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Public notice was given to *The Register-Guard* for publication on March 10, 2000

LANE TRANSIT DISTRICT REGULAR BOARD MEETING

March 15, 2000
5:30 p.m.

LTD BOARD ROOM
3500 E. 17th Avenue, Eugene
(off Glenwood Blvd. In Glenwood)

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Hocken _____ Kleger _____ Kortge _____ Lauritsen _____
Wylie _____ Bennett _____ Gaydos _____

The following agenda items will begin at 5:30 p.m.

III. PRELIMINARY REMARKS BY BOARD PRESIDENT

IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA 04

V. WORK SESSION--DRAFT COVERAGE AND PRODUCTIVITY PLAN FOR
COMPREHENSIVE SERVICE REDESIGN 05

The following agenda items will begin at 6:30 p.m.

VI. EMPLOYEE OF THE MONTH--April 2000 06

VII. EMPLOYEE OF THE YEAR--1999 07

VIII. "EMPLOYEE OF THE 20TH CENTURY" 09

IX. AUDIENCE PARTICIPATION

◆ Each speaker is limited to three (3) minutes.

X. ITEMS FOR ACTION AT THIS MEETING

- A. Consent Calendar 12
 - 1. Minutes of the February 16, 2000, Regular Board Meeting
 - 2. Budget Committee Nomination

- B. Fiscal Year 2000-2001 Pricing Plan and First Reading of Amended Fare Ordinance 32
 - 1. Staff Presentation
 - 2. Opening of Public Hearing by Board President
 - 3. Public Testimony
 - ◆ Each speaker is limited to three (3) minutes.
 - 4. Closure of Public Hearing
 - 5. Board Discussion and Decision

- C. Annual Route Review—Fiscal Year 2000-2001 Service Plan 52
 - 1. Staff Presentation
 - 2. Opening of Public Hearing by Board President
 - 3. Public Testimony
 - ◆ Each speaker is limited to three (3) minutes.
 - 4. Closure of Public Hearing
 - 5. Board Discussion and Decision

- D. Long-Range Financial Plan 57
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- F. Resolution Appointing Kenneth P. Hamm as Pension Trustee 68

XI. ITEMS FOR INFORMATION AT THIS MEETING

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 - 1. Board Member Reports 70
 - a. Metropolitan Policy Committee

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| b. | Statewide Livability Forum | |
| c. | BRT Steering Committee / Public Design Workshops / Walkabout Input | |
| d. | Springfield Station Steering Committee | |
| e. | Board Finance Committee | |
| 2. | Monthly Financial Report—February Financial Statements | 72 |
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| B. | Monthly Staff Report | 84 |
| XII. | ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING | 89 |
| A. | Amendment to LTD Ordinance No. 36, 1999 Revision, Regulations Governing Conduct on District Property | |
| B. | Fiscal Year 2000-2001 Fare Ordinance | |
| C. | Federal Triennial Review Report | |
| D. | Springfield Station Site Selection | |
| E. | Budget Committee Meetings | |
| F. | Human Resources Committee Recommendations | |
| G. | Budget Adoption | |
| H. | Resolution Reaffirming District Boundaries | |
| I. | TransPlan Draft Plan Approval | |
| J. | BRT Updates | |
| K. | Quarterly Performance Reporting/Year-end Performance Report | |
| XIII. | ADJOURNMENT | |

Alternative formats of printed material (Braille, cassette tapes, or large print) are available upon request. A sign language interpreter will be make available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, please call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).

DATE OF MEETING: March 15, 2000

ITEM TITLE: FEBRUARY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: None

BACKGROUND: Financial results for the first eight months of the fiscal year are summarized in the attached reports. February was a strong month. Passenger fares exceeded forecast for the month by nearly \$20,000, and are on schedule to meet plan for the year. Total fare revenue year-to-date is more than 6 percent ahead of the comparable period last year.

Payroll tax revenue was unusually high for the month. The timing of payroll tax receipts and disbursements from the Department of Revenue has been atypical this year. (There is some concern that LTD may have received revenue that actually belongs to Tri-Met, an error that has occurred in the past, and has explained some previous disbursement anomalies. Research is underway.) If the February disbursements are correct, LTD will realize \$800,000 to \$1,000,000 more from this source than was appropriated in the current fiscal year.

State-in-lieu revenue, for which a catch-up distribution was made at the end of November, remains \$78,000 ahead of budget year-to-date. Self-employment tax receipts are not expected until early May, at which time this resource will be analyzed.

Total General Fund expenses (before transfers) are \$916,958 less than budgeted through February. Non-payroll expenses (including transfers) are 8 percent lower than those of the previous year, primarily due to a decrease in non-bus rapid transit (BRT) capital project activity. (The transfer of operating funds to the Capital Fund as grant match is lower in the current fiscal year. It is customary to transfer the balance of the budgeted amount for Capital Transfers, regardless of current-year match required, at fiscal year-end to reserve local capital funds for future use.) Personnel services expenses are as anticipated by the current-year budget.

A source of concern in recent months has been the sharp increase in diesel fuel costs. This expense typically has been difficult to predict due to market volatility. For the past two years, the expense has come in under budget. This year, per-gallon prices have ranged from the low-to-mid 80-cent range to the current high of \$1.04 per gallon. The budget anticipated

an average cost of 77 cents per gallon. This component of the Fleet Services budget could show a negative variance in excess of \$150,000 by fiscal year-end. It may be possible to offset this overage with savings in other materials and services categories. (If not, a transfer from General Fund contingency will be requested before June 30.) No other adverse financial circumstances exist at this time.

Special Transportation Fund expenses are as anticipated through eight months. Year-to-date Capital Fund expenses also are as anticipated given that the BRT project expense was overappropriated in the current fiscal year. This line item will show a large positive variance throughout the year and at year-end. Year-to-date revenues continue to exceed expenses because of a large grant contract that was delayed until after the beginning of the current fiscal year. Approximately \$800,000 in expenses were incurred last year and reimbursed this year.

The Finance Committee of the Board met on March 8 to discuss budget development, labor negotiations, and the Operating Fund Reserve Policy. The Committee chair may have a report to share at the March 15 Board meeting. The citizen members of the Budget Committee will meet on April 11, 2000, for a briefing on strategic planning issues, BRT, and the Comprehensive Service Redesign project.

ATTACHMENTS:

Attached are the following financial reports for Board review:

1. Operating Financial Report - comparison to prior year
2. Monthly Financial Report Comments
3. Comparative Balance Sheets
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Fund
4. Income Statements
 - a. General Fund
 - b. Special Transportation Fund
 - c. Capital Fund

PROPOSED MOTION:

None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, February 16, 2000

Pursuant to notice given to *The Register-Guard* for publication on February 10, 2000, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District met in regular session on Wednesday, February 16, 2000, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Rob Bennett, Vice President
Dave Kleger, Treasurer
Dean Kortge, Secretary
Gerry Gaydos
Pat Hocken
Virginia Lauritsen
Phyllis Loobey, General Manager
Susan Hekimoglu, Recording Secretary

Absent: None

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:35 p.m.

WORK SESSION – TransPlan: Planning and Development Manager Stefano Viggiano introduced Jan Childs and Tom Schwetz, who were present to discuss the TransPlan process. Ms. Childs was the Planning Director with the City of Eugene, and Mr. Schwetz was with Lane Council of Governments.

Mr. Viggiano said that each of the four TransPlan adopting agencies were holding a series of work sessions to review some of the major issues, with the intent of holding a joint work session in May. The next LTD Board work session would be held on Monday, March 13, 2000, at 5:30 p.m.

Mr. Viggiano added that staff were recommending that all the adopting agencies discuss the Issues in the order that was listed on Page 1 of the Response Document.

Mr. Kleger noted that several of the questions he had asked had been attributed to Eugene City Councilor David Kelly in error.

Ms. Wylie asked in which category the proposed Valley River Bridge was located. Ms. Childs responded that it was located under Issue Area 4, Transportation System Improvements: Road System.

Ms. Hocken asked Mr. Viggiano about the LTD review process, and when the Board was expected to take a position on the various issues. Mr. Viggiano said that the other agencies were indicating positions as they reviewed each issue area, which would help facilitate the joint meeting in May. He emphasized that an indication of position was not firm or permanent. Mr. Schwetz added that staff hoped to be able to summarize and communicate the adopting jurisdiction positions throughout the process. Ms. Childs added that there were a number of people who were observing the various work sessions, and to the extent that those people could get a sense of direction from the adopting jurisdictions, it gave them an opportunity to respond during the time that the written comment period remained open.

Mr. Viggiano further stated that staff also were responding to all the public testimony that had been received, and those responses would be available by the end of February. Mr. Viggiano distributed a list of the issues that previously had been identified by the Board for further discussion. He asked the Board to keep in mind that some of the items in TransPlan were to be adopted, while others did not carry the force of law. The policies and projects would be adopted, and those were the most important pieces of TransPlan to focus on. The adopting agencies would need to come to agreement about the policies that would be adopted. It was less important that disagreements be worked out on the implementation strategies. Staff would focus on the policies and projects and the goals and objectives.

Mr. Schwetz said that under General Issue Area 1, both the Springfield and Eugene City Councils had discussed the amendment process. Currently, there was a Metro Plan amendment process in place that allowed more flexibility in allowing local actions to amend the plan. Staff most likely would incorporate that amendment process into the draft TransPlan.

Ms. Childs reviewed the Land Use/Nodal Development memorandum that she had prepared for the Board Agenda packet, which was a summary of both the adopting officials' questions and the public testimony that had been received during the previous public comment period.

With regard to Land Use/Nodal Development, staff were asking the adopting officials to adopt a new definition of nodal development, land use policies in TransPlan that would then be incorporated into the Metro Plan, and a new Metro Plan diagram designation for nodal development, which actually could be applied to specific areas in the Metro Plan diagram itself. Staff were not asking the adopting officials to adopt a map of possible nodal development sites or to enact any specific ordinances, code changes, or implementing measures related to nodal development.

Ms. Childs said that staff were recommending that a single definition of nodal development be adopted that incorporated both the definition of node and nodal development. Mr. Bennett asked if selecting a definition for nodal development suggested that nodal development had a chance of working and how the other adopting officials were viewing nodal development. Ms. Childs said that Eugene had not yet achieved the definition of nodal development. The Eugene City Council did not believe that the density goal of 12 units per net acre was enough. The Springfield City Council was considering a higher residential density. The vision of nodal development had not yet been captured and staff would continue to work on a definition that more clearly captured the vision of what nodal development would achieve.

Ms. Childs said that staff were not at this time asking the jurisdictions to approve a definition of nodal development, but for more time to continue to develop the definition for further consideration in May 2000. Mr. Viggiano added that this also would address a concern of the Board, which was to apply stronger density and mix-of-use requirements to nodes.

Mr. Kleger noted that much had been mentioned about the inclusion of employment within nodal developments, and he stated that he was strongly in favor of that requirement and that it be included in the definition. Ms. Childs said that she had not heard anything about precluding employment opportunities other than commercial, but she had heard that it was critical that there be a minimum density of residential in all nodal development areas.

One subject of further discussion was whether or not there was value in continuing to carry forward three types of nodes as opposed to a general description of nodal development that had a certain set of characteristics. Ms. Childs had clear direction that nodal developments must include a mixture of uses – residential, commercial, and some other kinds of employment opportunities. Mr. Kleger said that he did not want to see a situation where heavy industrial areas were required to have residential opportunities; however, he believed that people ought to be able to live near where they work, and be able to access other necessary services within a short distance in order to cut down on daily driving time to and from errands. He did not believe such a heavy industrial area necessarily needed to fit the definition of a node. Mr. Kleger suggested that a different title be used for a heavy industry center to distinguish that type of development from other types of employment. Ms. Childs noted that there was not an expectation that all of the employment growth would occur in nodes. The modeling projected that 55 percent of the growth in employment during the 20-year planning period would occur in nodal development areas.

Mr. Bennett said that he thought the reason for the three separate nodal designations was that different circumstances would require changes to code and regulatory requirements. He asked if the objectives and criteria would be general enough to apply to the different circumstances. Ms. Childs said that two pilot nodal development projects had been completed, and it had become clear that the same zoning tools could not be used in both situations. Staff were not assuming one zoning designation. Springfield had developed a mixed-use zoning district that would apply. Springfield's primary concern was that the definition not preclude any development work that already had been completed.

Ms. Childs said that staff would be reducing the number of nodal development areas in order to make the transit link clearer, and bus rapid transit would have a large role in determining where those nodes would be located.

Land Use Policies in TransPlan were to be adopted. In response to the proposed deletion of Land Use Policy #3, Mr. Kleger thought that deleting the policy statement would result in substantial depressed development where corridor development already was in place. He said that land values were a product of urban development and maintenance. Ms. Hocken said that she had heard concerns that Policy #3, as currently worded, would encourage strip development rather than creating a hub. Ms. Childs said that the other three jurisdictions had not supported deleting Policy #3, and staff did not recommend deleting it. The Department of Land Conservation and Development (DLCD) had encouraged transit-oriented development along the corridors.

Ms. Wylie asked about the commitment to funding that was mentioned in Land Use Policy #2. Ms. Childs said that there had been extensive public testimony as well as a concern of DLCD calling for a commitment to funding and implementation, and staff had responded with the new Land Use Policy #5. Mr. Schwetz added that the DLCD's concern about what would happen with the areas identified for nodal development had been the driving interest to lock in the concept of nodal development and designate the areas to be developed.

Ms. Hocken asked what the proposed policy would require. Ms. Childs said that at a minimum, the expectation would be to identify the nodal development areas and attempt to protect them from auto-oriented development. Ms. Hocken then asked if more nodes would be named than likely would be developed. Ms. Childs said that she would recommend focusing on the newly developing areas first, because that was where the potential was the greatest and to take more time with the infill and redevelopment areas. She thought that focusing on the newly developing areas first would provide two things: 1) it would seize the opportunities where the impact would be the greatest, and 2) the bus rapid transit (BRT) alignment would have an impact on which infill and redevelopment areas would be focused on.

Mr. Viggiano noted that a stronger commitment to nodal development was one of the issues that the LTD Board and staff had wanted to pursue. The proposed Land Use Policy #5 would address that issue. Mr. Bennett said that the Board was interested in contributing to the commitment with its own initiatives. Ms. Childs said that this was a long-term proposition, and the DLCD's concern about the loss of potential opportunities was very valid. The joint staff recommendation was to have a policy that committed the jurisdictions to aggressive implementation of nodal development and was consistent with what the LTD Board had discussed in the past.

Ms. Lauritsen added that the cities and the county would be the most greatly impacted and would have the burden of funding, so she thought it would be prudent to wait to comment until those jurisdictions had an opportunity to discuss the issues.

Ms. Childs noted that comments received indicated that there was much sentiment for a commitment to implementation, because without it nodal development could not be used as part of performance measures. This was another reason to have a policy in the plan that committed to implementation.

The next work session on the draft TransPlan was scheduled for Monday, March 13.

EMPLOYEE OF THE MONTH: Ms. Wylie introduced Bus Operator Steve Dreyer as the March 2000 Employee of the Month. Mr. Dreyer was hired on August 24, 1995. He had received awards for four years of safe driving and four years of Correct Schedule Operation (CSO). Mr. Dreyer had received numerous nominations for Employee of the Month, both for excellence in service and job accomplishments and for excellence in providing accessible bus service to customers with disabilities. Mr. Dreyer's supervisor said that Mr. Dreyer had always shown a terrific sense of customer service; he had not only developed a wonderful rapport with the customers who rode the bus, but also was an advocate for their safety.

Ms. Wylie presented Mr. Dreyer with a letter of congratulations, a certificate, and a monetary award. Mr. Dreyer said that he felt honored and appreciated the award. He also said that he loved his job.

AUDIENCE PARTICIPATION: 1) Mr. John Brown of Eugene spoke about a situation at the Eugene Station. He said that he owned property in close proximity to the Eugene Station. When the station was first proposed, there had been a lot of skepticism about how it would impact the environment and the neighborhood. He said that all of those fears, in his opinion, were gone. He thought the station was an excellent thing to have in his neighborhood. The station had a very positive impact, and he wanted to thank the Board and Ms. Loobey for doing a very good job.

Mr. Brown said that in the budget, LTD had proposed eliminating the Community Service Officer (CSO), which LTD had provided during the last two years. Mr. Brown said that the CSO worked very well at the station, and he encouraged the Board to find a way, working with the City of Eugene, to not discontinue the CSO services. He said that eliminating the CSO would not be a move in the right direction.

ANNUAL ROUTE REVIEW (ARR)/FISCAL YEAR 2000-2001 SERVICE PLAN: Service Planning and Marketing Manager Andy Vobora reviewed the proposed route modifications, additions, and deletions as found in the agenda packet. He said that it was not an aggressive proposal with significant changes because staff also were working on the Comprehensive Service Redesign (CSR), which would result in major service changes in September 2001. The ARR was a proposal to take care of service fixes and to address a few of the routes that were substandard in areas that may or may not be addressed during the CSR.

The routes that were proposed for deletion included the 4X, 5X, 11X, weekday and Saturday 38 and 39, selected early and late p.m. trips on route 77, and route 83 with the exception of two one-way trips to LCC during the a.m. hours. The routes that would be modified included the 41, 51, 52, 60, 61, and some miscellaneous timepoint adjustments. The routes that would experience additions included altering the 8x to accommodate 11x riders, increasing weekday evening Springfield service on route 11, adding a 7:00 p.m. weekday trip on route 23, and adding or altering trips for route 37 to keep Willow Creek service.

A reduction of 2,347 annual hours of service was proposed, which would result in a \$102,570 reduction in annual service costs or about a 0.75 percent decrease. It was expected that these proposed service modifications would result in an annual ridership increase of 23,280 riders.

Ms. Hocken asked if the deletion of routes 38 and 39 would result in no service in the southwest hills during the middle of the day. Mr. Vobora said that routes 34 and 35 would provide peak-hour service only, with three a.m. trips and three p.m. trips. He thought that additional trips could be added to close the gap. Ms. Hocken said that she was somewhat uncomfortable with not providing at least lifeline service during the day to that area. People who had a car could park near 18th Avenue and catch any number of buses, but for those who did not have a car, there would be no alternative except to take a taxi. Mr. Bennett said that was the case in many situations where productivity was low. Mr. Vobora said that this

service had been in place for many years, but had never produced the required ridership, and yet there were other areas of town that had never had any service, but could produce the ridership.

With regard to service fixes, Mr. Bennett asked if routes 41, 51, and 52 were very productive. Mr. Vobora said that they were very productive routes. Routes 60 and 61 were not as productive, but were a pair of routes with each running the same route in opposite directions and would be reviewed during the CSR. Mr. Kleger asked if the fix to routes 60 and 61 would improve the downtown connections. Mr. Vobora said that it would.

Mr. Kortge asked about contingency service and how staff had arrived at the projected ridership increase of 30,960. Senior Transit Planner Paul Zvonkovic said that ridership projections were based on productivity averages, which were close to system averages.

Public Testimony: 1) Eileen Beban of Eugene. Ms. Beban was the Board Chair of the Lane County Red Cross. The Red Cross was moving its headquarters out to Bethel Drive, and she was present to request more service to the Bethel/West Eugene area. She said that it had been indicated that service modifications to that area were not expected until the fall of 2001. The Red Cross provided many vital services to the community, including classes, Meals on Wheels, child care, and youth development. Public transportation was essential to what the Red Cross provided, and she asked the Board to consider service to the area sooner than 2001. The entire Bethel area was growing, and the Red Cross was an important part of the community. She realized that the Board entertained many requests for service, and she thanked the Board for considering her request to add service to the Bethel area in September 2000.

2) Fred Simmons of Springfield. Mr. Simmons spoke about the proposed deletion of route 11x. He said that deleting that route created an issue because the predicate for BRT was the desired need for rapid movement along the corridors. There were a number of regular, long-term 11x riders who rode to and from work. It was an important service. Mr. Simmons suggested that route 11x not be eliminated. LTD needed to become more reactive to the changes within the transportation market. Currently, it took 59 minutes to travel from Thurston Station to the Bertelsen area. Mr. Simmons suggested a transitional route that encompassed the needs of the riders of both route 11x and 8x to meet those kinds of needs. The loss of route 11x was a fundamental one. It raised questions in Mr. Simmons' mind that if the 11x was similar to what the BRT was going to do, would LTD miss the current needs of the market? Mr. Simmons thought LTD should respect those needs and educate the riders, through a charette-type process, where the riders would learn about the needs of the District, and the District would learn about the needs of the riders. Then the riders could make informed comments. It was difficult, on a reactive basis, to comment on service proposals. Mr. Simmons asked that the Board take a serious look at the current changes rather than wait until 2001, because he thought LTD would lose a lot of momentum in ridership by eliminating the 11x.

3) Faith and Jason Baker of Eugene. Ms. Baker spoke on behalf of her brother, Jason, who regularly rode route 38 to his job at the Bagel Sphere in downtown Eugene. Mr. Baker, who had a disability, delivered lunches in the downtown area. If route 38 were eliminated, Mr. Baker would lose his lifeline transportation to all his activities. Mr. Baker said that if LTD

eliminated the #38, he would not be able to work. He thanked the Board for considering his request.

4) Scott Whethan of Cottage Grove. Mr. Whethan was a program coordinator for a social service agency based in the Eugene area that provided support services and job development training for people who experienced developmental disabilities. He said that he felt fortunate to be in a community with good transit services that had the quality of service and level of accessibility that LTD had. He said that his agency had a concern about the loss or deletion of route #38. In addition to Mr. Baker (the previous speaker), there were others who worked in the area who would be affected. The deletion of that route would create a transportation issue for several people for whom his agency provided services.

5) Jackie Thomas of Eugene. Ms. Thomas commended LTD on the marvelous transit system it provided and how smoothly the Eugene Station operated. She used route #39, and she was very grateful for the commuter route #35, but the deletion of route #39 would leave a gap from 10:30 a.m. to 3:30 p.m. with no service in her area. Many people with disabilities and elderly people used the route. She had gathered 24 signatures of people who also were opposed to the deletion of route #39, and she presented the Board with the petition. In addition, she noted that some of the bus stops in the area did not have posted schedules, and she was hopeful that with the service adjustments in September, schedules could be posted on all of the stops.

6) Chris Phillips of Eugene. Mr. Phillips also spoke in opposition to the deletion of routes #38 and #39. He said that this deletion would leave the City View/Bailey Hill area without bus service outside of rush hour. Until a few years ago, routes #34/35 operated Monday through Friday from 7:00 a.m. until 6:00 p.m., and those routes carried many people to Westmoreland Student Housing and a few people throughout the rest of the loop. It seemed to have worked fairly well with high ridership. Then, with the introduction of routes #38 and #39 and the deletion of #34/35 during the periods outside rush hour, the #38 and #39 had proved to have quite low ridership. Routes #34/35 were scheduled to leave campus just five minutes after trips of route #37, and ridership would be higher if they had not been scheduled so close behind the #37. The effect of the changes during the past three years had been to simply delete service to the City View and Bailey Hill neighborhoods, except during rush hours. Mr. Phillips did not believe that simply deleting service was the way to build ridership, which he believed to be one of the goals of the Board, as was providing alternatives to automobiles. If the #39 were deleted, there would be no alternative for many but to drive their cars. Mr. Phillips said that he had observed that route #37 did not seem to carry many people beyond Westmoreland Student Housing. There were a few exceptions, but not many. He suggested that the Board bring back routes #34 and #35 during the non-rush hour times. There did not need to be many trips, and he realized that Westmoreland Student Housing was a main destination, but he thought a variety of trips to different locations; i.e., some route #37 and some route #34, etc., would be well utilized.

Board Deliberations: Mr. Kleger asked about the #11x and if staff had considered operating the #11X a.m. trips and not the p.m. trips. Mr. Vobora said that staff had considered it, but were not recommending it at this time because it would require maintenance of the infrastructure, such as the skipped stop signage and other information for one trip in the morning. Mr. Kleger had the impression that the morning trip was quite productive. Mr. Vobora said that it was; however, the afternoon trip was not.

Ms. Hocken said that many of the speakers had confirmed her thoughts about deleting routes #38/39. She asked staff to reconsider the deletion based on the comments that were received.

Mr. Bennett said that while LTD would like to accommodate everyone and realized that there were very real needs, LTD could not continue to operate routes with very low ridership and continue to have a future in the community. There were certain exceptions to that, and sometimes he was outvoted. As tough as it was at times, the Board's responsibility had to be to look at the future of the system as a whole and how the Board would represent the community as a whole. His view was that it could not be done in most cases where productivity rates were as low as 6, 9, and 10.

Ms. Wylie thanked the speakers for coming to share their views with the Board. She said that the Board was in a tough position. LTD was heavily criticized for operating empty buses and at the same time, the Board received requests to add more service. Finding the optimum service was difficult. She asked staff to review the route #38/39 service to determine if there was anything that could be done. Mr. Bennett said that he did not think that the ridership numbers would change based upon further research. Mr. Vobora said that it would be a value judgment. Ms. Wylie asked if it were that black and white or if there were any alternatives. Mr. Vobora said that staff were researching other alternatives with the CSR, such as operating a deviation off route #37 to Bailey Hill Loop, which had higher productivity. This deviation was in combination with many other service changes that were being considered for the CSR, such as more service to Westmoreland.

Ms. Hocken noted that LTD would realize a cost savings of about \$75,000 by eliminating routes #38/39. She asked what the cost would be to add two more trips during the midday to routes #34/35. She thought that even though the savings were significant, there could be a way to continue to serve the area on a very limited basis, realizing less of a cost savings, but maintaining some service until the CSR was implemented. It could turn out that the cost was the same, and the Board would decide not to go ahead with her suggestion, but she thought it would be worth reviewing. Mr. Bennett said that if LTD were to do that, and if at the end of the year, the numbers did not change, then the Board never would have made the productivity decision. Mr. Vobora said that the decision could be made as part of a CSR coverage piece. Mr. Bennett said that no matter the route, there were very real needs out there, and it was a very hard decision. The Board could choose to ignore the productivity, but his understanding was that the Board was going to look at the system as a whole and not piece by piece. Ms. Wylie suggested that the Board not back away from the productivity model, but to consider, where possible, some ways to provide some desired service.

Mr. Vobora said that the southwest hills area was an area that staff had struggled with. During the CSR modeling, staff had deleted the service altogether, including commuter service, because the goals of the CSR included simplifying service so that there were not several different routes traveling along a corridor. High productivity along the corridors and coverage were important as well. There were several options that the Board could consider, such as setting different productivity levels based on such things as location of the route. For instance, it would be expected that corridor routes would maintain higher ridership than would neighborhood routes.

Ms. Lauritsen said that she had gained a better understanding of service and needs since she had voted for the productivity model. She thought a more sophisticated model was needed. She said that Mr. Simmons' comments about the #11x being an interim step to BRT were important. The idea of express service might cost something, but it could be considered an investment. A basic charge of the Board members was the overall community service. She said that she would like to see a more sophisticated model than just the straight productivity one.

Ms. Wylie said that the Board had discussed the service model at the previous retreat held in October 1999. She said that the Board was not backing down on its commitment to the productivity model by asking staff to further review the southwest hills service issues. Mr. Vobora said that staff would be presenting the first draft of the CSR plan at the March Board meeting.

Ms. Wylie also asked the Bakers to talk with planning staff to determine if other services might be available to Mr. Baker, such as *RideSource*.

FISCAL YEAR 2000-2001 PRICING PLAN AND FARE POLICY: Finance Manager Diane Hellekson said that last year during the pricing plan discussion, the Board had provided clear direction to staff about a new fare structure, pricing plan, and fare policy. Staff were committed to the restructure, but without the CSR, there was no basis for restructuring the fares in accordance with a service policy that did not yet exist. The Board Finance Committee had reviewed the various components of the recommendation and, in most cases, the Committee had not taken a position on any of the pieces, with the possible exception of the LCC Term Pass. The pricing proposal summary was listed on page 48 of the agenda packet.

Ms. Hellekson said that it was a status quo recommendation with one exception. In previous years, there were recommendations about how often and at what level the various fare instruments should be increased. Staff were recommending no change to the cash fares except to reduce the youth fare to \$0.50. In connection with public sentiment expressed at the TransPlan public hearing, community youth programs, and the Mayor's State of the City Address, in which there was much emphasis on providing services to area youth, staff were recommending a decrease in the youth cash fare and all other youth fare instruments accordingly. This would be a pilot program to test the effect of a lower fare on ridership productivity.

Staff also were proposing to reduce the youth pass prices effective on June 1, 2000, to coincide with the elimination of the summer Freedom Pass, which typically was effective as of June 1 each year. All other pricing proposals would be effective September 1, 2000.

Ms. Wylie asked what had been the experience with the summer Freedom Pass. Mr. Vobora said that 2,800 Freedom Passes had been sold during the summer of 1999, and an average of 1,400 youth passes were sold each month.

Ms. Hellekson said that staff were proposing to reduce the price of the Day Pass to \$2.00 each, which was double the cash fare, and to discontinue the use of transfers. This proposal would facilitate the prepaid BRT fare structure. The Day Pass would be available only on the bus. Riders could pay the \$2.00 fare upon entering their first bus of the day and

be issued a Day Pass, which would allow them unlimited riding throughout the day. One of the main sources of conflict between bus operators and riders had been the validity of transfers. Staff believed this change would be successful.

RideSource fares also were proposed to increase by \$0.25. The Special Transportation Advisory Committee (STF) had recommended the increases to the Regular and Escort services, but had recommended leaving the Shopper fare at \$1.75, which was a round-trip fare and was very costly service to the District. The Committee also recommended a deeper reduction in the cost of a book of 10 RideSource tickets, so that riders would continue to pay the \$1.50 fare if they purchased tickets in advance. Staff were proposing \$1.65 per ticket when purchased in books of 10.

Staff were proposing to standardize and simplify the discounts given to sales outlets so that all outlets, regardless of the number of passes sold, received the same discounted price.

Mr. Vobora discussed the proposal for the Lane Community College (LCC) Term Pass. The LCC Term Pass was in its second year and had been a very positive and successful program. Mr. Vobora handed out a summary of the LCC Term Pass proposal. The college was making an attempt to institutionalize the Term Pass and budget the subsidy on a regular basis. Staff were ready to begin offering the Term Pass for the summer term. LCC had proposed reducing the price because it had been very successful and offering it to the students at a lower rate. Staff were recommending two options: 1) to make 2,500 passes available at a price of \$40, with LCC subsidizing \$20 and the students paying \$20, which would generate nearly the same amount of revenue as currently was being generated, or 2) to make 3,000 passes available at a price of \$30 each, with LCC subsidizing \$16.67 and the students paying \$16.75, which also would generate nearly the same amount of revenue as current levels. The Board Finance Committee had reviewed the two options and had favored testing the market with option 1, which was to offer 2,500 passes at a price of \$40 each. Mr. Bennett asked what the level of staff confidence was that 500 more term passes could be sold. Mr. Vobora said that pass sales had grown each term. One of the factors that could increase sales in the fall was the loss of grant funding for the LCC Women's Program, which currently was a group pass member. There were 180 people in the program, and by dropping the price to \$20 per term per student, and with the commute distances and the price of fuel, staff were confident that pass sales would continue to rise. Ms. Hocken added that the current system could absorb 500 more riders.

Mr. Bennett asked if it did not work for some reason, the price could be adjusted back up and if the Board could commit to a specific period of time, after which time the term pass could be renegotiated. Mr. Vobora said that the program had been successful enough that LCC most likely would be willing to continue with the project.

Lloyd Rain of LCC, who had worked on the term pass task team, said that LCC was delighted with the program, and working with LTD had been a joy. LTD's objective was ridership and cost recovery, and LCC's objective was lowest possible price for students. It appeared that those objectives were being met. He was very pleased with the proposals. Enrollment at LCC had remained stable at nearly 13,000 full-time enrolled students. This proposal would further saturate the market, and would prove whether the market had been penetrated to its fullest extent. The market was stable in terms of enrollment, people seemed to be stable in the types of courses they were taking, and many people were riding

the bus. Mr. Rain said that LCC was facing a budget reduction with a projected shortfall of \$1.3 million for the next school year. The staff recently had completed its first round of budget cuts, and it appeared that the \$1.3 million cut would be achieved without too much pain. There were only four additions being proposed for next year's budget; two were academic, one was a diversity issue, and the fourth was the subsidy of the bus pass, which indicated how important the bus pass program was to LCC.

Ms. Hellekson continued her presentation. She stated that it was her belief that LTD would continue to raise adult cash fares, and if LTD did not continue to make small incremental increases in the RideSource fares, it would never hit the target of charging two times the regular system adult cash fare. For that reason, Ms. Hellekson believed that LTD should continue to push for increases, which was why the staff proposal was for more than the STF committee recommendation.

Ms. Wylie asked about the cost of the shopper. Ms. Hellekson said that the shopper trip price was \$1.75 per round trip. The reason it was priced lower than the other RideSource services was because the shopper trips were grouped trips rather than the customized service for one person.

Public Testimony: 1) Fred Simmons of Springfield. Mr. Simmons said that he was in favor of a universal bus pass. It would meet BRT needs, it would help expedite movement of people on the buses, and it would decrease the actual participation costs that people had in the system. It would serve LTD well in the 21st Century.

Mr. Simmons said that the problem with eliminating the transfers was that what was gained would be lost. The mother on her way home with two kids in the stroller who was going to get off to shop at a grocery store would be required to pay another dollar in bus fare just for making that one short stop. It would create real dynamic "gut" things for LTD customers who were out there in the street.

The Springfield City Council and the Mayor had forwarded a letter that was supportive of the reduced youth fare. As a bus operator, Mr. Simmons thought it was wonderful, but it also would make life good for the kids out there because it would acclimatize them to more transit-friendly processes.

With regard to eliminating the Freedom Pass, Mr. Simmons said it would not take much for someone to figure out that a four-month pass at \$33 to a three-month pass at \$32.50 was a price increase, but people would have to live with it.

Mr. Simmons further added that the issue of taking the Day Pass away from the general fare instrument sales was difficult because it fettered some of the public agencies that handled parole and probation people, family service agencies, and other agencies that provided some sort of transportation assistance to their clients. He encouraged the Board to carefully consider those services to ensure that what LTD did fit into the social service umbrella needs in the community.

In general, Mr. Simmons thought it was a good process, but he thought the Board needed to carefully consider the Day Pass sales other than just on the buses. Many of those agencies purchased bundles of day passes to give to people who were in transition from

Oregon State Prison or the mental institution to go out and work in the community. They needed every able bit of assistance they could get to get plugged back in to participation.

He asked the Board to carefully consider taking away the transfer and shifting the Day Pass to the only alternate instrument. The modality within which those were procured must be carefully protected so that it got out into the best part of the community life.

2) Russ Matthews of Eugene. Mr. Matthews said that he was a member of the STF Advisory Committee, which periodically reviewed RideSource fares. What the Committee was attempting to do was to incrementally reach the Americans with Disabilities Act (ADA) maximum. Recently, the Oregon Legislature had approved more money for special transportation, and it did not seem an appropriate time to hit the ridership with a big fare increase. The STF Advisory Committee did review RideSource fares, and it was not insensitive to all the needs. The Committee knew it had to push forward to the ADA maximum fare, which was a goal of the Committee. The Committee also realized that LTD would be increasing its cash fare and that RideSource fares had been increased yearly for the past several years. The Committee wanted to get to the maximum ADA fare allowable, but in a more gentle manner.

Board Deliberations: Mr. Bennett said that he had read the information about the Day Pass and had listened to the comments, but he wanted to hear the staff recommendation and the issues again. Mr. Vobora said that the Day Passes were not widely used, except primarily by the social service agencies. Staff believed that LTD could accommodate the needs of the social service agencies through monthly passes and tokens. It would take two tokens to be issued a Day Pass, so staff did not see this as a major stumbling block.

Other transit districts had used this process of charging for a day pass for round-trip rides since their inception, while other transit agencies had introduced the concept much later. The person who would be penalized was the person who was traveling only in one direction but needed to take two or more buses to arrive at his/her destination. Staff had reviewed the Origin and Destination information that had been gathered last year and it appeared that fewer than 3 percent of LTD riders would be affected in this way. For the rest of the system, riders would pay for the entire round trip at the beginning, then would not have to pay again for the return trip. Other transit agencies had reported good experience with this system, and staff believed it would work at LTD as well, once people became accustomed to it.

Mr. Kleger said that there were a few other customers who would be adversely affected by this. Those were people of rather limited means, who, since the two-way transfer was instituted, would get on the bus and ride to a shopping area on the same route, do their shopping, then use the transfer to get home. This would effectively double the cost of their trip. For those who took the trouble to do their shopping within the transfer time frame, it mattered very much to them. It happened that there were many on Mr. Kleger's route who did this type of bus travel.

Secondly, Mr. Kleger said that there were a number of people who rode in the evenings, and they constituted a significant part of that one-way ridership. Some of them were working graveyard shifts. The present structure of the day pass did not allow it to carry overnight, and this proposal would double the cost of riding for those folks. There were not many, and

most used passes, but there was a group that Mr. Kleger knew of who lived in Springfield and worked an average of two nights each week out in the Barger area as security guards.

LTD would need to improve its ability to serve the graveyard shift over time, and eventually would be getting into 24-hour service. It would be prudent to begin thinking now of how to address that issue.

Mr. Kleger said that he liked the idea as a basic idea.

MOTION Mr. Bennett moved that the Board direct staff to prepare amendments to Ordinance #35, An Ordinance Setting Fares for Use of District Services, consistent with the recommendations of the Draft FY 2000-2001 Pricing Plan included in the February 16, 2000, agenda packet. Mr. Kortge seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

Ms. Wylie said that she was excited and encouraged about the reduced youth fare. She thought it accomplished many things. It encouraged the next generation's use of transit, addressed some of the TransPlan suggestions, and improved public relations.

MOTION With regard to the LCC Term Pass, which was not part of Ordinance #35, Mr. Kortge moved the following resolution: "The LTD Board of Directors hereby directs staff to negotiate an agreement with Lane Community College to continue the term bus pass program. Staff are authorized to set the pass price at \$40 per pass and make available 2,500 passes per term for fall, winter, and spring terms, and 1,000 passes for summer term, for the 2000-2001 school year. Staff may, based on the success of the 2000-2001 pass sales, continue the program during the 2001-2002 school year. The price per pass and quantity made available for 2001-2002 will be determined by the LTD-LCC bus pass committee and shall not exceed 3,000 passes per term at a price of \$30 per pass. Lower numbers of passes will require a higher per-pass cost." Ms. Lauritsen seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

MOTION CONSENT CALENDAR: Ms. Lauritsen moved that the Board adopt the following resolution: "It is hereby resolved that the Consent Calendar for February 16, 2000, is approved as presented." Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed. The Consent Calendar consisted of the minutes of the January 19, 2000, regular Board meeting, the January 21, 2000, special Board meeting, the January 22, 2000, special Board meeting, and the January 25, 2000, adjourned Board meeting as well as Budget Committee nominations for Russ Brink and George Rode.

VOTE

1999 SECTION 5309 FEDERAL GRANT AMENDMENT: Capital Grants Administrator Lisa Gardner said that Section 5309 funds were Congressional Earmark funds. LTD was requesting a grant amendment to the 1999 grant that allocated funds to begin BRT planning and engineering work (FTA Grant No. OR-03-0070). The amendment required an additional \$800,000 to complete planning and engineering work on Phase 1 of the BRT pilot project, including the environmental assessment, and to begin Phase 2 planning and engineering work. The requested funds were a portion of the FY 1999 Section 5309 Bus Allocation.

Administratively, Ms. Gardner said, it was easier to amend a grant than to complete a new application.

Public Hearing: Ms. Wylie opened the public hearing. No one wished to speak on this issue, and Ms. Wylie closed the public hearing.

MOTION

Board Deliberations: Mr. Kortge moved the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed 1999 Section 5309 federal grant application amendment for \$800,000 in federal funds and authorizes the General Manager to submit this application to the Federal Transit Administration for approval." Mr. Kleger seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

2000 SECTION 5307 FEDERAL GRANT APPLICATION: Ms. Gardner said that these were funds that were appropriated annually by Congress and were released as part of the Federal Register that was issued in November. The Federal Register listed the funds appropriated to LTD. This request would fund the balance of the 1999-2000 Capital Improvements Program that included spare parts for bus maintenance, passenger boarding improvements, computer hardware and software, facility improvements, and the Transportation Demand Management (TDM) program. In addition to the TDM program, State Surface Transportation Program (STP) funds were being requested to continue Springfield Station site selection and property acquisition. The total request was for \$2,127,601.

Public Hearing: Ms. Wylie opened the public hearing. No one wished to speak on this issue, and Ms. Wylie closed the public hearing.

MOTION

Board Deliberations: Mr. Kleger moved the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed 2000 Section 5307 federal grant application for \$2,127,601 in federal funds and authorizes the general manager to submit this application to the Federal Transit Administration for approval." Ms. Hocken asked if LTD expected to receive all of the funding that was outlined in this request. Ms. Gardner said that the funds already were approved, and the application was a formality. All of the projects were approved by the Board in the 1999-2000 Capital Improvements Program. Ms. Lauritsen seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

CAPITAL IMPROVEMENTS PROGRAM: Ms. Hellekson said that the Capital Improvements Program (CIP) was a rolling five-year plan. This year, the Board Finance Committee reviewed two versions of the CIP. One version was a best-case scenario (Plan A) that assumed full funding, and the second version was a more conservative plan. There were funding uncertainties related to discretionary federal funds. In response to that uncertainty, staff had prepared a worst-case scenario (Plan B) version of the CIP. Ms. Hellekson distributed a copy of Plan B to the Board members. Plan A had been included in the agenda packet.

Plan B allowed LTD to keep all of its projects on schedule to meet the needs of the long-term agenda and to meet the needs of BRT, although it would not show LTD's ability to move as aggressively, should it be able to do so at the end of the year. It also would give staff one

year to put together a comprehensive financing plan that would include the debt options and leveraging of various other kinds of funds, such as joint development options around the new Springfield Station.

Mr. Bennett asked if staff had considered getting more payroll tax money. Ms. Hellekson said that LTD currently was at the statutory maximum. Mr. Bennett asked if it was being considered for the next Legislative session to attempt to raise the statutory maximum. Ms. Hellekson said that it certainly was an option, and LTD needed to be very bold and aggressive in seeking additional funding.

Ms. Hocken asked if the Board were to adopt Plan B, and LTD later learned that it had received more funding than expected, would LTD need to go through a large budget change. Ms. Hellekson said that it would depend on when LTD thought it would use the funding. Also if it appeared that the District would use any funds that were more than 10 percent more than what was budgeted, then the budget would need to be reopened and the Budget Committee would be reconvened. If the increase were less than 10 percent, the Board could amend the budget by resolution without calling the Budget Committee back into session.

Ms. Hocken asked which plan the Board would be adopting. Ms. Hellekson said that staff were recommending that the Board adopt Plan A, or the fully-funded plan. The CIP also would be presented to the Budget Committee in April. Ms. Hocken then asked if more information would be available in April to present a more likely scenario during the budget presentations. Ms. Hellekson said that the only additional information would be anecdotal information from the federal United Front funding request trip to Washington, D.C., planned for the end of February.

MOTION

VOTE

Ms. Hocken moved that the Board approve the following resolution: "It is hereby resolved that the proposed Capital Improvements Program for fiscal years 2000-2001 through 2003-2004 is approved as presented." Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

DRUG AND ALCOHOL PROGRAM POLICY: Human Resources Specialist Joyce Ziemiak said that this policy replaced both the current Drug and Alcohol Policy that was adopted in September 1995 and the Drug/Alcohol Policy, which addressed a drug-free work place, that was adopted in October 1983. It addressed corrective actions that were specified in the Draft Report of the FY 1999 Triennial Review. It incorporated changes in and interpretations of federal regulations regarding Drug and Alcohol Testing and Drug Free Workplace Programs.

Ms. Lauritsen asked if the policy had been reviewed by District Counsel. Mr. Kortge said that the Board HR Committee had reviewed the policy with Counsel. Human Resources Manager Dave Dickman added that the policy changed the administrative process while not changing anything about the process with employees.

MOTION

Ms. Lauritsen moved the following resolution: "It is hereby resolved that the LTD Board of Directors adopts the proposed Drug and Alcohol Program Policy, replacing policies III-I-A, Drug-Free Work Place, and III-I-B, Drug and Alcohol Testing, as presented on February 16,

VOTE 000.” Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

RESOLUTION ESTABLISHING PROCEDURES TO REQUIRE, PROCESS, AND MANAGE CRIMINAL RECORDS CHECKS FOR CERTAIN INDIVIDUALS EMPLOYED BY OR WORKING UNDER CONTRACT WITH LANE TRANSIT DISTRICT: Mr. Dickman said that Senate Bill 1334, which was enacted in 1999, required the Board to adopt a resolution to implement applicable provisions that afforded mass transit and transportation districts access to State Police and FBI criminal history information and required districts to check criminal histories of operators in order to protect vulnerable Oregonians. This resolution complied with Senate Bill 1334 and delegated specific authority to the general manager in order to retain the flexibility to make appropriate changes to the District’s internal administrative policies as appear warranted.

Mr. Kortge said that the Board HR Committee had discussions about the Resolution with Counsel. This was a required resolution that would allow the general manager to adopt specific policies implementing the resolution and Senate Bill 1334.

Ms. Hocken asked if LTD was required to test all providers, including the Paratransit operators. Mr. Dickman said that all providers would be subject to this resolution, including volunteers who rode along as assistants to people who had disabilities. It was a very comprehensive plan.

Ms. Lauritsen added that volunteers in youth programs would be subject to this level of background checking as well, and she thought it was very reasonable. She supported the initiative, but it would be a burden.

Mr. Dickman said that from a public policy standpoint, it was LTD’s responsibility to provide the highest level of security for those people who were in LTD’s care and trust. He wholeheartedly supported the initiative.

MOTION Mr. Gaydos moved that the Lane Transit District Board of Directors adopt the Resolution Establishing Procedures to Require, Process, and Manage Criminal Records Checks for Certain Individuals Employed By or Working Under Contract with Lane Transit District.
VOTE Ms. Hocken seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

Ms. Wylie said that this piece of legislation was well intentioned, but had far-reaching ramifications.

ITEMS FOR INFORMATION:

Board Member Reports: 1) Metropolitan Policy Committee (MPC). Ms. Wylie noted that Mr. Bennett would remain the LTD representative to MPC through April, then Ms. Wylie would take his place on the Committee. Ms. Wylie noted that she would not be available during the month of April, and Mr. Bennett, as Vice President of the Board, would be the acting President of the Board during the month of April. 2) Statewide Livability Forum. Ms. Hocken had nothing to report. 3) BRT Steering Committee/Public Design Workshops/Walkabout Input. Public Affairs Manager Ed Bergeron attended the recent BRT

Consortium meetings in Honolulu, Hawaii. He said that he was happy to report that the federal enthusiasm and support for bus rapid transit (BRT) continued to be strong. There was federal money set aside, and LTD was among the chosen few cities in the United States that were preparing a BRT program. The federal government wanted to know what the plans were and to have the confidence that LTD had community support for BRT. LTD remained on the front edge of the project. LTD had presented the recently produced BRT video that showed simulations of BRT in the Eugene/Springfield area, and it had been very well received. Ms. Wylie asked the Board members to remain after the meeting to view the video.

OTHER ITEMS FOR INFORMATION: Due to the late hour, Ms. Wylie asked the Board members if there were any questions about any of the remaining items in the agenda packet. There were none. She reminded the Board members that the LTD Employee Appreciation Banquet would be held on Sunday, February 27, at the Hilton. She encouraged Board members to attend.

Ms. Wylie announced that she and Mr. Gaydos would accompany area officials to Washington, D.C., from February 26 to March 2 to lobby for federal funding for local high-priority projects. Government Relations Manager Linda Lynch distributed the Federal Priorities Booklet to the Board members. The booklet contained a listing of those projects.

ADJOURNMENT: Following the BRT video, there was no further discussion regarding any other informational items in the Board packet, and Ms. Wylie adjourned the meeting at 8:45 p.m.

Board Secretary



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**Lane Transit District
LONG-RANGE FINANCIAL PLAN
Budget Assumptions**

GENERAL ASSUMPTIONS:

▪ **Local Economy**

All available indicators continue to suggest that the local economy's rate of growth will slow. The period of prosperity in which LTD has operated during the last several years continues, however, and the District's primary source of operating subsidy, the payroll tax, will remain stable. The effect of slowed growth over the next five to ten years will be modest increases in payroll tax and self-employment tax revenues that correspond to general inflation. The 8 percent to 10 percent increases of recent years will decrease to 4 percent annual growth, assuming no increase in the taxpayer base. However, since Cottage Grove has been added to the taxing district, 5 percent annual growth has been assumed for FY 2000-2001.

▪ **State Employment**

State payrolls will experience very slight growth, which has been the trend during the last few years. The result will be the continuation of slight increases annually in state-in-lieu payment receipts.

▪ **State Funding Climate**

The last legislative session produced a supplemental funding package dedicated to programs for the elderly and disabled. In the current biennium, the total additional allocation is \$287,371. This supplemental allocation will allow LTD to freeze the transfer from the General Fund to the Special Transportation Fund at the FY 1999-2000 level at least through FY 2000-2001. There is no guarantee that the same, or even any, supplemental funding support will continue past the current biennium, although efforts will be made in the next legislative session to continue the additional support. The forecast model assumes that General Fund support of demand/response transportation services can be held at current levels for the foreseeable future.

- **Federal Funding Climate**

Although efforts to obtain grant funds for bus rapid transit (BRT) have been successful to date, discretionary grant funding for other projects and bus purchases has been increasingly difficult to obtain. (LTD has not received discretionary grant funding for new buses since 1996.) As the BRT project approaches buildout, and the scope of the project expands, there is a good probability that BRT will need to look to other sources of funding besides federal grants. The General Fund will need to increase its transfer to the Capital Fund in order to provide more local funds for project expenses. The General Fund also will need to assume debt of some form (most likely capitalized leases, but there are other possibilities) to buy buses in the future and continue the long-term BRT plan.

STRATEGIC ASSUMPTIONS:

- The mission, visions, and strategic actions identified in the LTD Strategic Plan will remain essentially the same for the foreseeable future.
- Bus rapid transit will remain a high-priority, high-profile project as an important component of future public transportation services in the community.
- Opportunities to add higher-technology features to both bus services and administrative functions will be actively pursued if the technology improves cost-effectiveness, removes barriers to system use, improves system productivity, or otherwise provides an identifiable and quantifiable benefit.
- No change in the payroll tax rate has been assumed for the plan period.
- No additional changes in the service boundaries are anticipated. (Creswell was added on January 1, 1999, and Cottage Grove was added on January 1, 2000.)

REVENUE SUMMARY:

- Future discretionary grant funding in support of capital projects and bus purchases is assumed to continue at the 80 percent support level for the next two years, until each grant application has completed the proposal process. In other words, it is assumed that projects will be grant-funded until it is a certainty that funds are not available. In subsequent years, grant support is assumed at 50 percent. Assuming future grant funding that has yet to be approved in no way relieves LTD of the responsibility for considering and pursuing other project funding sources. For this reason, the plan assumes debt service payments beginning in FY 2001-2002. It also will continue to be important to maintain and build substantial local reserves to match future grant awards that may be large, and to provide for the possibility of more local funding of capital projects. It already has been advantageous in at least two cases to fund projects exclusively with local funds on occasion. The use of local funds to exclusively finance projects removes the federal regulations that cause project delays, usually add cost, and limit purchasing options. (State procurement regulations, of course, apply to all projects, regardless of funding.)

- Until the completion of the BRT pilot corridor, revenue from fares will increase annually by the change in service (if positive) and the change in local population.
- Tax receipts will increase annually by the rate of local inflation adjusted by the local economic growth rate. The state economy will continue to be monitored closely for signs of change, both positive and negative, that could result in either a period of strong revenue growth or a period of reduced receipts.
- State support of transit programs for the elderly and persons with disabilities is assumed to continue at present levels, which will require the continuation of the supplemental allocation implemented in the current biennium. No state support for fixed-route service is assumed during the life of the plan.

EXPENSE SUMMARY:

- Personnel services expenditures will grow by the rate of inflation, adjusted for whatever market conditions prevail, and by additional staffing for high-priority projects as necessary. The administrative salary schedule will be reviewed annually. Fringe benefit costs as a percentage of total salary expense will increase in FY 2000-2001 due to an assumed rise in the cost of health insurance, and an increase in the actuarial estimate of what is required to fund the administrative retirement plan. Because personnel services expenses are the largest single contributor to operating cost, and expenses cannot increase faster than the revenues that support them, personnel expenses will be contained by efficiency/productivity improvements.
- A new contract with Amalgamated Transit Union Local 757 will go into effect on July 1, 2000. It will hold annual cost increases approximately to historical averages (net of staffing changes). No net service increases are assumed during the life of the plan.
- Materials and services costs will increase by the rate of annual inflation. For modeling purposes, this rate is assumed to be 2 percent over the life of the plan.
- Risk/insurance expenses are projected to hold at the current annual rate as the result of continued emphasis on the control of risk, improved safety, and an optimal balance of self-insurance and purchased coverage.
- Transfers to the Capital Fund will continue in amounts needed to make local match payments on federally funded projects, and to build and maintain reserves required for future match amounts.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: LONG-RANGE FINANCIAL PLAN

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: Approval of the Long-Range Financial Plan

BACKGROUND: The Long-Range Financial Plan (LRFP) covers a rolling twenty-year period, with emphasis on the first five years. The LRFP generally is driven by the Capital Improvements Program (CIP), which, in turn, has been determined by Lane Transit District's long-term goals, preservation of assets, and fleet requirements. LTD's Strategic Plan specifies District goals.

The proposed LRFP is summarized in the attached materials. The plan begins with a twenty-year view of the major projects on the LTD agenda, including: bus rapid transit (BRT); fleet expansion/replacement; passenger boarding improvements (including stations and Park & Ride facilities); and the routine replacement/expansion/upgrade of facility components, tools, and ADP hardware and software. The first five years of the capital component of this plan comes directly from the CIP. In the remaining years, it is assumed that the investment in system improvements will continue, including BRT, Park & Ride facilities, and new technology for fare collection and other applications.

The twenty-year operating plan begins with the proposed budget for FY 2000-01, and includes the Capital Fund transfers required to provide local match for grant funding under the assumptions used to estimate capital requirements and resources.

Key issues for the future are:

- Managing expenditures. The growth of General Fund expenses cannot exceed the rate of revenue growth as a sustainable trend.
- Maximizing local funds availability for capital project support. Even if bus rapid transit draws significant discretionary federal grant support (a possibility that is not certain), it may so at the expense of other projects that traditionally have been funded in this manner, notably bus purchases.
- Identifying additional resources. Opportunities include joint development, debt financing, and increases to local taxes. BRT requires broad support if the project is to be completed on schedule.

- Maintaining a healthy balance sheet. A key to favorable debt financing is the minimization of perceived organizational risk. There are several analysis factors, among them liquidity, a stable source of repayment funds, and an attractive reserve ratio.

A summary of the assumptions used in drafting the LRF is included with the attachments.

ATTACHMENTS:

Long-Range Financial Plan Budget Assumptions
Long-Range Capital Plan Summary
Long-Range Financial Plan – Operating Fund

PROPOSED MOTION:

I move that the Board approve the following resolution: It is hereby resolved that the proposed Long-Range Financial Plan for fiscal years 2000-01 through 2019-20 is approved as presented.

Lane Transit District

Long-Range Financial Plan

Purpose of the Financial Plan

- Identify funding for short- and long-term District plans
- Identify circumstances or trends that could affect funding
- Affirm that financial goals support the Strategic Plan

Long-Term Plan: The Big Picture

- LTD's long-term agenda includes three major goals

Goals

- Provide public transportation services to people who do not have transportation alternatives
- Provide services that are attractive alternatives to private automobile use in order to reduce VMTs/SOVs
- Maintain a long-term vision of community transportation needs in order to assure/enhance quality of life

Basic Transportation Services

- Maintain productive fixed-route service
- Maintain demand-response service
- Develop and implement cost-effective service enhancements to increase ridership and modal split

Service Enhancements

- Vehicle improvements
 - Clean, quiet propulsion
 - New information and communication technology
 - New image

Service Enhancements (cont'd)

- System Improvements
 - Prepaid fares
 - Exclusive bus lanes
 - Signal priority
 - Queue jumpers
 - Express and shuttle service
 - HOV lanes

Bus Rapid Transit

Improved, cost-effective, attractive,
productive, fixed-route service

Long-Term Vision/ Quality of Life

- TransPlan update
- Community outreach and education
- Commuter Solutions
- New technology
- ***BRT***

Assumption Summary

- Service requirements and capital projects form the plan framework
- Population growth and ridership increases will result in fare revenue increases
- Preservation of assets is a high priority

Assumptions (cont'd)

- TEA-21 will be reauthorized and funded
- New state support of special transportation will continue
- Tax revenue will be stable, but growth will slow

Assumptions (cont'd)

- Personnel services expenditures will be controlled
- Local capital set aside will be maximized
- Debt financing for BRT and other projects will be required

Major Plan Components

□ Projects:

- BRT
- Fleet expansion/
replacement
- Downtown shuttle
- Passenger
boarding
improvements
- Technological
improvements

□ Funding:

- Federal grants
- State
- Local funds
 - ◻ Taxes
 - ◻ Fares
 - ◻ Other
- Debt

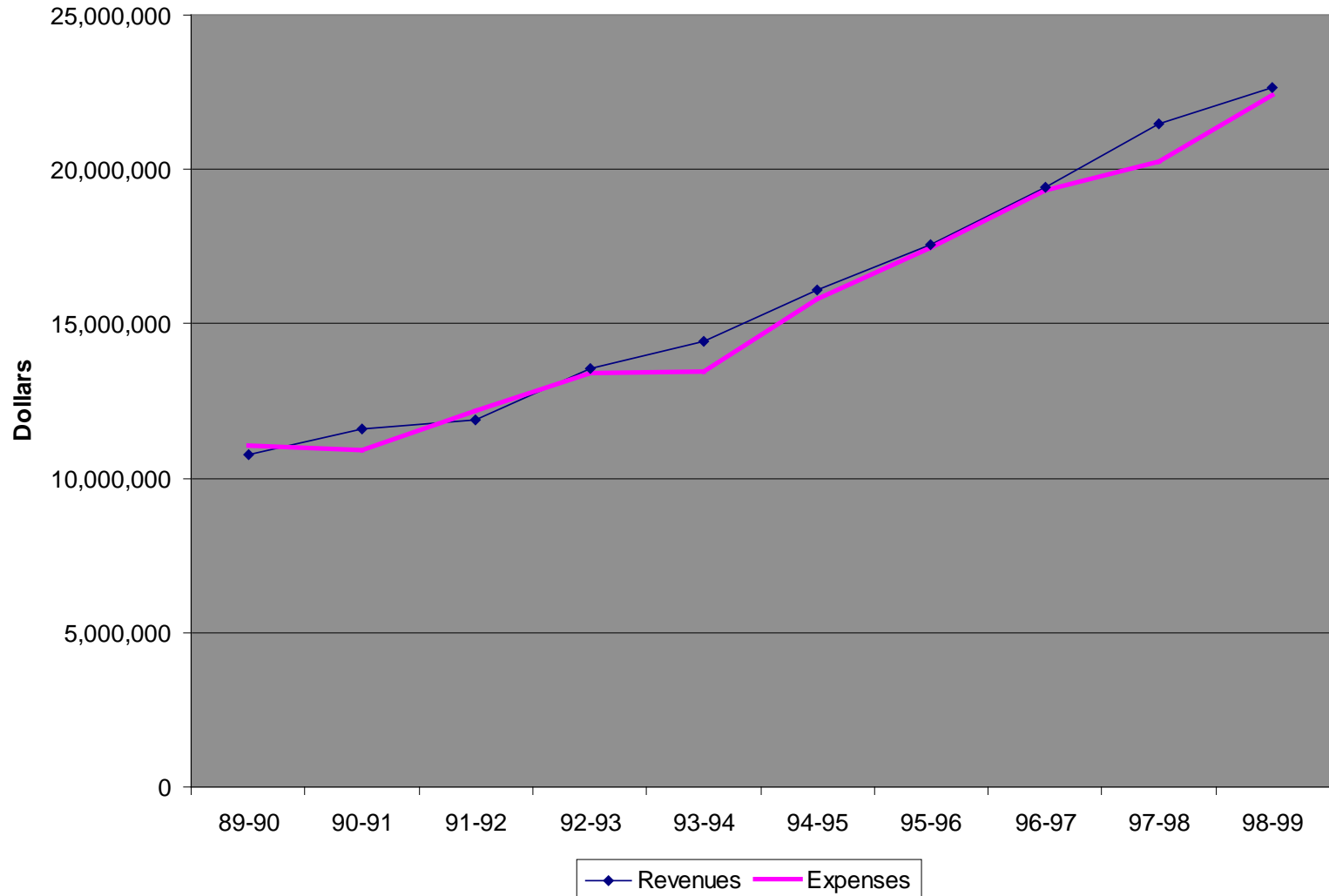
Bus Rapid Transit

- Will not increase operating costs
- Will increase ridership

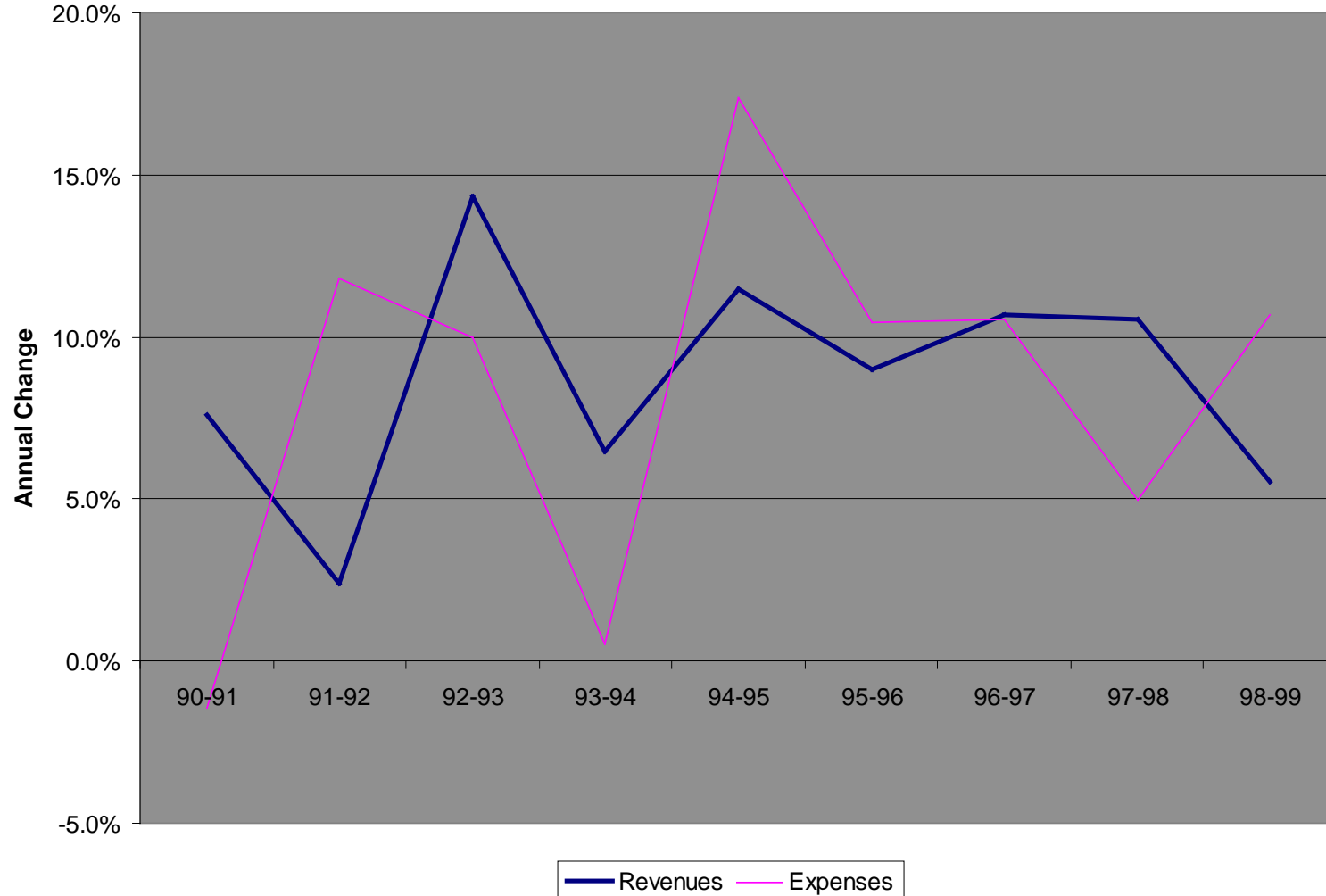
Passenger Boarding Improvements

- Park & Ride facilities will be added as BRT service commences
- Shelters will continue to be added/replaced
- New bus stop technology will be added for BRT

Operating Fund Revenue & Expense



Operating Fund Revenue & Expense Annual Percent Change



Capital Summary

| FY END | EXPENDITURES | | | | | RESOURCES | | |
|--------|--------------|-------------|------------|------------|-------------|---------------|---------------|-------------|
| | BUSES | BRT | PBI | OTHER | TOTAL | GRANT REVENUE | OTHER & MATCH | TOTAL |
| 2000 | | 1,100,000 | 280,000 | 2,245,396 | 3,625,396 | 2,580,317 | (1,045,079) | 3,625,396 |
| 2001 | 5,000,000 | 9,200,000 | 1,600,000 | 5,122,093 | 20,137,700 | 14,750,160 | (5,387,540) | 20,137,700 |
| 2002 | 5,500,000 | 11,300,000 | 5,400,000 | 7,978,000 | 30,178,000 | 15,089,000 | (15,089,000) | 30,178,000 |
| 2003 | 12,000,000 | 1,500,000 | 1,600,000 | 1,823,000 | 16,923,000 | 8,461,500 | (8,461,500) | 16,923,000 |
| 2004 | | 21,500,000 | 500,000 | 5,450,000 | 27,450,000 | 13,725,000 | (13,725,000) | 27,450,000 |
| 2005 | 4,000,000 | 1,500,000 | 500,000 | 1,480,000 | 7,480,000 | 3,740,000 | (3,740,000) | 7,480,000 |
| 2006 | 12,000,000 | 10,000,000 | 250,000 | 1,500,000 | 23,750,000 | 11,875,000 | (11,875,000) | 23,750,000 |
| 2007 | 4,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 17,500,000 | 8,750,000 | (8,750,000) | 17,500,000 |
| 2008 | | 10,000,000 | 250,000 | 1,500,000 | 11,750,000 | 5,875,000 | (5,875,000) | 11,750,000 |
| 2009 | 8,000,000 | 15,000,000 | 500,000 | 1,500,000 | 25,000,000 | 12,500,000 | (12,500,000) | 25,000,000 |
| 2010 | | 10,000,000 | 2,000,000 | 1,500,000 | 13,500,000 | 6,750,000 | (6,750,000) | 13,500,000 |
| 2011 | 4,000,000 | 10,000,000 | 250,000 | 1,500,000 | 15,750,000 | 7,875,000 | (7,875,000) | 15,750,000 |
| 2012 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2013 | 14,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 27,500,000 | 13,750,000 | (13,750,000) | 27,500,000 |
| 2014 | | 20,000,000 | 250,000 | 1,500,000 | 21,750,000 | 10,875,000 | (10,875,000) | 21,750,000 |
| 2015 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2016 | 14,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 27,500,000 | 13,750,000 | (13,750,000) | 27,500,000 |
| 2017 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2018 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2019 | | 20,000,000 | 2,000,000 | 1,500,000 | 23,500,000 | 11,750,000 | (11,750,000) | 23,500,000 |
| 2020 | 14,000,000 | 10,000,000 | 500,000 | 1,500,000 | 26,000,000 | 13,000,000 | (13,000,000) | 26,000,000 |
| | 96,500,000 | 221,100,000 | 23,880,000 | 46,598,489 | 387,294,096 | 199,095,977 | (188,198,119) | 387,294,096 |

General Fund Summary

| | 99/00 BUDGET | 99/00 ESTIMATE | Proposed 00/01 | 01/02 | 02/03 | 03/04 | 04/05 | 05/06 |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| BEGINNING FUND BALANCE | 7,467,893 | 7,879,535 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 | 1,765,213 | 1,961,060 |
| REVENUE | | | | | | | | |
| Operating Revenue: | | | | | | | | |
| Regular Fares | 3,231,435 | 3,231,435 | 3,393,000 | 3,562,650 | 3,740,783 | 3,927,822 | 4,124,213 | 4,330,423 |
| Group Passes | <u>766,320</u> | <u>766,320</u> | <u>750,000</u> | <u>774,000</u> | <u>798,768</u> | <u>824,329</u> | <u>850,707</u> | <u>877,930</u> |
| Total Fares | 3,997,755 | 3,997,755 | 4,143,000 | 4,336,650 | 4,539,551 | 4,752,150 | 4,974,920 | 5,208,353 |
| Special Services | 124,630 | 125,000 | 131,250 | 137,813 | 140,000 | 140,000 | 140,000 | 140,000 |
| Advertising | 348,000 | 347,178 | 375,000 | 393,750 | 413,438 | 434,109 | 455,815 | 478,606 |
| Misc. Operating | 79,465 | 248,000 | 248,000 | 200,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Total Operating | 4,549,850 | 4,717,933 | 4,897,250 | 5,068,213 | 5,217,988 | 5,451,260 | 5,695,735 | 5,951,959 |
| Payroll Tax | 15,000,000 | 15,800,000 | 16,590,000 | 17,253,600 | 17,943,744 | 18,661,494 | 19,407,954 | 20,184,272 |
| SET | 844,600 | 990,000 | 1,000,000 | 1,020,000 | 1,040,400 | 1,061,208 | 1,082,432 | 1,104,081 |
| State-in-Lieu | <u>929,781</u> | <u>1,065,422</u> | <u>1,000,000</u> | <u>1,020,000</u> | <u>1,040,400</u> | <u>1,061,208</u> | <u>1,082,432</u> | <u>1,104,081</u> |
| Total Taxes | 16,774,381 | 17,855,422 | 18,590,000 | 19,293,600 | 20,024,544 | 20,783,910 | 21,572,818 | 22,392,433 |
| State Support-Spec Trans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| FTA Operating Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TDM & Parts Grant | <u>436,500</u> | <u>350,386</u> | <u>448,100</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> |
| Total Grants | 436,500 | 350,386 | 448,100 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| Interest Income | 850,000 | 875,000 | 892,500 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 |
| Disposal of Assets | 0 | 9,300 | 5,000 | 0 | 0 | 0 | 0 | 0 |
| TOTAL GF REVENUE | 22,610,731 | 23,808,041 | 24,832,850 | 25,661,813 | 26,542,532 | 27,535,169 | 28,568,552 | 29,644,392 |
| EXPENSE | | | | | | | | |
| Personnel Services | 15,585,114 | 15,460,230 | 16,534,230 | 17,030,257 | 17,541,165 | 18,067,400 | 18,609,422 | 19,167,704 |
| Materials & Services | 4,269,110 | 4,124,428 | 4,410,701 | 4,498,915 | 4,588,893 | 4,680,671 | 4,774,285 | 4,869,770 |
| Risk/Insurance | 621,400 | 621,400 | 587,000 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Debt Service | 0 | 0 | 0 | 200,000 | 300,000 | 400,000 | 400,000 | 400,000 |
| Transfer to ST Fund | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 |
| Transfer to Capital | 2,900,000 | 2,900,000 | 7,304,437 | 3,100,000 | 3,200,000 | 3,200,000 | 3,200,000 | 3,200,000 |
| TOTAL GF EXPENSE | 24,164,624 | 23,895,058 | 29,625,368 | 26,218,172 | 27,019,058 | 27,737,071 | 28,372,706 | 29,026,474 |
| ENDING BALANCE | 5,914,000 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 | 1,765,213 | 1,961,060 | 2,578,977 |
| Reserve % | 27.8% | 37.1% | 13.4% | 10.6% | 8.3% | 7.2% | 7.8% | 10.0% |

Closing Remarks

- LTD is well positioned for the future
 - Operating income stable and increasing
 - Strong balance sheet
 - No unfunded liabilities

Remarks (cont'd)

- Long-term success will depend on:
 - Community support for LTD's agenda
 - New funding sources for BRT
 - Careful expenditure control
 - Attainment of performance goals

LONG-RANGE FINANCIAL PLAN - OPERATING

| | Projections | | | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 97/98 ACTUAL | 98/99 ACTUAL | 99/00 BUDGET | 99/00 ESTIMATE | Proposed 00/01 | 01/02 | 02/03 | 03/04 |
| BEGINNING FUND BALANCE | 5,655,244 | 7,232,840 | 7,467,893 | 7,879,535 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 |
| REVENUE | | | | | | | | |
| Operating Revenue: | | | | | | | | |
| Regular Fares | 2,894,876 | 3,047,579 | 3,231,435 | 3,231,435 | 3,393,000 | 3,562,650 | 3,740,783 | 3,927,822 |
| Group Passes | <u>706,824</u> | <u>739,615</u> | <u>766,320</u> | <u>766,320</u> | <u>750,000</u> | <u>774,000</u> | <u>798,768</u> | <u>824,329</u> |
| Total Fares | 3,601,700 | 3,787,194 | 3,997,755 | 3,997,755 | 4,143,000 | 4,336,650 | 4,539,551 | 4,752,150 |
| Special Services | 177,718 | 157,245 | 124,630 | 125,000 | 131,250 | 137,813 | 140,000 | 140,000 |
| Advertising | 347,934 | 346,273 | 348,000 | 347,178 | 375,000 | 393,750 | 413,438 | 434,109 |
| Misc. Operating | 258,205 | 230,289 | 79,465 | 248,000 | 248,000 | 200,000 | 125,000 | 125,000 |
| Total Operating | 4,385,557 | 4,521,001 | 4,549,850 | 4,717,933 | 4,897,250 | 5,068,213 | 5,217,988 | 5,451,260 |
| Payroll Tax | 14,187,312 | 15,178,987 | 15,000,000 | 15,800,000 | 16,590,000 | 17,253,600 | 17,943,744 | 18,661,494 |
| SET | 959,837 | 980,861 | 844,600 | 990,000 | 1,000,000 | 1,020,000 | 1,040,400 | 1,061,208 |
| State-in-Lieu | <u>929,646</u> | <u>924,521</u> | <u>929,781</u> | <u>1,065,422</u> | <u>1,000,000</u> | <u>1,020,000</u> | <u>1,040,400</u> | <u>1,061,208</u> |
| Total Taxes | 16,076,795 | 17,084,369 | 16,774,381 | 17,855,422 | 18,590,000 | 19,293,600 | 20,024,544 | 20,783,910 |
| State Support-Spec Trans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| FTA Operating Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TDM & Parts Grant | <u>136,381</u> | <u>198,021</u> | <u>436,500</u> | <u>350,386</u> | <u>448,100</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> |
| Total Grants | 136,381 | 198,021 | 436,500 | 350,386 | 448,100 | 450,000 | 450,000 | 450,000 |
| Interest Income | 862,180 | 846,559 | 850,000 | 875,000 | 892,500 | 850,000 | 850,000 | 850,000 |
| Disposal of Assets | 0 | 1,000 | 0 | 9,300 | 5,000 | 0 | 0 | 0 |
| TOTAL GF REVENUE | 21,460,913 | 22,650,950 | 22,610,731 | 23,808,041 | 24,832,850 | 25,661,813 | 26,542,532 | 27,535,169 |
| EXPENSE | | | | | | | | |
| Personnel Services | 13,002,532 | 14,407,558 | 15,585,114 | 15,460,230 | 16,534,230 | 17,030,257 | 17,541,165 | 18,067,400 |
| Materials & Services | 3,350,514 | 3,717,984 | 4,269,110 | 4,124,428 | 4,410,701 | 4,498,915 | 4,588,893 | 4,680,671 |
| Risk/Insurance | 557,271 | 619,520 | 621,400 | 621,400 | 587,000 | 600,000 | 600,000 | 600,000 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 200,000 | 300,000 | 400,000 |

| | | | | | Projections | | | |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 97/98 | 98/99 | 99/00 | 99/00 | Proposed | | | |
| | ACTUAL | ACTUAL | BUDGET | ESTIMATE | 00/01 | 01/02 | 02/03 | 03/04 |
| Transfer to ST Fund | 643,000 | 654,193 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 |
| Transfer to Capital | 2,330,000 | 2,605,000 | 2,900,000 | 2,900,000 | 7,304,437 | 3,100,000 | 3,200,000 | 3,200,000 |
| TOTAL GF EXPENSE | 19,883,317 | 22,004,255 | 24,164,624 | 23,895,058 | 29,625,368 | 26,218,172 | 27,019,058 | 27,737,071 |
| ENDING BALANCE | 7,232,840 | 7,879,535 | 5,914,000 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 | 1,765,213 |
| | 36.4% | 35.8% | 24.5% | 32.6% | 13.4% | 10.6% | 8.3% | 7.2% |

3 FUND

| | 04/05 | 05/06 | 06/07 | 07/08 | 08/09 | 09/10 |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| BEGINNING FUND BALANCE | 1,765,213 | 1,961,060 | 2,578,977 | 3,052,870 | 3,796,222 | 4,615,873 |
| REVENUE | | | | | | |
| Operating Revenue: | | | | | | |
| Regular Fares | 4,124,213 | 4,330,423 | 4,546,945 | 4,774,292 | 5,013,006 | 5,263,657 |
| Group Passes | <u>850,707</u> | <u>877,930</u> | <u>906,023</u> | <u>935,016</u> | <u>964,937</u> | <u>995,815</u> |
| Total Fares | 4,974,920 | 5,208,353 | 5,452,968 | 5,709,308 | 5,977,943 | 6,259,471 |
| Special Services | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| Advertising | 455,815 | 478,606 | 502,536 | 527,663 | 554,046 | 581,748 |
| Misc. Operating | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| Total Operating | 5,695,735 | 5,951,959 | 6,220,504 | 6,501,971 | 6,796,989 | 7,106,219 |
| Payroll Tax | 19,407,954 | 20,184,272 | 20,991,643 | 21,831,308 | 22,704,561 | 23,612,743 |
| SET | 1,082,432 | 1,104,081 | 1,126,162 | 1,148,686 | 1,171,659 | 1,195,093 |
| State-in-Lieu | <u>1,082,432</u> | <u>1,104,081</u> | <u>1,126,162</u> | <u>1,148,686</u> | <u>1,171,659</u> | <u>1,195,093</u> |
| Total Taxes | 21,572,818 | 22,392,433 | 23,243,967 | 24,128,680 | 25,047,879 | 26,002,928 |
| State Support-Spec Trans | 0 | 0 | 0 | 0 | 0 | 0 |
| FTA Operating Grant | 0 | 0 | 0 | 0 | 0 | 0 |
| TDM & Parts Grant | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> |
| Total Grants | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 |
| Interest Income | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 |
| Disposal of Assets | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL GF REVENUE | 28,568,552 | 29,644,392 | 30,764,471 | 31,930,650 | 33,144,868 | 34,409,148 |
| EXPENSE | | | | | | |
| Personnel Services | 18,609,422 | 19,167,704 | 19,934,412 | 20,731,789 | 21,768,378 | 23,292,165 |
| Materials & Services | 4,774,285 | 4,869,770 | 4,967,166 | 5,066,509 | 5,167,839 | 5,271,196 |
| Risk/Insurance | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 |
| Debt Service | 400,000 | 400,000 | 500,000 | 500,000 | 500,000 | 500,000 |

| | 04/05 | 05/06 | 06/07 | 07/08 | 08/09 | 09/10 |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Transfer to ST Fund | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 |
| Transfer to Capital | 3,200,000 | 3,200,000 | 3,500,000 | 3,500,000 | 3,500,000 | 3,750,000 |
| TOTAL GF EXPENSE | 28,372,706 | 29,026,474 | 30,290,578 | 31,187,298 | 32,325,217 | 34,202,361 |
| ENDING BALANCE | 1,961,060 | 2,578,977 | 3,052,870 | 3,796,222 | 4,615,873 | 4,822,660 |
| | 7.8% | 10.0% | 11.4% | 13.7% | 16.0% | 15.8% |

| | 10/11 | 11/12 | 12/13 | 13/14 | 14/15 | 15/16 | 16/17 | 17/18 |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Transfer to ST Fund | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 |
| Transfer to Capital | 3,750,000 | 3,900,000 | 4,000,000 | 4,300,000 | 4,300,000 | 4,300,000 | 4,300,000 | 4,300,000 |
| TOTAL GF EXPENSE | 35,472,393 | 36,952,764 | 38,610,952 | 40,547,050 | 41,981,835 | 43,182,591 | 44,425,720 | 46,337,556 |
| ENDING BALANCE | 5,075,864 | 5,219,517 | 5,132,464 | 4,595,852 | 4,172,543 | 4,160,718 | 4,584,871 | 4,845,990 |
| | 16.0% | 15.8% | 14.8% | 12.7% | 11.1% | 10.7% | 11.4% | 11.5% |

| | 18/19 | 19/20 |
|-------------------------------|-------------------|-------------------|
| BEGINNING FUND BALANCE | 4,845,990 | 4,921,132 |
| REVENUE | | |
| Operating Revenue: | | |
| Regular Fares | 8,165,659 | 8,573,942 |
| Group Passes | <u>1,322,196</u> | <u>1,364,506</u> |
| Total Fares | 9,487,855 | 9,938,448 |
| Special Services | 140,000 | 140,000 |
| Advertising | 902,482 | 947,606 |
| Misc. Operating | 125,000 | 125,000 |
| Total Operating | 10,655,337 | 11,151,055 |
| Payroll Tax | 33,608,296 | 34,952,628 |
| SET | 1,428,246 | 1,456,811 |
| State-in-Lieu | <u>1,428,246</u> | <u>1,456,811</u> |
| Total Taxes | 36,464,788 | 37,866,250 |
| State Support-Spec Trans | 0 | 0 |
| FTA Operating Grant | 0 | 0 |
| TDM & Parts Grant | <u>450,000</u> | <u>450,000</u> |
| Total Grants | 450,000 | 450,000 |
| Interest Income | 850,000 | 850,000 |
| Disposal of Assets | 0 | 0 |
| TOTAL GF REVENUE | 48,420,126 | 50,317,305 |
| EXPENSE | | |
| Personnel Services | 34,439,230 | 36,161,192 |
| Materials & Services | 7,716,753 | 8,102,591 |
| Risk/Insurance | 600,000 | 600,000 |
| Debt Service | 500,000 | 500,000 |

| | 18/19 | 19/20 |
|----------------------------|-------------------|-------------------|
| Transfer to ST Fund | 789,000 | 789,000 |
| Transfer to Capital | 4,300,000 | 4,300,000 |
| TOTAL GF EXPENSE | 48,344,983 | 50,452,782 |
| ENDING BALANCE | 4,921,132 | 4,785,655 |
| | 11.2% | 10.4% |

FY 00-01 Long-range Financial Plan General Fund Summary

| | 99/00 BUDGET | 99/00 ESTIMATE | Proposed 00/01 | 01/02 | 02/03 | 03/04 | 04/05 | 05/06 | Growth Assumptions |
|---------------------------------|-------------------------|---------------------------|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------------------|
| BEGINNING FUND BALANCE | 7,467,893 | 7,879,535 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 | 1,765,213 | 1,961,060 | |
| REVENUE | | | | | | | | | |
| Operating Revenue: | | | | | | | | | |
| Regular Fares | 3,231,435 | 3,231,435 | 3,393,000 | 3,562,650 | 3,740,783 | 3,927,822 | 4,124,213 | 4,330,423 | +5% |
| Group Passes | <u>766,320</u> | <u>766,320</u> | <u>750,000</u> | <u>774,000</u> | <u>798,768</u> | <u>824,329</u> | <u>850,707</u> | <u>877,930</u> | +3.2% |
| Total Fares | 3,997,755 | 3,997,755 | 4,143,000 | 4,336,650 | 4,539,551 | 4,752,150 | 4,974,920 | 5,208,353 | |
| Special Services | 124,630 | 125,000 | 131,250 | 137,813 | 140,000 | 140,000 | 140,000 | 140,000 | flattens |
| Advertising | 348,000 | 347,178 | 375,000 | 393,750 | 413,438 | 434,109 | 455,815 | 478,606 | +5% |
| Misc. Operating | 79,465 | 248,000 | 248,000 | 200,000 | 125,000 | 125,000 | 125,000 | 125,000 | offset |
| Total Operating | 4,549,850 | 4,717,933 | 4,897,250 | 5,068,213 | 5,217,988 | 5,451,260 | 5,695,735 | 5,951,959 | |
| Payroll Tax | 15,000,000 | 15,800,000 | 16,590,000 | 17,253,600 | 17,943,744 | 18,661,494 | 19,407,954 | 20,184,272 | +4% |
| SET | 844,600 | 990,000 | 1,000,000 | 1,020,000 | 1,040,400 | 1,061,208 | 1,082,432 | 1,104,081 | +2% |
| State-in-Lieu | <u>929,781</u> | <u>1,065,422</u> | <u>1,000,000</u> | <u>1,020,000</u> | <u>1,040,400</u> | <u>1,061,208</u> | <u>1,082,432</u> | <u>1,104,081</u> | +2% |
| Total Taxes | 16,774,381 | 17,855,422 | 18,590,000 | 19,293,600 | 20,024,544 | 20,783,910 | 21,572,818 | 22,392,433 | |
| State Support-Spec Trans | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| FTA Operating Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TDM & Parts Grant | <u>436,500</u> | <u>350,386</u> | <u>448,100</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | <u>450,000</u> | per CIP |
| Total Grants | 436,500 | 350,386 | 448,100 | 450,000 | 450,000 | 450,000 | 450,000 | 450,000 | |
| Interest Income | 850,000 | 875,000 | 892,500 | 850,000 | 850,000 | 850,000 | 850,000 | 850,000 | flat |
| Disposal of Assets | 0 | 9,300 | 5,000 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL GF REVENUE | 22,610,731 | 23,808,041 | 24,832,850 | 25,661,813 | 26,542,532 | 27,535,169 | 28,568,552 | 29,644,392 | |
| EXPENSE | | | | | | | | | |
| Personnel Services | 15,585,114 | 15,460,230 | 16,534,230 | 17,030,257 | 17,541,165 | 18,067,400 | 18,609,422 | 19,167,704 | +3% |
| Materials & Services | 4,269,110 | 4,124,428 | 4,410,701 | 4,498,915 | 4,588,893 | 4,680,671 | 4,774,285 | 4,869,770 | +2% |
| Risk/Insurance | 621,400 | 621,400 | 587,000 | 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | flat |
| Debt Service | 0 | 0 | 0 | 200,000 | 300,000 | 400,000 | 400,000 | 400,000 | BRT |
| Transfer to ST Fund | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | 789,000 | flat |
| Transfer to Capital | 2,900,000 | 2,900,000 | 7,304,437 | 3,100,000 | 3,200,000 | 3,200,000 | 3,200,000 | 3,200,000 | BRT |
| TOTAL GF EXPENSE | 24,164,624 | 23,895,058 | 29,625,368 | 26,218,172 | 27,019,058 | 27,737,071 | 28,372,706 | 29,026,474 | |
| ENDING BALANCE | 5,914,000 | 7,792,518 | 3,000,000 | 2,443,641 | 1,967,115 | 1,765,213 | 1,961,060 | 2,578,977 | |
| Reserve % | 27.8% | 37.1% | 13.4% | 10.6% | 8.3% | 7.2% | 7.8% | 10.0% | |

LANE TRANSIT DISTRICT

LONG-RANGE CAPITAL PLAN SUMMARY

| FY END | EXPENDITURES | | | | | RESOURCES | | |
|--------|--------------|-------------|------------|------------|-------------|---------------|---------------|-------------|
| | BUSES | BRT | PBI | OTHER | TOTAL | GRANT REVENUE | OTHER & MATCH | TOTAL |
| 2000 | | 1,100,000 | 280,000 | 2,245,396 | 3,625,396 | 2,580,317 | (1,045,079) | 3,625,396 |
| 2001 | 5,000,000 | 9,200,000 | 1,600,000 | 5,122,093 | 20,137,700 | 14,750,160 | (5,387,540) | 20,137,700 |
| 2002 | 5,500,000 | 11,300,000 | 5,400,000 | 7,978,000 | 30,178,000 | 15,089,000 | (15,089,000) | 30,178,000 |
| 2003 | 12,000,000 | 1,500,000 | 1,600,000 | 1,823,000 | 16,923,000 | 8,461,500 | (8,461,500) | 16,923,000 |
| 2004 | | 21,500,000 | 500,000 | 5,450,000 | 27,450,000 | 13,725,000 | (13,725,000) | 27,450,000 |
| 2005 | 4,000,000 | 1,500,000 | 500,000 | 1,480,000 | 7,480,000 | 3,740,000 | (3,740,000) | 7,480,000 |
| 2006 | 12,000,000 | 10,000,000 | 250,000 | 1,500,000 | 23,750,000 | 11,875,000 | (11,875,000) | 23,750,000 |
| 2007 | 4,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 17,500,000 | 8,750,000 | (8,750,000) | 17,500,000 |
| 2008 | | 10,000,000 | 250,000 | 1,500,000 | 11,750,000 | 5,875,000 | (5,875,000) | 11,750,000 |
| 2009 | 8,000,000 | 15,000,000 | 500,000 | 1,500,000 | 25,000,000 | 12,500,000 | (12,500,000) | 25,000,000 |
| 2010 | | 10,000,000 | 2,000,000 | 1,500,000 | 13,500,000 | 6,750,000 | (6,750,000) | 13,500,000 |
| 2011 | 4,000,000 | 10,000,000 | 250,000 | 1,500,000 | 15,750,000 | 7,875,000 | (7,875,000) | 15,750,000 |
| 2012 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2013 | 14,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 27,500,000 | 13,750,000 | (13,750,000) | 27,500,000 |
| 2014 | | 20,000,000 | 250,000 | 1,500,000 | 21,750,000 | 10,875,000 | (10,875,000) | 21,750,000 |
| 2015 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2016 | 14,000,000 | 10,000,000 | 2,000,000 | 1,500,000 | 27,500,000 | 13,750,000 | (13,750,000) | 27,500,000 |
| 2017 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2018 | | 10,000,000 | 500,000 | 1,500,000 | 12,000,000 | 6,000,000 | (6,000,000) | 12,000,000 |
| 2019 | | 20,000,000 | 2,000,000 | 1,500,000 | 23,500,000 | 11,750,000 | (11,750,000) | 23,500,000 |
| 2020 | 14,000,000 | 10,000,000 | 500,000 | 1,500,000 | 26,000,000 | 13,000,000 | (13,000,000) | 26,000,000 |
| | 96,500,000 | 221,100,000 | 23,880,000 | 46,598,489 | 387,294,096 | 199,095,977 | (188,198,119) | 387,294,096 |

AGENDA ITEM SUMMARY

DATE OF MEETING: March 21, 2000

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: This agenda item provides a formal opportunity for Board members to make announcements or to suggest topics for current or future Board meetings.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: APPROVAL OF FISCAL YEAR 2000-2001 SERVICE RECOMMENDATIONS

PREPARED BY: Andy Vobora, Service Planning & Marketing Manager

ACTION REQUESTED:

- (1) Hold a public hearing on recommended service changes for FY 2000-2001
- (2) Approve recommended service changes for implementation in September 2000.

BACKGROUND: On February 16, 2000, staff presented details of the FY 2000-2201 recommended service package, and the Board heard public testimony.

In response to input from the public and the Board, staff prepared an analysis of alternatives for routes 38 and 39.

Alternative 1 – Eliminate routes 38 and 39, as proposed in the February service proposal. This proposal will result in a reduction of 1,338 annual service hours, a loss in ridership of 20,447 rides, and approximate savings of \$91,196.

Alternative 2 – Eliminate routes 38 and 39 and add additional commuter trips to routes 34 and 35. This would slightly reduce the mid-day gap in service. The cost is estimated to be \$35,717, and annual ridership is estimated to be 5,934 rides.

Alternative 3 – Leave all 38 and 39 service as it currently stands and make changes when the Comprehensive Service Redesign (CSR) is implemented in September 2001. LTD would maintain the current level of ridership at an annual cost of \$91,196.

Feedback also was received regarding the proposed changes to the 11X. Staff maintain that keeping the a.m. trip and cutting the p.m. trip does not consider the overall service to the region. The ridership losses on the 11X will be offset by the monetary and productivity increases in the 8X, and riders losing 11X service are served by route 11.

Suggested service to Bethel Drive is not recommended by staff. This area has low density and substandard streets. Predicted productivity is very low. Consideration of a coverage route into this area can be examined as part of the CSR discussion.

Additional counts on one trip of route 77 provided additional ridership information. Therefore, staff added this trip back into the proposed service package.

ATTACHMENT:

Summary Table for Annual Route Review 2000 Service Changes
Evaluation of service implemented in fall 1998

PROPOSED MOTION:

I move the following resolution: It is hereby resolved that the LTD Board of Directors approves the Fiscal Year 2000-2001 service recommendations as presented on March 15, 2000, (including)(not including) the supplementary service to routes 34 and 35 shown on the Summary Table for Annual Route Review 2000 Service Changes.

LANE TRANSIT DISTRICT BUDGET COMMITTEE MEMBERS

(1999; for FY 1999-2000 Budget)

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

| SUBDISTRICT | NOMINATING BOARD MEMBER | BUDGET COMMITTEE MEMBER | TERM EXPIRES |
|-------------|--|-------------------------|--------------|
| 1 | Hillary Wylie | Michael Bean | 1/01/02 |
| 2 | Mary Murphy <i>(Virginia Lauritsen)</i> | Gino Grimaldi | 1/01/00 |
| 3 | Dean Kortge | George Rode | 1/01/03 |
| 4 | Rob Bennett | Russ Brink | 1/01/03 |
| 5 | Kirk Bailey <i>(Gerry Gaydos)</i> | Gerry Gaydos | 1/01/01 |
| 6 | Dave Kleger | Elaine Guard | 1/01/02 |
| 7 | Pat Hocken | Pamela Papp | 1/01/02 |

A Board member whose name is in italics has been appointed since the last Budget Committee nomination in that subdistrict, and would make the next appointment in that subdistrict.

**NOMINATION FOR BUDGET COMMITTEE
LANE TRANSIT DISTRICT**

BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

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

Board Member: Virginia Lauritsen

Date of Nomination: March 15, 2000

Term of Budget Committee Appointment: immediately January 1, 2003
Effective Date Term Expiration Date

Approved by Board: _____
Date

NOMINEE'S NAME: GINO C. GRIMALDI

Home Address: 854 Jannette Court, Springfield, Oregon 97477

Telephone Number: 726-2176

Business Address: 225 Fifth Street, Springfield, Oregon 97477

Telephone Number: 726-3700

PREFERRED MAILING/DELIVERY ADDRESS: Home

Occupation: Assistant City Manager, City of Springfield

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

A Springfield resident since 1988. Fifteen years of local government experience with specific emphasis on local government finance issues. A member of the Board of Directors of United Way of Lane County. Previous chair of the Fund Distribution Committee of United Way of Lane County. Served on the legislative Committee of the Springfield Chamber of Commerce. Familiar with the current challenges and opportunities facing LTD. Has served on LTD Budget Committee since November 1997.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2000

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Phyllis Loobey, General Manager

ACTION REQUESTED: None

ATTACHMENTS: The attached correspondence is included for the Board's information:

- January 31, 2000, letter from Susan Simmons, Executive Director of the Lane County Chapter of the American Red Cross regarding bus service to the Chapter's new location on Bethel Drive, with response from Board President Hillary Wylie
- February 2, 2000, letter from Teresa Chala regarding big, empty buses, with General Manager's response

At the February 16 meeting, staff will respond to any questions the Board members may have about this correspondence.

PROPOSED MOTION: None



Lane Transit District
P. O. Box 7070
Eugene, Oregon 97401

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

MONTHLY STAFF REPORT

March 15, 2000

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

FEDERAL

Board President Hillary Wylie and Board Member Dean Kortge traveled to Washington, D.C., with representatives of other local governments in Eugene and Springfield to present the region's federal priorities to the Oregon Congressional Delegation and to discuss those issues with appropriate federal agencies.

Fifty-five meetings during two and a half days kept the entire group fairly busy. It was more difficult for representatives from any one agency to accompany others to their meetings because of the number of meetings scheduled at the same time.

LTD representatives met with the following:

From the Federal Transit Administration:

Nuria Fernandez, Acting Administrator

Edward Thomas, Associate Administrator, Office of Research,
Demonstration and Innovation

Gregory McBride, Deputy Chief Counsel

Hiram Walker, Associate Administrator, Office of Program Management

Bert Arrillaga, Director, Service Innovation Division

Walter Kulyk, Director, Office of Mobility Innovation

David Vozzollo, Office of Planning

Maurice Foushee, Office of Planning

Peter Rogoff, Senate Transportation Appropriations Subcommittee Democratic Staff

Joyce Rose, Senate Transportation Appropriations Subcommittee Majority Staff

Wally Hsueh, Legislative Assistant, Office of Senator Gordon Smith

Zina Pierre, Special Assistant to the President (for city and county issues)

Congressman Peter DeFazio

Congresswoman Darlene Hooley

Congressman Greg Walden

Senator Ron Wyden

Senator Gordon Smith

Kathie Eastman, Legislative Director, Office of Congressman DeFazio

Aaron Deas, Legislative Assistant to Congressman DeFazio
Joshua Sheinkman, Legislative Assistant to Senator Ron Wyden

Most people were anxious to know the specific status of the BRT project and to have the District's federal needs prioritized. There was discussion about how to plan the financing for BRT projects with the question still unresolved. FTA is planning to have a proposal for the next Congress, with the Consortium properties assisting in crafting that proposal.

Being able to meet with Senate Appropriations staff was a big advantage over last year. Wally Hsueh from Gordon Smith's office accompanied LTD representatives and Springfield City Councilor Tammy Fitch to the appointment. Senators are being asked to submit their appropriations requests this week, so the timing of the trip was excellent.

STATE

The deadline for filing for state and local offices was Tuesday, March 7. While statewide ballot measure campaigns for the May ballot are beginning radio advertising, most campaign activity has yet to show itself in Lane County.

SERVICE PLANNING & MARKETING

Andy Vobora, Service Planning & Marketing Manager

SPECIAL SERVICE

Basketball statistics will be provided in next month's report. Operations have gone well for both the men's and women's games. Ridership appears to have been maintained at the 1998-99 level in spite of the doubling of the fare. LTD's biggest issues have been the lighting at the Civic Stadium Park & Ride lot, and one-way riders. The Civic Stadium issue was handled this year by renting portable lights. A longer-term solution is being discussed with the school district and the University of Oregon (UO). The one-way rider issue became a problem when 80 to 100 additional post-game riders were boarding the buses. This made it difficult for operations staff to allocate the correct number of buses, which is determined based upon pre-game ridership. A ticketing system has been utilized, but not without problems. Asking non-ticketed riders to wait for all pre-game riders has caused a number of confrontations. Staff will discuss other options for next season.

UO football shuttle discussions continue as the University works on the Autzen Stadium expansion. A number of issues are unresolved at this point; however, meetings with the City of Eugene staff and with the UO project staff are planned for mid-March.

COTTAGE GROVE BUS SERVICE

The winter bid marked the return of service to Cottage Grove. Service has run smoothly, and early ridership counts show solid use of all weekday trips. Weekend trips have not been counted at this time.

Staff were on hand to welcome Cottage Grove riders back to the system. Muffins and coffee were provided, as well as free LTD commuter coffee mugs. The local paper gave the event good coverage and was very positive about LTD's return. A direct mail flier was delivered to every Cottage Grove and Creswell residence. The flier contained the updated route map, a timetable, and a ten-ride coupon.

Staff attended a meeting of the AFS Jobs Program and had the opportunity to provide a "how-to-ride" workshop for approximately thirty Cottage Grove residents participating in this program. A survey of attendees showed that only a handful of these people had ever used LTD, but that many were eager to take advantage of the new service. Trip planning and free-ride coupons were provided to those who wanted to try LTD during the coming month.

RIDESOURCE

Lane County Developmental Disabilities (LCDD) receives Oregon Department of Developmental Disabilities, Developmental Disabilities 53 (ODDS DD 53) monies, which are allocated to the care providers of persons with developmental disabilities. The DD 53 monies are to pay for client transportation needs. LTD and LCOG have been working together to develop a cost-sharing contract with LCDD whereby their agency provides a 60 percent contribution toward the RideSource rides taken by LCDDD clients who receive transportation funding. The two-year contract that finally is coming to fruition will provide the full cost (more than \$15.00) per ride reimbursement for about 50 high-usage riders. What was a previously a 5 percent cost reimbursement (through fares) will now be closer to a 60 percent cost reimbursement. In round numbers, LTD essentially will be committing approximately \$80,000 up front to receive \$200,000 in return, or a net gain of about \$120,000. This money helps to offset general fund contributions from LTD.

TRANSIT OPERATIONS

Mark Johnson, Transit Operations Manager

SECURITY

Operations staff have been working to improve security for operators as well as customers. Last month it was reported that LTD expanded security at the Glenwood facility. During the budget process, staff are considering other options for providing security on the routes. One process to be unveiled this month is a security reporting and tracking system. The District's

records of security incidents have not been as accessible and as trackable as they need to be to ensure that the District's programs are serving the intended purpose. This process will help staff do a better job of targeting specific problems.

TRAINING

Since four instructors and LTD's Training Coordinator Vern Rogers are now certified to teach the National Safety Council Defensive Driving Course, LTD is now providing its own training. Several operators, instructors, and supervisors have taken the course during the last month. Safety and ensuring top-notch instructors and programs continue to be a major focus for Transit Operations.

The LTD instructors met for two days to plan and improve their effectiveness as instructors. Vern Rogers, who used a workshop format to address current issues, facilitated the first day. Part of the second day was facilitated by Meri Justis of LCC, with a focus on coaching and mentoring adult learners. The two-day session finished with training on the latest LTD software. The instructors enjoyed the training and believe that it will help them become better instructors.

MEDIA ATTENTION

LTD received some good press last month. Public Affairs Manager Ed Bergeron and Public Affairs Specialist Sue Aufort sent out a press release that included information about LTD's 1999 safety record, and all of the major Eugene television stations ran the story. Reporters came to the LTD facility and Instructor Frank Roberson spent the morning taking them through the course that is used for new operator training. He did a commendable job of showing them the basics of driving a bus. The reporters asked a lot of questions, and staff were pleased with the reporters' stories of how safe the LTD system is.

HUMAN RESOURCES

David Dickman, Human Resources Manager

EMPLOYEE APPRECIATION BANQUET

The year 2000 Employee Appreciation Banquet was held on Sunday, February 27, 2000, at the Eugene Hilton Hotel. More than five hundred LTD employees, retirees, and guests attended this gala event recognizing the special achievements of LTD's employees.

During the awards ceremony, the employees who began their retirement in 1999 were introduced, and received wooden buses presented by Board member Pat Hocken and ATU Executive Board Officer Paul Headley. The retirees were: Sandra Black, customer service representative; Dexter Kuykendall, bus operator; Wylie McKinnon, journeyman mechanic; Joan Montgomery, bus operator; Robert Mosley, bus operator; Bob Osborne, bus operator; Gerald Reid, bus operator; Frank Whisenhunt, fleet services supervisor; and Pamela Wick, customer service representative.

The recipients of 1999 Accessible Service awards were announced and recognized by the audience. The recipients were: Mel Aguilar, bus operator; Gail Beasley, customer service representative; Ralph Dinnel, system supervisor; Becca Emerson, bus operator; Peggy Gordon, bus operator; Steve Hoisington, bus operator; Darrel Johnson, bus operator; Jim Lang, bus operator; Gary Levy, bus operator; Ruth Linoz, bus operator/temporary planning technician; Lanier Lobdell, customer service representative; Ray McCann, bus operator; Lisa Nicholson, bus operator; Beth Noon, customer service representative; Diane Petersen, Eugene Station cleaner; Diann Sheldon, bus operator; Dave Thulstrup, field supervisor; Vern Wells, bus operator; and Bob Younger, bus operator.

On behalf of the Employee Appreciation Banquet Committee, special thanks were given to all of the family members and friends of LTD employees who support the employees and enable them to be successful in their jobs. A special award was given to Frank Sullivan for his extraordinary support of his spouse, LTD's Executive Secretary Jo Sullivan. Frank was presented with a certificate of appreciation.

Employees who had been selected as an Employee of the Month during 1999 were asked to stand and be recognized by the audience. Jo Sullivan's selection as the 1999 Employee of the Year was announced by Ms. Loobey and she was escorted to the stage to be presented with her awards. Pat Hocken, current member of the Board of Directors and previous president of the Board, and ATU Executive Board officer Paul Headley both made statements regarding their appreciation of Jo and congratulations on her selection.

Pat Hocken concluded the awards ceremony by making a special presentation to retiring General Manager Phyllis Loobey, declaring her the Employee of the 20th Century.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None

BACKGROUND: Board members have been appointed to the Metropolitan Policy Committee (MPC), and on occasion are appointed to other local or regional committees. Board members also will 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:

- a **Metropolitan Policy Committee:** MPC meetings are held on the second Thursday of each month. At the Board meeting, LTD's MPC representative Pat Hocken and alternate Rob Bennett will provide a brief report on the March 9, 2000, MPC meeting.
- b **Statewide Livability Forum:** Board member Pat Hocken has been participating on a statewide committee called the Livability Forum, as one of 12 participants from the Eugene/Springfield area. This committee has been meeting once every six months; the most recent meeting was held on November 4, 1999. Ms. Hocken will report to the Board on future Forum activities as they occur.
- c **BRT Steering Committee / Public Design Workshops / Walkabout Input:** Board members Pat Hocken, Rob Bennett, and Hillary Wylie are participating on LTD's BRT Steering Committee with members of local units of government and community representatives. The Steering Committee generally meets on the first Tuesday of the month. However, the March 7 meeting was canceled. Downtown Eugene-West workshops are scheduled for March 16 and April 5 at the Lane County Fairgrounds. At the March 15 Board meeting, Committee Chair Rob Bennett and the other LTD Board representatives can respond to any questions the Board may have about this committee's activities.
- d **Springfield Station Steering Committee:** The Springfield Station Steering Committee has continued to meet to consider an additional site for the Station. The Committee last met on February 24. LTD Board members Dave Kleger and Hillary Wylie participated on this

committee with representatives of other local units of government and the community, and former Board member Mary Murphy as committee chair. At the January Board meeting, Board President Hillary Wylie named Board member Ginny Lauritsen to participate on the Steering Committee, as well. At the March 15 Board meeting, the LTD representatives can provide an update on this committee's activities.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: BUS RAPID TRANSIT (BRT) UPDATE

PREPARED BY: Stefano Viggiano, Planning and Development Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: **Phase 2:** Staff have been meeting individually with business owners along the most likely alignments for the "Downtown Eugene-West" segment (between the Eugene Station and Garfield Street) of Phase 2 of the BRT corridor. Workshops for this segment are scheduled for March 16 and April 5, 2000. The workshops are from 5:30 to 8:30 p.m., and both are preceded by a drop-in open house from 4:00 to 5:30 p.m. Both workshops will be held at the Lane County Fairgrounds. A postcard reminding nearby residents and businesses about these workshops has been mailed. Workshops on the "West Eugene" segment (west of Garfield Street) will follow in May 2000.

Simulation Video: Last month, the Board was shown a draft version of video that demonstrates how Phase 1 of the BRT pilot corridor would operate. The video is now in its final form and is available for distribution.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jo Sullivan, Executive Secretary

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 March 15, 2000:

1. Approval of minutes: February 16, 2000, regular Board meeting
2. Budget Committee Nomination

ATTACHMENTS:

1. Minutes of the February 16, 2000, regular Board meeting
2. Budget Committee Nomination: Gino Grimaldi

PROPOSED MOTION: I move that the Board adopt the following resolution: It is hereby resolved that the Consent Calendar for March 15, 2000, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: WORK SESSION—FIRST DRAFT OF ROUTING FOR THE COMPREHENSIVE SERVICE REDESIGN (CSR)

PREPARED BY: Andy Vobora, Service Planning and Marketing Manager

ACTION REQUESTED: Board input on route design and allocation of resources.

BACKGROUND: In November 1999 the Board adopted a position outlining the allocation of service hours. This position includes allocating service hours according to the following guidelines:

- 70 percent of service hours to “productivity” routes
- 25 percent of service hours to “coverage” routes
- 5 percent of service hours allocated at the Board’s discretion

Service Planning and Marketing staff have been evaluating route alternatives for every part of the metropolitan area. At the March 15 meeting, staff will provide the Board a review of all routing, noting areas that will lose service and those areas that will be provided service for the first time.

Following a review of the routing, staff will summarize how the service hours break into the categories outlined by the Board. The total number of annual service hours will be compared with current levels of service, which will give the Board an opportunity to provide further direction to staff.

RESULTS OF RECOMMENDED ACTION: Staff will refine the draft designs and bring a public involvement proposal to the Board in April.

ATTACHMENT: None

PROPOSED MOTION: None. The Board is asked to provide feedback and direction for further refinement of the draft CSR routing proposal.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: APRIL 2000 EMPLOYEE OF THE MONTH

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None

BACKGROUND: **APRIL 2000 EMPLOYEE OF THE MONTH:** Bus Operator and ATU Local 757 Executive Board Officer Paul Headley has been selected as the April 2000 Employee of the Month. He was hired on May 24, 1969, and has earned an award for 27 years of safe driving. Paul was nominated for this award by co-workers who appreciate Paul's long-term, continual efforts to help LTD be successful as an organization and to advocate on behalf of LTD's employees. In expressing her appreciation for Paul's efforts, one co-worker described him as going way above and beyond the call of duty. Another co-worker said that she appreciates Paul's responsiveness to her urgent requests for information and described him as being a storehouse of information about the early days of LTD, not to mention current people and activities. She appreciates his willingness to share his memories and his incredible mental filing cabinet of historical data. She described Paul as being dedicated to LTD, its employees, and its reputation in the community.

When asked what makes Paul a good employee, Transit Operations Manager Mark Johnson said,

Paul is an asset to LTD on many levels. He prides himself on being number one in seniority, which means that he has been around a long time. When any of us needs an historical perspective, we ask Paul and he is willing to reach back in time to give us "LTD according to Paul," which is full of anecdotes and real-life experiences. Paul is also the ATU Executive Board Officer for LTD. He has a genuine interest in making sure that LTD is a good place to work and has established an excellent relationship with employees. Paul shows compassion toward people that is always impressive, whether they are customers or fellow employees. I appreciate the talks I have with Paul on issues, even if we don't always agree. He has a respectful and sincere manner and understands the transit business as well as anyone. Paul is very deserving of this award, and I applaud his years of service as well as the quality of service that he provides.

AWARD: Paul will attend the March 15 meeting to be introduced to the Board and receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: 1999 EMPLOYEE OF THE YEAR

PREPARED BY: Joyce Ziemplak, Human Resources Specialist

ACTION REQUESTED: None

BACKGROUND: **1999 EMPLOYEE OF THE YEAR:** Executive Secretary Jo Sullivan has been selected as LTD's 1999 Employee of the Year. Jo was hired on December 15, 1980. She was selected for this award as a result of the exceptional quality of her work and knowledge that she willingly shares with others; her commitment to excellence; her leadership of the staff members who report to her and as a member of the management team; her unqualified support of LTD, her fellow employees, Phyllis Loobey and the Board of Directors; and the assistance she provides to Paul Headley, the local executive board officer of the Amalgamated Transit Union. General Manager Phyllis Loobey described Jo as being a dedicated, loyal employee of the District and of the Board, whom she tirelessly supports in all matters.

Several people who have worked with Jo during her tenure at LTD were asked what makes Jo a good executive secretary. Their comments follow:

Mark Pangborn, Assistant General Manager:

Jo has made an extraordinary contribution to supporting Phyllis and the Board. Her work is exceptionally good and she puts in long hours to ensure that the Board agendas happen.

Ed Bergeron, Public Affairs Manager:

For almost two decades, Jo has consistently provided excellent administrative support for the scores of community leaders who have served on LTD Boards and Budget Committees. It's a very difficult, demanding, and critical job, but Jo has successfully provided them with effective linkages to each other, and to LTD staff, in so many ways that have helped them to do their best work in fulfilling their policymaking responsibilities. Many times over the years I've heard Board and Budget Committee members individually thank and commend Jo for her work.

As the manager of the A-Team, Jo has always hired excellent front-line staff, and she has supervised them with very high standards. The strong support we all receive from the A-Team is attributable to Jo's consistent, excellent leadership, and her commitment to

understanding and implementing Phyllis' comparable high standards, as well as the expectations of the other departments.

Jo has served as Phyllis' right hand for most of the past two decades. She has all too often been an unsung, unrecognized, behind-the-scenes "hero" in so many of LTD successes over the years, yet she has quietly stood back while others enjoyed the resultant limelight and glory. Jo has played such a key role in so many of LTD's successes over the years that I can't imagine where we'd be without her.

It is well known that behind every successful CEO, one finds a tremendous executive manager/chief of staff who keeps the leader organized, on track, and out in front of the many issues that come with the CEO's territory. Jo represents the epitome of that model; LTD and Phyllis have been fortunate to have her.

Susan Hekimoglu, Administrative Office Supervisor:

For more than ten years, Jo has been my mentor and great friend at LTD. From knowing and working with Jo, I have gained the ability to look at the whole lake before I leap in, and under her guidance, my skills, knowledge, and abilities have grown tremendously. Jo is very dedicated to LTD and strives to ensure that LTD's image is projected positively both internally and out in the community. The level of support that she provides to staff and the Board is unsurpassed in quality. I am very proud to work with and for Jo Sullivan -- she deserves to be Employee of the Year.

Paul Headley, ATU Executive Board Officer:

Jo Sullivan is a dedicated employee who has a personal commitment to excellence and a personal standard of the best performance possible, setting a high standard for all of us, that anything less would be an embarrassment to LTD's public image. Jo's personal commitment is carried over to her family and the community.

Jo Sullivan is an asset to the Board of Directors; she works with the Trustees of the Pension Trust, the Budget Committee, and the many different management team meetings; and she has been the general manager's main assistant.

The ATU union officers appreciate Jo's assets, agree wholeheartedly with her selection as the 1999 Employee of the Year, and join with other staff in presenting the Board of Directors with the Employee of the Year.

AWARD:

Jo received her award at the February 27, 2000, Employee Appreciation Banquet.



Lane Transit District
P. O. Box 7070
Eugene, Oregon 97401

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

EVALUATION OF SERVICE IMPLEMENTED IN FALL 1999

#13 Centennial

A 7:00 p.m. weekday trip was added to provide greater frequency into the early evening. The predicted productivity was 24 rides per hour. Actual productivity (using winter bid 1999 data) was 14 rides per hour.

#15 42ND & Jasper Road

Route 15 is a coverage route operating along Jasper Road between 32nd Street and 42nd Street in east Springfield. This neighborhood is developing rapidly. A new elementary school and middle school have been added, and multi-family housing continues to be built. Productivity on this route remains below standard at 17 rides per service hour. Staff have been evaluating this service and are anticipating changes as part of the comprehensive service redesign.

#37 UO/West Eugene

A 7:00 p.m. weekday trip was added to provide greater frequency into the early evening. The predicted productivity was 24 rides per hour. Actual productivity (using winter bid 1999 data) was 26 rides per hour.

#41 Barger

A 7:00 p.m. weekday trip was added to provide greater frequency into the early evening. The predicted productivity was 24 rides per hour. Actual productivity (using winter bid 1999 data) was 26 rides per hour.

#67 Coburg Road/VRC

A 7:00 p.m. weekday trip was added to provide greater frequency into the early evening. The predicted productivity was 24 rides per hour. Actual productivity (using winter bid 1999 data) was 23 rides per hour.

#77 UO/Seneca Station

Routing on the #77 was changed to provide a direct link between LTD's Seneca Station on West 11th Avenue and the University of Oregon. Direct marketing to residents living west of this location was completed following the station's opening. The route formerly served Westmoreland student housing. Ridership along the west 11th and west 13th couplet remains strong; however, the use of the Park & Ride has yet to materialize. Ridership productivity dropped significantly, to 18 rides per service hour. Staff recommend deleting the most unproductive trips as part of the 2000 annual route review service package. It should be noted that the Westmoreland riders were not lost. Service is provided on a number of local and direct routes and riders have shifted to these options.

#68C Chad Drive

The #68C operates along Coburg Road to Chad Drive. The route previously terminated on the Willakenzie loop near Sheldon High School. The revision was made to provide service to the fast growing Chad Drive business district. Predicted productivity was 25 rides per service hour. Actual ridership is 32 rides per service hour.

#95X Junction City Express

This route was created in response to Junction City businesses who wanted a more direct route that was timed for shifts at their businesses. Actual boardings per round trip are 46, higher than the 30 boardings per round-trip that were predicted.

AGENDA ITEM SUMMARY

DATE OF MEETING: March 13, 2000

ITEM TITLE: EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(h) AND PURSUANT TO ORS 192.660(1)(d)

PREPARED BY: Phyllis Loobey, General Manager

ACTION REQUESTED: That the Board move into Executive Session pursuant to ORS 192.660(1)(h), to discuss current litigation or litigation likely to be filed, and pursuant to ORS 192.660(1)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Board Counsel Roger Saydack will be present for the discussion on litigation.

ATTACHMENT: Letter designating negotiating team

PROPOSED MOTION: I move that the Board meet in Executive Session pursuant to ORS 192.660(1)(h), to discuss current litigation or litigation likely to be filed.

LANE TRANSIT DISTRICT

Pricing Proposal Summary

Effective 9/1/99

TYPE OF FARE:

Cash Fare

Daytime

Evenings

| | Current: | Proposed: | Current: | Proposed: |
|----------------|-----------------|------------------|-----------------|------------------|
| Adult | \$1.00 | NC | \$0.50 | \$1.00 |
| Child | \$0.50 | NC | \$0.25 | \$0.50 |
| Reduced | \$0.50 | NC | \$0.25 | \$0.50 |
| Senior | \$0.50 | NC | \$0.25 | \$0.50 |

Passes

RideSource

| | | | | | | |
|--------------|----------|---------|----------------|----------------|--------|--------|
| Adult | | | Regular | \$1.30 | \$1.50 | |
| | 1-Month: | \$26.00 | \$28.00 | Escort | \$1.30 | \$1.50 |
| | 3-Month: | \$60.00 | \$65.00 | Shopper | \$1.75 | NC |

Youth

| | | |
|----------|---------|---------|
| 1-Month: | \$19.50 | \$21.00 |
| 3-Month: | \$45.00 | \$49.00 |

Child, Senior, Reduced

| | | |
|----------|---------|---------|
| 1-Month: | \$13.00 | \$14.00 |
| 3-Month: | \$30.00 | \$32.50 |

Day Pass \$2.50 NC

Freedom Pass* \$29.95 \$33.00

Group Pass 2.8% Increase

* Freedom pass price effective 5/2000.

LANE TRANSIT DISTRICT

Table I

Pricing Proposal Summary

Effective 9/1/00

TYPE OF FARE:

Cash Fare

| | Current: | Proposed: |
|---------|----------|---------------|
| Adult | \$1.00 | \$1.00 |
| Youth* | \$1.00 | \$0.50 |
| Child | \$0.50 | \$0.50 |
| Reduced | \$0.50 | \$0.50 |
| Senior | \$0.50 | \$0.50 |

Passes

Adult

| | | |
|----------|---------|---------|
| 1-Month: | \$28.00 | \$28.00 |
| 3-Month: | \$65.00 | \$65.00 |

Youth*

| | | |
|----------|---------|----------------|
| 1-Month: | \$21.00 | \$14.00 |
| 3-Month: | \$49.00 | \$32.50 |

Child, Senior, Reduced

| | | |
|----------|---------|---------|
| 1-Month: | \$14.00 | \$14.00 |
| 3-Month: | \$32.50 | \$32.50 |

Day Pass

\$2.50 **2 x Cash Fare**
(transfers discontinued)

Tokens

| | | |
|-------|--------|---------------|
| Adult | \$0.75 | \$0.85 |
| Other | \$0.37 | \$0.42 |

Freedom Pass

\$33.00 **Discontinued****

Group Pass

3.2% Increase

LCC Term Pass

\$54.00 **\$50.00**

RideSource (Staff Proposal)

| | Current: | Proposed: |
|------------|----------|----------------|
| Regular | \$1.50 | \$1.75 |
| Escort | \$1.50 | \$1.75 |
| Shopper | \$1.75 | \$2.00 |
| 10 Tickets | \$14.00 | \$16.50 |

RideSource (STFAC Proposal)

| | | |
|------------|---------|----------------|
| Regular | \$1.50 | \$1.75 |
| Escort | \$1.50 | \$1.75 |
| Shopper | \$1.75 | \$1.75 |
| 10 Tickets | \$14.00 | \$15.00 |

Sales Outlets

Passes

| | | |
|---------|-------|--------------|
| 0-9 | 0.0% | 10.0% |
| 10-24 | 2.5% | 10.0% |
| 25-100 | 5.0% | 10.0% |
| 101-500 | 10.0% | 10.0% |
| 501+ | 20.0% | 10.0% |

Token

Packets

| | | |
|---------|-------|--------------|
| 0-49 | 0.0% | 10.0% |
| 50-99 | 2.5% | 10.0% |
| 100-249 | 5.0% | 10.0% |
| 250+ | 10.0% | 10.0% |

Discount

Discount

* Price effective 6/1/2000.

** Replaced by 3-Month Youth Pass.



Pricing Plan 2000

***Written public testimony received by 5 p.m. on
Wednesday, March 15, 2000, for
March 15, 2000, Board meeting***

MONTHLY FINANCIAL REPORT COMMENTS

March 15, 2000

Revenue:

- **Special service revenue** is lower than for the first eight months of last year because last year included payments from the Cottage Grove pilot project that ended in November 1998.
- **State-in-lieu revenue** receipts that were missing from the first quarter of the current year and the fourth quarter of last year were received on November 30. This \$278,548 special payment is a one-time correction. Total receipts are more than \$78,000 ahead of plan due to the adjustment.
- **Payroll tax receipts** were incorrectly anticipated by the monthly budget. If year-to-date disbursements are correct, this resource should exceed projections for the fiscal year by \$800,000 or more.

Expense:

- **Administration personnel** expenses for some staff have been restated to separate expenses charged to federally grant-funded projects. Gross expenses have increased due to the following:
 - Staff positions have been added during the past two years to support bus rapid transit (BRT) and other capital projects. (All of the Planning & Development Department staff costs that previously were charged to the General Fund now are charged to the BRT project in the Capital Fund. Most of the Community Relations staff costs also have been charged to the project.)
 - A new administrative employee benefit plan resulted in increases in benefits expenses. All employee health benefit expenses increased by 8 percent by contract as of July 1, 1999.
- **Contract personnel** expenses increased due to the increase in the cost of health insurance and the implementation of a 3 percent wage increase, in accordance with the current ATU contract.
- **Materials and services** expenses generally are as anticipated by the budget. A notable exception is diesel fuel expense, which will exceed budget for the year, but may be offset by savings in other areas.
- **Capital** expenses also are as anticipated by the budget. The long-awaited approval of the delayed new grant contract was finalized after July 1, 1999, and the grant receivable was posted in July. Since the expense occurred during last fiscal year, July capital revenue was significantly greater than expenses, and that surplus will carry through the current fiscal year. BRT project expenses also are overstated in the current-year budget, which will contribute to a yearlong positive variance.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2000

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

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None at this time

BACKGROUND: The action or information items listed below will be included on the agenda for future Board meetings:

- A. **LTD Ordinance 36:** LTD Ordinance 36, 2000 Revision, Regulations Governing Conduct on District Property, may be brought to the Board for the first reading at the April 19, 2000, regular Board meeting, and the second reading and adoption at the May 17, 2000, regular Board meeting.
- B. **Fiscal Year 2000-2001 Amended Fare Ordinance:** The second reading and adoption of Ninth Amended Ordinance 35 will be scheduled for April 19, 2000.
- C. **Federal Triennial Review Report:** Staff will place the final report on LTD's federal triennial review on the agenda for Board discussion after it is received from the Federal Transit Administration, possibly at the April 19, 2000, Board meeting.
- D. **Springfield Station Site Selection:** The Board will be asked to make a final decision on the site for the new Springfield Station at the April 19 or May 17, 2000, Board meeting.
- E. **Budget Committee Meetings:** An informational meeting for the seven non-Board members of the LTD Budget Committee will be held on April 11, 2000. Meetings of the full Budget Committee are scheduled for Wednesday, April 26; Thursday, April 27; and Wednesday, May 3, 2000.
- F. **HR Committee Recommendations:** Board Human Resources Committee recommendations regarding administrative staff salary and benefits adjustments for Fiscal Year 2000-20001 will be brought to the Board during the spring of 2000.

- G. **Budget Adoption**: Following approval of the proposed budget by the LTD Budget Committee in April or May, the Fiscal Year 2000-2001 budget will be on the agenda for adoption by the Board at the June 21, 2000, regular meeting.
- H. **Boundary Resolution**: State law requires that the District annually determine the territory in the District within which the transit system will operate. This resolution will be scheduled for the June 21, 2000, Board meeting.
- I. **TransPlan Draft Plan Approval**: It is anticipated that approval of the Draft TransPlan could occur in December 2000.
- J. **BRT Updates**: Various action and information items will be placed on Board meeting agendas during the design and implementation phases of the bus rapid transit project.
- K. **Quarterly Performance Reporting**: Staff will provide quarterly performance reports for the Board's information in February, May, August, and November each year.

GOVERNMENT RELATIONS STAFF REPORT

Federal

Board President Hillary Wylie and Board Member Dean Kortge traveled to Washington, D.C., with representatives of other local governments in Eugene and Springfield to present the region's federal priorities to the Oregon Congressional Delegation and to discuss those issues with appropriate federal agencies.

Fifty-five meetings over two and a half days kept the entire group fairly busy. It was more difficult for representatives from any one agency to accompany others to their meetings because of the number of meetings scheduled at the same time.

LTD representatives met with the following:

From the Federal Transit Administration:

Nuria Fernandez, Acting Administrator
Edward Thomas, Associate Administrator, Office of Research,
Demonstration and Innovation
Gregory McBride, Deputy Chief Counsel
Hiram Walker, Associate Administrator, Office of Program Management
Bert Arrillaga, Director, Service Innovation Division
Walter Kulyk, Director, Office of Mobility Innovation
David Vozzollo, Office of Planning
Maurice Foushee, Office of Planning

Peter Rogoff, Senate Transportation Appropriations Subcommittee Democratic Staff

Joyce Rose, Senate Transportation Appropriations Subcommittee Majority Staff

Wally Hsueh, Legislative Assistant, Office of Senator Gordon Smith

Zina Pierre, Special Assistant to the President (for city and county issues)

Congressman Peter DeFazio

Congresswoman Darlene Hooley

Congressman Greg Walden

Senator Ron Wyden

Senator Gordon Smith

Kathie Eastman, Legislative Director, Office of Congressman DeFazio

Aaron Deas, Legislative Assistant to Congressman DeFazio

Joshua Sheinkman, Legislative Assistant to Senator Ron Wyden

Most people were anxious to know specific status of the BRT project and to have the District's federal needs prioritized. There was discussion about how to plan the financing for BRT projects with the question still unresolved. FTA is planning to have a proposal for the next Congress, with the Consortium properties assisting in crafting that proposal.

Being able to meet with Senate Appropriations staff was a big plus over last year. Wally Hsueh from Gordon Smith's office accompanied LTD representatives and Springfield City Councilor Tammy Fitch to the appointment. Senators are being asked to submit their appropriations requests this week, so the timing of the trip was excellent.

State

The deadline for filing for state and local offices is Tuesday, March 7. While statewide ballot measure campaigns for the May ballot are beginning radio advertising, most campaign activity has yet to show itself in Lane County.

March 15, 2000

Phyllis Loobey, General Manager
Lane Transit District
Post Office Box 7070
Eugene, Oregon 97401

RE: Letter of Commendation

Dear Phyllis:

It is our pleasure to write you this letter. It has been a wonderful experience for us to serve on this Board of Directors while you have been the general manager. Your vision, leadership skills, and abilities, which have been honed by experience and sharpened to near perfection through years of being on the job, have served as a great example for others.

In the area of staffing, we want to commend you. You have surrounded yourself with competent, capable people who do their jobs well. But more than that, we have been struck with the caliber of the staff. They have vision; they have dedication; they serve LTD with enthusiasm and distinction. We recognize that it is your leadership skills and expectations that has led to a quality staff.

It is with pride that we tour the LTD facilities. From the newest Park & Ride station to the new downtown Eugene Station; to the new office buildings and bus barns; to the projected Springfield Station, Lane Transit District has award-winning buildings, inviting stations, and safe and user-friendly platforms and vehicles, and all of it clean and well maintained.

Operations, planning, development, public relations, community relations, neighborhood workshops, new technology, Board meetings, new routes, new buses, and everything else that happens in a well-run transit agency all resound with excellence. As we have said many times before, under your leadership you have established a culture of excellence at Lane Transit District.

The Board has reason to be pleased with your award-winning financial leadership. The budget process, the well-thought-out annual budget, the careful planning that has created a reserve to be used for capital projects and match, and the annual audit all make our jobs easier. Your leadership has created a sound fiscal picture for LTD.

Finally, we want to commend you not only for your leadership, but also for your vision and the legacy you are leaving us, as we work on the completion of bus rapid transit.

Phyllis Loobey
Page 2
March 15, 2000

Thank you, Phyllis, for a job well done. As a Board, we have been spoiled by the fine work that you do. You have made it all look so easy--an illusion that a well-run, finely-tuned transit agency just happens. Thankfully, we know that it takes a true leader and a fantastic general manager to make it happen. We wish you much happiness in your retirement and whatever endeavors you choose to pursue. Thank you again for the contribution you have made to the community through building this transit district. And thank you for being the right person at the right time to make LTD what it is today.

Sincerely,

Hillary Wylie, President
Board of Directors

Rob Bennett, Vice President
Board of Directors

Gerry Gaydos, Member
Board of Directors

Pat Hocken, Member
Board of Directors

Dave Kleger, Treasurer
Board of Directors

Dean Kortge, Secretary
Board of Directors

Virginia Lauritsen, Member
Board of Directors

HW:js

cc: personnel file

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: BOARD POSITION ON BALLOT MEASURE 82

PREPARED BY: Linda Lynch, Government Relations Manager

ACTION REQUESTED: Establish Board position in support of statewide Ballot Measure 82 on May 16, 2000, ballot.

BACKGROUND:

What the measure does: Ballot Measure 82 increases the state gasoline tax by 5 cents per gallon, increases passenger car registration fees \$5 per year, and allows counties to impose \$10/year vehicle registration fees (with certain conditions). It repeals the weight-mile tax currently imposed on heavy trucks and creates a 29 cents/gallon diesel fuel tax.

The measure requires the State Department of Administrative Services to conduct a full highway cost responsibility study or an examination of data collected since the previous study once every two years to determine the proportionate share that each class of road user should pay for the roads. The legislature is then required to make adjustments to maintain appropriate cost responsibility.

Why this is on the ballot: The Oregon chapter of the American Automobile Association (AAA) referred the legislatively-passed House Bill 2082 to the people through the state's referendum process. The AAA opposes elimination of the truck weight-mile tax, believing that without a weight-mile tax, passenger vehicles will pay a disproportionately large share of the road and highway upkeep relative to their responsibility for highway wear and tear.

Recent history: The construction, maintenance, and operation of Oregon's highways and rest areas are funded by federal, state, and local revenues. State revenue sources are almost exclusively user fees in the form of fuel taxes, vehicle registration fees, and use taxes on trucks based on their weight and their mileage within the state. These three taxes and fees are all constitutionally dedicated to road and highway uses. They are collected by the state and shared with cities (16 percent), and with counties (24 percent). The current fuel tax of 24 cents/gallon was raised from 20 cents by the 1991 legislature.

Registration fees were raised in 1990 from \$20 to \$30 for every two-year registration period. Truck tax rates were raised about 10 percent in 1992 and then were decreased 6 percent by the 1995 legislature, as a result of an ODOT cost responsibility study that determined that trucks were over-paying their share of road costs at that time.

Weight-mile taxes are the basis of the system by which trucks have been taxed for their highway use, based on their weight and mileage. This is an intricate system with 85 different weight-mile tax rates, and obviously high administrative costs.

Cost responsibility: There has been extensive debate at the state level about what is fair for autos to pay and what is fair for trucks and other heavy vehicles to pay in taxes or use fees, relative to the percentage of damage each class of vehicle may cause to the road system. The question has been addressed through cost responsibility studies conducted by the Oregon Department of Transportation, with the legislature adjusting the weight-mile tax tables accordingly.

Currently, ODOT estimates the trucking industry's share of road costs at 36.2 percent. To provide some certainty to the fact that equity will be maintained even after repeal of the weight mile tax, the Legislature referred to the people Ballot Measure 76. That measure was passed in November 1999 and amends the State Constitution to assure that trucks will always pay their fare share. That fair share would be determined by future cost responsibility studies.

Arguments in favor of the measure: Supporters of the measure argue that the road system is woefully underfunded, to the point that no new projects can be initiated and all state funds must go to preservation and maintenance of the current system. While local governments are forced to finance growth, the state system is not necessarily able to keep pace with current road needs. ODOT states that more than half the state's roads are in fair, poor, or very poor condition.

As a four-million-miles-per-year user of the road system, Lane Transit District has a deep interest in preservation of the system, and also in the ability to meet service demands in new areas.

Proponents of the measure state that Oregon is the last state to use weight mile taxes, and it is a system that is very cumbersome to the trucking industry as well as to the state. The measure is supposed to be revenue neutral to the current system, a "fact" that will be Constitutionally guaranteed by last fall's Measure 76.

Arguments against the measure: Opponents of the measure argue that the increase in gas taxes is unfair to the automobile user because trucks will not pay their fair share and that there is no way the Constitution can guarantee cost responsibility. The Legislature is a political body and

despite direction to amend or adjust tax rates, legislative actions are political decisions that cannot be guaranteed.

RESULTS OF RECOMMENDED ACTION:

If the Board adopts a position on this or any ballot measure, its action becomes part of the public domain. The Board would be listed in campaign material if the campaign so decides. This could apply to both supporters and opponents of an issue. Board members may be asked to speak for the Board's position at public campaign events or to sign on to campaign publications or events. Generally, adopting a position makes the Board part of the campaign.

ATTACHMENT:

None

PROPOSED MOTION:

I move the following resolution: It is hereby resolved that the Lane Transit District Board of Directors supports Ballot Measure 82 (Repeals truck weight-mile tax; establishes and increases fuel taxes).

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, February 16, 2000

Pursuant to notice given to *The Register-Guard* for publication on February 10, 2000, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District met in regular session on Wednesday, February 16, 2000, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Rob Bennett, Vice President
Dave Kleger, Treasurer
Dean Kortge, Secretary
Gerry Gaydos
Pat Hocken
Virginia Lauritsen
Phyllis Loobey, General Manager
Susan Hekimoglu, Recording Secretary

Absent: None

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:35 p.m.

WORK SESSION – TransPlan: Planning and Development Manager Stefano Viggiano introduced Jan Childs and Tom Schwetz, who were present to discuss the TransPlan process. Ms. Childs was the Planning Director with the City of Eugene, and Mr. Schwetz was with Lane Council of Governments.

Mr. Viggiano said that each of the four TransPlan adopting agencies were holding a series of work sessions to review some of the major issues, with the intent of holding a joint work session in May. The next LTD Board work session would be held on Monday, March 13, 2000, at 5:30 p.m.

Mr. Viggiano added that staff were recommending that all the adopting agencies discuss the Issues in the order that was listed on Page 1 or the Response Document.

Mr. Kleger noted that several of the questions he had asked had been attributed to Eugene City Councilor David Kelly in error.

Ms. Wylie asked in which category the proposed Valley River Bridge was located. Ms. Childs responded that it was located under Issue Area 4, Transportation System Improvements: Road System.

Ms. Hocken asked Mr. Viggiano about the LTD review process, and when the Board was expected to take a position on the various issues. Mr. Viggiano said that the other agencies were indicating positions as they reviewed each issue area, which would help facilitate the joint meeting in May. He emphasized that an indication of position was not firm or permanent. Mr. Schwetz added that staff hoped to be able to summarize and communicate the adopting jurisdiction positions throughout the process. Ms. Childs added that there were a number of people who were observing the various work sessions, and to the extent that those people could get a sense of direction from the adopting jurisdictions, it gave them an opportunity to respond during the time that the written comment period remained open.

Mr. Viggiano further stated that staff also were responding to all the public testimony that had been received, and those responses would be available by the end of February. Mr. Viggiano distributed a list of the issues that previously had been identified by the Board for further discussion. He asked the Board to keep in mind that some of the items in TransPlan were to be adopted, while others did not carry the force of law. The policies and projects would be adopted, and those were the most important pieces of TransPlan to focus on. The adopting agencies would need to come to agreement about the policies that would be adopted. It was less important that disagreements be worked out on the implementation strategies. Staff would focus on the policies and projects and the goals and objectives.

Mr. Schwetz said that under General Issue Area 1, both the Springfield and Eugene City Councils had discussed the amendment process. Currently, there was a Metro Plan amendment process in place that allowed more flexibility in allowing local actions to amend the plan. Staff most likely would incorporate that amendment process into the draft TransPlan.

Ms. Childs reviewed the Land Use/Nodal Development memorandum that she had prepared for the Board Agenda packet, which was a summary of both the adopting officials' questions and the public testimony that had been received during the previous public comment period.

With regard to Land Use/Nodal Development, staff were asking the adopting officials to adopt a new definition of nodal development, land use policies in TransPlan that would then be incorporated into the Metro Plan, and a new Metro Plan diagram designation for nodal development, which actually could be applied to specific areas in the Metro Plan diagram itself. Staff were not asking the adopting officials to adopt a map of possible nodal development sites or to enact any specific ordinances, code changes, or implementing measures related to nodal development.

Ms. Childs said that staff were recommending that a single definition of nodal development be adopted that incorporated both the definition of node and nodal development. Mr. Bennett asked if selecting a definition for nodal development suggested that nodal development had a chance of working and how the other adopting officials were viewing nodal development. Ms. Childs said that Eugene had not yet achieved the definition of nodal development. The Eugene City Council did not believe that the density goal of 12 units per net acre was enough. The Springfield City Council was considering a higher residential density. The vision of nodal development had not yet been captured and staff would continue to work on a definition that more clearly captured the vision of what nodal development would achieve.

Ms. Childs said that staff were not at this time asking the jurisdictions to approve a definition of nodal development, but for more time to continue to develop the definition for further consideration in May 2000. Mr. Viggiano added that this also would address a concern of the Board, which was to apply stronger density and mix-of-use requirements to nodes.

Mr. Kleger noted that much had been mentioned about the inclusion of employment within nodal developments, and he stated that he was strongly in favor of that requirement and that it be included in the definition. Ms. Childs said that she had not heard anything about precluding employment opportunities other than commercial, but she had heard that it was critical that there be a minimum density of residential in all nodal development areas.

One subject of further discussion was whether or not there was value in continuing to carry forward three types of nodes as opposed to a general description of nodal development that had a certain set of characteristics. Ms. Childs had clear direction that nodal developments must include a mixture of uses – residential, commercial, and some other kinds of employment opportunities. Mr. Kleger said that he did not want to see a situation where heavy industrial areas were required to have residential opportunities; however, he believed that people ought to be able to live near where they work, and be able to access other necessary services within a short distance in order to cut down on daily driving time to and from errands. He did not believe such a heavy industrial area necessarily needed to fit the definition of a node. Mr. Kleger suggested that a different title be used for a heavy industry center to distinguish that type of development from other types of employment. Ms. Childs noted that there was not an expectation that all of the employment growth would occur in nodes. The modeling projected that 55 percent of the growth in employment during the 20-year planning period would occur in nodal development areas.

Mr. Bennett said that he thought the reason for the three separate nodal designations was that different circumstances would require changes to code and regulatory requirements. He asked if the objectives and criteria would be general enough to apply to the different circumstances. Ms. Childs said that two pilot nodal development projects had been completed, and it had become clear that the same zoning tools could not be used in both situations. Staff were not assuming one zoning designation. Springfield had developed a mixed-use zoning district that would apply. Springfield's primary concern was that the definition not preclude any development work that already had been completed.

Ms. Childs said that staff would be reducing the number of nodal development areas in order to make the transit link clearer, and bus rapid transit would have a large role in determining where those nodes would be located.

Land Use Policies in TransPlan were to be adopted. In response to the proposed deletion of Land Use Policy #3, Mr. Kleger thought that deleting the policy statement would result in substantial depressed development where corridor development already was in place. He said that land values were a product of urban development and maintenance. Ms. Hocken said that she had heard concerns that Policy #3, as currently worded, would encourage strip development rather than creating a hub. Ms. Childs said that the other three jurisdictions had not supported deleting Policy #3, and staff did not recommend deleting it. The Department of Land Conservation and Development (DLCD) had encouraged transit-oriented development along the corridors.

Ms. Wylie asked about the commitment to funding that was mentioned in Land Use Policy #2. Ms. Childs said that there had been extensive public testimony as well as a concern of DLCD calling for a commitment to funding and implementation, and staff had responded with the new Land Use Policy #5. Mr. Schwetz added that the DLCD's concern about what would happen with the areas identified for nodal development had been the driving interest to lock in the concept of nodal development and designate the areas to be developed.

Ms. Hocken asked what the proposed policy would require. Ms. Childs said that at a minimum, the expectation would be to identify the nodal development areas and attempt to protect them from auto-oriented development. Ms. Hocken then asked if more nodes would be named than likely would be developed. Ms. Childs said that she would recommend focusing on the newly developing areas first, because that was where the potential was the greatest and to take more time with the infill and redevelopment areas. She thought that focusing on the newly developing areas first would provide two things: 1) it would seize the opportunities where the impact would be the greatest, and 2) the bus rapid transit (BRT) alignment would have an impact on which infill and redevelopment areas would be focused on.

Mr. Viggiano noted that a stronger commitment to nodal development was one of the issues that the LTD Board and staff had wanted to pursue. The proposed Land Use Policy #5 would address that issue. Mr. Bennett said that the Board was interested in contributing to the commitment with its own initiatives. Ms. Childs said that this was a long-term proposition, and the DLCD's concern about the loss of potential opportunities was very valid. The joint staff recommendation was to have a policy that committed the jurisdictions to aggressive implementation of nodal development and was consistent with what the LTD Board had discussed in the past.

Ms. Lauritsen added that the cities and the county would be the most greatly impacted and would have the burden of funding, so she thought it would be prudent to wait to comment until those jurisdictions had an opportunity to discuss the issues.

Ms. Childs noted that comments received indicated that there was much sentiment for a commitment to implementation, because without it nodal development could not be used as part of performance measures. This was another reason to have a policy in the plan that committed to implementation.

The next work session on the draft TransPlan was scheduled for Monday, March 13.

EMPLOYEE OF THE MONTH: Ms. Wylie introduced Bus Operator Steve Dreyer as the March 2000 Employee of the Month. Mr. Dreyer was hired on August 24, 1995. He had received awards for four years of safe driving and four years of Correct Schedule Operation (CSO). Mr. Dreyer had received numerous nominations for Employee of the Month, both for excellence in service and job accomplishments and for excellence in providing accessible bus service to customers with disabilities. Mr. Dreyer's supervisor said that Mr. Dreyer had always shown a terrific sense of customer service; he had not only developed a wonderful rapport with the customers who rode the bus, but also was an advocate for their safety.

Ms. Wylie presented Mr. Dreyer with a letter of congratulations, a certificate, and a monetary award. Mr. Dreyer said that he felt honored and appreciated the award. He also said that he loved his job.

AUDIENCE PARTICIPATION: 1) Mr. John Brown of Eugene spoke about a situation at the Eugene Station. He said that he owned property in close proximity to the Eugene Station. When the station was first proposed, there had been a lot of skepticism about how it would impact the environment and the neighborhood. He said that all of those fears, in his opinion, were gone. He thought the station was an excellent thing to have in his neighborhood. The station had a very positive impact, and he wanted to thank the Board and Ms. Loobey for doing a very good job.

Mr. Brown said that in the budget, LTD had proposed eliminating the Community Service Officer (CSO), which LTD had provided during the last two years. Mr. Brown said that the CSO worked very well at the station, and he encouraged the Board to find a way, working with the City of Eugene, to not discontinue the CSO services. He said that eliminating the CSO would not be a move in the right direction.

ANNUAL ROUTE REVIEW (ARR)/FISCAL YEAR 2000-2001 SERVICE PLAN: Service Planning and Marketing Manager Andy Vobora reviewed the proposed route modifications, additions, and deletions as found in the agenda packet. He said that it was not an aggressive proposal with significant changes because staff also were working on the Comprehensive Service Redesign (CSR), which would result in major service changes in September 2001. The ARR was a proposal to take care of service fixes and to address a few of the routes that were substandard in areas that may or may not be addressed during the CSR.

The routes that were proposed for deletion included the 4X, 5X, 11X, weekday and Saturday 38 and 39, selected early and late p.m. trips on route 77, and route 83 with the exception of two one-way trips to LCC during the a.m. hours. The routes that would be modified included the 41, 51, 52, 60, 61, and some miscellaneous timepoint adjustments. The routes that would experience additions included altering the 8x to accommodate 11x riders, increasing weekday evening Springfield service on route 11, adding a 7:00 p.m. weekday trip on route 23, and adding or altering trips for route 37 to keep Willow Creek service.

A reduction of 2,347 annual hours of service was proposed, which would result in a \$102,570 reduction in annual service costs or about a 0.75 percent decrease. It was expected that these proposed service modifications would result in an annual ridership increase of 23,280 riders.

Ms. Hocken asked if the deletion of routes 38 and 39 would result in no service in the southwest hills during the middle of the day. Mr. Vobora said that routes 34 and 35 would provide peak-hour service only, with three a.m. trips and three p.m. trips. He thought that additional trips could be added to close the gap. Ms. Hocken said that she was somewhat uncomfortable with not providing at least lifeline service during the day to that area. People who had a car could park near 18th Avenue and catch any number of buses, but for those who did not have a car, there would be no alternative except to take a taxi. Mr. Bennett said that was the case in many situations where productivity was low. Mr. Vobora said that this

service had been in place for many years, but had never produced the required ridership, and yet there were other areas of town that had never had any service, but could produce the ridership.

With regard to service fixes, Mr. Bennett asked if routes 41, 51, and 52 were very productive. Mr. Vobora said that they were very productive routes. Routes 60 and 61 were not as productive, but were a pair of routes with each running the same route in opposite directions and would be reviewed during the CSR. Mr. Kleger asked if the fix to routes 60 and 61 would improve the downtown connections. Mr. Vobora said that it would.

Mr. Kortge asked about contingency service and how staff had arrived at the projected ridership increase of 30,960. Senior Transit Planner Paul Zvonkovic said that ridership projections were based on productivity averages, which were close to system averages.

Public Testimony: 1) Eileen Beban of Eugene. Ms. Beban was the Board Chair of the Lane County Red Cross. The Red Cross was moving its headquarters out to Bethel Drive, and she was present to request more service to the Bethel/West Eugene area. She said that it had been indicated that service modifications to that area were not expected until the fall of 2001. The Red Cross provided many vital services to the community, including classes, Meals on Wheels, child care, and youth development. Public transportation was essential to what the Red Cross provided, and she asked the Board to consider service to the area sooner than 2001. The entire Bethel area was growing, and the Red Cross was an important part of the community. She realized that the Board entertained many requests for service, and she thanked the Board for considering her request to add service to the Bethel area in September 2000.

2) Fred Simmons of Springfield. Mr. Simmons spoke about the proposed deletion of route 11x. He said that deleting that route created an issue because the predicate for BRT was the desired need for rapid movement along the corridors. There were a number of regular, long-term 11x riders who rode to and from work. It was an important service. Mr. Simmons suggested that route 11x not be eliminated. LTD needed to become more reactive to the changes within the transportation market. Currently, it took 59 minutes to travel from Thurston Station to the Bertelsen area. Mr. Simmons suggested a transitional route that encompassed the needs of the riders of both route 11x and 8x to meet those kinds of needs. The loss of route 11x was a fundamental one. It raised questions in Mr. Simmons' mind that if the 11x was similar to what the BRT was going to do, would LTD miss the current needs of the market? Mr. Simmons thought LTD should respect those needs and educate the riders, through a charette-type process, where the riders would learn about the needs of the District, and the District would learn about the needs of the riders. Then the riders could make informed comments. It was difficult, on a reactive basis, to comment on service proposals. Mr. Simmons asked that the Board take a serious look at the current changes rather than wait until 2001, because he thought LTD would lose a lot of momentum in ridership by eliminating the 11x.

3) Faith and Jason Baker of Eugene. Ms. Baker spoke on behalf of her brother, Jason, who regularly rode route 38 to his job at the Bagel Sphere in downtown Eugene. Mr. Baker, who had a disability, delivered lunches in the downtown area. If route 38 were eliminated, Mr. Baker would lose his lifeline transportation to all his activities. Mr. Baker said that if LTD

eliminated the #38, he would not be able to work. He thanked the Board for considering his request.

4) Scott Whethan of Cottage Grove. Mr. Whethan was a program coordinator for a social service agency based in the Eugene area that provided support services and job development training for people who experienced developmental disabilities. He said that he felt fortunate to be in a community with good transit services that had the quality of service and level of accessibility that LTD had. He said that his agency had a concern about the loss or deletion of route #38. In addition to Mr. Baker (the previous speaker), there were others who worked in the area who would be affected. The deletion of that route would create a transportation issue for several people for whom his agency provided services.

5) Jackie Thomas of Eugene. Ms. Thomas commended LTD on the marvelous transit system it provided and how smoothly the Eugene Station operated. She used route #39, and she was very grateful for the commuter route #35, but the deletion of route #39 would leave a gap from 10:30 a.m. to 3:30 p.m. with no service in her area. Many people with disabilities and elderly people used the route. She had gathered 24 signatures of people who also were opposed to the deletion of route #39, and she presented the Board with the petition. In addition, she noted that some of the bus stops in the area did not have posted schedules, and she was hopeful that with the service adjustments in September, schedules could be posted on all of the stops.

6) Chris Phillips of Eugene. Mr. Phillips also spoke in opposition to the deletion of routes #38 and #39. He said that this deletion would leave the City View/Bailey Hill area without bus service outside of rush hour. Until a few years ago, routes #34/35 operated Monday through Friday from 7:00 a.m. until 6:00 p.m., and those routes carried many people to Westmoreland Student Housing and a few people throughout the rest of the loop. It seemed to have worked fairly well with high ridership. Then, with the introduction of routes #38 and #39 and the deletion of #34/35 during the periods outside rush hour, the #38 and #39 had proved to have quite low ridership. Routes #34/35 were scheduled to leave campus just five minutes after trips of route #37, and ridership would be higher if they had not been scheduled so close behind the #37. The effect of the changes during the past three years had been to simply delete service to the City View and Bailey Hill neighborhoods, except during rush hours. Mr. Phillips did not believe that simply deleting service was the way to build ridership, which he believed to be one of the goals of the Board, as was providing alternatives to automobiles. If the #39 were deleted, there would be no alternative for many but to drive their cars. Mr. Phillips said that he had observed that route #37 did not seem to carry many people beyond Westmoreland Student Housing. There were a few exceptions, but not many. He suggested that the Board bring back routes #34 and #35 during the non-rush hour times. There did not need to be many trips, and he realized that Westmoreland Student Housing was a main destination, but he thought a variety of trips to different locations; i.e., some route #37 and some route #34, etc., would be well utilized.

Board Deliberations: Mr. Kleger asked about the #11x and if staff had considered operating the #11X a.m. trips and not the p.m. trips. Mr. Vobora said that staff had considered it, but were not recommending it at this time because it would require maintenance of the infrastructure, such as the skipped stop signage and other information for one trip in the morning. Mr. Kleger had the impression that the morning trip was quite productive. Mr. Vobora said that it was; however, the afternoon trip was not.

Ms. Hocken said that many of the speakers had confirmed her thoughts about deleting routes #38/39. She asked staff to reconsider the deletion based on the comments that were received.

Mr. Bennett said that while LTD would like to accommodate everyone and realized that there were very real needs, LTD could not continue to operate routes with very low ridership and continue to have a future in the community. There were certain exceptions to that, and sometimes he was outvoted. As tough as it was at times, the Board's responsibility had to be to look at the future of the system as a whole and how the Board would represent the community as a whole. His view was that it could not be done in most cases where productivity rates were as low as 6, 9, and 10.

Ms. Wylie thanked the speakers for coming to share their views with the Board. She said that the Board was in a tough position. LTD was heavily criticized for operating empty buses and at the same time, the Board received requests to add more service. Finding the optimum service was difficult. She asked staff to review the route #38/39 service to determine if there was anything that could be done. Mr. Bennett said that he did not think that the ridership numbers would change based upon further research. Mr. Vobora said that it would be a value judgment. Ms. Wylie asked if it were that black and white or if there were any alternatives. Mr. Vobora said that staff were researching other alternatives with the CSR, such as operating a deviation off route #37 to Bailey Hill Loop, which had higher productivity. This deviation was in combination with many other service changes that were being considered for the CSR, such as more service to Westmoreland.

Ms. Hocken noted that LTD would realize a cost savings of about \$75,000 by eliminating routes #38/39. She asked what the cost would be to add two more trips during the midday to routes #34/35. She thought that even though the savings were significant, there could be a way to continue to serve the area on a very limited basis, realizing less of a cost savings, but maintaining some service until the CSR was implemented. It could turn out that the cost was the same, and the Board would decide not to go ahead with her suggestion, but she thought it would be worth reviewing. Mr. Bennett said that if LTD were to do that, and if at the end of the year, the numbers did not change, then the Board never would have made the productivity decision. Mr. Vobora said that the decision could be made as part of a CSR coverage piece. Mr. Bennett said that no matter the route, there were very real needs out there, and it was a very hard decision. The Board could choose to ignore the productivity, but his understanding was that the Board was going to look at the system as a whole and not piece by piece. Ms. Wylie suggested that the Board not back away from the productivity model, but to consider, where possible, some ways to provide some desired service.

Mr. Vobora said that the southwest hills area was an area that staff had struggled with. During the CSR modeling, staff had deleted the service altogether, including commuter service, because the goals of the CSR included simplifying service so that there were not several different routes traveling along a corridor. High productivity along the corridors and coverage were important as well. There were several options that the Board could consider, such as setting different productivity levels based on such things as location of the route. For instance, it would be expected that corridor routes would maintain higher ridership than would neighborhood routes.

Ms. Lauritsen said that she had gained a better understanding of service and needs since she had voted for the productivity model. She thought a more sophisticated model was needed. She said that Mr. Simmons' comments about the #11x being an interim step to BRT were important. The idea of express service might cost something, but it could be considered an investment. A basic charge of the Board members was the overall community service. She said that she would like to see a more sophisticated model than just the straight productivity one.

Ms. Wylie said that the Board had discussed the service model at the previous retreat held in October 1999. She said that the Board was not backing down on its commitment to the productivity model by asking staff to further review the southwest hills service issues. Mr. Vobora said that staff would be presenting the first draft of the CSR plan at the March Board meeting.

Ms. Wylie also asked the Bakers to talk with planning staff to determine if other services might be available to Mr. Baker, such as *RideSource*.

FISCAL YEAR 2000-2001 PRICING PLAN AND FARE POLICY: Finance Manager Diane Hellekson said that last year during the pricing plan discussion, the Board had provided clear direction to staff about a new fare structure, pricing plan, and fare policy. Staff were committed to the restructure, but without the CSR, there was no basis for restructuring the fares in accordance with a service policy that did not yet exist. The Board Finance Committee had reviewed the various components of the recommendation and, in most cases, the Committee had not taken a position on any of the pieces, with the possible exception of the LCC Term Pass. The pricing proposal summary was listed on page 48 of the agenda packet.

Ms. Hellekson said that it was a status quo recommendation with one exception. In previous years, there were recommendations about how often and at what level the various fare instruments should be increased. Staff were recommending no change to the cash fares except to reduce the youth fare to \$0.50. In connection with public sentiment expressed at the TransPlan public hearing, community youth programs, and the Mayor's State of the City Address, in which there was much emphasis on providing services to area youth, staff were recommending a decrease in the youth cash fare and all other youth fare instruments accordingly. This would be a pilot program to test the effect of a lower fare on ridership productivity.

Staff also were proposing to reduce the youth pass prices effective on June 1, 2000, to coincide with the elimination of the summer Freedom Pass, which typically was effective as of June 1 each year. All other pricing proposals would be effective September 1, 2000.

Ms. Wylie asked what had been the experience with the summer Freedom Pass. Mr. Vobora said that 2,800 Freedom Passes had been sold during the summer of 1999, and an average of 1,400 youth passes were sold each month.

Ms. Hellekson said that staff were proposing to reduce the price of the Day Pass to \$2.00 each, which was double the cash fare, and to discontinue the use of transfers. This proposal would facilitate the prepaid BRT fare structure. The Day Pass would be available only on the bus. Riders could pay the \$2.00 fare upon entering their first bus of the day and

be issued a Day Pass, which would allow them unlimited riding throughout the day. One of the main sources of conflict between bus operators and riders had been the validity of transfers. Staff believed this change would be successful.

RideSource fares also were proposed to increase by \$0.25. The Special Transportation Advisory Committee (STF) had recommended the increases to the Regular and Escort services, but had recommended leaving the Shopper fare at \$1.75, which was a round-trip fare and was very costly service to the District. The Committee also recommended a deeper reduction in the cost of a book of 10 RideSource tickets, so that riders would continue to pay the \$1.50 fare if they purchased tickets in advance. Staff were proposing \$1.65 per ticket when purchased in books of 10.

Staff were proposing to standardize and simplify the discounts given to sales outlets so that all outlets, regardless of the number of passes sold, received the same discounted price.

Mr. Vobora discussed the proposal for the Lane Community College (LCC) Term Pass. The LCC Term Pass was in its second year and had been a very positive and successful program. Mr. Vobora handed out a summary of the LCC Term Pass proposal. The college was making an attempt to institutionalize the Term Pass and budget the subsidy on a regular basis. Staff were ready to begin offering the Term Pass for the summer term. LCC had proposed reducing the price because it had been very successful and offering it to the students at a lower rate. Staff were recommending two options: 1) to make 2,500 passes available at a price of \$40, with LCC subsidizing \$20 and the students paying \$20, which would generate nearly the same amount of revenue as currently was being generated, or 2) to make 3,000 passes available at a price of \$30 each, with LCC subsidizing \$16.67 and the students paying \$16.75, which also would generate nearly the same amount of revenue as current levels. The Board Finance Committee had reviewed the two options and had favored testing the market with option 1, which was to offer 2,500 passes at a price of \$40 each. Mr. Bennett asked what the level of staff confidence was that 500 more term passes could be sold. Mr. Vobora said that pass sales had grown each term. One of the factors that could increase sales in the fall was the loss of grant funding for the LCC Women's Program, which currently was a group pass member. There were 180 people in the program, and by dropping the price to \$20 per term per student, and with the commute distances and the price of fuel, staff were confident that pass sales would continue to rise. Ms. Hocken added that the current system could absorb 500 more riders.

Mr. Bennett asked if it did not work for some reason, the price could be adjusted back up and if the Board could commit to a specific period of time, after which time the term pass could be renegotiated. Mr. Vobora said that the program had been successful enough that LCC most likely would be willing to continue with the project.

Lloyd Rain of LCC, who had worked on the term pass task team, said that LCC was delighted with the program, and working with LTD had been a joy. LTD's objective was ridership and cost recovery, and LCC's objective was lowest possible price for students. It appeared that those objectives were being met. He was very pleased with the proposals. Enrollment at LCC had remained stable at nearly 13,000 full-time enrolled students. This proposal would further saturate the market, and would prove whether the market had been penetrated to its fullest extent. The market was stable in terms of enrollment, people seemed to be stable in the types of courses they were taking, and many people were riding

the bus. Mr. Rain said that LCC was facing a budget reduction with a projected shortfall of \$1.3 million for the next school year. The staff recently had completed its first round of budget cuts, and it appeared that the \$1.3 million cut would be achieved without too much pain. There were only four additions being proposed for next year's budget; two were academic, one was a diversity issue, and the fourth was the subsidy of the bus pass, which indicated how important the bus pass program was to LCC.

Ms. Hellekson continued her presentation. She stated that it was her belief that LTD would continue to raise adult cash fares, and if LTD did not continue to make small incremental increases in the RideSource fares, it would never hit the target of charging two times the regular system adult cash fare. For that reason, Ms. Hellekson believed that LTD should continue to push for increases, which was why the staff proposal was for more than the STF committee recommendation.

Ms. Wylie asked about the cost of the shopper. Ms. Hellekson said that the shopper trip price was \$1.75 per round trip. The reason it was priced lower than the other RideSource services was because the shopper trips were grouped trips rather than the customized service for one person.

Public Testimony: 1) Fred Simmons of Springfield. Mr. Simmons said that he was in favor of a universal bus pass. It would meet BRT needs, it would help expedite movement of people on the buses, and it would decrease the actual participation costs that people had in the system. It would serve LTD well in the 21st Century.

Mr. Simmons said that the problem with eliminating the transfers was that what was gained would be lost. The mother on her way home with two kids in the stroller who was going to get off to shop at a grocery store would be required to pay another dollar in bus fare just for making that one short stop. It would create real dynamic "gut" things for LTD customers who were out there in the street.

The Springfield City Council and the Mayor had forwarded a letter that was supportive of the reduced youth fare. As a bus operator, Mr. Simmons thought it was wonderful, but it also would make life good for the kids out there because it would acclimatize them to more transit-friendly processes.

With regard to eliminating the Freedom Pass, Mr. Simmons said it would not take much for someone to figure out that a four-month pass at \$33 to a three-month pass at \$32.50 was a price increase, but people would have to live with it.

Mr. Simmons further added that the issue of taking the Day Pass away from the general fare instrument sales was difficult because it fettered some of the public agencies that handled parole and probation people, family service agencies, and other agencies that provided some sort of transportation assistance to their clients. He encouraged the Board to carefully consider those services to ensure that what LTD did fit into the social service umbrella needs in the community.

In general, Mr. Simmons thought it was a good process, but he thought the Board needed to carefully consider the Day Pass sales other than just on the buses. Many of those agencies purchased bundles of day passes to give to people who were in transition from

Oregon State Prison or the mental institution to go out and work in the community. They needed every able bit of assistance they could get to get plugged back in to participation.

He asked the Board to carefully consider taking away the transfer and shifting the Day Pass to the only alternate instrument. The modality within which those were procured must be carefully protected so that it got out into the best part of the community life.

2) Russ Matthews of Eugene. Mr. Matthews said that he was a member of the STF Advisory Committee, which periodically reviewed RideSource fares. What the Committee was attempting to do was to incrementally reach the Americans with Disabilities Act (ADA) maximum. Recently, the Oregon Legislature had approved more money for special transportation, and it did not seem an appropriate time to hit the ridership with a big fare increase. The STF Advisory Committee did review RideSource fares, and it was not insensitive to all the needs. The Committee knew it had to push forward to the ADA maximum fare, which was a goal of the Committee. The Committee also realized that LTD would be increasing its cash fare and that RideSource fares had been increased yearly for the past several years. The Committee wanted to get to the maximum ADA fare allowable, but in a more gentle manner.

Board Deliberations: Mr. Bennett said that he had read the information about the Day Pass and had listened to the comments, but he wanted to hear the staff recommendation and the issues again. Mr. Vobora said that the Day Passes were not widely used, except primarily by the social service agencies. Staff believed that LTD could accommodate the needs of the social service agencies through monthly passes and tokens. It would take two tokens to be issued a Day Pass, so staff did not see this as a major stumbling block.

Other transit districts had used this process of charging for a day pass for round-trip rides since their inception, while other transit agencies had introduced the concept much later. The person who would be penalized was the person who was traveling only in one direction but needed to take two or more buses to arrive at his/her destination. Staff had reviewed the Origin and Destination information that had been gathered last year and it appeared that fewer than 3 percent of LTD riders would be affected in this way. For the rest of the system, riders would pay for the entire round trip at the beginning, then would not have to pay again for the return trip. Other transit agencies had reported good experience with this system, and staff believed it would work at LTD as well, once people became accustomed to it.

Mr. Kleger said that there were a few other customers who would be adversely affected by this. Those were people of rather limited means, who, since the two-way transfer was instituted, would get on the bus and ride to a shopping area on the same route, do their shopping, then use the transfer to get home. This would effectively double the cost of their trip. For those who took the trouble to do their shopping within the transfer time frame, it mattered very much to them. It happened that there were many on Mr. Kleger's route who did this type of bus travel.

Secondly, Mr. Kleger said that there were a number of people who rode in the evenings, and they constituted a significant part of that one-way ridership. Some of them were working graveyard shifts. The present structure of the day pass did not allow it to carry overnight, and this proposal would double the cost of riding for those folks. There were not many, and

most used passes, but there was a group that Mr. Kleger knew of who lived in Springfield and worked an average of two nights each week out in the Barger area as security guards.

LTD would need to improve its ability to serve the graveyard shift over time, and eventually would be getting into 24-hour service. It would be prudent to begin thinking now of how to address that issue.

Mr. Kleger said that he liked the idea as a basic idea.

MOTION Mr. Bennett moved that the Board direct staff to prepare amendments to Ordinance #35, An Ordinance Setting Fares for Use of District Services, consistent with the recommendations of the Draft FY 2000-2001 Pricing Plan included in the February 16, 2000, agenda packet. Mr. Kortge seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

Ms. Wylie said that she was excited and encouraged about the reduced youth fare. She thought it accomplished many things. It encouraged the next generation's use of transit, addressed some of the TransPlan suggestions, and improved public relations.

MOTION With regard to the LCC Term Pass, which was not part of Ordinance #35, Mr. Kortge moved the following resolution: "The LTD Board of Directors hereby directs staff to negotiate an agreement with Lane Community College to continue the term bus pass program. Staff are authorized to set the pass price at \$40 per pass and make available 2,500 passes per term for fall, winter, and spring terms, and 1,000 passes for summer term, for the 2000-2001 school year. Staff may, based on the success of the 2000-2001 pass sales, continue the program during the 2001-2002 school year. The price per pass and quantity made available for 2001-2002 will be determined by the LTD-LCC bus pass committee and shall not exceed 3,000 passes per term at a price of \$30 per pass. Lower numbers of passes will require a higher per-pass cost." Ms. Lauritsen seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

MOTION CONSENT CALENDAR: Ms. Lauritsen moved that the Board adopt the following resolution: "It is hereby resolved that the Consent Calendar for February 16, 2000, is approved as presented." Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed. The Consent Calendar consisted of the minutes of the January 19, 2000, regular Board meeting, the January 21, 2000, special Board meeting, the January 22, 2000, special Board meeting, and the January 25, 2000, adjourned Board meeting as well as Budget Committee nominations for Russ Brink and George Rode.

VOTE

1999 SECTION 5309 FEDERAL GRANT AMENDMENT: Capital Grants Administrator Lisa Gardner said that Section 5309 funds were Congressional Earmark funds. LTD was requesting a grant amendment to the 1999 grant that allocated funds to begin BRT planning and engineering work (FTA Grant No. OR-03-0070). The amendment required an additional \$800,000 to complete planning and engineering work on Phase 1 of the BRT pilot project, including the environmental assessment, and to begin Phase 2 planning and engineering work. The requested funds were a portion of the FY 1999 Section 5309 Bus Allocation.

Administratively, Ms. Gardner said, it was easier to amend a grant than to complete a new application.

Public Hearing: Ms. Wylie opened the public hearing. No one wished to speak on this issue, and Ms. Wylie closed the public hearing.

MOTION

Board Deliberations: Mr. Kortge moved the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed 1999 Section 5309 federal grant application amendment for \$800,000 in federal funds and authorizes the General Manager to submit this application to the Federal Transit Administration for approval." Mr. Kleger seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

2000 SECTION 5307 FEDERAL GRANT APPLICATION: Ms. Gardner said that these were funds that were appropriated annually by Congress and were released as part of the Federal Register that was issued in November. The Federal Register listed the funds appropriated to LTD. This request would fund the balance of the 1999-2000 Capital Improvements Program that included spare parts for bus maintenance, passenger boarding improvements, computer hardware and software, facility improvements, and the Transportation Demand Management (TDM) program. In addition to the TDM program, State Surface Transportation Program (STP) funds were being requested to continue Springfield Station site selection and property acquisition. The total request was for \$2,127,601.

Public Hearing: Ms. Wylie opened the public hearing. No one wished to speak on this issue, and Ms. Wylie closed the public hearing.

MOTION

Board Deliberations: Mr. Kleger moved the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed 2000 Section 5307 federal grant application for \$2,127,601 in federal funds and authorizes the general manager to submit this application to the Federal Transit Administration for approval." Ms. Hocken asked if LTD expected to receive all of the funding that was outlined in this request. Ms. Gardner said that the funds already were approved, and the application was a formality. All of the projects were approved by the Board in the 1999-2000 Capital Improvements Program. Ms. Lauritsen seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

VOTE

CAPITAL IMPROVEMENTS PROGRAM: Ms. Hellekson said that the Capital Improvements Program (CIP) was a rolling five-year plan. This year, the Board Finance Committee reviewed two versions of the CIP. One version was a best-case scenario (Plan A) that assumed full funding, and the second version was a more conservative plan. There were funding uncertainties related to discretionary federal funds. In response to that uncertainty, staff had prepared a worst-case scenario (Plan B) version of the CIP. Ms. Hellekson distributed a copy of Plan B to the Board members. Plan A had been included in the agenda packet.

Plan B allowed LTD to keep all of its projects on schedule to meet the needs of the long-term agenda and to meet the needs of BRT, although it would not show LTD's ability to move as aggressively, should it be able to do so at the end of the year. It also would give staff one

year to put together a comprehensive financing plan that would include the debt options and leveraging of various other kinds of funds, such as joint development options around the new Springfield Station.

Mr. Bennett asked if staff had considered getting more payroll tax money. Ms. Hellekson said that LTD currently was at the statutory maximum. Mr. Bennett asked if it was being considered for the next Legislative session to attempt to raise the statutory maximum. Ms. Hellekson said that it certainly was an option, and LTD needed to be very bold and aggressive in seeking additional funding.

Ms. Hocken asked if the Board were to adopt Plan B, and LTD later learned that it had received more funding than expected, would LTD need to go through a large budget change. Ms. Hellekson said that it would depend on when LTD thought it would use the funding. Also if it appeared that the District would use any funds that were more than 10 percent more than what was budgeted, then the budget would need to be reopened and the Budget Committee would be reconvened. If the increase were less than 10 percent, the Board could amend the budget by resolution without calling the Budget Committee back into session.

Ms. Hocken asked which plan the Board would be adopting. Ms. Hellekson said that staff were recommending that the Board adopt Plan A, or the fully-funded plan. The CIP also would be presented to the Budget Committee in April. Ms. Hocken then asked if more information would be available in April to present a more likely scenario during the budget presentations. Ms. Hellekson said that the only additional information would be anecdotal information from the federal United Front funding request trip to Washington, D.C., planned for the end of February.

MOTION

VOTE

Ms. Hocken moved that the Board approve the following resolution: "It is hereby resolved that the proposed Capital Improvements Program for fiscal years 2000-2001 through 2003-2004 is approved as presented." Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

DRUG AND ALCOHOL PROGRAM POLICY: Human Resources Specialist Joyce Ziemiak said that this policy replaced both the current Drug and Alcohol Policy that was adopted in September 1995 and the Drug/Alcohol Policy, which addressed a drug-free work place, that was adopted in October 1983. It addressed corrective actions that were specified in the Draft Report of the FY 1999 Triennial Review. It incorporated changes in and interpretations of federal regulations regarding Drug and Alcohol Testing and Drug Free Workplace Programs.

Ms. Lauritsen asked if the policy had been reviewed by District Counsel. Mr. Kortge said that the Board HR Committee had reviewed the policy with Counsel. Human Resources Manager Dave Dickman added that the policy changed the administrative process while not changing anything about the process with employees.

MOTION

Ms. Lauritsen moved the following resolution: "It is hereby resolved that the LTD Board of Directors adopts the proposed Drug and Alcohol Program Policy, replacing policies III-I-A, Drug-Free Work Place, and III-I-B, Drug and Alcohol Testing, as presented on February 16,

VOTE 000.” Mr. Gaydos seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

RESOLUTION ESTABLISHING PROCEDURES TO REQUIRE, PROCESS, AND MANAGE CRIMINAL RECORDS CHECKS FOR CERTAIN INDIVIDUALS EMPLOYED BY OR WORKING UNDER CONTRACT WITH LANE TRANSIT DISTRICT: Mr. Dickman said that Senate Bill 1334, which was enacted in 1999, required the Board to adopt a resolution to implement applicable provisions that afforded mass transit and transportation districts access to State Police and FBI criminal history information and required districts to check criminal histories of operators in order to protect vulnerable Oregonians. This resolution complied with Senate Bill 1334 and delegated specific authority to the general manager in order to retain the flexibility to make appropriate changes to the District’s internal administrative policies as appear warranted.

Mr. Kortge said that the Board HR Committee had discussions about the Resolution with Counsel. This was a required resolution that would allow the general manager to adopt specific policies implementing the resolution and Senate Bill 1334.

Ms. Hocken asked if LTD was required to test all providers, including the Paratransit operators. Mr. Dickman said that all providers would be subject to this resolution, including volunteers who rode along as assistants to people who had disabilities. It was a very comprehensive plan.

Ms. Lauritsen added that volunteers in youth programs would be subject to this level of background checking as well, and she thought it was very reasonable. She supported the initiative, but it would be a burden.

Mr. Dickman said that from a public policy standpoint, it was LTD’s responsibility to provide the highest level of security for those people who were in LTD’s care and trust. He wholeheartedly supported the initiative.

MOTION Mr. Gaydos moved that the Lane Transit District Board of Directors adopt the Resolution Establishing Procedures to Require, Process, and Manage Criminal Records Checks for Certain Individuals Employed By or Working Under Contract with Lane Transit District.
VOTE Ms. Hocken seconded the motion, which passed by unanimous vote, with Gaydos, Hocken, Kleger, Kortge, Lauritsen, Wylie, and Bennett voting in favor, and none opposed.

Ms. Wylie said that this piece of legislation was well intentioned, but had far-reaching ramifications.

ITEMS FOR INFORMATION:

Board Member Reports: 1) Metropolitan Policy Committee (MPC). Ms. Wylie noted that Mr. Bennett would remain the LTD representative to MPC through April, then Ms. Wylie would take his place on the Committee. Ms. Wylie noted that she would not be available during the month of April, and Mr. Bennett, as Vice President of the Board, would be the acting President of the Board during the month of April. 2) Statewide Livability Forum. Ms. Hocken had nothing to report. 3) BRT Steering Committee/Public Design Workshops/Walkabout Input. Public Affairs Manager Ed Bergeron attended the recent BRT

Consortium meetings in Honolulu, Hawaii. He said that he was happy to report that the federal enthusiasm and support for bus rapid transit (BRT) continued to be strong. There was federal money set aside, and LTD was among the chosen few cities in the United States that were preparing a BRT program. The federal government wanted to know what the plans were and to have the confidence that LTD had community support for BRT. LTD remained on the front edge of the project. LTD had presented the recently produced BRT video that showed simulations of BRT in the Eugene/Springfield area, and it had been very well received. Ms. Wylie asked the Board members to remain after the meeting to view the video.

OTHER ITEMS FOR INFORMATION: Due to the late hour, Ms. Wylie asked the Board members if there were any questions about any of the remaining items in the agenda packet. There were none. She reminded the Board members that the LTD Employee Appreciation Banquet would be held on Sunday, February 27, at the Hilton. She encouraged Board members to attend.

Ms. Wylie announced that she and Mr. Gaydos would accompany area officials to Washington, D.C., from February 26 to March 2 to lobby for federal funding for local high-priority projects. Government Relations Manager Linda Lynch distributed the Federal Priorities Booklet to the Board members. The booklet contained a listing of those projects.

ADJOURNMENT: Following the BRT video, there was no further discussion regarding any other informational items in the Board packet, and Ms. Wylie adjourned the meeting at 8:45 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: FISCAL YEAR 2000-2001 PRICING PLAN AND FIRST READING OF AMENDED FARE ORDINANCE

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED:

1. Hold a public hearing on fare changes for Fiscal Year 2000-2001.
2. Hold the first reading of Ninth Amended Ordinance No. 35, which sets fares for Fiscal Year 2000-2001.

BACKGROUND: Following a preliminary public hearing at the February 2000 Board meeting, staff were directed to make the following changes to District fare structure:

1. Increase token prices from 75 percent to 85 percent of cash fare;
2. Increase the price charged for group pass programs by 3.2 percent;
3. Increase the price of the RideSource and RideSource Escort fares from \$1.50 to \$1.75 per one-way trip;
4. Increase the price of the RideSource Shopper fare from \$1.75 to \$2.00 per round trip;
5. Decrease all fares charged to youth aged 12 through 18 years to the same fares charged to children under 12; make the youth fare reduction effective June 1, 2000;
6. Replace the current Day Pass with a new instrument sold only on buses and priced at twice applicable cash fare; eliminate the transfer instrument; and
7. Change the outlet discount policy to a flat 10 percent, regardless of quantities purchased.

The fare changes must be implemented by ordinance. The first such ordinance, Ordinance No. 35, was adopted in June 1992. This will be the ninth amendment to Ordinance No. 35. The first reading of Ninth Amended Ordinance No. 35 will be held on March 15, 2000. The second reading and adoption of the ordinance is scheduled for the April 19 Board meeting. The Board can elect to read the ordinance by title only. Staff will have additional copies of the ordinance available for anyone in the audience who desires a copy.

RideSource riders receive a special notice of proposed changes in RideSource fares. That notification is attached. It contains both the LTD recommendation and a subsequent recommendation from the Special Transportation Fund Advisory Committee. Also attached are written and telephone comments received by LTD and the Lane Council of Governments (LCOG) regarding the recommended change in RideSource.

CONSEQUENCES OF REQUESTED ACTION:

The second reading and adoption of the ordinance will be scheduled for the April 19, 1999, Board meeting. Following adoption, a copy of Ninth Amended Ordinance No. 35 will be filed with the County Clerk and made available for public inspection.

ATTACHMENTS:

- (1) RideSource Fare review notification with two proposal summaries
- (2) February 8, 2000, Special Transportation Fund Advisory Committee meeting minutes
- (3) Comments Regarding Proposed Changes in RideSource Fares
- (4) Ninth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services

PROPOSED MOTIONS:

I move that Ninth Amended Ordinance No. 35 be read by title only.

(Following an affirmative vote, the ordinance title should be read: **Ninth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services.**)

LANE TRANSIT DISTRICT BOARD OF DIRECTORS

RESOLUTION

BE IT RESOLVED, that Kenneth P. Hamm, General Manager of Lane Transit District beginning March 27, 2000, is hereby appointed as successor trustee under the Lane Transit District/Amalgamated Transit Union Local No. 757 Pension Trust and the Lane Transit District Salaried Employees Retirement Plan, as a successor to Phyllis Loobey, effective March 27, 2000.

Date

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: March 15, 2000

ITEM TITLE: RESOLUTION APPOINTING KENNETH P. HAMM AS PENSION TRUSTEE

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: That the Board adopt a resolution appointing LTD's new general manager as Trustee for the Salaried Employees' Retirement Plan and the LTD/ATU Pension Trust.

BACKGROUND: The Board has selected Kenneth P. Hamm as general manager effective March 27, 2000, as successor to retiring General Manager Phyllis Loobey. By prior resolution, the LTD general manager is one of three trustees for the Salaried Employees' Retirement Plan and one of four trustees for the ATU/LTD Pension Trust. To continue the work of the retirement plan and pension plan trustees without interruption, the Board needs to name Ken Hamm as successor trustee to Ms. Loobey, effective March 27, 2000, at the March 15 Board meeting.

RESULTS OF RECOMMENDED ACTION: Notice of this change in trustees will be provided to the Plans' pension administrators.

ATTACHMENT: Resolution

PROPOSED MOTION: I move that the Board adopt the Resolution naming Kenneth P. Hamm as successor trustee for the LTD Salaried Employees' Retirement Plan and the LTD/ATU Pension Trust.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 27, 2000

ITEM TITLE: EMPLOYEE OF THE 20th CENTURY

PREPARED BY: Jo Sullivan, Secretary to the Board

ACTION REQUESTED: None

BACKGROUND: **EMPLOYEE OF THE 20th CENTURY:** General Manager Phyllis Loobey has been selected as LTD's Employee of the 20th Century. Following a partial term on the LTD Board of Directors (1972 to 1974), she was hired as an Administrative Assistant in 1975. In 1976, she was promoted to Director of Administrative Services, and in 1979 was selected by the Board as LTD's General Manager. Phyllis was nominated as Employee of the 20th Century by current Board President Hillary Wylie. In nominating her, Ms. Wylie said:

Phyllis has built the best transit system in the country. She has impeccable taste, and when we have serious business to discuss, she takes me to lunch at Marche! Phyllis has been a dynamic leader and a visionary planner. She has stubbornly persevered to make "LTD" and "excellence" synonymous. It has been an honor to work with her and learn from her.

Board member Pat Hocken seconded the nomination. She stated:

Phyllis encouraged the Board to think of Lane Transit District not as just a little bus company, but as a key player in solving the area's transportation and land use problems. The District's major initiative of bus rapid transit flows directly from thinking about the District's role in that way. Phyllis also insisted that public facilities should be aesthetically pleasing as well as functional. Her guidance helped the District garner rave reviews for the design quality of the Eugene Downtown Station.

Several people who have worked with Phyllis during her tenure at LTD were asked what makes Phyllis a good general manager. Their comments follow.

Former Board President Dan Herbert (Board Member 1972-1981):

I think Phyllis' success as a manager came from her ability to get along with everyone, from bus cleaners to governors. I was always impressed with her good humor and respect for others, as well as her professional competence.

Former Board President Janet Calvert (Board Member 1982-1994):

During the 12 years I worked with Phyllis as an LTD Board member, she impressed me with her thorough preparation on all issues, while at the same time focusing on the big picture for the future of LTD and public transit. She always kept the Board fully informed—never let us be blindsided. She also understood the importance of keeping other governmental agencies and civic leaders aware of the needs of LTD and how transit could benefit the community.

Phyllis set high standards for herself and others. She had an ability to select skilled, creative people and the confidence to let them do their jobs. I was impressed that she knew all of the employees by name and tried to be sensitive to their needs.

Lane Transit District has become a top-notch transit system due to Phyllis' vision, determination, and leadership to make it happen.

LTD Public Affairs Manager Ed Bergeron (1979 to present):

I personally would celebrate her vision and visionary leadership; the value and focus she always placed on the "big picture"; her appreciation for flowers, landscaping, and quality facility design; and her effectiveness at networking among community leaders. On the lighter side, I always appreciated Phyllis' culinary talent, the times when she would joke around and be silly, and the fact that she clearly changed my life by introducing me to German automotive engineering by letting me drive her old Mercedes on our trips to Salem.

LTD Executive Secretary Jo Sullivan (1980 to present):

Phyllis is deeply committed not only to LTD as a transit district, but to LTD employees and the community, as well. She is a strategic thinker who lies awake nights considering all the facets and ramifications of community and District actions. I was one of the lucky ones who got to see her in action at a national level, helping set national transit policy and breaking the way for other women in the transit industry. She has high standards, and adhering to those standards has resulted in LTD's reputation for quality service, facilities, and employees. Phyllis' guidance has molded

the LTD of today, and this community has been lucky to have her in the role of LTD General Manager.

ATU Executive Board Officer Paul Headley (Bus Operator since 1969)— Paul, who is Number One on the LTD bus operator seniority list, offered the following comments:

Lane Transit was considered a community liability at the time Phyllis became the general manager. Today, LTD is considered an asset and a viable part of Eugene/Springfield's future. With the artistic majesty of a gourmet chef, Phyllis watched over many diverse projects, some stoves turned on high, some on low, with a dash of this and a pinch of that, putting together the necessary ingredients to make the best better. With such great care she helped employees with their personal problems. She stood tall with brazen courage and admirable steadfastness as the anti-transit press blasted away at her, and knew where to put the garbage away at the end. She was always available, day or night, wherever she was, to me as a union officer.

Phyllis leaves us with many challenges that we will collectively have to handle. Planning was never a one-time occurrence for Phyllis Loobey.

I want to personally wish Phyllis the best in her retirement, and quote our friend, Bob Hunt, who would have said it for us all: "Phyllis, it is good."

AWARD: Phyllis received her special award at the February 27 Employee Appreciation Banquet.

February 17, 2000

TO: Patricia Hansen, LTD

FROM: Terry Parker, LCOG

SUBJECT: Special Transportation Fund (STF) Advisory Committee RideSource
Fare Increase Proposal

At their meeting on February 8, 2000 the Special Transportation Fund (STF) Advisory Committee deliberated on a proposed fare increase for RideSource services. The proposal recommended by the STFAC is different from that presented in LTD's proposed pricing plan that has been submitted for public review.

Attached is a copy of the *draft* minutes that summarizes the Committee's discussion on the fare issue and a letter sent to all current RideSource riders notifying them of the proposed increases in fares and opportunities to comment.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** March 15, 2000
- ITEM TITLE:** SPRINGFIELD STATION UPDATE
- PREPARED BY:** Stefano Viggiano, Planning and Development Manager
- ACTION REQUESTED:** None. Information only.
- BACKGROUND:** **Site I-West:** Investigation of the new Springfield Station site option, Site I-West, continues. The following actions have occurred during the past month:
- Staff have been in continued contact with the property and business owners of Site I-West and continue to work through the owners' questions and issues. To this point, no insurmountable problems have been identified.
 - A request for a "categorical exclusion" (CE) to eliminate the need for a full amendment of the Environmental Assessment for Site I-West has been sent to the Federal Transit Administration (FTA). The CE includes some new analysis of some possible impacts of the new site option, but makes the argument that many impacts are the same as for the original Site I. As of the preparation date of this packet, no response from the FTA to this request has been received.
 - The Springfield Station Steering Committee met on February 24, 2000 to discuss the new site option. Committee members generally were agreeable to considering this new site, and many indicated that it appeared to be an attractive option. Board members Hillary Wylie, Dave Kleger, and Ginny Lauretson attended the meeting and can provide additional information to the Board.
- Greyhound Joint Development:** Greyhound has determined through a market study that its local customer base is mostly within Eugene. As a result, Greyhound is not interested in moving its base of local operations to Springfield. Greyhound did indicate an interest in a joint facility with LTD if it were to be based in Eugene.
- ATTACHMENT:** None
- PROPOSED MOTION:** None

MINUTES

SPECIAL TRANSPORTATION FUND ADVISORY COMMITTEE

Lane Transit District Board Room--3500 East 17th Avenue

February 8, 2000
10 a.m.

PRESENT: Russell Matthews, Chair; Jan Aho, Marlene Black, Jane Boren, David Braunschweiger, Wally Earle, Lucille Johnston, Kathryn Jenness, Linda Reynolds, Ted Stevens, David Zeiss (members); Ed Necker (Community Representative).

Terry Parker, Lauri Segel (Lane Council of Governments); Fred Stoffer (Special Mobility Services); Sharon Porter (Lane Council of Governments - Florence); Dave Kleger (Lane Transit District Board of Directors); Patricia Hansen (Lane Transit District); Aline Goddard (City of Oakridge); Dale DeRoest (South Lane Wheels), guests.

ABSENT: Scott Whetham, Grace Retford (members).

1.WELCOME AND INTRODUCTIONS

Mr. Matthews called the meeting of the Special Transportation Fund Advisory Committee (STFAC) to order and invited those present to introduce themselves.

2.ANNOUNCEMENTS

Ms. Reynolds said that she attended the memorial service for Ted Reams, a former member of the STFAC, and that it had been very nice.

3.CONSIDERATION OF MINUTES OF JANUARY 11, 2000

Mr. Necker noted that the initials "STR" in the last sentence of the last complete paragraph on page 3 should be "STF."

Mr. Matthews pointed out that David Braunschweiger and not Scott Whetham abstained from voting on the motion on page 4 of the minutes.

The minutes were approved as amended by consensus.

4.ACTION ITEM: RIDESOURCE FARE UPDATE

Ms. Parker briefly reviewed the background of the RideSource fare policy and fare increase contained in the Action # 4 memorandum in members' packets. She reminded members that the Special Transportation Fund Advisory Committee (STFAC) had made the commitment to put the RideSource fares structure in line with the Lane Transit District (LTD) fares and to work toward the goal of reaching the Americans with Disabilities Act (ADA) allowable fare. Under ADA the

RideSource fare cannot be more than double LTD's regular adult cash fare. LTD's cash fare was currently \$1, placing the maximum RideSource fare at \$2. Ms. Parker asked members to express their opinions about raising the fare this year from \$1.50 to \$1.75, with some break for people who buy tickets ahead of time.

Mr. Stevens said that he wondered if it was necessary, given the substantial amount of State funding this year and the next, to increase the fare at this time by \$.25. He said that he was concerned about users who were on fixed or lower income. He thought that it might be appropriate to hold the line on the current fare through the end of the current biennium and then increase the fare. Ms. Johnston agreed with Mr. Stevens.

Mr. Necker said that he thought that the extra money from the State had been designated for certain uses. He mentioned the commitment to the LTD Board to eventually reach the ADA maximum allowable fare. He said that increasing the fare incrementally would be easier on the low income population. He added that a higher fare might serve as a motivation for conditional riders to use the bus.

Mr. Stevens clarified that he was still committed to reach the full \$2 fare, but he said that the environment today was very different than it was a year ago when the decision was made. He said that the \$1.50 fare was enough not to violate the idea of having an incentive to use the fixed route service.

In response to a question from Ms. Reynolds, Mr. Braunschweiger said that he had not studied the correlation of fare increases to ridership. He said that some people who would have been affected by the fare increase were now riding for no fare because of agency contracts such as the Developmental Disability contract.

Mr. Earle pointed out that the reason the STFAC committed to raising the fare to the ADA allowable rate was because of the high percentage of the budget that was subsidized by LTD and the uncertainty as to how long LTD would be able to sustain that commitment. He said that he thought that the fare should be increased to the full allowable amount.

Ms. Boren noted that all RideSource clients were not low-income. She suggested finding a way to identify the people who "fall through the cracks." Mr. Braunschweiger agreed saying that there was a wide cross section and range of incomes among the riders. Mr. Necker said that many of the low-income riders qualified for Medicaid assistance and therefore did not pay a fare under the Medicaid contract for services.

In response to a question from Mr. Necker, Mr. Kleger said that the LTD Board did not look at fare increases on a regular timed schedule, but continually evaluated needs, costs, etc. Ms. Parker clarified that the STFAC had agreed to get to the ADA maximum fare and then stay there until LTD had a cash fare increase.

Mr. Matthews pointed out that the history of the fare in the last five years was that it had been slowly increased. He said that at \$.80 a ride five years ago, riders were really getting a lot for their money. He added that, at the same time, Mr. Stevens' point was valid and deserved more discussion.

Mr. Stevens said that part of the new money from the legislature was going to be used to relieve LTD of some of the burden of the cost of the program and therefore keeping the fare at the same level could be justified. He said that he would guess that about one third of the riders were low-income and that \$3-4 round trip was a big part of their income. Ms. Parker said that agency contracts had helped deal with the issue of very low-income clients. She said that the Senior and Disabled Services non-medical contract was the first one of those. Mr. Stevens pointed out that there were limitations on who qualified for the non-medical contract. He said that there were still seniors who were on fixed incomes and were having to carefully watch their spending. Ms. Parker said that the program had never looked at people's income and that it was unknown how many people still riding at full fare were on fixed or low-income. She said that the program had not considered a dual fare system, which would create another layer of determination. She wondered if a dual fare system based on rider's income would be worth the added cost to the system.

Ms. Parker referred members to the Special Mobility Ridership and Cost Summary at Mid-Year for RideSource that she distributed prior to the meeting. She noted that the fare revenue had increased from last year. She also noted that fares were a relatively small percentage of the overall budget.

Ms. Boren said that the object was to preserve the service that was provided with limited resources. She said that the greater resources available this year might not always be available. She said that if the fare was not increased, then the committee should think creatively about how to help people adjust emotionally to a higher fare, even if people were not realizing that increase. She suggested printing a \$1.75 or \$2 price on the ticket with the explanation that the price was being discounted at this time because of another funding source. She said that this would help people understand just what they were getting.

Ms. Hansen said that LTD was concerned about putting a cap on the amount of the contribution to RideSource partly because of upcoming capital purchases. Mr. Kleger explained that the federal government was cutting the amount of money available for purchasing new buses. He added that LTD would be needing to buy 30 new buses in the next few years. He said that it was a big concern to the LTD Board.

Ms. Hansen said that she thought that the goal to steadily increase the RideSource fare was a good one. She added that she was very sensitive to the needs of low-income persons and had been part of the conversations about how to creatively address those needs. She said that part of the problem with a sliding scale fare was the administrative costs. She suggested that the fare increase might be used for clerical help to look at alternatives for reduced fares. She said that this issue would not go away and that she would like to see the committee take some innovative steps to addressing it while still taking steps to increase the fare. She also suggested an annual survey about how the fare was affecting riders.

Mr. Matthews liked the idea of an annual survey. He said that while the fare revenue was a small part of the budget, a fare increase would bring in more revenues. He cautioned against doing anything that would create more costs for the program.

Mr. Stoffer said that he had concern about the administrative issues. He said that the coupon book discounts or the *RideSource* Shopper program had very little administrative overhead, but that with any individual income assessment, the administrative costs would go up.

In response to a question from Ms. Reynolds, Ms. Parker said that the increase would take affect in September and therefore needed to be sent to the LTD Board by March.

Ms. Parker wondered if there was an application from another low-income program such as Low Income Energy Assistance Program (LIEAP) that could be used to authorize a reduced fare. Mr. Zeiss suggested using food stamps as a determination. Ms. Parker reminded members that most of the complaints that had been made in the last two years were from developmentally disabled individuals who were paying fares to go to and from work. She said that these complaints had been largely addressed by the new contract for services for people who were developmentally disabled. Ms. Aho noted that 835 of the riders at mid-year were 60 years old or older. Ms. Johnston reported that she had spent \$330.00 last year for rides.

Mr. Necker suggested raising the fare to \$1.75, and having a bigger reduction on the coupon books. Mr. Braunschweiger suggested having a shallow discount on coupon books for everyone and then having a deeper discount on coupon books that would be distributed through other agencies. Ms. Parker pointed out that if there was not an increase in the price of coupon books, then the increase in ticket fare would be a false step since most of the riders bought tickets by the book.

Mr. Stevens said that in terms of the overall budget, a \$.25 fare increase was more of a philosophical issue because the increase in revenue would only be \$9,000. He said that for some seniors such as Ms. Johnston, the increase would be very real. He suggested one of the following two compromises:

- (1) The Committee go on record now as increasing the rate to \$1.75 in September, 2001. This would show the LTD Board that the committee was making progress toward the full ADA allowable fare, but that it would not be immediate.
- (2) Raise the fare to \$1.75 now, with the coupon books being sold for \$14 or \$15.

Mr. Stevens said that he agreed with the concern that to do means testing would be an administrative nightmare and would cost more than the increase in revenue would provide.

Mr. Kleger informed members that at one time when it cost \$.35 to ride the bus, *RideSource* tickets cost \$2. He pointed out that \$2 was not an unheard of cost.

Mr. Stoffer said that there might be other ways to offer incentive for more efficient modes of transportation that would not cost any more, but could save some money. He said that the Shopper program was one that could be looked at for these kind of incentives.

Ms. Hansen informed the committee that the LTD Board was considering a change in fare structure by getting rid of transfer and going to all day passes.

Mr. Matthews said that the reduced fare with coupon books had worked well. He said that another option was to raise the fare to \$2 and the raise the coupon book fare to \$1.75 a ride.

Ms. Parker listed the following three options discussed by committee members on the board:

| <u>September 2000</u> | <u>September 2001</u> |
|-----------------------|-----------------------|
| 1) Do nothing | \$1.75 fare |
| 2) \$1.75 fare | \$14-17 coupon book |
| 3) \$2.00 fare | \$17.50 coupon book |

Ms. Goddard noted that the money from the legislature was only for two years. Ms. Parker rephrased the discussion for members: Does the Committee recommend to raise the fare now because the money was really needed? Does the Committee continue with its philosophical decision to increase the fare incrementally? Or does the Committee say things have changed enough that it would stop moving in that direction (up to the ADA maximum allowable fare)?

Ms. Goddard said that she would like to see the committee progress with increasing the fare.

Mr. Stevens said that Ms. Parker had framed the issue really well. He pointed out that if the legislature did not refund the money during its next session, there would have to be cuts in the program.

A straw poll was taken with option 2 being favored with 12 votes, option 1 had 5 votes, and option 3 had no votes.

Mr. Stevens moved, seconded by Mr. Earle, to increase the RideSource fare by \$.25 from \$1.50 to \$1.75 and to retain the ticket book price at \$14.

Mr. Braunschweiger noted that \$14 would not be much of a revenue increase. He suggested separating the ticket book price from the single fare price. Mr. Stevens thought that the two should be linked together.

The motion failed, 4:6, with Ms. Reynolds abstaining.

Mr. Zeiss moved, seconded by Ms. Boren, to increase the single fare to \$1.75 and the ticket book cost to \$15.

Ms. Boren suggested that when the fare was increased to \$2, then the ticket book cost be increased to \$17.50.

Ms. Parker noted that the motion still gave a larger discount for ticket books. Mr. Stevens called for the question.

The motion passed unanimously, 11:0.

Ms. Parker thanked everyone for the discussion. She said that finding opportunities through contracts or other arrangements to help people with low-income should always continue to be a goal.

Ms. Boren said that one of the things that helped form her opinion on the motion was that there had not been a backlash or negative response to the fare adjustments that had been made.

Ms. Aho said that she liked Ms. Boren's suggestion that the \$1.75 price be printed on the ticket with the information that the price was being subsidized by LTD. Mr. Zeiss suggested putting the real cost on the ticket, which was over \$10.

Mr. Stevens said that while it was true that there had not been a negative response to raising the price of a ticket, ridership had dropped by almost 100 people since 1997. He wondered if people could be leaving the system because the price was too high. Ms. Parker responded that there was no information that gave that kind of feedback. She said that she would tally the responses from riders last year about the fare increase to see if there were many complaints. She said that many riders said that they did not like the fare increase, but that they did understand. She said that twice as many responders said that the ride fare was "such a deal." She said that one suggestion would be to ask the people who leave the system why they were leaving. She said that she thought that the issue had more to do with service level as much as it had to do with cost. She noted that the service was curb-to-curb rather than door-to-door. She said that there were a couple of dynamics that needed to be explored. Ms. Boren noted that there had been a huge influx of assisted living facilities that own buses. She agreed that the issue should be investigated. Mr. Kleger added that since the Eugene Station had been opened more elderly people were continuing to ride the bus. Ms. Hansen also noted that the lift policy had been changed so that anyone could use the lift on the buses.

5.MID-YEAR REPORTS

Ms. Parker noted that she only had mid-year reports for Special Mobility Services and White Bird Clinic. She reviewed the trends in the White Bird Clinic report and noted that the trend had to do with the amount of money available. She said that there was demand that did not get met. She said that the cost per ride had stayed fairly flat.

In response to a question from Ms. Boren, Mr. Zeiss said that White Bird rationed rides so tightly that it was hard to even know what the most glaring unmet needs were. He said that clients were limited to two one-way rides a month, except in cases of emergency. Ms. Boren suggested that any extra revenue would really help White Bird. Mr. Zeiss said that White Bird was putting together sources to increase the capacity for escorted transport.

Ms. Parker asked Mr. Zeiss how White Bird would be able to "ramp up" for the new STF money amounting to \$2,280 coming to White Bird. Mr. Zeiss answered that the money would be used one of two ways: to increase the number of rides per month or to open rides up for other purposes. Ms. Parker said that right now the rides at White Bird were mainly to get people to and from treatment and medical resources. Mr. Zeiss added that shopping and recreational rides had been eliminated.

Ms. Parker briefly reviewed the trends in the Special Mobility Services report. She said that fewer people were being served, ride counts were flat but that the total miles was increasing, so the trend was toward more miles per ride. She noted that the ride refusals were very low.

Ms. Parker said that it was time for agencies to begin planning budgets. She said that the applications would be out early in March so that there would be time to give careful consideration to the budget.

Mr. Stevens wondered why the RideSource Shopper rides and the RideSource Escort rides were down. Ms. Parker said that this had been a trend particularly in the outlying areas. She said that there was a review pending of how to make these programs work more effectively, especially the RideSource Shopper program. She added that the stability in RideSource Escort rides depended on the effectiveness of the Volunteer Coordinator and that two volunteer managers had moved on in the last two years. She noted that the RideSource Only rides were increasing. She said that the program was doing more one-on-one longer trips.

Ms. Parker pointed out that driver wages had been increased in order to find and retain workers. Ms. Reynolds reported that some of the good drivers were thinking about staying with the program because of the wages and increase in benefits.

6. NEW PROGRAM FUNDING

Ms. Parker noted that she had included part of the application that had been submitted to the State in members' packets. She said that it was a summary page of the money requested. She said that the funds should be available in the next couple of weeks.

Ms. Parker suggested that the STFAC needed to meet in March, even though a meeting was not scheduled in order to discuss details for the next budget. She added that the list of projects for 2001 had to be in by the end of March. She suggested having the work session early in March. Members discussed this and decided to meet on March 7, 2000. Ms. Parker said that she would have budget materials available.

Ms. Johnston asked about a letter she received concerning a Public Transit Division CT/OTN Information meeting. Ms. Parker said that she would be attending those meetings because she filled out the grant forms. She said that anyone interested could attend. She said that the meeting was for the purpose of describing the grant program and the guidebook. She said that traditionally LCOG did one coordinated application that included all projects for the different agencies.

7. MEMBERSHIP VACANCIES

Ms. Segel referred members to the membership update included in the agenda packets. She noted that there several rural vacancies. She said that this was for information only and that the Committee could discuss this at its March or April meeting. Mr. Zeiss asked about the number of terms a member could serve. Ms. Parker said that information about when each member's term expired would be available at the next meeting.

Mr. Stevens asked for clarification about Mr. Earle's position since he was not listed as a member. Ms. Segel said that Mr. Earle was a member-at-large and that his name should be on

the list. Mr. Earle said that he would remain on the committee until he retired in May. Mr. Earle had been absent from the Committee during a recent medical leave.

8.SOUTH LANE WHEELS: JANUARY BOARD MEETING UPDATE

Ms. DeRoest said that South Lane Wheels was focusing on increasing its general public services. She said that she was informing different organizations about the program. Some of the programs she had contacted were: the Smart Reading Program, volunteer coordinators at schools, and pre-schools and school nurses that have children who need to be immunized. She reported that during the year from November 1998 to November 1999, there had been a 254 ride increase, and a 56 metro trip increase. She said that December 1999 showed a 56 overall ride increase and a 56 ride increase in metro trips from December 1998. She said that January ridership had also shown an increase.

9.OTHER

Ms. Segel noted that she had included the “cliff notes” and the recorded minutes from the public information session in members’ packets. She said that she also had reprints of an article from the National Highway Safety Transportation Board about adapting motor vehicles for people with disabilities for anyone interested.

Ms. Parker reported that Ms. Goddard was getting ready to hire a new staff person for Oakridge.

Ms. Parker also mentioned that she was working with staff on the Escort program to determine the best use of new money for that program. Ms. Parker reminded all providers that keeping track of new riders, miles, and service was very important.

Mr. Matthews adjourned the meeting at 12:02 p.m.

(Recorded by Elise R. Self)
DRAFT 2/17/00

TRANSIT OPERATIONS

Mark Johnson, Transit Operations Manager

SECURITY

Operations staff has been working to improve security for operators as well as customers, last month I reported that we expanded security at the Glenwood facility. During the budget process we are looking at other options for providing security on the street. One process that we will unveil this month is a security reporting and tracking system. Our records about security incidents have not been as accessible and as trackable as they need to be to ensure that the programs we put in place are serving the intended purpose. This process will help us do a better job of targeting specific problems.

TRAINING

Since we now have four instructors and Vern Rogers, our Training Coordinator certified to teach the National Safety Council Defensive Driving Course, we are pushing ahead with training. We have provided several operators, instructors and supervisors with the course over the last month. Safety and ensuring that we have top notch instructors and programs continues to be a major focus for Operations.

The Instructors had two days off of the road to plan and improve their effectiveness as instructors. The first day was facilitated by Vern Rogers who used a workshop format to address current issues. A part of the second day was facilitated by Meri Justis of LCC, her focus was coaching and mentoring adult learners. The two days was topped off with training on the latest LTD software. The instructors enjoyed the training and felt that it will help them become better instructors.

MEDIA ATTENTION

LTD did get some good press last month. Ed Bergeron and Sue Aufort did a press release that included information about our 1999 safety record and all of the major Eugene television stations ran the story. Reporters came to the LTD facility and Instructor, Frank Roberson spent the morning taking them through the course that we use for new operator training. The reporters had a lot of questions and did a great job of letting their viewers know how safe our system is. Frank also did a commendable job of showing them driving basics.