



**LANE TRANSIT DISTRICT**  
**BOARD OF DIRECTORS SPECIAL MEETING/WORK SESSION**  
**Wednesday, May 16, 2018**

**3:30 p.m.**

**3500 E. 17<sup>th</sup> Avenue, Eugene (in Glenwood)**

*No public testimony will be heard at this meeting.*

**AGENDA**

<u>Time</u>		<u>Page</u>
3:30 p.m.	I. CALL TO ORDER	
3:31 p.m.	II. ROLL CALL <input type="checkbox"/> Wick <input type="checkbox"/> Yett <input type="checkbox"/> Wildish <input type="checkbox"/> Yeh <input type="checkbox"/> Reid <input type="checkbox"/> Necker <input type="checkbox"/> Nordin	
3:32 p.m.	III. PRELIMINARY REMARKS BY BOARD PRESIDENT	
3:34 p.m.	IV. COMMENTS FROM THE GENERAL MANAGER <i>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.</i>	
3:36 p.m.	V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA <i>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.</i>	
	X. ITEMS FOR INFORMATION AT THIS MEETING	
3:40 p.m.	A. 2018 Proposed Service Changes [Tom Schwetz] <i>Staff will provide a report and hold discussion on the 2018 Proposed Service Changes.</i>	66
4:00 p.m.	B. MPO Funding Projects [Tom Schwetz] <i>Staff will provide an update and hold discussion on regarding MPO funding projects and where funding priorities should be.</i>	
4:20 p.m.	C. Discussion: Board Committees [Aurora Jackson] <i>Discussion will be held regarding the Boards Community Advisory Committees and their alignment with the Board's direction for the district.</i>	82
4:45 p.m.	D. IT Analysis Update [Albert Foo] <i>Staff will provide an update regarding the status of the IT analysis that is underway.</i>	
4:55 p.m.	XIII. ADJOURNMENT	

**The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact LTD's Administration office as far in advance of the meeting as possible, but no later than 48 hours prior to the meeting. To request these arrangements, please call 682-5555 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments.**

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** May 3, 2018

**ITEM TITLE:** FALL 2018 SERVICE ADJUSTMENTS

**PREPARED BY:** Tom Schwetz, Planning and Development Director; and Bret Smith, Associate Service Planner

**ACTION REQUESTED:** Conduct a public hearing on proposed fall 2018 service changes

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### **BACKGROUND:**

In fulfillment of LTD's responsibility to manage public funds and achieve the greatest return on investment, service planning regularly monitors system performance. When the District considers service changes, the service planners apply the district's productivity standards to identify adjustments to service with a goal of increasing productivity. To that end, service adjustments are being proposed for the 2018 fall bid (September 16, 2018). This memo provides an overview of the public engagement process currently underway and a description of specific adjustments being proposed by staff. The final recommendation will be presented to the Board for approval at its regular meeting on Wednesday, June 20, 2018.

### **Public Process Timeline**

Information on the service adjustments will be made public on Monday, May 7<sup>th</sup>. Reference to the comment period is out in the May BusTalk rider newsletter, online, and through social media. The comment period will be from May 7 to June 7, with a public hearing scheduled for the May 16 Board meeting.

- 5/7 Public Comment period begins
- 5/10 Board packet distributed and made public with summary of proposed service adjustments
- 5/16 Public Hearing/Board meeting
- 6/7 Public Comment period closes
- 6/14 Board packet distributed and made public with summary of all comments
- 6/20 Board Adoption of service adjustments scheduled

### **Route Analysis**

Staff was tasked with identifying less productive service and proposing routing changes or trip consolidation to achieve greater productivity. Standards for productivity in the current Service Policy are measured in terms of passenger boardings per hour. These standards state that a route will be considered substandard if passenger boardings per hour is less than 67 percent (50 percent for college commuter routes) of the average of other routes within its specific route category.

For example, within the College Commuter route category, 50% of the average productivity is equal to 23 boardings per hour. The 78 UO/Seneca/Warren has an average productivity of 18.6 boardings per hour or 40% of the average productivity for Commuter Routes and therefore is considered substandard. Based on this, staff looked at productivity and other factors at the trip level and made changes to the route frequency. This resulted in the removal of trips that had an average productivity of 16 boardings per hour.

Overall, the route-level analysis based on fall 2017 data identified only two routes as substandard reflecting the overall productivity of the system. As described above for Route 78, staff analyzed individual routes at the trip level to identify trips with lower productivity than the specific route's average productivity. Based on this analysis, staff identified modifications to route schedules that would improve overall system efficiency. Specifically, selected trips were removed to facilitate more appropriate frequency and demand levels, vehicle loads and type, and school bell times.

### **FY2019 Service Adjustment Recommendations:**

Based on the analysis, staff are making the following recommendations for service adjustments. Attachment 1 provides additional detail on the adjustments by route in terms of hours and the FY2019 cost savings related to each of the proposed changes.

- **EmX** – Based on productivity differences among the different segments, the EmX line would be split into two routes. The Springfield Station–Eugene Station–Commerce segment would maintain current 10 minute service. The Gateway-Springfield Station segment would move to 15 minute service to align with current demand. Evening EmX service (after 6:30 PM) would remain on the current schedule between Commerce and Gateway. (Weekday, Saturday, Sunday)
- **Route 11 – Thurston** – Routing change to straighten the route to eliminate routing through Thurston Station inbound. Frequency changes to adjust to new EmX departures. (Weekday, Saturday, Sunday)
- **Route 12 - Gateway** — Schedule adjustments to bring 4 trips back to meet the timed departure (pulse) system at Eugene Station. (Weekday)
- **Route 27 – Fairmount** – Frequency changes from 30 to 60 minutes, removing less productive trips. (Weekday)
- **Route 28 – Hilyard** – Frequency changes to maintain 30 minute service and remove less productive trips. (Weekday)
- **Route 33 – Jefferson** – Frequency changes from 30 to 60 minute frequency. Peak trips would remain at 30 minutes. (Weekday)
- **Route 41 – Barger/Commerce** – Frequency changes in the afternoon to remove less productive trips. Maintains morning and early afternoon peak service. (Weekday)
- **Route 51 – Santa Clara** – Routing change to serve senior housing on 10<sup>th</sup> Ave. (Weekday, Saturday, Sunday)
- **Route 55 – North Park** – Frequency changes to remove less productive trips. (Weekday)
- **Route 73 – UO/Willamette** – Frequency and span of service changes to maintain 30 minute service to remove less productive trips. (Weekday)
- **Route 78 – UO/Seneca** – Frequency changes from 30 to 60 minutes to meet demand; schedule changes to reduce idle time on the route. (Weekday)

- **Route 79x – UO/Kinsrow** – Frequency changes to remove less productive trips. (Weekday)
- **Route 81 – LCC/Harris** – Frequency changes to 60 minute service to meet demand. Routing changed from Harris to Hilyard to straighten route and eliminate an unsafe turn onto 30<sup>th</sup> Ave at an uncontrolled intersection. (Weekday)
- **Route 82 – LCC/Pearl** – Frequency changes from 10 to 20 minutes and 20 to 30 minutes to meet demand, increasing productivity on remaining trips. (Weekday)
- **Route 85 – LCC/Springfield** – Frequency changes from 30 to 60 minutes during off-peak times, increasing productivity on remaining trips. (Weekday)
- **Route 95 - Junction City** – Combine last two weekday trips to increase productivity and brings Saturday service in line with other rural service with three trips.

Summarized below are other changes considered by staff.

- **Route 98 – Cottage Grove** – Routing change would eliminate the in-town routing through Cottage Grove. Calculated savings are weekday only.
- **UO Football Service** – Discontinuing special service to UO football games, as currently provided.
- **Holiday Service** – Eliminate four holiday service days: New Years, Memorial Day, Independence Day, and Labor Day.

**ATTACHMENTS:**     1) Summary Table of Changes

## FY2019 Service Adjustment Summary

Day Type	Route	Description of Changes	Oct-17 Route (Boardings/ Rev Hr)	Oct-17 Trips (Boardings/ Rev Hr)	Daily Hours Saved	FY2019 Savings
WKD	EmX	Route split, frequency changes			12.71	\$ 281,374
	11	Frequency Adjustments Route Change	42	43	13.72	\$ 279,559
	12	Schedule Adjustments			1.1	\$ 22,414
	27	Frequency Adjustments	20	18	5.25	\$ 106,974
	28	Removes two partial trips	42	34	1.78	\$ 36,269
	33	Frequency Adjustments	23	17	3	\$ 61,128
	41	Frequency Adjustments	33	22	3.5	\$ 71,316
	55	Frequency Adjustments	21	14	2.5	\$ 50,940
	73	Frequency Adjustments	31	22	1.5	\$ 30,564
	78	Frequency Adjustments Schedule Adjustments	19	16	11	\$ 224,136
	79x	Frequency Adjustments	87	72	3.59	\$ 73,150
	81	Frequency Adjustments Route Change	38	34	13.8	\$ 281,189
	82	Frequency Adjustments	58	50	9.7	\$ 197,647
	85	Frequency Adjustments	40	29	2.32	\$ 47,272
	95	Frequency Adjustments	15	11	1.34	\$ 27,304
SAT	EmX	Frequency Adjustments	67	48	2.7	\$ 59,773
	11	Frequency Adjustments Route Change			4.2	\$ 85,579
	81	Route Change			0.69	\$ 14,059
	95	Frequency Adjustments	12	8	1.32	\$ 26,896
SUN	11	Frequency Adjustments Route Change			3.7	\$ 75,391
<b>Total Savings from Service Adjustments</b>					<b>99.42</b>	<b>\$ 2,052,934</b>

### Additional Options Considered

	98	Routing Change			5.67	\$ 115,532
	Football	Discontinue	(Weekday hours)		12.65	\$ 257,725
	Holidays	Eliminate Service for Four Holidays	(Weekday hours)		6.45	\$ 131,425

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** May 16, 2018

**ITEM TITLE:** MPO GRANT FUNDING UPDATE

**PREPARED BY:** Tom Schwetz, Planning and Development Director; and Andrew Martin, Development Planner

**ACTION REQUESTED:** Discuss Staff Project Recommendations for MPO Grant Funding

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### BACKGROUND:

The Central Lane MPO will conduct a competitive grant process to allocate Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), and Transportation Alternatives (TA) monies for the federal fiscal years 2019-2021. LTD has developed several projects that may be competitive to receive funding. The attached document provides a summary of projects LTD staff are considering for application.

Grant applications are due by June 1, 2018. The Transportation Planning Committee (TPC) will review applications and make a recommendation to the Metropolitan Planning Committee (MPC) at the July 5th MPC meeting. MPC will conduct a public hearing and make a final decision at the August 2nd MPC meeting. If successful, funding agreements would be completed on a schedule that would make funds available in late 2018 or early 2019.

At the board meeting, staff will provide a brief overview of each of the projects being considered for application (see attachment), describe staff recommended priorities and answer any questions the board might have.

**ATTACHMENTS:** Proposed projects for grant application funding

**PROPOSED MOTION:** None

## **Proposed Projects for MPO Grant Funding Application**

### 1. Frequent Transit Network Safety and Amenity Improvements

Total project amount: \$1.68 million (10.27% Match)

Grant amount: \$1.5 million

Using the deliverables from the Pedestrian Network Analysis, LTD will make to-be-determined improvements to passenger safety and comfort in identified focus areas. Additionally, locations along the Frequent Transit Network (FTN) will be identified for improvements that improve the passenger experience. Amenities being considered may include deployment of real-time signage at key transfer points, shelters and coverings, lighting, ADA improvements, wayfinding signage, bicycle parking facilities to aid in first-mile/last-mile connections, and other amenities that will enhance comfort and safety along the FTN.

### 2. Fleet Procurement Plan

Total project amount: \$140,000 (10.27% Match)

Grant amount: \$125,000

In the coming years, LTD will be investing in replacements for aging fleet vehicles. As LTD begins to diversify vehicle fuel types (diesel, diesel hybrids, all-electric) additional research is needed to ensure that LTD is positioned to operate effectively over the long life-span of the vehicles. This grant application will allow LTD to hire a consultant to assess LTD's current and future bus needs and how different vehicle fuel types might help LTD meet various goals such as cost efficiency, reducing greenhouse gas emissions, and providing a high level of service to the community.

### 3. Fleet Procurement

Total project amount: \$1.25 million (20% Match)

Grant amount: \$1 million

LTD has programmed significant amounts of vehicle procurement into the capital improvements program during the fiscal years 2019-2021. This application would seek Congestion Mitigation and Air Quality (CMAQ) to aid in vehicle procurement.

### 4. MovingAhead Design and Preliminary Engineering

Total project amount: \$1.15 million (10.27% Match)

Grant amount: \$1 million

LTD and the City of Eugene expect to conclude the decision making process for the MovingAhead project by the end of 2018. This grant application will allow LTD and the City of Eugene to conduct design and preliminary engineering to move towards implementation on the selected corridor alternatives.

**POINT2POINT REGIONAL TRANSPORTATION OPTIONS GRANT REQUESTS –  
STBG/TAP/CMAQ 2018 – 2021**

<b>Program Area</b>	<b>Amount</b>	<b>FY</b>	<b>Policy Support</b>
<p><b><u>1. Regional New Resident Outreach Program</u></b> Point2point with regional partner support will develop then implement a pilot new resident outreach program focused on sharing information on transportation choices for that resident. The pilot will develop the process and materials specific to the available regional transportation options with the concept that the information gleaned will be used for a long term program development.</p>	<p><b>\$125,000</b> Match provided by in-kind staff time, in kind material donations from partners.</p>	<p>FY 19-20</p>	<p>City of Eugene Transportation Plan, Point2point Strategic Plan, City of Springfield Transportation Plan, Lane MPO Regional Transportation Plan, Regional Transportation Options Plan.</p>
<p><b><u>2. Coburg Bike Hub Demonstration Project</u></b> This pilot project will develop a design process along with a new bike hub for the City of Coburg so this can be used as a model for future bike hubs in the region. The pilot will consist of a design charrette process along with a planning phase, scoping and the final results with plan designs along with the construction of one mobility hub at City Hall in Coburg.</p>	<p><b>\$45,000.</b> Match provided in-kind by the City of Coburg.</p>	<p>FY 20</p>	<p>Regional Transportation Options Plan, Lane MPO Regional Transportation Plan, Point2point Strategic Plan.</p>
<p><b><u>3. Safe Routes to Schools Program Assistance:</u></b>  This project will expand the level of education and outreach conducted during the 9 month school year at the three local school districts focused on SRTS programming. The project is a 3 year grant that will have measurable increases in the Number of children that participate in active transportation, to and from and while at school in K-8 regional schools. This is the second funding request in order to continue current grant funding.</p>	<p><b>\$60,000.</b> Match provided by school district by volunteer hour donations and in-kind donations.</p>	<p>FY 19 - 21</p>	<p>City of Eugene Transportation Plan, Point2point Strategic Plan, City of Springfield Transportation Plan, Lane MPO Regional Transportation Plan, Regional Transportation Options Plan.</p>



*Point2point Grant Requests for Lane MPO FY 19 – 21 Grant Cycle*

<b>Program Area</b>	<b>Amount</b>	<b>FY</b>	<b>Policy Support</b>
<p><b>4. <u>Safe Routes to Schools Bicycle and Pedestrian Program Expansion to Gold Level</u></b>                      This funding request will provide funding to expand the current level of in class bicycle and pedestrian safety education in the three local school districts to the Gold level as outlined and identified by the recently completed Safe Routes to Schools Strategic Plan (2016-2021).</p>	<b>\$251,000</b>	FY 19-21	City of Eugene Transportation Plan, Point2point Strategic Plan, City of Springfield Transportation Plan, Lane MPO Regional Transportation Plan, Regional Transportation Options Plan.
<p><b>5. <u>Safe Routes to Schools Program Funding:</u></b>                      This funding will allow for the continuation of SRSTS programming in the three regional school districts from 2018 – 2021 at the current level.</p>	<b>\$492,752</b>	FY 19-21	City of Eugene Transportation Plan, Point2point Strategic Plan, City of Springfield Transportation Plan, Lane MPO Regional Transportation Plan, Regional Transportation Options Plan.
<b>Point2point Total Requests:</b>			<b>\$ 973,752</b>