Schwetz recalled the Board's strategic planning session held in March 2014. At that meeting, the Board reviewed work on the District's effort to recast the vision and mission into *Why* and *How* statements. There has been additional work since March to refine the *How* statements and develop a series of *What* statements. The final product, *The Road Map*, should reflect LTD's values and vision.

Mr. Gillespie mentioned an edited proposal received from Budget Committee Member Ed Gerdes. Under "How we do it," Mr. Gerdes had suggested that the very last bullet should be changed slightly. It is currently: "We care for our employees and customers." Mr. Gerdes suggested adding, "and the businesses who fund" the services that LTD provides. Mr. Gillespie indicated that he (himself) was leaning more towards using the term "taxpayers." He felt that taxpayers aren't necessarily customers, but they do provide for the service. Riders pay for the service as well. Mr. Gillespie asked if this reference should be included.

Mr. Dubick said that similar verbiage was already included in the statement, "We serve the community with respect." That means the whole community: the people that pay the tax, the people who pay to ride, and the people who are served.

Mr. Gillespie said that Mr. Gerdes seemed to want to highlight the "care" element.

Mr. Yeh said that perhaps Mr. Gerdes wanted to call out specific groups of people. Mr. Yeh indicated a preference towards "businesses that support LTD" versus "taxpayers." He was concerned about people's interpretation of "taxpayers." More to Mr. Dubick's point, Mr. Yeh recommended reviewing the statement a bit more. He added that there is value in honoring the various specific groups, but also felt that the first statement, "We serve the community with respect," covers that.

Mr. Necker suggested the word, "supporters," but allowed that it may be too vague.

Mr. Wildish suggested that the group Mr. Necker is referring to could be considered "partners" because of their significant contribution. This would acknowledge this group in the community of whom transit is very dependent.

Mr. Schwetz offered that he thinks of local government as partners as well; the term "partners" would be more inclusive. Mr. Schwetz added that the collaborative work of Bell+Funk whittled down input into fairly minimal statements, and it is staff's recommendation to maintain that conciseness.

Ms. Towery indicated her support for the term "business partners." She stated her belief that it would be a good thing to recognize them specifically—especially since local government entities also are business partners.

Mr. Schwetz said that tonight's input from the Board will be incorporated into *The LTD Road Map*, which will be brought back to the Board for approval in the future.

**EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d):** Carl Yeh moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Wildish provided the second.

VOTE

The motion was approved as follows:

AYES: Dubick, Necker, Towery, Gillespie, Grossman, Wildish, Yeh (7)

NAYS: None

ABSTENTIONS: None

EXCUSED: None

The Board entered executive (non-public) session at 5:46 p.m.

Also present for the executive session:

Director of Administrative Services Mary Adams  
Director of Transit Operations and Customer Satisfaction Mark Johnson  
Director of Maintenance George Trauger  
Former Director of Finance Diane Hellekson  
Human Resources Manager David Collier  
Planning and Development Manager Tom Schwetz  
Attorney Jacqueline Damm, Bullard Law

**RETURN TO REGULAR (OPEN) SESSION:** The Board returned to regular session at 6:37 p.m.

**ADJOURNMENT:** There was no further business, and Ms. Towery adjourned the meeting at 6:37 p.m.

LANE TRANSIT DISTRICT

ATTEST:

---

Michael Dubick  
Board Secretary

---

Jeanne Schapper  
Clerk of the Board

Q:\Reference\Board Packet\2014\7\July Board Meeting\BDMIN 6-09-2014.docx

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, June 18, 2014

Pursuant to notice given to *The Register-Guard* for publication on June 12, 2014, 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 Monday, June 18, 2014, beginning at 5:30 p.m., at the LTD Board Room, 3500 E. 17<sup>th</sup> Avenue, Eugene, Oregon.

Present: Doris Towery, President  
Gary Gillespie, Vice President  
Michael Dubick, Secretary  
Ed Necker, Treasurer  
Julie Grossman  
Gary Wildish  
Carl Yeh  
Ron Kilcoyne, General Manager  
Jeanne Schapper, Clerk of the Board  
Lynn Taylor, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Ms. Towery convened the meeting of the Lane Transit District (LTD) to order and called the roll at 5:40 p.m.

**PRELIMINARY REMARKS BY BOARD PRESIDENT:** Ms. Towery announced that it would be her last LTD Board meeting. She said that she had enjoyed these past six years of service on the Board and would continue to be a passionate transit advocate. She said that it had been an honor to serve on the Board. She expressed her appreciation for LTD staff, particularly drivers, who were the District's face in the community; and she expressed appreciation for LTD's leadership team for their guidance and support. She commended the LTD Board of Directors for their dedication and service to this community.

**COMMENTS FROM THE GENERAL MANAGER:** Mr. Kilcoyne announced that LTD had received the Certificate of Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the 18<sup>th</sup> consecutive year. He also stated that LTD had submitted two project applications for ConnectOregon V funding. Out of the 104 applications submitted statewide, 37 were recommended for funding, with LTD's applications ranked second and tenth. He added that the application review process was rigorous and commended LTD staff for their work. He thanked Ms. Towery and expressed his appreciation for her service on the LTD Board and her dedication to transit and to the community.

**ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA:** On behalf of the LTD Board of Directors, Mr. Necker thanked Ms. Towery for her service and leadership and presented her with a card signed by members of the Board.

**BOARD CALENDARS:** Mr. Kilcoyne reviewed activities planned for the months of June, July, and August 2014. He said that typically the Board did not meet during July and August; but there was an item that required action in July, and Board members would be polled regarding their availability for a meeting on either July 14 or 16. He said that there would be a special Board meeting on Monday, June 30, 2014, to adopt the Amalgamated Transit Union (ATU) labor agreement if it was ratified by the Union membership on June 26.

**EMPLOYEE OF THE MONTH - JULY 2014:** The Board recognized Bus Operator George Day as the July 2014 Employee of the Month.

Ms. Towery thanked Mr. Day for his service and dedication to LTD's mission. She presented him with a certificate of appreciation, check, and pin commemorating his award. Mr. Day thanked the Board for his award. He said that he enjoyed his job with LTD and expressed appreciation for his co-workers and customers.

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

**Rob Zako**, Better Eugene-Springfield Transit (BEST), Eugene, distributed a copy of a BEST opinion piece recently published in *The Register-Guard*. He said that LTD provided great service to the community and to the Board, and BEST could work together to help the public better understand the issues involved in creating and maintaining a transit system and to understand what services the community wanted from LTD. He said that BEST would be talking to people throughout the community over the summer and gathering information about the next steps for improving transit.

**Bob Macherione**, Our Money, Our Transit (OMOT), Eugene, said that there had been some misinformation on what was actually being built for West Eugene EmX and when construction would start. He said that LTD had voluntarily agreed that no trees would be cut or construction begun until the OMOT federal lawsuit was decided. He said that he recently was at the RiverBend facility and noted that there were few riders at the new station. He stated his belief that the funds for the new station would have been better spent on restoring service to low-income housing in the Ferry Street Bridge area.

**ITEMS FOR ACTION AT THIS MEETING:**

MOTION **Consent Calendar:** Mr. Necker moved adoption of LTD Resolution No. 2014-016: It is hereby resolved that the Consent Calendar for June 18, 2014, is approved as presented. Ms. Grossman provided the second. The Consent Calendar consisted of the Minutes of the May 12, 2014, Special Board Meeting and LTD Resolution No. 2014-017 Reaffirming LTD's District Boundaries.

VOTE The motion was approved as follows:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**Approval of Fiscal Year 2013-14 Supplemental Budget:** Finance Manager/Chief Financial Officer (CFO) Todd Lipkin stated that the supplemental budget was necessary to accommodate the increased ridership for Medicaid trips. He said that the change was below the threshold that required a public hearing.

Mr. Wildish asked why Medicaid trip eligibility had increased by 18,000 as of January 1, 2014. Mr. Lipkin said that changes to the definition of who could qualify for service had greatly expanded the pool of potential riders. He said that the initial projection of how many additional people would qualify was lower than actual; and, thus, the supplemental budget was required.

In response to a question from Mr. Necker regarding the May Financial Report, Mr. Lipkin said that all items had not yet been posted; and the report, therefore, included some estimates. He said that the Finance Department would be fully staffed again by the end of the week, and the fiscal year was expected to close out on schedule.

Mr. Yeh asked if a similar budget adjustment would be required for Medicaid trips in the next fiscal year. Mr. Lipkin replied that the new budget was based on experience from the current year rather than projections, and it was unlikely an adjustment would be necessary.

**MOTION** Mr. Yeh moved approval of LTD Resolution No. 2014-018, which amended the LTD Fiscal Year 2013-14 budget as represented in the resolution. Mr. Wildish provided the second.

**VOTE** The motion was approved as follows:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**Public Hearing and Adoption of Fiscal Year 2014-15 Budget:** Mr. Lipkin said that there had been no changes to the budget that was approved by the Budget Committee on May 21, 2014, and recommended to the Board for adoption.

Ms. Towery opened the public hearing. She determined that there was no one wishing to provide testimony and closed the hearing.

In response to a question from Mr. Wildish, Mr. Lipkin confirmed that it was unlikely that the FY 2014-15 Budget would require a supplemental budget to adjust for increased Medicaid ridership because the budgeted amount more accurately accounted for actual use of the service and assumed a higher level of ridership.

**MOTION** Mr. Necker moved approval of Resolution No. 2014-019, adopting the LTD Fiscal Year 2014-15 approved budget as presented and appropriating \$183,751,400 as represented in the resolution. Mr. Gillespie provided the second.

**VOTE** The motion was approved as follows:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**Revised Service Policy:** Planning and Development Manager Tom Schwetz said that the Service Policy had been revised to incorporate new Federal Transit Administration (FTA) Title VI requirements. He said that the changes included the requirement for a disparate impact analysis to establish a threshold for determining if a major service or fare had a potential disparate impact on minority populations. He said that the revised Service Policy was presented in legislative format to highlight the proposed changes, which also included some minor housekeeping items.

**MOTION** Mr. Necker moved that the Board adopt the following resolution: LTD Resolution No. 2014-020: It is hereby resolved that the LTD Board of Directors hereby approves the Lane Transit District Fixed-Route Service Policy as presented on June 18, 2014. Mr. Yeh provided the second.

**VOTE** The resolution was adopted as follows:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**Election of Officers:** Ms. Towery opened the floor to nominations.

Mr. Yeh nominated Gary Wildish as the LTD Board president, for a two-year term beginning July 1, 2014. There were no other nominations.

**VOTE** Mr. Wildish was elected Board president by the following vote:  
AYES: Dubick, Grossman, Necker, Towery, Yeh (5)  
NAYS: Gillespie (1)  
ABSTENTIONS: Wildish (1)  
EXCUSED: None

Mr. Necker nominated Gary Gillespie as the LTD Board vice president, for a two-year term beginning July 1, 2014.

Ms. Grossman nominated Carl Yeh as the LTD Board vice president, for a two-year term beginning July 1, 2014.

There were no other nominations.

**VOTE** Mr. Yeh was elected Board vice president by the following vote:  
GILLESPIE: Gillespie, Wildish (2)  
YEH: Dubick, Grossman, Necker, Towery, Yeh (5)  
ABSTENTIONS: None  
EXCUSED: None

Mr. Dubick nominated Julie Grossman as the LTD Board secretary, for a two-year term beginning July 1, 2014. There were no other nominations.

**VOTE** Ms. Grossman was elected Board Secretary by the following vote:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

Mr. Dubick nominated Ed Necker as the LTD Board treasurer, for a two-year term beginning July 1, 2014. There were no other nominations.

**VOTE** Mr. Necker was elected Board Treasurer by the following vote:  
AYES: Dubick, Gillespie, Grossman, Necker, Towery, Yeh, Wildish (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: None

**RECESS:** Mr. Yeh moved that the Board take a short recess. Mr. Wildish provided the second. The Board took a recess at 6:13 p.m.

**RECONVENE:** Ms. Towery reconvened the meeting at 6:25 p.m.

**ITEMS FOR INFORMATION AT THIS MEETING:**

**Board Member Reports:** Mr. Yeh reported that there was a discussion at the June 17 EmX Steering Committee meeting about the need for direction and clarification from the LTD Board about the Committee's role. He said that the Committee had great value and wanted a more active role than just receiving periodic updates on transit issues. The Committee members voiced their belief that the Committee's role was to inform Board decisions. He referenced the handout summarizing the Committee's discussion the previous evening.

Mr. Wildish agreed that the Steering Committee was a diverse and talented group, representing a wide range of community interests. He said that Committee members were enthusiastic about taking a more active role and providing suggestions to the Board.

Mr. Gillespie affirmed that the Steering Committee, of which he was chair, wanted more than information sharing. He said that there was also a discussion of meeting more frequently than the current quarterly meeting schedule and receiving information in advance. He said that the Committee was seeking a mission to fulfill on behalf of LTD. The Committee's role was to steer rather than be steered by LTD staff.

Ms. Grossman asked about the Committee's original charge. Ms. Towery explained that the Committee's initial work was intense as the District developed the Franklin, Gateway, and West Eugene EmX corridors.

Mr. Schwetz added that when the Committee was formed, the concept of bus rapid transit (BRT) was new. At that time, the Committee met monthly as the issues involved in creating a BRT system were explored. As EmX operations became a reality, the Committee began to meet quarterly; but the current members were very interested in doing more to support EmX and to play a role in steering the development of the EmX system. Mr. Schwetz added that the Steering Committee would meet in August to review and approve proposed directions, and this item would be brought back to the Board at its September meeting.

Ms. Grossman asked if there was overlap with other planning and transportation groups in the community. Mr. Schwetz replied that the EmX Steering Committee was formed to provide advice to the LTD Board, and some degree of overlap with other community efforts was helpful.

Mr. Schwetz indicated that a Committee meeting was being scheduled for August where the Committee could consider the directives put forth by Mr. Yeh as summarized in the handout. The Board could then formalize a set of directives for the Committee at its September meeting.

Mr. Gillespie thanked Point2point staff for an excellent presentation on the Safe Routes to School program at the June 5 meeting of the Metropolitan Policy Committee.

**2014 Business Commute Challenge Report:** Point2point Employer Program Specialist Marcia Maffei presented information regarding the Business Commute Challenge (BCC), which encouraged businesses' employees to try a different transportation mode for their daily commute.



The BCC was held on May 10-16, 2014, and had 1,932 participants representing 175 work teams and 106 unique businesses in the region. Forty percent of participants were new to the event, and 37 percent had previously driven to work alone. Ms. Maffei described the variety of events held during BCC Week. She said that a satisfaction survey of participants was being conducted, and a report would be issued later in the summer. She listed the many BCC sponsors and thanked them for their support.

Ms. Maffei said that the Eugene and Springfield BCC Poker Walkabout events were highly successful, with walkers visiting the participating businesses to collect the best poker hands in order to win prizes. She said that the number of Walkabout participants increased each year. She said that some of the many benefits of the Walkabouts included increased physical activity levels, introduction of new customers to businesses, and a greater sense of community. She said that a six-month post-survey also would be conducted to determine how many participants had continued to use different modes for commuting.

Mr. Kilcoyne commended Ms. Maffei for her management of the Business Commute Challenge, which was more successful each year.

Director of Human Resources and Risk Management Mary Adams noted that Ms. Maffei was retiring. Ms. Adams recognized Ms. Maffei for her many contributions to the District during her 27 years of employment.

Board members added their thanks and congratulated Ms. Maffei on her retirement.

**New Website Review:** Marketing Manager Russ Arnold presented a preview of the new LTD website design that would allow better communications with customers. He said that the goal was for the finished version to become operable in September 2014, but staff would know more after the vendor reviewed and delivered the development schedule.

Mr. Arnold demonstrated a number of new features and functions, including:

- Improved accessibility and site-wide searchability
- Ability for riders to create a personal account, flag trips and routes used often, and retrieve the information most relevant to them
- Trip planner, using real-time data and potentially including bike and Park & Ride information
- Current system status, including system alerts
- Forms for providing community feedback
- Interactive maps with real-time vehicles, plus PDF versions
- Current news and searchable archives
- Blog and calendar of community events
- Online Store with best fare calculator based on riding habits and fare purchase options

Mr. Necker asked how real-time data would be entered in the system. Mr. Arnold replied that information would come from real-time data feeds, Operations staff service alerts, and could also be entered manually.

Mr. Yeh commended the new website design. He asked if there would be a version for mobile devices. Mr. Arnold said that there would be a mobile version and showed how it would be scaled to the device being used to access the website.

Mr. Gillespie was pleased with the website upgrade. He asked if a rider could search for information based on the number on each stop or if the street or intersection would need to be used. Mr. Arnold said that was still being discussed. Currently the location was being used, but riders might be encouraged to learn and use their stop numbers. He said that reporting problems would use the stop number based on the user's GPS location.

**Monthly Financial Report - April 2014:** Finance Manager/CFO Todd Lipkin projected that the fiscal year would close with expenditures under budget. He said that state-in-lieu receipts were higher than previously reported, and it appeared that collections were now current.

**ADJOURNMENT:** Ms. Towery adjourned the meeting at 7:20 p.m.

**LANE TRANSIT DISTRICT**

**ATTEST:**

---

Michael Dubick  
Board Secretary

---

Jeanne Schapper  
Clerk of the Board

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

Monday, June 30, 2014

Pursuant to notice given to *The Register-Guard* for publication on June 27, 2014, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting and executive session on Monday, June 30, 2014, beginning at 5:30 p.m., in the LTD Conference Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Doris Towery, President  
Gary Gillespie, Vice President  
Michael Dubick, Secretary  
Ed Necker, Treasurer  
Carl Yeh  
Julie Grossman  
Gary Wildish  
Ron Kilcoyne, General Manager  
Jeanne Schapper, Clerk of the Board, Minutes Recorder

**CALL TO ORDER/ROLL CALL:** Ms. Towery convened the meeting and called the roll at 5:30 p.m. All members were present in the conference room with the exception of Mr. Gillespie, who was present via telephone conference call.

**COMMENTS FROM AMALGAMATED TRANSIT UNION (ATU) REPRESENTATIVE:** Mr. Carl Faddis, union executive board officer for ATU Local 757, said he looked forward to having coffee with the new Board members. He shared how important it was that the union, staff, and the Board have a meaningful, collaborative relationship. He recognized Mr. Kilcoyne and Ms. Adams and the other members of the bargaining team for their commitment to finding solutions that work for all and are compatible with all interests. He said that the evening's vote on the labor contract will demonstrate to every union member that the well-being of front-line employees is as vital to the organization as keeping the buses on the road and the bottom line. He said that this is a very positive step in moving forward with a productive relationship. Mr. Faddis closed with a special thanks to Ms. Towery for her service to LTD and to the community.

Ms. Towery said that she was leaving the Board, but would remain a staunch champion for transit. She emphasized the support, respect, and value the Board feels for each and every LTD employee.

**MOTION EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d):** Mr. Necker moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Yeh provided the second.

**VOTE** The motion was approved as follows:  
AYES: Dubick, Necker, Yeh, Gillespie, Towery, Grossman, Wildish (7)  
NAYS: None  
ABSTENTIONS: None

The Board entered executive (non-public) session at 5:45 p.m.

Members of the Bargaining Team who also were present for the executive session:

Director of Administrative Services Mary Adams  
Director of Transit Operations and Customer Satisfaction Mark Johnson  
Director of Maintenance George Trauger  
Human Resources Manager David Collier  
Finance Manager/Chief Financial Officer Todd Lipkin

Mr. Gillespie left the meeting at 6:02 p.m.

**RETURN TO REGULAR (OPEN) SESSION:** The Board returned to regular session at 6:03 p.m.

**MOTION APPROVAL OF LANE TRANSIT DISTRICT/AMALGAMATED TRANSIT UNION (ATU) LABOR CONTRACT:** Mr. Necker moved the following resolution: LTD Resolution No. 2014-021: It is hereby resolved that the Lane Transit District Board of Directors ratifies the Lane Transit District/Amalgamated Transit Union three-year agreement, effective July 1, 2014, through June 30, 2017, as ratified by Lane Transit District's ATU members on June 26, 2014. Mr. Yeh provided the second.

**VOTE** The motion was approved as follows:  
AYES: Dubick, Necker, Yeh, Towery, Grossman, Wildish (6)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Gillespie (1)

**ADJOURNMENT:** There was no further business, and Ms. Towery adjourned the meeting at 6:06 p.m.

LANE TRANSIT DISTRICT

ATTEST:

\_\_\_\_\_  
Michael Dubick  
Board Secretary

\_\_\_\_\_  
Jeanne Schapper  
Clerk of the Board

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\BDMIN 6-30-2014.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** BOARD MEMBER REPORTS

**PREPARED BY:** Jeanne Schapper, Executive Office 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. **Main Street Projects Governance Committee:** This committee was formed to provide informed direction and collaborative decision making to support the Main Street-McVay Highway Transit Study and four other concurrent projects along Main Street in Springfield. Former Board Member Doris Towery and Board Member Michael Dubick have been LTD's representatives on this committee. New representatives to this committee will be announced at the July 16 LTD Board meeting. The third of 12 planned meetings of the Stakeholder Advisory Committee (SAC) for the Main-McVay Transit Study occurred on June 24. The Committee made its recommendation for the Study's formal Purpose, Goals, and Objectives. The recommendations were forwarded to the Main Street Projects Governance Team for review at its June 26 meeting and to finalize for consideration and approval by the LTD Board of Directors and the Springfield City Council. Initial transit alignment options will be developed in July and August by the SAC and the Governance Team.
2. **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 June 26 meeting, information regarding the LCOG executive director's annual review was shared, an update to the Area Plan on Aging and Disability Services for Lane County was given, and a public hearing was held on the FY 2014 Revised Budget and the FY 2015 Budget. Also, a discussion was held about adopting proposed bylaws and charter changes that would enable LTD to become a voting member. The Board decided to adopt the charter without changes but revisit the topic of LTD becoming a voting member in September.
3. **Eugene 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. At the June 30 meeting, the group reviewed the draft goals and policies for the TSP and

shared feedback and suggestions with the project manager, City of Eugene Senior Transportation Planner Kurt Yeiter.

4. **Metropolitan Policy Committee (MPC):** Former Board Member Doris Towery and Board Member Gary Wildish have been LTD's MPC representatives, with Board Member Gary Gillespie serving as an alternate. New representatives will be announced at the July 16 LTD Board meeting. MPC meetings are held on the first Thursday of each month. At the July 3 meeting, the Committee received information on a draft amendment to the Metropolitan Transportation Improvement Program (MTIP) regarding programming \$24,423,479 in FTA 5309 Small Starts funds for the West Eugene EmX Extension project. The Committee also received a presentation on the All Roads Transportation Safety (ARTS) Program from the Oregon Department of Transportation and updates on *ConnectOregon V*, Central Lane MPO Federal Carbon Monoxide Air Quality Maintenance Status, and Scenario Planning.
5. **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. At the July 9 meeting, the ACT adopted the 2014-2015 Work Plan and Bylaws; and presentations were given on the All Roads Transportation Safety Program, Infrastructure Finance Authority, and Immediate Opportunity Fund opportunities. Also provided at the meeting were an update on the State Transportation Improvement Program (STIP) process and an overview of the *ConnectOregon V* Statewide Review Committee Meeting.

#### **NO MEETINGS HELD:**

1. **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. The Pension Trustees generally meet quarterly. LTD Board Member Gary Gillespie serves as a trustee for both plans. The next meeting is scheduled to be held on July 23, 2014.
2. **LTD Board Human Resources Committee:** The Board Human Resources Committee has been composed of Former Board Member Doris Towery and Board Members Michael Dubick and Gary Wildish, and generally meets on the second Tuesday of the month. The Committee did not meet in July. The next meeting is tentatively scheduled to be held on August 12, 2014.
3. **EmX Steering Committee:** The EmX Steering Committee generally meets quarterly and is composed of Chair Gary Gillespie, Former Board Member Doris Towery, Board Member Carl Yeh, members of local units of government, and community representatives. The next meeting is being scheduled for some time in August.
4. **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 older 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 ATC did not meet in June or July. The next meeting is scheduled to be held on September 16, 2014.
5. **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 been scheduled.

6. **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.
7. **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 intercity 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.

\\ltd-g\lfnas2\workgroup\Reference\Board Packet\2014\7\July 16 Reg Meeting\BD Report Summary.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** MAIN STREET-MCVAY TRANSIT STUDY DRAFT PURPOSE, GOALS, AND OBJECTIVES

**PREPARED BY:** John Evans, Senior Project Manager

**ACTION REQUESTED:** That the LTD Board of Directors reviews the Purpose Statement, Goals, and Objectives for the Main Street-McVay Highway Transit Study advanced from the Springfield City Council Work Session held on July 7, 2014, and provides direction to project staff. The Problem Statement, Needs Statement, and Evaluation Criteria are not under consideration at this time as they will be modified later this summer after completion of the Baseline Existing and Future Conditions Report.

---

### BACKGROUND:

LTD was awarded federal funds to prepare a transit services feasibility study for the Main Street and McVay Highway corridors. Over the past several months, the City of Springfield and LTD have worked closely together with the Project's Stakeholder Advisory Committee (SAC) and Governance Team (GT) to prepare the draft Purpose, Goals, and Objectives. The draft Purpose Statement, Goals, and Objectives are provided as a recommendation from both the SAC and the GT.

The purpose of a transit improvement study is to determine if Main Street and McVay Highway transit improvements are needed, technically viable, and supported by the general public. There are four related projects occurring in the Main Street corridor (*SmartTrips*, Downtown Street Lighting, Main Street Vision, and Pedestrian Crossings) that have been closely coordinated with the Main Street-McVay Transit Study.

A project team that includes City, LTD, and consultant staff has worked closely with elected and appointed officials from the City of Springfield and LTD and with the Project's SAC to develop the draft Purpose Statement, Goals, and Objectives.

Attachment 1 is the Springfield City Council Briefing Memorandum, which provides further detail and background information about the Purpose Statement, Goals, and Objectives in the context of the Problem Statement, Project Needs, and Evaluation Criteria. The Problem Statement, Needs Statement, and Evaluation Criteria are not under consideration at this time as they will be modified later this summer after completion of the Baseline Existing and Future Conditions Report.

Attachment 2 is the draft Purpose and Needs Statement (includes the Goals, Objectives, and Problem Statement) that is recommended from both the SAC and the GT. As previously mentioned, the focus of this item is to review the Purpose Statement, Goals, and Objectives. To give context to these, the draft



Problem Statement, Needs Statement, and Evaluation Criteria are included in the document but are faded in light grey font.

City and LTD staff solicited City Council feedback at the work session. The Council indicated its general approval of the draft Purpose Statement, Goals, and Objectives and did not request any additional revisions.

**ATTACHMENTS:**

- 1) Springfield City Council Briefing Memorandum
- 2) Main-McVay Transit Study Purpose and Need Statement

**PROPOSED MOTION:** None.

\\ltd-glnfas2\workgroup\Reference\Board Packet\2014\7\July 16 Reg Meeting\Main-McVay AIS-UPDATED.docx

# MEMORANDUM

City of Springfield

**Date:** 7/7/2014

**To:** Gino Grimaldi

**COUNCIL**

**From:** Len Goodwin, DPW Director  
David Reesor, Senior Transportation Planner

**BRIEFING**  
**MEMORANDUM**

**Subject:** Main McVay Transit Study Draft PGO

---

**ISSUE:** Lane Transit District (LTD) was awarded federal funds to prepare a transit services feasibility study for the Main Street and McVay Highway corridors. Over the past several months, the City of Springfield and LTD have worked closely together with the Project's Stakeholder Advisory Committee (SAC) and Governance Team (GT) to prepare the draft Purpose, Goals and Objectives (PGO).

---

## **COUNCIL GOALS/**

### **MANDATE:**

Maintain and Improve Infrastructure and Facilities

---

## **BACKGROUND:**

As described in the AIS, the Transit Improvement Feasibility Study is being conducted to analyze if Main Street and McVay highway transit improvements are needed, technically viable, and have general public support. A Project Team including City, LTD, and consultant staff has worked closely with elected and appointed officials from City of Springfield and LTD and with the Project's SAC to develop draft Purpose, Goals and Objectives (PGO). This Briefing Memorandum is written to provide additional background information about the Purpose, Goals and Objectives in the context of the Project Needs and Evaluation Criteria. The Problem Statement, Needs Statement and Evaluation Criteria are not under consideration at this time as they will be modified later this summer after completion of the Baseline Existing and Future Conditions Report.

A Purpose and Need Statement typically includes the following elements:

- Problem Statement,
- Purpose Statement,
- Needs Statement,
- Goals and Objectives, and
- Evaluation Criteria

## **Importance of the Purpose and Need Statement**

A project's Purpose and Need Statement is in many ways the most important element of a proposed project – it is the foundation for all other project elements. A clear, well-founded Purpose and Need Statement explains to the public and decision makers why a project is being considered and what “needs” (problems) it is intended to address. A project's Purpose and Need Statement sets the parameters for alternatives development, in-depth analysis of the alternatives, and, ultimately, the selection a preferred alternative.

When the funding for a priority project includes federal funds, the project must follow a federally prescribed process, which starts with defining the transportation problem (Problem Statement). The Problem Statement is followed by the Purpose and Need Statement, which further defines the problem(s) to be solved and outlines the elements of a successful solution. The elements of a successful solution are described through the project's Goals and Objectives. The project's Purpose and Need Statement, and Goals and Objectives are then used to develop

---

evaluation criteria. Evaluation criteria are used to compare and contrast alternatives that are proposed as solutions to the transportation problem(s). The process of using a set of Evaluation Criteria provides decision makers with the information they need to consider the relative strengths and weaknesses of the alternatives. This is an iterative process and it is used to narrow the range of alternatives to those that best meet the project's needs and, eventually, select the community's preferred alternative for solving the transportation problem(s).

## **Definitions**

### *Problem Statement*

A project's Problem Statement defines the transportation problem(s) the community is trying to solve.

### *Purpose and Need Statement*

A Purpose statement is a declarative paragraph or two which defines the transportation problem(s) to be solved and outlines the goals and objectives that should be included in a successful solution. Generally, a Purpose Statement should:

- Be specific and precise - not general, broad or obscure
- Be concise - one or two paragraphs
- Be clear - not vague, ambiguous or confusing
- Be goal-oriented - stated in terms of desired outcomes
- Be stated as the positive outcome that is expected. For example, the purpose is to reduce congestion in the interstate corridor
- Address the agency's strategic goals, such as Taking Care of What We Have; Making the System Work Better; Increasing Capacity; or Improving Safety
- Avoid stating a solution
- Be stated broadly enough so that more than one mode can be considered and multi-modal solutions are not dismissed prematurely and more than one alternative can be considered and alternatives are not dismissed prematurely
- Focus on the transportation system

The Need statement explains the transportation problem and provides supporting data. A Need statement should:

- Establish the evidence that a problem exists, or will exist if projected population and planned land use growth are realized
- Be factual and numerically based.
- Support the assertion made in the Purpose Statement

Together, the Purpose and Need Statement clarifies the expected outcome of public expenditure and provides a basis for that expenditure. The Purpose and Need Statement becomes a guide for developing alternative solutions to solve the transportation problem(s) and, eventually, selecting the best alternatives from a range of alternative solutions.

### *Goals and Objectives*

In general, a project's goals and objectives are to be consistent with the project's Purpose Statement and serve to:

- Define the project's desired outcome
- Reflect community values
- Ensure consistency with laws and regulations

Project goals state the broader project issues. Objectives specify how to achieve the project's goals. Along with the Purpose and Need Statement, the project's goals and objectives are used to develop criteria to evaluate alternative solutions to the transportation problem(s).

In 2013, the Governance Team worked with staff to develop Main Street Project Goals that provide overarching guidance to all of the Main Street Projects:

- Encourage economic revitalization and land use redevelopment
- Provide transportation choices to residents, businesses and commuters to encourage individual and community well-being and public safety
- Improve transportation safety and access for walkers, cyclists, transit riders and drivers along and through the corridor
- Improve aesthetics on Main Street, making it an attractive place to live, work and shop
- Create Main Street identities

The Main-McVay Transit Study will support these Main Street goals and will have a set of project goals specific to Main Street and McVay Highway transit issues.

#### *Evaluation Criteria*

Evaluation criteria are developed from a project's Goals and Objectives. The criteria are specific and can be both quantifiable and qualitative measures of effectiveness. These measures of effectiveness are used to assist decision makers when comparing and contrasting alternatives.

#### **P&N Approval Process to Date**

Based on previous studies and data, public input on this study and other studies, the Project Team prepared a preliminary draft PGO. The draft was reviewed and modified as follows:

- May 22, 2014: Initial draft reviewed by Governance Team
- May 27, 2014: Modified by the Stakeholder Advisory Committee
- June 5, 2014: Reviewed by the Governance Team via email
- June 24, 2014: Stakeholder Advisory Committee recommendation sent to the Governance Team
- June 26, 2014: Governance Team finalized the recommended Purpose Statement and Goals and Objectives for City and LTD Board consideration

---

#### **RECOMMENDED ACTION:**

Review the Purpose Statement and Goals and Objectives for the Main-McVay Transit Study and provide direction to Project staff. The Problem Statement, Needs Statement and Evaluation Criteria are not under consideration at this time as they will be modified later this summer after completion of the Baseline Existing and Future Conditions Report.

---

# Main-McVay Transit Study Purpose and Need Statement

---

## *RECOMMENDATION FROM GOVERNANCE TEAM TRACK CHANGES VERSION*

*JUNE 30, 2014*

### **Problem Statement**

The Main-McVay Corridor is an L-shaped Corridor extending from 69<sup>th</sup> Street on Main Street to Lane Community College on McVay Highway. The Corridor is comprised of two segments, the Main Street Segment and the McVay Highway Segment, which connect at Franklin Boulevard and McVay Highway. The segments, while part of an overall corridor, have differing issues and concerns that are to be addressed by this study.

#### **Main Street Segment**

Transit Service on Main Street is hindered by overcrowded buses, increasing transit travel time and operating cost caused by signal and passenger boarding delays, and safety and security issues for passengers accessing buses at transit stops that are poorly lit and not located at signalized street crossings. If not addressed, these issues will worsen in the future as the corridor's population, employment, and transit ridership increase.

#### **McVay Highway Segment**

Transit service on McVay Highway is hindered by poor pedestrian access, and rider security and safety concerns, and is not positioned to handle the growth and redevelopment planned for the Glenwood area.

### **Purpose**

The purpose of the Main-McVay Transit Study project is to identify a range of transit improvements in the Main-McVay Corridor that provide improved mobility and transportation choices to residents, businesses, visitors, and commuters. The improvements will be consistent with regional plans and the community's long-term vision and goals for the area. The range of improvements will include options that result in improved regional connectivity and equitable transit access to destinations such as employment, educational institutions, shopping, appointments, and recreational opportunities for area residents.

The project improvements would strive to enhance the safety and security of the Corridor, improve the integration of walkers, cyclists, transit riders, autos, and freight along and through the Corridor, and improve connections to and from adjacent neighborhoods.

The project would support local, regional, and state plans and goals for land use and transportation; efforts in the Main-McVay Corridor aimed at encouraging economic revitalization and land use redevelopment; and, plans and programs to create Main Street and McVay Highway identities and improve aesthetics on the Corridor, making it an attractive place to live, work, and shop.

## Need

The need for the project results from:

- High transit ridership along the Main Street corridor that results in overcrowding of bus trips during peak travel times. The #11 Thurston route which operates on Main Street has the second highest ridership in the LTD system (after EmX), with an average of more than 3,500 boardings per weekday. During the past year, seven trips were overcrowded to the point that 78 riders were left behind at the stop;
- Pedestrian safety issues for riders walking to and from the bus stops on Main Street, including street crossings to access bus stops that are not located near a signalized crossing;
- High student use along corridor, especially in the Thurston area, creates special safety and access issues.
- Lengthening transit travel times and deteriorating public transportation reliability in the Main Street segment due to growing traffic congestion, signal delays, and passenger boarding delays. Average run time route on the #11 Thurston has increased 3.5 percent in the last five years, with midday run time increasing by more than 10 percent during that period. In the fall of 2014, schedule time will be added to the route due to the lengthening travel time. Approximately 7.5 percent of the #11 Thurston trips on an average weekday are more than four minutes late, a figure that is higher than the system average of 7.0 percent;
- Limited corridor revitalization and redevelopment resulting from aging structures and infrastructure and a poor visual environment along Main Street, South A Street, and McVay Highway;
- Historic and projected increases in traffic congestion in the Main-McVay Corridor due to increases in regional and corridor population and employment;
- For this corridor project, McVay Highway, as designed today, does not support the proposed mixed-use development goals expressed in the Glenwood Refinement Plan or the Franklin Boulevard Redevelopment Project;
- Policy direction in regional and City transportation plans that assume increased reliance on public transportation to address the community's future transportation needs.;
- Increasing operating expenses, combined with increasingly scarce operating resources, while demanding more efficient public transportation operations;

- The decision in the adopted 2035 Regional Transportation Plan (RTP) to include bus rapid transit (composed of frequent, fast transit service along major corridors and neighborhood feeder service that connects with the corridor service and with activity centers) in the fiscally constrained model as part of the regional transportation strategy.
- The decision in the adopted Springfield 2035 Transportation System Plan (STSP) to include partnering with LTD to provide frequent transit network (FTN) connections along major corridors, connecting to local neighborhood bus service and major activity centers to provide viable alternatives to vehicle trips. The STSP incorporates numerous FTN projects and 20-year priority roadway, urban standards and pedestrian / bicycle projects relevant to the Main-McVay Transit Study.
- Local and regional land use and development plans, goals, and objectives that identify the Main-McVay Corridor for residential, commercial, retail, institutional/educational, government, and industrial development to help accommodate forecasted regional population and employment growth.

## Goals and Objectives

### Goal 1: Improve corridor transit service

Objective 1.1: Improve transit travel time

Objective 1.2: Improve transit service reliability

Objective 1.3: Provide convenient transit connections that minimize the need to transfer

Objective 1.4: Increase transit ridership and mode share along the corridor

Objective 1.5: Improve access of other modes such as walking, bicycling, and auto (park and ride) to transit

Objective 1.6: Enhance equitable transit for users without regard to race, color, religion, sex, sexual orientation, national origin, marital status, age or disability.

### Goal 2: Meet current and future transit demand in a cost-effective and sustainable manner

Objective 2.1: Control the increase in transit operating cost to serve the corridor

Objective 2.2: Increase transit capacity to meet current and projected ridership demand

Objective 2.3: Implement corridor improvements that provide an acceptable return on investment

Objective 2.4 Implement corridor improvements that minimize impacts to the environment and, where possible, enhance the environment

Goal 3: Support economic development, revitalization and land use redevelopment opportunities for the corridor

Objective 3.1: Support development and redevelopment as planned in other adopted documents

Objective 3.2: Enhance the aesthetics of the corridor to improve economic activity

Objective 3.3: Coordinate transit improvements with other Main Street projects

Objective 3.4: Coordinate transit improvements with other Franklin Boulevard / McVay Highway projects

Objective 3.5: Minimize adverse impacts to existing businesses and industry

Goal 4: Enhance the safety and security of the corridor

Objective 4.1: Improve the safety of pedestrians and bicyclists accessing transit and crossing the Corridor

Objective 4.2: Enhance the security of transit users and of the corridor as a whole

Goal 5: Enhance other modes of travel

Objectives 5.1: Improve transit operations in a way that is mutually beneficial to vehicular traffic flow around transit stops and throughout the corridor

Objectives 5.2: Improve bicycle and pedestrians connections along the corridor and to and from transit stops

## Evaluation Criteria

Evaluation Criteria will be used during the screening process to determine how well each of the proposed alternatives would meet the project's Goals and Objectives. The Evaluation Criteria will require a mix of quantitative data and qualitative assessment. The resulting data will be used to measure the effectiveness of proposed alternatives and to assist in comparing and contrasting alternatives. In Table 1, Evaluation Criteria are listed for each of the project's Objectives. Some Objectives have only one criterion for measuring effectiveness while others require several criteria to measure effectiveness.

There is no proposed weighting of the criteria. It is understood and expected that those evaluating the alternatives will provide their own perspective on the importance of individual criteria in forming their opinions of the relative merits of the alternatives.



**Table 1. Preliminary Draft Evaluation Criteria**

Goals and Objectives	Evaluation Criteria
<b>Goal 1: Improve corridor transit service</b>	
Objective 1.1: Improve transit travel time	<ul style="list-style-type: none"> <li>• Round trip transit pm peak travel time between select origins and destinations</li> </ul>
Objective 1.2: Improve transit service reliability	<ul style="list-style-type: none"> <li>• On-time performance (no more than 4 minutes late) of transit service</li> </ul>
Objective 1.3: Provide convenient transit connections that minimizes the need to transfer	<ul style="list-style-type: none"> <li>• Number of transfers required between heavily used origin-destination pairs</li> </ul>
Objective 1.4: Increase transit ridership and mode share in the corridor	<ul style="list-style-type: none"> <li>• Average weekday boardings on Corridor routes</li> <li>• Transit mode share along the corridor</li> </ul>
Objective 1.5: Improve walking, bicycling, and auto access to transit	<ul style="list-style-type: none"> <li>• Population within ½ mile of transit stop</li> <li>• Bicycle capacity at stops, stations, and on the bus</li> <li>• Number of park and ride spaces with direct transit access to major destinations</li> <li>• Assessment of accessibility by persons with mobility challenges</li> </ul>
<b>Goal 2: Meet current and future transit demand in a cost-effective manner</b>	
Objective 2.1: Control the increase in transit operating cost to serve the corridor	<ul style="list-style-type: none"> <li>• Cost per trip</li> <li>• Impact on LTD operating and maintenance costs</li> <li>• Meet or exceed FTA’s Small Starts requirements for cost-effectiveness</li> <li>• Cost to local taxpayers</li> </ul>
Objective 2.2: Increase transit capacity to meet current and projected ridership demand	<ul style="list-style-type: none"> <li>• Capacity of transit service relative to the current and projected ridership</li> </ul>
Objective 2.3: Implement corridor improvements that provide an acceptable return on investment	<ul style="list-style-type: none"> <li>• Benefit/cost assessment of planned improvements</li> </ul>
Objective 2.4: Implement corridor improvements that minimize impacts to the environment	<ul style="list-style-type: none"> <li>• Results of screening-level assessment of environmental impacts of alternative</li> </ul>
<b>Goal 3: Support economic revitalization and land use redevelopment opportunities for the corridor</b>	
Objective 3.1: Support development and redevelopment as planned in other adopted documents	<ul style="list-style-type: none"> <li>• Support for the overall BRT System Plan</li> <li>• Support for the Springfield Transportation System Plan (STSP) Frequent Transit Network (FTN) concept</li> </ul>

Goals and Objectives	Evaluation Criteria
	<ul style="list-style-type: none"> <li>• Amount of vacant and underutilized land within ½ miles of stops/stations</li> <li>• Impacts to businesses along the Corridor measured in acres of property acquired and parking displacements</li> <li>• Acquisitions and/or displacement of residents measured in acres of property acquired and residential unit and parking displacements</li> <li>• Local jobs created by project construction</li> <li>• Percentage of current and planned population within ½ mile of FTN stop</li> <li>• Percentage of current and planned employment within ½ mile of FTN stop</li> </ul>
Objective 3.2: Enhance the aesthetics of the corridor to improve economic activity	<ul style="list-style-type: none"> <li>• Potential impact to street trees, landscaping</li> <li>• Number of transit-related visual elements identified in adopted plans that would be implemented by alternative</li> <li>• Potential impacts to the natural environment</li> <li>• Opportunity for streetscape improvements, wayfinding, and design elements that reinforce the community’s identity and increase awareness of economic activity areas</li> </ul>
Objective 3.3: Coordinate transit improvements with other Main Street projects	<ul style="list-style-type: none"> <li>• Capability of transit improvement to coordinate with other Main Street projects identified in adopted plans</li> <li>• Opportunity for streetscape improvements, wayfinding, and design elements that reinforce the community’s identity and increase awareness of Main Street projects</li> </ul>
Objective 3.4: Coordinate transit improvements with other Franklin Boulevard / McVay Highway projects	<ul style="list-style-type: none"> <li>• Capability of transit improvement to coordinate with other Franklin Boulevard / McVay Highway projects identified in adopted plans</li> <li>• Opportunity for streetscape improvements, wayfinding, and design elements that reinforce the community’s identity and increase awareness of Franklin Boulevard / McVay Highway projects</li> </ul>
Goal 4: Enhance the safety and security of the corridor	
Objective 4.1: Improve the safety of pedestrians and bicyclists accessing transit and crossing	<ul style="list-style-type: none"> <li>• Number and quality of designated (marked) crossings near transit stops (signalized or</li> </ul>

Goals and Objectives	Evaluation Criteria
Main Street	unsignalized) <ul style="list-style-type: none"> <li>• General assessment of safety for persons with mobility challenges</li> <li>• General assessment of potential to reduce the number of pedestrian / vehicle collisions</li> <li>• General assessment of potential to reduce the number of bicycle / vehicle collisions</li> </ul>
Objective 4.2: Enhance the security of transit users and of the corridor as a whole	<ul style="list-style-type: none"> <li>• Amount of added street lighting</li> <li>• Amount of added lighting at / near transit stops</li> <li>• Extent and character of stop and station improvements</li> </ul>
Goal 5: Enhance other modes of travel	
Objective 5.1: Maintain reliable motor vehicle operations and traffic flow in the corridor	<ul style="list-style-type: none"> <li>• Impact on current and future year intersection Level of Service (LOS)</li> <li>• Impact on current and future year PM peak hour auto / truck travel times</li> </ul>
Objective 5.2: Improve bicycle and pedestrians connections along the corridor and to and from transit stops	<ul style="list-style-type: none"> <li>• General assessment of the interface with pedestrians and bicyclists</li> <li>• Length of new or improved sidewalk in stop and station areas</li> <li>• Length of new or improved bike lanes in stop and station areas</li> <li>• Number of bicycle treatments in stop and station areas</li> </ul>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** SAFE ROUTES TO SCHOOL PROGRAM REPORT

**PREPARED BY:** Ellen Currier, School Transportation Options Coordinator

**ACTION REQUESTED:** None. Information Only.

---

### **BACKGROUND:**

In 2011 the Central Lane Metropolitan Planning Organization (MPO) authorized funds to develop the *Strategy for a Regional Safe Routes to School (SRTS) Plan* and began program implementation. Over the past three years, the program has grown significantly in each aspect of the *Five E's* of Safe Routes to School programming: 1) Encouragement, 2) Education, 3) Evaluation, 4) Engineering, and 5) Enforcement. In the fall of 2013, with funding from the Oregon Department of Transportation, a part-time SRTS coordinator was hired in the Springfield School District creating a truly regional program (one of the first in the country). Having a coordinator located in each school district has helped grow bicycle and pedestrian education classes, form new community partnerships, and increase participation in bike and walk encouragement activities.

The program has made significant inroads in the work outlined in the SRTS strategic plan, and coordinators working with Point2point are moving towards creating a sustainable funding plan to support and grow this regional program.

### **PROGRAM ACHIEVEMENTS**

#### **1. ENCOURAGEMENT**

May is Walk and Bike Month, and International Walk and Bike Day takes place in October. These events play an important role in raising awareness among staff, parents, and students about the benefits of walking and biking to school. Point2point supports these efforts by providing stipends to schools, which are used to purchase prizes and help parent volunteers coordinate events. This year 16 schools benefited from these stipends, and more than 40 percent of students at these schools were encouraged to participate.

#### **2. EDUCATION**

The number of second grade students receiving pedestrian safety classes increased by 31 percent since 2012-2013. Bike safety classes also expanded throughout the region, educating 1,245 fifth and/or sixth graders, which is an increase of 8 percent of students over the previous year. For the second year in a row, the program received \$22,000 in grants from the Jane Higdon Memorial Fund, through the Oregon Community Fund, to help support these important safety classes for the 2014-15 school year.

### **3. EVALUATION**

This year the Springfield coordinator collected baseline data at Maple Elementary, Page Elementary, Hamlin Middle School, and Agnes Stewart Middle School. This data will be used to create the action plans for these schools. Results from classroom tallies tabulated in 2013 indicate that 23 percent of Bethel K-8 students walk or bike to school; student tallies at eight K-8 Eugene 4J schools indicate that 19 percent of students walk or bike.

### **4. ENGINEERING AND INFRASTRUCTURE IMPROVEMENTS**

During the past school year, coordinators have worked closely with school district employees and city and county staff to help improve the connectivity and safety around schools. This infrastructure is an essential part of helping parents and children feel safe and comfortable walking and biking to school. This year new bike racks were installed at schools in all three school districts. In Eugene, the 4J School District received \$1 million in bond funding to incorporate off-site SRTS projects in the rebuilding of four new schools. The coordinator also collaborated with the City of Eugene Bicycle and Pedestrian Advisory Committee to prioritize SRTS projects for the 2014 and 2015 bond measure project list, including a pedestrian beacon on 30<sup>th</sup> Avenue for Camas Ridge and a sidewalk project for Buena Vista elementary school.

Point2point is in the process of finalizing the SRTS' recommended walking route maps. Currently, about 66 percent of schools have a completed map, and the remaining maps will be finalized this summer and posted to Point2point's and individual schools' websites. These maps are currently being used to support walking assessments at schools and create action plans. This past spring, interested Springfield schools requested finalized walking route maps, and these will be going out with 2014 Back-to-School packets.

The mapping process also has involved in-depth surveying of the areas within one mile of the schools, and has helped identify network and streetscape improvements that would benefit walking and biking students. These infrastructure projects have been collected in a database, photographed, and mapped online for future prioritization within the regional program.

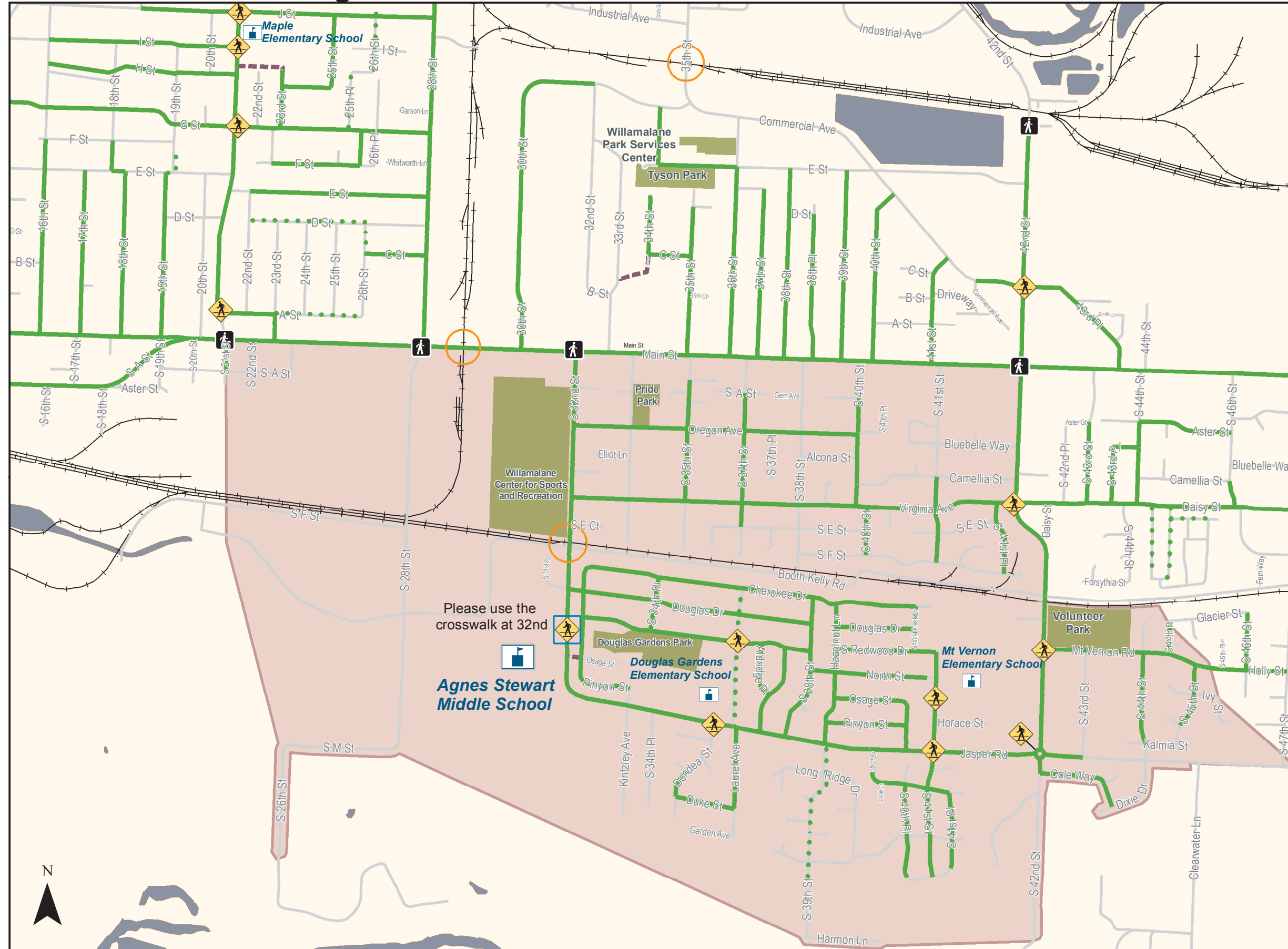
### **5. ENFORCEMENT**

Enforcement is another important safety component for children who choose to walk and bike to school. SRTS coordinators work closely with schools and police to help monitor and enforce safe practices near schools. In Springfield the coordinator is beginning to plan back-to-school education and enforcement campaigns, and is working on improving the crossing guard program across the district this summer and fall. In the 4J School District, the City of Eugene Police Department has stepped up enforcement at intersections and areas that have a high crash rate for people driving, walking, and biking, including areas near schools. In Bethel teachers are requesting more helmets and enforcing bike helmet use among students biking to school.

**ATTACHMENTS:** 1) Walking Route Map  
2) Tips for Walking Safely to School

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\AIS\_SRTS.docx

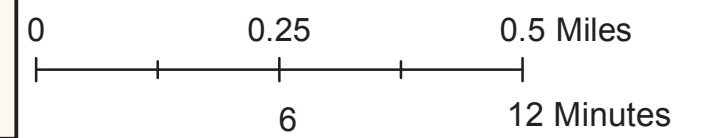
# Agnes Stewart Middle School Recommended Walking Routes to School



This map is a guide to help parents/guardians select a route for their student to walk to school where feasible. Recommended routes typically have sidewalks and protected street crossings, or use low-traffic neighborhood streets.

You should preview the route with your child to ensure it is the safest route between your home and school, and teach your child to obey traffic safety rules along his/her route. Your school district and the applicable road authorities do not supervise the routes on this map and are not responsible for students while they travel to/from school. Comments or questions regarding this map can be directed to Point2point at 541-682-6213 or Point2point@ltd.org.

- Recommended Routes
- ⋯ Incomplete Sidewalk
- School
- Road
- Walk Zone-Bus Service Not Provided
- Signalized Crosswalk\*
- Supervised Crosswalk\*
- Marked Crosswalk\*
- Shared Use Path
- Park
- Railroad Crossing
- Railroad
- \*Recommended Crossing



Last Revised: 4/11/2014

# TIPS FOR WALKING SAFELY TO SCHOOL

## WALK TOGETHER

Younger children should always walk with an adult. Tell your parents that walking is great exercise and a nice way to spend time together. If your parents say that you can walk to school on your own, remember these tips:

- Walk with a friend when possible.
- Ask your parents to help you pick a safe route to school; one that avoids dangers.
- Stick to the route you picked with your parents. Don't let friends talk you into shortcuts that are more dangerous.
- When you are near the street, don't push, shove, or chase each other.
- Never hitchhike or take rides from people not arranged by your parents.
- Talk to your parents and teacher about any bullying that may happen during your walk.

## BE SEEN

Remember, drivers may not be able to see you well. Always wear bright-colored clothes and if it is dark or hard to see, carry flashlights or wear reflective gear.

## LOOK FOR TRAFFIC

Watch out for cars and trucks at every driveway and intersection on your walk to school. Look for drivers in parked cars. They may be getting ready to move.

## CROSS THE STREET SAFELY

- Stop at the curb or edge of the street.
- Look left, right, left and behind you and in front of you for traffic.
- Wait until no traffic is coming and begin crossing.
- Keep looking for traffic until you have finished crossing.
- Walk, don't run across the street.

## OBEY TRAFFIC SIGNS, SIGNALS, AND ADULT CROSSING GUARDS

Tips from National Center for Safe Routes to School [www.saferoutesinfo.org](http://www.saferoutesinfo.org).

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** LEGISLATIVE AND REGULATORY UPDATE

**PREPARED BY:** Edward McGlone, Government Relations Manager

**ACTION REQUESTED:** None. Information Only.

---

### BACKGROUND:

The United States House of Representatives and the United States Senate are both moving forward on bills to temporarily fund the Highway Trust Fund and Mass Transit Account, both of which are reaching the verge of bankruptcy. Simultaneously, the Senate Banking Committee is preparing a draft reauthorization bill for MAP-21, the federal surface transportation authorization act. MAP-21 develops the formula and competitive grant programs provided to transit agencies including LTD. This July 16 update will brief the Board of Directors on the various proposals currently under consideration and review potential impacts to LTD if the bills are enacted or if Congress fails to act.

Additionally, the City of Eugene is considering adoption of an ordinance mandating that employers provide minimum levels of paid sick leave for employees who work within the City of Eugene. Government Relations Manager Edward McGlone and K. C. Huffman of LTD's legal firm, Thorp, Purdy, and Jewett, will present a description of the ordinance and discuss potential impacts to the agency, if adopted.

**ATTACHMENTS:**

- 1) Letter from U.S. Department of Transportation Secretary Anthony Foxx
- 2) Draft City of Eugene Paid Sick Leave Ordinance

**PROPOSED MOTION:** None.

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\AIS\_LegUpdate.docx





THE SECRETARY OF TRANSPORTATION  
WASHINGTON, DC 20590

June 19, 2014

Dear Colleague:

The approaching Highway Trust Fund shortfall matter is of great concern to all of us who are engaged in the work of building and maintaining our Nation's transportation infrastructure, particularly because the Highway Trust Fund through the Mass Transit Account supplies a significant portion of the funds that transit agencies and States depend upon for critical infrastructure repairs, new construction, and, in some cases, daily operating expenses. Given its imperiled position, I am writing to give you a brief status report and to alert you to the steps we may need to take in the coming months, if Congress does not act to restore solvency.

I know first-hand the difficulties that each of you face in trying to plan construction work on significant transit projects, and even routine maintenance work, without a clear sense of how—or even whether—that work will be funded.

When Congress adopted the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) in the summer of 2012, it was expected that sufficient funds would be deposited into the Highway Trust Fund to support all of our Nation's transportation investments through the end of the current fiscal year ending September 30, 2014. It now appears that the Highway Account of the Highway Trust Fund may face insolvency as soon as August with the Mass Transit Account facing insolvency before the end of December. The reason is simple—not enough revenue is coming into the fund to support the ongoing work necessary to maintain our transit systems, roads, and bridges.

Since January, we have published a "Highway Trust Fund Ticker" to show our latest projections on the looming insolvency. The enclosed charts, which also can be found on the DOT website at <http://www.dot.gov/highway-trust-fund-ticker>, show the current status of the Highway Account and the Mass Transit Account of the Highway Trust Fund and the funding trajectory through the end of the Federal fiscal year.

As you can see from the chart, the Highway Account of the trust fund is likely to dip below the critical \$4 billion cash balance as soon as July with shortfall predicted as early as August, and the Mass Transit Account is projected to fall below \$1 billion sometime in October. The charts will be updated monthly as new information becomes available.


It also is my responsibility to let you know of the measures that the DOT and the Federal Transit Administration will be required to take in the coming months if Congress does not take action to replenish the Highway Trust Fund.

While we will take every step possible to continue to fully reimburse your transit agency for as long as possible, these measures will effectively require us to delay reimbursements that are owed to your agency. In the coming months, I will continue to keep you apprised of our specific cash management plans and when they are likely to go into effect.

As you may know, I and many members of the Administration have been sounding the alarm on this concern for several months. President Obama recently spoke publicly about this threat and called upon Congress to significantly increase investments in transportation so that you can continue to address the many transit needs in your community.

We plan to take an active role in helping Congress commit to a longer term agreement on surface transportation funding on a bipartisan basis.

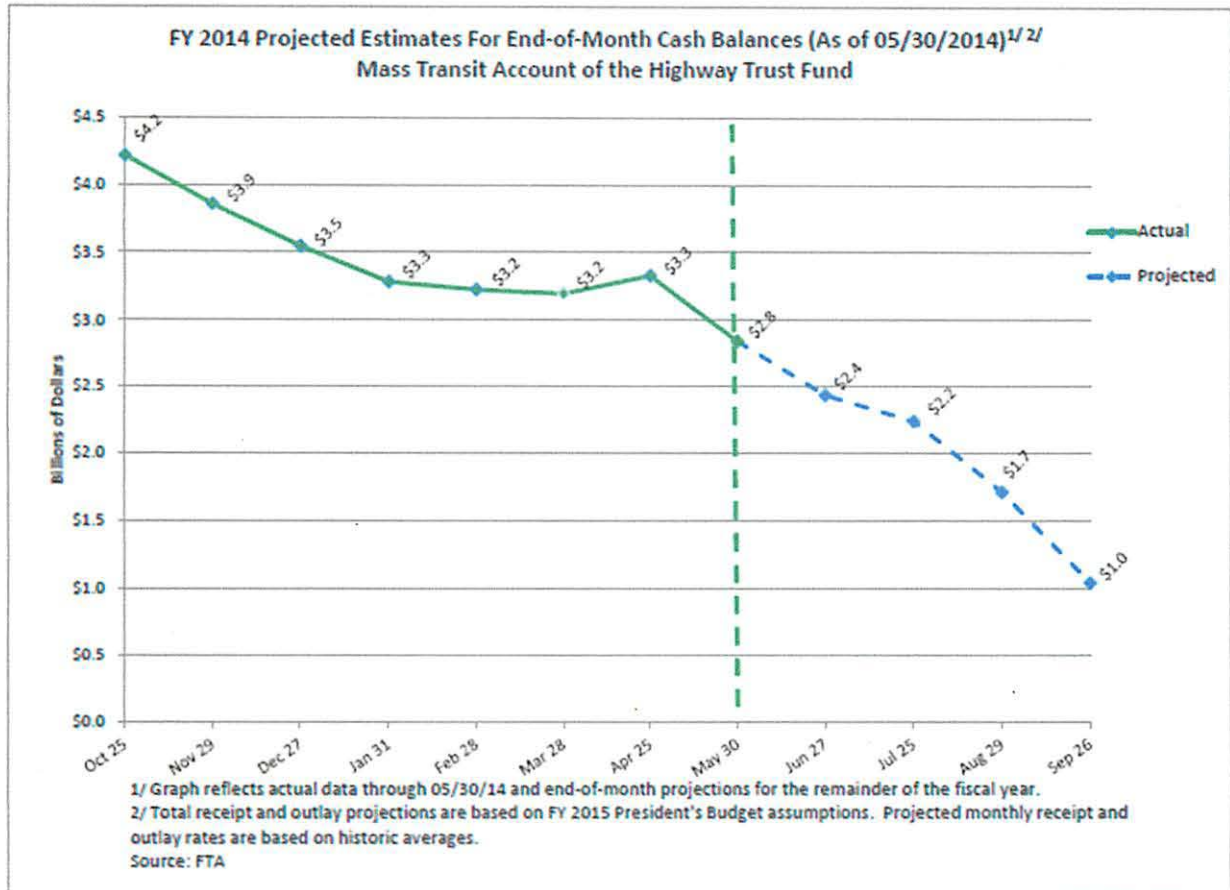
Sincerely,

A handwritten signature in blue ink, appearing to read 'Anthony R. Foxx', with a large loop at the top left.

Anthony R. Foxx

Enclosures

## Mass Transit Account

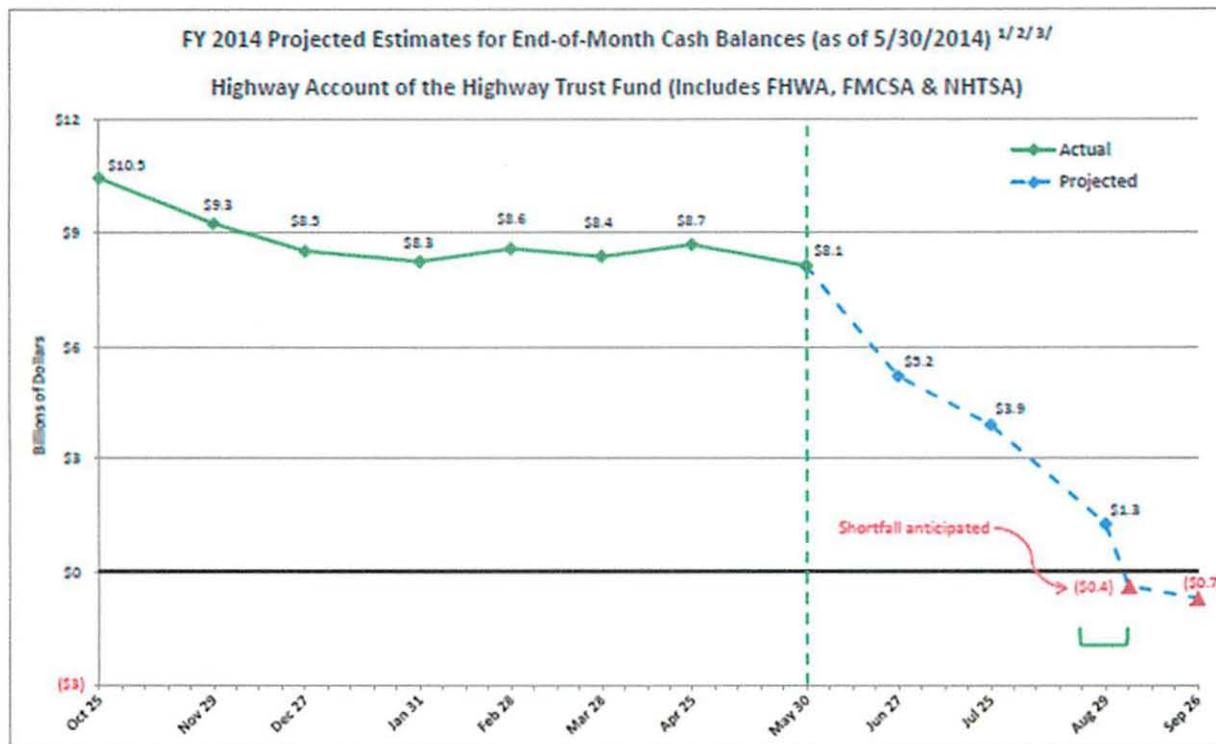


**Based on current spending and revenue trends, the U.S. Department of Transportation estimates that the Mass Transit Account of the Highway Trust Fund will have a balance of approximately \$1 billion at the end of FY 2014.**

- The Mass Transit Account began FY 2014 with approximately \$2.5 billion in cash.
- A \$2 billion transfer from the General Fund to the Mass Transit Account was processed shortly after the start of the fiscal year (\$2.2 billion authorized in MAP-21, reduced by sequestration).
- The cash balance has dropped by nearly \$1.7 billion since the General Fund transfer occurred. As of May 30, 2014, the Mass Transit Account cash balance was \$2.8 billion.

Updated: Tuesday, June 17, 2014

## Highway Account



1/ Graph reflects actual data through 5/30/14 and end-of-month projections for the remainder of the fiscal year.

2/ Total receipt and outlay projections are based on FY 2015 President's Budget Baseline assumptions. Projected monthly receipt and outlay rates are based on historic averages.

3/ Range of anticipated shortfall: Green brackets denote the estimated window of when the anticipated shortfall will occur.

Source: FHWA

**Based on current spending and revenue trends, the U.S. Department of Transportation estimates that the Highway Account of the Highway Trust Fund will encounter a shortfall before the end of fiscal year (FY) 2014.**

- The Highway Account began FY 2014 with approximately \$1.6 billion in cash.
- A \$9.7 billion transfer from the General Fund to the Highway Account was processed shortly after the start of the fiscal year (\$10.4 billion authorized in MAP-21, reduced by sequestration).
- The cash balance has dropped by nearly \$3.8 billion since the General Fund transfer occurred. As of May 30, 2014, the Highway Account cash balance was \$8.1 billion.

Updated: June 17, 2014

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE CONCERNING SICK LEAVE; ADDING SECTIONS 4.570 THROUGH 4.580 TO THE EUGENE CODE, 1971; AMENDING SECTION 4.996 OF THAT CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

THE CITY OF EUGENE DOES ORDAIN AS FOLLOWS:

**Section 1.** Sections 4.570 through 4.580 of the Eugene Code, 1971, are added to provide as follows:

**SICK LEAVE**

**4.570** **Sick Leave - Purpose.** *The purpose of sections 4.570 through 4.580 of this code is to promote a sustainable, healthy, and productive workforce by establishing minimum standards for employers to provide sick leave and to ensure that all persons working in the City of Eugene will have the right to earn and use paid sick leave. Allowing employees to earn and take sick leave will maintain a healthy workforce and promote a vibrant, productive, and resilient city.*

**4.572** **Sick Leave - Accrual of Sick Leave.**

- (1)** *Except as otherwise provided in sections 4.570 through 4.580 of this code or in the administrative rules adopted pursuant to section 4.578 of this code:
  - (a)** *If an employer is located within the city, the employer shall provide its employees with a minimum of one hour of paid sick leave for every 30 hours of paid work performed by the employee; and*
  - (b)** *If an employer is located outside the city but sends an employee into the city to perform work, the employer shall provide that employee with a minimum of one hour of paid sick leave for every 30 hours of paid work performed inside the city.**
- (2)** *For purposes of sections 4.570 through 4.580 of this code, an employer is located within the city if the employer owns, leases or rents property within the city at which one or more employees works.*
- (3)** *Subject to subsection (1) of this section, employers shall allow employees to accrue a minimum of 40 hours of paid sick leave in a year.*

- (4) ***Sick leave accrued by an employee that is not used in a calendar year may be used by the employee in the following year, except that employers are not required to allow employees to use more than 40 hours of paid sick time in a year.***
- (5) ***Employees shall begin to accrue sick leave from an employer on July 1, 2015, or commencement of employment, whichever is later.***
- (6) ***An employer with a sick leave or paid time off policy that provides the employee with accrual of leave that equals or exceeds the requirements of this section is compliant with this section.***

**4.574 Sick Leave - Use of Sick Leave.**

- (1) ***An employee becomes eligible to use sick leave when he or she has been employed by the employer for 90 days or more.***
- (2) ***Nothing in sections 4.570 through 4.580 of this code requires an employer to compensate an employee for accrued unused sick leave upon the employee's termination, resignation, retirement, or other separation from employment.***
- (3) ***An employer with a sick leave or paid time off policy in effect that provides the employee with use of leave that equals or exceeds the requirements of this section is compliant with this section.***

**4.576 Sick Leave – Exercise of Rights Protected; Retaliation Prohibited.**

- (1) ***It shall be unlawful for an employer to interfere with the exercise of any right protected under sections 4.570 through 4.580 of this code.***
- (2) ***An employer shall not take retaliatory action or discriminate against an employee because the employee has exercised rights protected under sections 4.570 through 4.580 of this code.***

**4.578 Sick Leave – Administrative Rules. The city manager shall adopt, and as necessary amend, rules in the manner prescribed in section 2.019 of this code to assist in the implementation of sections 4.570 – 4.580 of this code, including but not limited to:**

- (1) ***Establishing conditions under which an employee may use sick leave, such as for an illness of the employee or family member, or circumstances related to domestic violence, sexual assault or stalking;***
- (2) ***Adopting definitions including but not limited to “employee,” “employer,” “paid time off” and “paid work”;***
- (3) ***Identifying record-keeping, accrual, and use of sick time requirements;***
- (4) ***Establishing enforcement protocols for administrative civil penalties and private rights of action;***
- (5) ***Defining an equivalent or better policy that would be deemed in compliance with this ordinance, such as paid time off, collective bargaining agreements and building trade protocols;***

- (6) ***Providing a methodology for establishing when an employee whose employer is located outside the city, is considered to be working within the city;***
- (7) ***Adopting provisions to ensure that employers may establish and enforce reasonable policies for employees in order to maintain workplace productivity and prevent possible abuse, while prohibiting employers from retaliating against employees for using sick leave; and***
- (8) ***Establishing a grace period after July 1, 2015, during which time compliance will be sought through education rather than imposition of fines and penalties.***

**4.580 Sick Leave – Enforcement.**

- (1) ***The city may contract with the Oregon State Bureau of Labor and Industries or another entity to enforce sections 4.570 through 4.580 of this code.***
- (2) ***Subject to the administrative rules adopted pursuant to section 4.578 of this code, any employee claiming to be aggrieved by an employer's violation of sections 4.570 through 4.580 of this code shall have a cause of action for damages and such other remedies as may be appropriate. The court may grant such relief as it deems appropriate.***

**Section 2.** Subsection (7) of Section 4.996 of the Eugene Code, 1971, is amended to provide as follows:

**4.996 Administrative Civil Penalty.**

- (7) ***In addition to, and not in lieu of any other enforcement mechanism authorized by this code the city manager or designee may impose upon the person responsible for violation of sections 4.083 through 4.084, section 4.335, section 4.340, [~~and~~] section 4.430 **and sections 4.570 through 4.580** of this code, **and violations of administrative rules adopted under sections 4.570 through 4.580 of this code**, an administrative civil penalty as provided by section 2.018 of this code.***

**Section 3.** The City Manager shall adopt the administrative rules required by Section 4.578 of the Eugene Code, 1971 (“EC”) not later than January 31, 2015. In addition to other requirements imposed by EC 2.019 for administrative rule-making, as part of this initial administrative rule adoption process, the City Manager shall consider

at a minimum: (a) the findings in the Sick Leave Task Force report dated June 18, 2014; (b) similar ordinances adopted by other cities; and (c) input from a broad array of stakeholder perspectives including representatives of the business community, labor organizations and other workers, and advocates (both supporters and opponents).

**Section 4.** Notwithstanding the effective date of ordinances as provided in the Eugene Charter of 2002, the provisions of this Ordinance shall become effective on July 1, 2015, except that EC 4.578 and Section 3 of this Ordinance related to administrative rulemaking shall become effective in the normal course as provided in the Eugene Charter.

**Section 5.** On or before July 1, 2017, the City Council shall review the sick leave program adopted by this Ordinance.

**Passed by the City Council this**  
\_\_\_\_ day of July, 2014

**Approved by the Mayor this**  
\_\_\_\_\_ day of July, 2014

\_\_\_\_\_  
**City Recorder**

\_\_\_\_\_  
**Mayor**



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

**ITEM TITLE:** BOARD COMMITTEE ASSIGNMENTS

**PREPARED BY:** Gary Wildish, Board President

**ACTION REQUESTED:** Committee assignments will be finalized.

---

**BACKGROUND:**

Each year Board members review their current committee assignments, and committee assignments may be revised depending on Board members' preferences. On July 9, the list of LTD Board committee assignments was e-mailed to Board members for review. Committee assignments will be finalized at the July 16 Board meeting.

**ATTACHMENT:** LTD Board of Directors Committees and Special Assignments

**PROPOSED MOTION:** None.

# LTD BOARD OF DIRECTORS COMMITTEES AND SPECIAL ASSIGNMENTS

July 16, 2014

## BOARD OFFICERS

*(Terms expire 6/30/16)*

President – Gary Wildish  
Vice President – Carl Yeh  
Secretary – Julie Grossman  
Treasurer – Ed Necker

## METROPOLITAN POLICY COMMITTEE (MPC)

(meets 1<sup>st</sup> Thursday of the month)

Gary Wildish  
Gary Gillespie  
Alternate: Julie Grossman  
Ron Kilcoyne, ex officio

## HUMAN RELATIONS COMMITTEE

(meets 2<sup>nd</sup> Tuesday of the month)

\*Michael Dubick  
Julie Grossman  
Gary Wildish

## LANE COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS

(meets 4<sup>th</sup> Thursday, Feb., April, June, and Sept.)

Carl Yeh  
Alternate: Vacant

## SERVICE COMMITTEE

(meetings scheduled as needed)

Gary Gillespie  
\*Ed Necker  
Michael Dubick

## ACCESSIBLE TRANSPORTATION COMMITTEE

(meets on the 3<sup>rd</sup> Tuesday of each month)

Ed Necker

## FINANCE COMMITTEE

(meetings scheduled as needed)

\*Michael Dubick  
Carl Yeh  
Ed Necker

## GOVERNOR'S OREGON PASSENGER RAIL LEADERSHIP COUNCIL

(Meetings scheduled as needed)

Gary Gillespie

## EmX STEERING COMMITTEE

(meets quarterly on 1<sup>st</sup> Tuesday)

Carl Yeh  
\*Gary Gillespie  
Julie Grossman

## LANE AREA COMMISSION ON TRANSPORTATION

(meets on the 2<sup>nd</sup> Wednesday of each month)

Michael Dubick  
Alternate: Ron Kilcoyne

## PENSION TRUSTS

(meetings scheduled as needed)

Gary Gillespie

## TRANSPORTATION COMMUNITY RESOURCE GROUP (TCRG) FOR THE EUGENE TRANSPORTATION SYSTEM PLAN (TSP):

(Meetings scheduled as needed)

Ed Necker

## MAIN STREET-MCVAY GOVERNANCE COMMITTEE

(Meets every month)

Carl Yeh  
Michael Dubick

## SPRINGFIELD TRANSPORTATION SYSTEM PLAN STAKEHOLDER ADVISORY COMMITTEE

(Meetings scheduled as needed)

Board Member Representative To Be Determined

-----  
\*Denotes Current Committee Chair

-----  
Q:\ATEAM\BOARD\Board Committees\Bd Committees  
2014\BDCCommittee Pref 07-2014.docx

Updated: 7/11/2014 11:26:25 AM

## AGENDA ITEM SUMMARY

**DATE:** July 16, 2014

**ITEM TITLE:** JUNE 2014 FINANCIAL STATEMENTS

**PREPARED BY:** Todd Lipkin, Finance Manager/CFO

**ACTION REQUESTED:** None

---

**BACKGROUND:**

Because the fiscal year-end closure process takes a period of several weeks to complete, the June 2014 financial report is not available at this time. In accordance with a statutory requirement, a preliminary financial report for the fiscal year ended on June 30 is always provided to Board members on or before July 31 of each year. The Comprehensive Annual Financial Report (CAFR), which contains audited financial statements for the previous fiscal year, is presented to the Board in the fall of the subsequent fiscal year.

The first phase of field work for the independent audit of Fiscal Year 2013-2014 was conducted during the week of June 22, 2014. The balance of the field work is scheduled to begin in late September. Staff expect the CAFR to be ready for acceptance by the Board before the end of the calendar year.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

Q:\Reference\Board Packet\2013\07\12fin13temp.docx

## AGENDA ITEM SUMMARY

**DATE:** July 16, 2014

**ITEM TITLE:** JUNE 2014 GRANT REPORT

**PREPARED BY:** Todd Lipkin, Finance Manager/CFO

**ACTION REQUESTED:** None. Information Only.

**BACKGROUND:**

The Monthly Grant Report for activity through June 30, 2014, 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

Three grant applications were submitted to FTA in June 2014. It usually takes six to eight weeks for a grant application to be executed once it is submitted. The details of the grants submitted are as follows:

- OR-04-0038 5309 - Bus and Bus Facilities Funds - \$5.5 million (\$6.875 million total project)

Project	Federal	Total
3 Hybrid-Electric, Articulated, Replacement Buses	\$2,400,000	\$3,000,000
6 Hybrid-Electric, 40-foot, Replacement Buses	\$3,100,000	\$3,875,000

- OR-37-X024 5316 - Job Access/Reverse Commute (JARC) - \$171,819 (\$214,774 total)

Project	Federal	Total
In-person Transportation Assessments	No fixed allocation between projects	
Travel Training & Host Services	No fixed allocation between projects	

- OR-57-X014 5317 - New Freedom - \$78,524 (\$98,155 total)

Project	Federal	Total
In-person Transportation Assessments	No fixed allocation between projects	
Travel Training & Host Services	No fixed allocation between projects	

Three other grant applications are being drafted and will be submitted in July 2014. The amounts listed below are the current estimate for each project and may change in the final application. The applications are as follows:

- OR-95-X055-01 - Surface Transportation Program Funds - \$3,299,418 (\$3,959,841 total project)

<b>Project</b>	<b>Federal</b>	<b>Total</b>
Point2point	\$407,100	\$453,708
Safe Routes to School	\$121,513	\$135,426
Bike Sharing Study	\$100,000	\$111,446
Pavilion Station Construction	\$400,000	\$500,000
Northwest Eugene-Lane Community College Transit Corridor Plan	\$584,780	\$651,730
3+ Hybrid-Electric, 40-foot, Replacement Buses	\$1,686,025	\$2,107,531

- OR-16-X045 5310 - Elderly Persons & Persons with Disabilities - \$474,358 (\$592,947 total project)

<b>Project</b>	<b>Federal</b>	<b>Total</b>
6 RideSource Vehicles	\$413,724	\$517,155
1 South Lane Wheels Vehicle	\$60,634	\$75,792

- OR-90-X179 5307 Urbanized Area Formula Funds – \$7,040,560 (\$8,800,700 total)

<b>Project</b>	<b>Federal</b>	<b>Total</b>
Preventive Maintenance FY 13-14	\$1,520,000	\$1,900,000
Preventive Maintenance FY 14-15	\$4,200,000	\$5,250,000
Support Vehicles	\$115,600	\$144,500
Computer Hardware	\$240,000	\$300,000
Facilities Improvements	\$19,600	\$24,500
Shelter Installations	\$96,720	\$120,900
Security Camera Replacements - Vehicles	\$329,280	\$411,600
Security Camera Replacements - Facilities	\$16,000	\$20,000
Pavilion Station Construction	\$503,360	\$629,200

Federal Transit Administration Low or No Emission Vehicle Deployment Program (LoNo)

Lane Transit District (LTD) submitted a grant application on April 9, 2014, under the Low or No Emission Vehicle Deployment Program (LoNo) to recondition five LTD buses (that have exceeded their useful life) to like-new condition with zero-emissions propulsion systems (ZEPS). The all-battery, electric-powered, drivetrain system is designed to save money, eliminate fuel, minimize operations and maintenance costs, and drastically reduce greenhouse gas emissions. The cost per bus is estimated to be \$590,000. The grant request is for \$2,361,000, and the total project cost is \$3,148,000 (including match).

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

Lane Transit District has received pre-award letters from the Oregon Department of Transportation (ODOT), which state that the following two projects have been programmed into the draft 2015-2018 Statewide Transportation Improvements Program (STIP). Once the STIP is approved, these projects will be finalized.

- **Northwest Eugene-Lane Community College Corridor National Environmental Policy Act (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 proposed project will provide the required first step, which is the 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, which is 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. Moreover, by highlighting seniors, SmartTrips can offer greater access and use of available, low-cost transportation options and respond to growing demand within the 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 for investment 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.

Lane Transit District's applications are as follows:

- **West 11<sup>th</sup> 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 11<sup>th</sup> 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 11<sup>th</sup> 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 11<sup>th</sup> 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.

The final review committee met on June 11-12, 2014. The committee made final recommendations to the Oregon Transportation Committee (OTC) for their review. Both of the projects listed above were included in these recommendations. The OTC will hold a public hearing on the recommendations at its July 17, 2014, meeting in Salem and make a final decision at its August 21-22, 2014, meeting in Ontario.

**ATTACHMENT:** Monthly Grant Report

**PROPOSED MOTION:** None

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\Grant report summary July 14.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	1,909,072.09	320,858.69
14.06.60 ROW, Land, Existing Improvements	-	1,929,027.42	1,503,670.42	425,357.00
14.08.80 Professional Services	260.00	7,721,200.00	8,457,070.56	(735,870.56)
14.09.90 Unallocated Contingency	-	1,088,113.00	-	1,088,113.00
	260.00	30,808,867.00	28,572,879.39	2,235,987.61

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	2,965.00	410,000.00	156,024.80	253,975.20
	2,965.00	1,250,000.00	996,024.80	253,975.20

OR-04-0041 - FTA 5309 VTCLI	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.42.08 Call Center Software	13,132.00	1,062,000.00	120,209.79	941,790.21
11.62.02 Call Center Telephone System	-	298,000.00	275.93	297,724.07
	13,132.00	1,360,000.00	120,485.72	1,239,514.28

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	504,570.00	-
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	885,891.70	425,803.30

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	2,080.00	937,500.00	161,134.07	776,365.93

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	305.00	1,460,900.00	1,337,507.64	123,392.36
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	-
	305.00	18,531,037.00	18,281,711.81	249,325.19

OR-90-X161 - FTA 5307 Urbanized Area Formula Funds	Current Month Expenditures	Grant Totals (Including Match)		
		Budget	Expenditures	Balance
11.42.08 Software	518.00	500,000.00	394,697.80	105,302.20
11.42.09 (01) Security Improvements	-	150,000.00	115,464.38	34,535.62
11.42.09 Security Improvements	-	91,250.00	91,250.00	-
11.42.11 Support Vehicles	-	60,000.00	60,000.00	-
11.42.20 Miscellaneous equipment	11,345.00	100,000.00	33,878.16	66,121.84
11.43.03 Improvements	345.00	600,000.00	600,086.54	(86.54)
11.71.12 Vanpools	-	102,125.00	102,125.00	-
11.7A.00 Prevent_Maint_2	-	4,626,638.00	4,626,638.00	-
11.7A.00 Preventive Maintenance	-	7,500,000.00	7,500,000.00	-
	12,208.00	13,730,013.00	13,524,139.88	205,873.12

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	324.00	2,340,354.00	2,014,920.23	325,433.77
11.7F.00 Gateway SmartTrips	-	100,301.00	100,301.00	-
	324.00	2,440,655.00	2,115,221.23	325,433.77

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	667.00	83,584.00	28,614.89	54,969.11
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	-
	667.00	1,047,911.00	992,941.89	54,969.11



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	108,955.47	20,878.53
11.7L.00 SmartTrips 2	7,462.00	384,487.00	254,750.10	129,736.90
44.23.02 Bike Parking Study	-	100,301.00	99,940.50	360.50
	<u>7,462.00</u>	<u>1,613,285.00</u>	<u>1,462,309.07</u>	<u>150,975.93</u>

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 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, July 2014

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\Dept Report AIS.docx



## MONTHLY DEPARTMENT REPORTS

July 16, 2014

### Government Relations

*Edward McGlone, Government Relations Manager*

Congressional leaders have made little progress resolving the looming funding shortfall for the federal Highway Trust Fund and Mass Transit Account. Without action, the Highway Trust Fund, which currently has allocated more expenditures than it receives in revenue, will fall below a critical reserve level in August, forcing the U.S. Department of Transportation to delay expenditures and initiate further cash management strategies. The Mass Transit Account is expected to reach the same condition by November of this year. While little progress has been made to solidify either account, most observers believe Congress will adopt a stop-gap measure that will stabilize both funds until after the 2014 election cycle and take the issue back up in the next congressional session.

Senators on the Banking Committee have begun negotiating their sections of the federal surface transportation program reauthorization bill, currently named MAP-21. Transit advocates have pushed Banking Committee members to restore the discretionary grant program eliminated under MAP-21, which provided competitive grants to transit agencies to purchase buses and expand or maintain bus facilities. A bill is expected to be released in advance of the August recess.

The State Legislature remains adjourned until January 2015; however, transportation advocates are gearing up for a large transportation funding package. LTD has joined with TriMet to represent transit interests in the development of the package, and both agencies are continuing to work to identify funding mechanisms for stable and predictable transit operations funding. The package is expected to face an uphill battle in a legislature with more than one in four members serving their first term.

The City of Eugene has released a draft mandatory sick leave ordinance that would require employers whose employees work within the City of Eugene to provide paid sick leave under numerous conditions to all employees. As written in draft form and in absence of accompanying administrative rules, the proposal would likely require LTD to amend its sick leave and consolidated annual leave (CAL) policies for both represented and non-represented employees. Most cities that have previously adopted mandatory sick leave ordinances have exempted government agencies from the mandate. This is with the understanding that little public policy benefit is achieved by mandating employment terms on public employers who often provide greater leave and health benefits than are available in the private sector. LTD has been closely monitoring the developments and working with City councilors and City staff to share information about impacts and LTD's perspective on the matter.

## **Customer Services and Planning**

*Andy Vobora, Director of Customer Services and Planning*

### **MARKETING AND COMMUNICATIONS**

*Russ Arnold, Marketing Manager*

There will be no Marketing and Communications Department Report this month.

### **ACCESSIBLE AND CUSTOMER SERVICES**

*Cosette Rees, Accessible and Customer Services Manager*

There will be no Accessible and Customer Services Department Report this month.

### **FACILITIES**

*Joe McCormack, Facilities Manager*

#### **Employee Parking Lot Repairs**

Asphalt pavement and concrete curbs broken by tree roots were repaired during the last few weeks. In addition to these repairs, all of the landscape walkways in the employee parking lot were modified. The modifications eliminate added steps and constantly shifting sand-set pavers, thus reducing tripping hazards.

#### **Roadwork in Glenwood**

A repaving project, which borders the LTD campus on two sides (17<sup>th</sup> Avenue and Glenwood Boulevard), is wrapping up a month-long process. This project was a partnership between Lane County, the City of Springfield, Oregon Department of Transportation (ODOT), and LTD. The finished project includes a completely rebuilt roadway along 17<sup>th</sup> Avenue, a resurfaced roadway on Glenwood Boulevard, and a reconstructed bus driveway with improved slopes to minimize damage to the underside of buses.

### **PLANNING AND DEVELOPMENT**

*Tom Schwetz, Planning and Development Manager*

#### **ConnectOregon V Update**

Staff received good news regarding some critical funding for the EmX system. A final review committee composed of 26 representatives from around the state met on June 11 to winnow more than \$100 million worth of grant requests down to the \$42 million available through *ConnectOregon*. At the end of the meeting, the committee had finished its work; and LTD's two projects, West 11<sup>th</sup> Bicycle-Pedestrian Bridge Connections and Franklin Boulevard Phase 1 Transit Stations, were above the cut line.

This represents more than \$3.5 million in state grant funds available for the District's projects. The West 11<sup>th</sup> Bicycle-Pedestrian Bridge Connections project (about \$2.9 million) will result in three new bike-pedestrian bridges across the Amazon channel. The Franklin Boulevard Phase 1 Transit

Stations (about \$650,000) will enable the District to build a new EmX station that would be part of the City of Springfield's roundabout project at Franklin Boulevard and McVay Highway. This also will leverage about \$2.6 million in federal funds going into the larger roundabout project. An interesting fact about this project is that a large part of the match for the \$650,000 grant will come from the value of recycling the existing station infrastructure for use in the new station.

The next steps for this grant process will be taken by the Oregon Transportation Commission (OTC) who will be asked to approve the package of projects developed by the Final Review Committee. The Commission will review the package at its July 17 meeting. The Commission is expected to take approval action at its August meeting. The funding would then be available after developing agreements with ODOT for each project.

### **Eugene Bike Share Feasibility Study**

Staff are excited to announce that the Eugene Bike Share Feasibility Study is complete. The report defines what a successful bike share system will look like for Eugene and serves as a guidebook for how to implement that system. The final report can be downloaded at <http://www.eugene-or.gov/bikeshare>. Staff plan to present the findings of the feasibility study to the Board in October.

### **Northwest Eugene-LCC Project Update**

The City of Eugene and LTD are getting ready to begin a multimodal transportation study that includes River Road, Highway 99, and 30<sup>th</sup> Avenue to Lane Community College. The purpose of the study is to engage corridor residents and businesses to determine the role of transit and other modes in furthering the vision of the corridors as developed in Envision Eugene. The study will examine what types of transit improvements are appropriate for these corridors. It also will look at what the needs are for other users of the corridors (people walking, biking, driving, etc.).

Because this is the first transportation study managed jointly by LTD and the City of Eugene, and the potential scope of the project is broader than previous individual corridor studies, staff are going through a formalized project charter process. The process allows staff to frame the project purpose, objectives, high-level scope, milestones, and roles and responsibilities prior to launching the project work. This, in turn, ensures that LTD and the City of Eugene are in agreement about how the project will be completed.

Currently staff are discussing the merits of moving to a phased, system-wide approach versus the single-corridor approach that they have been using to date. In addition to helping the public understand the vision for the EmX system, the system-wide approach also provides the potential for more efficient environmental review. The tradeoff is that this approach may take more resources than are currently available for this project. Part of the project charter process will be to resolve this issue.

The original timeline to initiate the study was Fall 2014. Depending on the length of the project charter process, this timeline may be adjusted.

### **Main Street-McVay Transit Study**

*John Evans, Senior Project Manager*

The third of 12 planned meetings of the Stakeholder Advisory Committee for the Main Street-McVay Transit Study occurred on June 24. The Committee made its recommendation for the Study's formal Purpose, Goals, and Objectives. These recommendations were forwarded to the Main Street Governance Team to finalize for approval consideration by the LTD Board of Directors and the Springfield City Council. A baseline conditions report will be completed in July to help

inform the Study's Need Statement and advance development of evaluation criteria. This report will be made available to the EmX Steering Committee. Initial transit alignment options will be developed in July and August by the Stakeholder Advisory Committee and the Governance Team. The initial alignment options will potentially be available for discussion with the EmX Steering Committee at its August meeting.

**SERVICE PLANNING**

*Tom Schwetz, Planning and Development Manager*

There will be no Service Planning Department Report this month.

**POINT2POINT**

*Theresa Brand, Transportation Options Manager*

**Drive Less Connect (DLC)**

Point2point conducted a week-long Dump the Pump campaign, which raised awareness of the benefits of choosing alternative transportation to driving alone. The campaign ran from June 16 - 20, and resulted in 182 users logging 1,165 trips for a total of 16,907 miles. This effort saved 641 gallons of gasoline and 12,684 pounds of carbon dioxide emissions that would have been caused by driving alone.

There were 79 new registrants in DLC during the month of June.

	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014
New Registrants	23	8	24	21	28	79
Non-SOV Miles Reported	31,885	29,922	23,652	39,068	47,469	66,505
Trips Reported (one-way)	2,530	2,618	1,962	2,776	2,860	4,023
CO <sub>2</sub> Reduction (pounds)	21,940	19,152	16,193	26,103	33,852	51,480
Gasoline Saved (gallons)	1,114	979	817	1,328	1,711	2,597

**Vanpool Program**

A new vanpool from Eugene to Oregon State Hospital in Salem started in June. There are now a total of 17 vanpools traveling into or out of the Eugene-Springfield area.

**Carshare Program**

Point2point received an ODOT mini-grant to conduct a promotional campaign over the summer. Staff have arranged for a new carshare vehicle to be placed at 8<sup>th</sup> and Monroe in the Jefferson Westside neighborhood during the summer months.

	January 2014	February 2014	March 2014	April 2014	May 2014
Cars in Fleet	7	7	7	7	7
Total Members	155	158	159	159	162
Members per Car	22	23	23	23	23
Hours Used	749	643	930	894	936

### **Employer Programs**

Rideshare Program Coordinator Tracy Ellis provided orientation on the Emergency Ride Home program to the new Employee Transportation Coordinator (ETC) for the Department of Justice.

### **School Services**

Staff presented to the Metropolitan Planning Commission about the regional Safe Routes to School (SRTS) Programming during the past school year. A parent from Page Elementary School joined staff for the presentation and spoke about the value of SRTS programming to her family. The group expressed strong support for the program and provided some ideas for future collaboration with other transportation options outreach.

Staff and Regional Safe Routes to School Coordinators staffed a booth at the Washington Jefferson Skate Park Opening Ceremony to jointly promote SRTS and the 1PASS. SRTS coordinators taught a learn-to-bike event before the tabling, and 15 families attended the event.

Staff attended the Oregon Safe Routes to School Conference in Newberg. LTD's region is recognized as the first regional program in the state. Staff participated in statewide goal setting around each of the five E's of SRTS (Education, Evaluation, Encouragement, Engineering, and Enforcement), and the group also decided to add an additional focus area of Equity.

### **Smart Trips: Main Street**

Staff hosted three outreach events during the month of June: Explore the Natural World, Cruise the Clearwater Path, and It's a Hole in One. A total of 30 residents attended the events. On June 13 staff engaged with more than 25 Springfield residents at Sprout Marketplace.

On June 25 staff co-hosted a story time for preschool children at the Springfield Public Library. Staff read four books about biking and taking the bus. At the end of story time, children completed an alternative transportation-related craft. Staff also gave the children reflective safety bracelets and demonstrated how to properly fit their bicycle helmets.

To date, staff have delivered 275 travel kits to residents in the Main Street target area. Staff have three outreach events planned for the month of July.



## **Operations and Customer Satisfaction**

*Mark Johnson, Director of Transit Operations and Customer Satisfaction*

### **Bus Roadeo**

The LTD Bus Roadeo will be held on Sunday, July 20. This is a fun family event, and Board members are welcome to attend. There will be competition in four divisions: 1) Greenhorn Division, for those who do not drive a bus for a living; 2) Maverick Division, for those who drive a bus but do not qualify for the Masters Division; 3) Masters Division, for qualified bus operators; and 4) Supervisor Division. If an LTD Board member is interested in participating in this event, please stop by Saturday, July 19, and a trainer will give you an orientation and tips on how to drive a bus.

### **Operations Performance**

The first half of the year has been very good for Operations performance compared with last year. Performance for the primary cost drivers have all improved: preventable accidents have been reduced, overtime hours have been reduced, and stand time has been reduced significantly. Furthermore, the key indicators related to customer service also have improved. On-time performance has increased, missed trips have decreased, and customer complaints have decreased. It is definitely a team effort that has produced this improvement in overall performance; and everyone from supervisors, to trainers, to bus operators contribute every day to ensure that LTD provides the highest level of service possible.

## **Maintenance**

*George Trauger, Director of Maintenance*

Congratulations to Fleet Services Maintenance Supervisor Ernie Turner who has been selected as the new maintenance manager. He will replace Director of Maintenance George Trauger, who will be retiring on July 31. Mr. Turner has been the day shift maintenance supervisor for the past eight years and also supervised swing and graveyard shifts for the prior 18 years. Overall, he has been with the Maintenance Department for more than 40 years. The vacated supervisor position will be open, and the application process will begin soon.

Three 60-foot New Flyer articulated Xcelsior model buses arrived on LTD property the week of July 1 from the assembly plant in Crookston, Minnesota. Maintenance staff will be busy performing the post-delivery vehicle inspections on the buses and reporting any defects found after the long road test from Minnesota. Each vehicle will have component operational tests and checks and will be prepared with LTD logos, striping, and other amenities. Operator training will take place, and the new buses will be put into revenue service for the Fall Bid.

The Vehicle Assist and Automated Guidance System (VAA) is still on hold pending the outcome of a new contractual agreement between University of California, Berkeley and Caltrans. Once the agreement is reached, then it is assumed that operations at LTD with the automated system will resume.

## **Administrative Services**

*Mary Adams, Director of Administrative Services*

### **HUMAN RELATIONS**

*David Collier, Human Relations Manager*

#### **Recruitment**

Liz Bocking has joined the Finance Department on June 20 as the accounts payable accounting technician. Ms. Bocking comes to LTD from Oregon Medical Group where she was a staff accountant for the last two years. Prior to that, she was an accounting technician for the City of Sisters for four years.

Tom Schamber also joined the Finance Department on June 20 as the controller. Mr. Schamber worked for the previous two years as the director of accounting with the University of Oregon Foundation.

The Human Relations (HR) Department (formerly Human Resources) is pleased to announce the promotion of Christy Riney to human relations generalist. Ms. Riney has been the administrative secretary for HR for the past eight months, and prior to that, was the human resources representative for MEI Construction in Albany, where she worked for seven years.

Cheryl Munkus has joined the Administrative Services Department as the internal auditor. She will be starting on Monday, July 14. Ms. Munkus has been the senior internal auditor with Symantec for the past nine years.

The Planning Department is currently recruiting for a transit planner. The position was posted and closed on July 2.

The Graphics Department is recruiting for a graphics designer and will be doing interviews the week of July 14.

The Human Relations Department is recruiting for an administrative secretary; the posting closed on July 11.

#### **Labor Negotiations**

LTD and the Amalgamated Transit Union met on June 3 and 4 to conduct labor negotiations and ended with a tentative agreement. The union ratified the agreement with a 135 to 36 vote on June 26. The LTD Board approved the agreement on June 30 with a 6-0 decision.

**FINANCE**

*Todd Lipkin, Finance Manager/Chief Financial Officer*

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

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\Dept Report.docx

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 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.

**ATTACHMENT:** May 2014 RideSource Activity and Productivity Report  
*(The link to the June 2014 Performance Reports will be sent out electronically with the financial reports on or before July 31.)*

**PROPOSED MOTION:** None

Q:\Reference\Board Packet\2014\7\July 16 Reg Meeting\performance summary.docx

## Special Mobility Services: RideSource Activity and Productivity Information

<u>May-14</u>	<u>Current Month</u>	<u>Current Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Current YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Current 12 Month</u>	<u>% Change</u>
<b>RideSource Ridership</b>	17,271	17,082	1.1%	173,365	174,493	-0.6%	188,766	190,439	-0.9%
RideSource(All Modes)	14,485	14,602	-0.8%	149,065	148,505	0.4%	161,929	161,577	0.2%
Shopper	566	578	-2.1%	5,986	5,911	1.3%	6,518	6,422	1.5%
Escort Volunteers-Metro	1,507	1,049	43.7%	11,087	9,862	12.4%	12,090	10,964	10.3%
Escort Volunteers-Rural	713	853	-16.4%	7,227	10,215	-29.3%	8,229	11,476	-28.3%
<b>RideSource Cost per Ride</b>	\$ 22.63	\$ 24.28	-6.8%	\$ 24.28	\$ 23.82	1.9%	\$ 24.29	\$ 23.68	2.6%
RideSource(All Modes)	\$ 25.88	\$ 27.29	-5.2%	\$ 27.14	\$ 26.84	1.1%	\$ 27.21	\$ 26.75	1.7%
RideSource Shopper	\$ 13.04	\$ 14.30	-8.8%	\$ 14.02	\$ 13.96	0.4%	\$ 14.04	\$ 13.94	0.7%
RideSource Escort	\$ 3.85	\$ 4.20	-8.3%	\$ 4.41	\$ 4.36	1.1%	\$ 4.36	\$ 4.32	1.0%
<b>Ride Reservations</b>	16,065	15,639	2.7%	166,105	161,213	3.0%	179,843	175,188	2.7%
Cancelled Number	1,456	1,260	15.6%	17,141	13,727	24.9%	18,244	14,899	22.5%
Cancelled % of Total	9.06%	8.06%		10.32%	8.51%		10.14%	8.50%	
No-Show Number	116	153	-24.2%	1350	1826	-26.1%	1,470	1,986	-26.0%
No-Show % of Total	0.72%	0.98%		0.81%	1.13%		0.82%	1.13%	
Ride Refusals Number	-	-	0.0%	2	2	0.0%	2	2	0.0%
Ride Refusals % of Total	0.00%	0.00%		0.00%	0.00%		0.00%	0.00%	
<b>Service Hours</b>	8,438	8,308	1.6%	89,029	86,987	2.3%	96,615	94,720	2.0%
Agency Staff	8,318	8,142	2.2%	87,605	85,097	2.9%	95,037	92,638	2.6%
Agency SMS Volunteer	120	166	-27.7%	1,424	1,890	-24.7%	1,578	2,082	-24.2%
Avg. Trips/Service Hr.	1.78	1.83	-2.7%	1.74	1.78	-2.2%	1.74	1.77	-1.7%
<b>RideSource System Miles</b>	105,477	104,211	1.2%	#####	#####	0.7%	#####	#####	0.5%
Avg. Miles/Trip	7.01	6.87	2.1%	7.10	7.08	0.3%	7.10	7.08	0.2%
Miles/Vehicle Hour	12.50	12.54	-0.3%	12.36	12.57	-1.6%	12.38	12.56	-1.5%
<b>On-Time Performance %</b>	88.1%	88.1%	-0.1%	88.6%	88.6%	0.0%	88.5%	88.7%	-0.2%
Sample	13,058	12,936		133,188	133,078		144,609	144,654	
On-Time	11,499	11,402		117,968	117,926		128,009	128,287	

## Special Mobility Services: RideSource Activity and Productivity Information

<u>May-14</u>	<u>Current Month</u>	<u>Current Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Current YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Current 12 Month</u>	<u>% Change</u>
---------------	--------------------------	--------------------------	---------------------	------------------------	------------------------	---------------------	-----------------------------	-----------------------------	---------------------

- RideSource (All Modes) includes all rides except Shopper, Escort, & Taxi
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.
  
- RideSource System Miles includes miles by volunteers in agency vehicles.
  
- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 16, 2014

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

**PREPARED BY:** Jeanne Schapper, Executive Office 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. **Guaranteed Maximum Price for West Eugene EmX Extension**: At the September 17 Board meeting, staff will provide an overview of construction costs agreed to with the construction manager/general contractor.
- B. **West Eugene EmX Extension Art**: At the September 17 Board meeting, staff will present the art that was endorsed by the community-member art selection committee.
- C. **EmX Steering Committee Engagement and Direction**: At the September 17 Board meeting, the Board will be asked to formalize its direction to the EmX Steering Committee.
- D. **Bike Share Feasibility Study**: At the October 15 Board meeting, staff will present a review of the recently completed bike share feasibility study. LTD and City of Eugene staff are currently developing implementation strategies for review by LTD and the City of Eugene.
- E. **Regional Transportation Options Plan (RTOP)**: Board adoption of this plan is scheduled for the October 15 Board meeting.
- F. **Pension Funding Policy**: The Governmental Accounting Standards Board suggests that a written pension funding policy be approved by the LTD's governing body. At its October 15 meeting, the Board will be asked to approve the pension funding policies and objectives of the LTD Salaried Employees' Retirement Plan and the LTD/ATU Local No. 747 Pension Trust.
- G. **Point2point Strategic Plan**: Point2point is engaging its partner agencies in a process to update its five-year strategic plan. The plan has been updated annually over the past four years and, with completion of the Regional Transportation Options Plan (RTOP) imminent, Point2point staff will be leading the development of specific strategies to guide the investment in transportation options programs during the coming five years. At the Board's October 15 meeting, staff will present a review of how the process will move to completion by January 2015.
- H. **Main Street-McVay Transit Study**: At the October 15 Board meeting, staff will provide a brief update on the study activities to date, including recent progress from the the project's Stakeholder Advisory Committee.

- I. **West Eugene EmX Construction**: At the October 15 Board meeting, staff will provide a brief update on the initial project construction activities and planned construction sequencing.
- J. **Benchmarking Project**: At the November Board meeting, an update will be provided on the progress of the American Bus Benchmarking Group and how LTD is using the information to improve its business.
- K. **Ordinance No. 36, Conduct on District Property, Update**: Ordinance No. 36 is under review, and updates will be provided to the Board for approval in the fall.
- L. **Ordinance No. 43, Route, Schedule, and Fare Changes**: Based upon the Board's June 2014 adoption of the District's revised Service Policy, LTD Ordinance No. 43 will need to be updated. Staff will prepare the updated ordinance language and begin the ordinance update process this fall.
- M. **TransitStat Update**: In the fall, staff will present the TransitStat accomplishments to date and provide information on the long-term vision of TransitStat.
- N. **Draft Regional Bicycle Parking Study**: An overview of the Draft Regional Bicycle Parking Study will be presented to the Board at a future meeting.
- O. **Annual Performance Report**: Staff will provide a FY 2013-14 Performance Report to the Board at a future meeting.
- P. **High-capacity Transit Corridor Projects**: Periodic updates on these projects will be presented to the Board throughout the various stages of the projects.

\\ltd-g\ltd\workgroup\Reference\Board Packet\2014\7\July 16 Reg Meeting\Futuresum.docx



# Eugene-Springfield Safe Routes to School

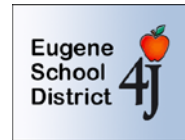


Ellen Currier



# Partnerships Throughout the Region

- Regional Coordination
- Safe Routes to School Coordinators
- Bicycle and Pedestrian Educators
- City and County Planning/Engineering



# The Benefits of Safe Routes to School Programs

- It's good for kids
- Less traffic congestion
- Stronger sense of community
- Safer streets
- Lower costs
- Improved accessibility



# The 5 E's

- 1) Encouragement
- 2) Education
- 3) Evaluation
- 4) Engineering
- 5) Enforcement



# Encouragement



# Education



# Evaluation

Take a walk and use this checklist to rate your neighborhood's walkability.

## How walkable is your community?

### Location of walk

### Rating Scale:



#### 1. Did you have room to walk?

- Yes
- Some problems:
  - Sidewalks or paths started and stopped
  - Sidewalks were broken or cracked
  - Sidewalks were blocked with poles, signs, shrubbery, dumpsters, etc.
  - No sidewalks, paths, or shoulders
  - Too much traffic
  - Something else \_\_\_\_\_

Rating: (circle one)

1 2 3 4 5 6

Locations of problems:

\_\_\_\_\_

#### 4. Was it easy to follow safety rules? Could you and your child...

- Yes  No Cross at crosswalks or where you could see and be seen by drivers?
- Yes  No Stop and look left, right and then left again before crossing streets?
- Yes  No Walk on sidewalks or shoulders facing traffic where there were no sidewalks?
- Yes  No Cross with the light?

Rating: (circle one)

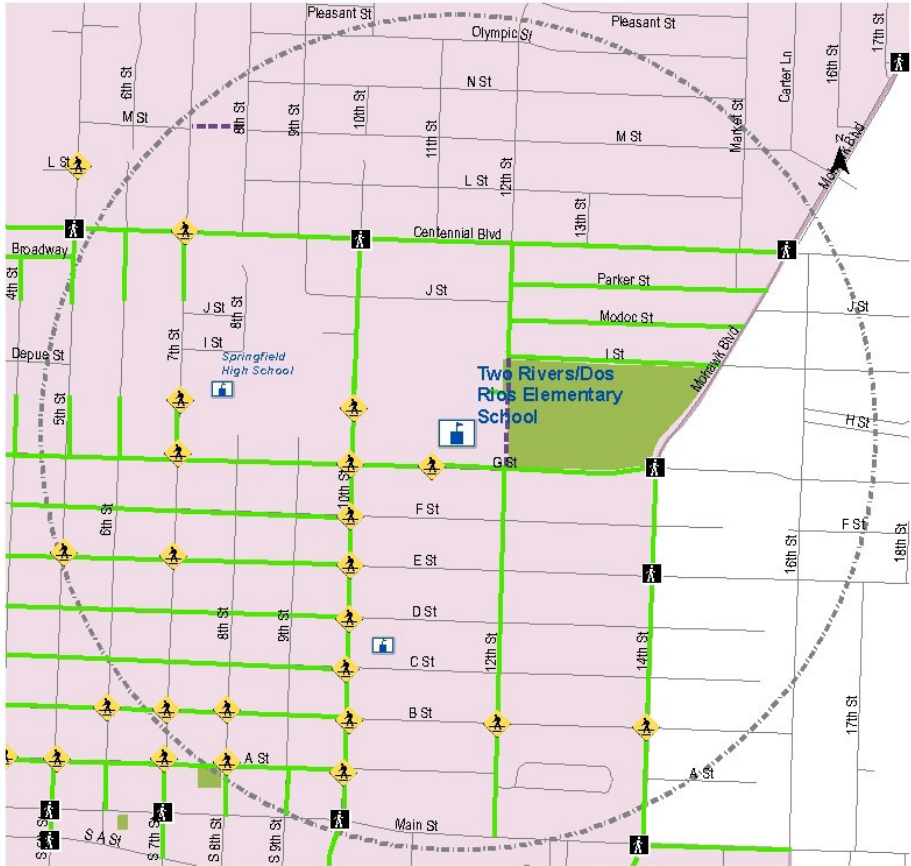
1 2 3 4 5 6

Locations of problems:

\_\_\_\_\_



# Engineering





# Enforcement



# Looking Forward



# Questions

