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LANE TRANSIT DISTRICT REGULAR BOARD MEETING

September 20, 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

Wylie _____ Bennett _____ Gaydos _____ Hocken _____

Kleger _____ Lauritsen _____ Vacant (Subdistrict 3) _____

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—

A. Bus Purchase 05

B. BRT Update 07

C. Eugene/Springfield Metropolitan Partnership Membership 14

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

VI. EMPLOYEES OF THE MONTH—

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VII. AUDIENCE PARTICIPATION

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

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G.	Comprehensive Service Redesign Public Hearings	
H.	TransPlan Draft Plan Approval	
I.	BRT Updates	
J.	Quarterly Performance Reporting/Year-end Performance Report	
XI.	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).

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, June 21, 2000

Pursuant to notice given to *The Register-Guard* for publication on June 15, 2000, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, June 21, 2000, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Gerry Gaydos
Dave Kleger, Treasurer
Pat Hocken
Virginia Lauritsen
Ken Hamm, General Manager
Susan Hekimoglu, Recording Secretary

Absent: Rob Bennett, Vice President
Dean Kortge, Secretary

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:37 p.m.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA: Mr. Gaydos commented on the 10th Avenue redesign workshops, which he had attended. He thought that staff had done a good job addressing the issues of the jurisdictional partners and business owners.

Ms. Lauritsen complimented LTD for its service to the Springfield Garden Tour. She thought the tour was well attended, and many chose to ride the tour buses.

WORK SESSION – TRANSPLAN: Planning and Development Manager Stefano Viggiano said that this was the last work session on the Draft TransPlan that the LTD Board would hold prior to the July 12 joint work session. Due to the large number of issues for which there were differing opinions among the four adopting jurisdictions, staff were considering adding a second joint work session. The dates of Monday, August 7, or Wednesday, August 9, were being considered. The LTD Board members preferred Monday, August 7.

Mr. Viggiano said that the Eugene City Council (Eugene) had held another work session on the Draft TransPlan and had agreed with the staff recommendations for all four transit policies, as had the Springfield City Council (Springfield) and the Lane County Commissioners (The County). It appeared that in terms of the differences of opinions, none of those would involve the four transit policies. Eugene discussed transit and had expressed support for one of the program actions that addressed alternative propulsion. They were very interested in the

neighborhood shuttles and asked that the BRT policy, in its definition and intent, include neighborhood shuttles as a key feature. Eugene expressed its support for the downtown shuttle as well.

Tom Schwetz of Lane Council of Governments (LCOG) was present to discuss the TransPlan Performance and Assumptions issue area. This was the final issue area that the Board would discuss prior to the joint work session. Mr. Schwetz said that the state's Transportation Planning Rule (TPR) required that TransPlan comply with certain performance measures - either a Vehicle Miles Traveled (VMT) per capita target or alternative measures.

Mr. Schwetz outlined the specific TPR requirements and provided the staff proposal for TPR compliance. Currently, the TPR required a 5-percent reduction in VMTs for the smaller Metropolitan Policy Organizations (MPOs), but allowed for the use of alternative measures. As the Draft TransPlan (The Plan) currently was written, VMTs would not be reduced by 5 percent, and alternative measures could be used. Those alternative measures, alternative to VMT per capita, that would comply with the TPR, needed to be identified.

The intent of the TPR was to reduce the reliance on the automobile. The state Department of Land Conservation and Development (DLCD) staff, in writing the rules for the use of alternative measures, required a demonstrated reduction in the reliance on the automobile through the use of alternative measures. The alternative measures were required to demonstrate that achieving the alternative standard would result in a reduction in reliance on the automobile; would accomplish a significant increase in the availability or convenience of alternative modes of transportation; and would likely result in a significant increase in the share of trips made by alternative modes, including walking, bicycling, ridesharing, and transit.

With those objectives in mind, staff developed a framework within which The Plan could be assessed for compliance with TPR. Mr. Schwetz presented the timeline for development and approval of the alternative measures, culminating in the approval by the Land Conservation and Development Commission (LCDC) in November 2000 and local adoption of TransPlan and the MetroPlan amendments in December 2000.

Mr. Schwetz then reviewed the proposed framework for alternative measures, which included performance measures that captured both the supply (The Plan implementation) and demand (travel response) for transportation in the Eugene-Springfield area. He said that the alternative measures would be reviewed and discussed by the TransPlan adopting officials prior to the joint work session on July 12, where agreement would be sought.

A public review of the alternative measures would occur after the joint work session, and a possible work session would be held with LCDC to introduce and discuss the request.

Ms. Wylie asked if staff anticipated any potential problems with the approval by LCDC. Mr. Schwetz said that the proposed measures would take the place of the VMT per capita target. Staff had specified percentage changes or actual goals with the proposed measures. Ms. Hocken added that this was the first time the LCDC would be asked to approve this type of approach, so there was no historical basis with which to determine the likelihood of approval.

Ms. Wylie asked if the proposals could be reviewed by LCDC prior to their being submitted for approval. Mr. Schwetz said that staff currently were working with DLCD staff.

One of the key aspects that DLCD staff would be seeking was a certain level of agreement and commitment from the adopting jurisdictions on some of the key strategies in TransPlan, including bus rapid transit (BRT).

Ms. Hocken said that DLCD not only would be looking at the measures, but also at whether or not the TransPlan could enable the jurisdictions to meet those measures. Mr. Viggiano added that it would be as if there were a qualitative assessment made of TransPlan. He thought that early indications were that LCDC thought that nodal development and BRT were good strategies; however, they questioned the level of commitment for those strategies. The BRT policy, for instance, was conditional upon other things being in place, which indicated a lower level of commitment for that particular strategy.

Ms. Hocken asked if it would make a difference if the pilot corridor were approved by the adopting jurisdictions prior to the presentation of the alternative measures to the LCDC. Mr. Viggiano thought that would demonstrate a commitment to pursuing BRT and would help with the adoption of The Plan.

Mr. Schwetz then reviewed the proposed alternative measures, which included travel response measures and plan implementation measures. The travel response measures included a drive alone mode share, which was targeted to decline by 5 percent, and a percentage of non-auto trips, which was targeted to increase by 10 percent. The plan implementation measures included a proposed increase in transit service hours per capita of 50 percent and an increase in bikeway miles of 50 percent.

Mr. Kleger asked what the current baseline was for the drive alone mode share. Mr. Schwetz said that currently, drive alone mode share was 43.7 percent of the total trips. The proposal was to reduce drive alone mode share to 41.6 percent.

Mr. Gaydos said that he liked the proposal and the strong commitment to BRT; however, he thought that neighborhood loops or other transit services also should to be included in the proposal. Mr. Viggiano said that the proposed increase in transit service hours per capita included both BRT and other transit services, and in fact, a large part of the increase in service was the neighborhood loop service.

Mr. Gaydos said that Eugene prided itself on being pedestrian friendly, and BRT had the capability, with cooperation from other jurisdictions, to make the community more pedestrian friendly. He did not know if there was a measure for that. Mr. Schwetz said that pedestrian services also were included in the proposed increase in the percentage of non-auto trips.

Mr. Gaydos said that Park & Rides, the new Springfield Station, or those types of concepts were not included, but he thought that the argument could be made that the new Springfield Station and Park & Rides allowed for some measure of effectiveness in helping to reach the goals. He said that LTD was an extremely important entity in helping the community to meet

the goals of the TPR. Many of the investments that LTD made were important to the goals. Mr. Schwetz said that a more detailed proposal needed to be developed that would pull those strategies together to support the belief that those goals could be met.

Ms. Hocken said that she was concerned about the increase in transit hours. She thought it appeared to be dependent on the full BRT build-out, which was uncertain at this time. Mr. Viggiano said that certain defensible assumptions had to be made, and one was for full BRT funding. Staff believed that it was a reasonable assumption, and it could fit within a financially constrained plan. The assumption was based upon the prior funding track record, the likelihood that a BRT-type system could be funded, and the fact that there was much enthusiasm about the BRT concept at the federal level. Finance Manager Diane Hellekson added that staff were researching funding options for BRT as well, such as public agency loans and leasing.

Mr. Viggiano said that the other part of Ms. Hocken's question had to do with the operating cost for the additional hours, which assumed that LTD would achieve operational efficiencies through BRT. If LTD implemented the entire BRT system; the cost of providing the service would go down on a per-mile basis. Service miles may become a better measure of service hours as improvements were made to such things as speed of service.

Mr. Kleger asked how service hours per capita were calculated. Mr. Schwetz said that it was an aggregate measure, much like VMT per capita. Mr. Viggiano added that it was based upon the population within the TransPlan planning boundary, which was the urban growth boundary.

Mr. Kleger said that the willingness of people to walk two to four blocks to catch a bus often was discussed, and he asked if that concept was included in the calculation. Some of the neighborhood loop concept was designed to get access to a vehicle closer to people than otherwise would be available with only the main corridor BRT system. Without the neighborhood loop service, it was believed that not as many people would use the BRT system. It also was thought that the money would not be available to pay for the neighborhood service without the efficiencies of the BRT system. He was concerned that people were being counted as benefiting from hours of service, when they were not in a place to practically make use of it. He also was concerned that those people who were in extremely advantageous positions to use the service be counted as no more likely to use it than those who were on the fringe of the community with a longer walk to the nearest bus.

Mr. Schwetz said that staff could develop some of those measures. The per capita measure was meant to be a ratio of the level of service being provided in the community. Mr. Kleger said that unless staff believed there was something productive to be gained, he did not want to see more money spent on getting the more detailed measures. Mr. Schwetz said that staff were discussing a possible transit mode share along selected corridors, which was where transit ridership would occur. It also would be a direct remedy to congestion.

Mr. Kleger said that one scenario for the future of the community would suggest that the community would continue to experience rapid population growth with a continued resistance to

more transit funding, which would not be to LTD's advantage in this particular calculation over the twenty-year plan. Mr. Viggiano said that the measures did not assume a new funding source, such as an income tax or sales tax for transit.

Mr. Schwetz said that this was a preliminary proposal, and staff were seeking agreement from the jurisdictions on the framework.

Mr. Kleger said there was a discussion under the section on TPR VMT Goal Compliance (Board packet page 24) that he believed was the other suggested method to meet the TPR. Mr. Schwetz said that it was a technical analysis summary of how that alternative, extensive pricing mechanism, concentrated levels of development, and exclusive rights-of-way for BRT performed relative to the other suggested alternatives. Mr. Kleger asked if staff had made an estimate of the political achievability of that particular scenario of strategies. Mr. Schwetz said that staff had posed that question nearly four years earlier to the adopting officials, and the entire process had been summarized at that time in the decision package. The answer at that time was that the adopting officials were not interested.

Mr. Kleger said that he was glad that it was on the record that earlier alternatives that were proposed to comply with the TPR VMT goals had been evaluated and rejected; although those alternatives would have been easier in some ways than to attempt to go through the alternative measurements that now were being proposed.

Ms. Hocken asked if there were changes to The Plan that would have a significant impact on the proposed measures, such as the deletion of the Valley River Bridge. Mr. Schwetz said that some projects were removed from the constrained list, some were moved to the future list and vice versa within The Plan, but it was not expected to have a big impact on the proposed measures.

Mr. Viggiano said that staff were not seeking a Board position at this time, but an awareness of what was being proposed.

Mr. Viggiano said that the issues that might be discussed at the joint meeting included the river crossing issue; the revision of the definition of nodal development; TDM Policy #1, Roadway Policy #2, Level of Service; several of the roads projects listed in Issue Area 4; and some potential additions to the Finance Policies. Mr. Schwetz added that staff hoped to use the "clicker" technology for balloting and discussion at the joint meeting as a means to move towards consensus.

Mr. Kleger noted that with regard to the level of service issues, there was a significant philosophical difference between Eugene and Springfield. He asked if there was any legal impediment to adopting different levels of service within the different jurisdictions. Mr. Schwetz said that he did not have an answer, but the option had been discussed. Mr. Kleger thought that it would be good to know if that option were available.

JULY 2000 EMPLOYEE OF THE MONTH: Bus Operator Walt Boynton was selected as the July 2000 Employee of the Month. Ms. Wylie introduced Transit Operations Manager Mark Johnson, who would provide the background information about the selection of Mr. Boynton.

Mr. Johnson said that Mr. Boynton began his employment with LTD in May 1974. Mr. Boynton had been an operator for 26 years, and for 24 of those years, he had earned Safe Driving awards. This meant that Mr. Boynton had been behind the wheel for 45,000 hours and 450,000 miles without an accident, which was equivalent to 11,250 round trips between Eugene and Portland. Mr. Johnson said that was impressive, and that was the kind of professional employee that Mr. Boynton was. Mr. Boynton set a high standard for himself, and that kind of a safety record was indicative of that high standard.

Mr. Johnson said that Mr. Boynton had been nominated by a passenger who appreciated Mr. Boynton's thoughtfulness and willingness to assist her with her suitcase and bags both getting on and off of the bus, which also was not unusual, but meant that an extra effort was being made for the customer.

Mr. Boynton was an extra-board operator, which meant that assignments were made daily and included all extra work. He also was the extra board liaison between the Amalgamated Transit Union and LTD.

Mr. Johnson said that Mr. Boynton was a great guy; he was friendly, positive, and was a real asset to the District.

Ms. Wylie presented Mr. Boynton with an Employee of the Month pin, a letter of congratulations, a certificate, and a monetary award.

Mr. Boynton said that he appreciated the award and thanked the Board for the honor.

Mr. Kleger added that as a bus rider who used a wheelchair, he appreciated Mr. Boynton's smooth driving abilities.

AUDIENCE PARTICIPATION: 1) Mr. Rob Zako of Eugene, representing the Friends of Eugene, discussed the Draft TransPlan. He said that he wanted to address a question that had been raised earlier by Mr. Kleger about the political feasibility of the TPR VMT Goal Compliance alternatives to achieve the 10-percent VMT reduction. The answer, of course, was yes, but it was not politically feasible.

The rules had changed since then. The new TPR required a 5 percent VMT reduction. Mr. Zako said that no one had asked if it was politically feasible under the new rule to achieve that requirement, or how close to that goal the community could get.

There were many measures as part of alternative compliance plan, and Mr. Zako urged the Board to look at it seriously to see what could be done to get closer to the 5 percent VMT reduction.

Mr. Zako said that nobody had gone through the process of getting approval from the LCDC for alternative performance measures, but from what he had heard, it would not be easy. The burden of proof would be on Eugene and Springfield to prove that those measures were comparable to a 5 percent reduction in VMTs.

MOTION
VOTE

CONSENT CALENDAR: Ms. Hocken moved that the Board adopt the following resolution: "It is hereby resolved that the Consent Calendar for June 21, 2000, is approved as presented." Mr. Kleger seconded the motion, which carried unanimously by acclamation. The June 21, 2000, Consent Calendar consisted of the minutes of the May 15, 2000, Board work session, the minutes of the May 17, 2000, regular Board meeting, a supplemental facsimile signature policy update, and a resolution reaffirming District boundaries.

ADOPTION OF FISCAL YEAR 2000-2001 LTD BUDGET: Ms. Hellekson said that the full Budget Committee had approved the FY 2000-01 budget on April 27, 2000. There were no changes to the proposed budget since that time.

Public Hearing: There was no one present who wished to address the Board.

MOTION
VOTE

Board Deliberation: Ms. Lauritsen moved the approval of the Resolution adopting the Fiscal Year 2000-2001 budget and appropriating \$71,016,922 as represented in the Resolution. Mr. Kleger seconded the motion, which passed by unanimous vote, with Lauritsen, Wylie, Gaydos, Hocken, and Kleger voting in favor, and none opposed.

MOTION
VOTE

EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(h), TO DISCUSS CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED: Mr. Kleger moved that the Board meet in Executive Session pursuant to ORS 192.660(1)(h), to discuss current litigation or litigation likely to be filed. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board moved to Executive Session at 6:58 p.m.

MOTION
VOTE

Following the Executive Session, Ms. Hocken moved that the Board return to regular session. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board returned to regular session at 7:20 p.m.

STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) TRANSIT PRIORITY LIST: Capital Grants Administrator Lisa Gardner was present to discuss the STIP funding Transit/Transit Demand Management (TDM) priority list. Ms. Gardner said that the STIP funding program was the Oregon Department of Transportation's (ODOT) statewide improvement program and was a four-year funding program that was updated every two years. It allocated Surface Transportation Program (STP) federal funds that were funneled through the state. The Metropolitan Policy Committee (MPC) was responsible for prioritizing the area requests for funding and forwarding the final priority request list to ODOT.

Staff were requesting that the LTD Board recommend to the MPC the proposed transit/TDM project priority list for inclusion in the 2002-2005 Statewide Transportation Improvement Program, which included the Springfield Station (BRT Terminus), Transportation

Demand Management programs, and funding for a new RideSource facility. MPC was scheduled to meet on July 13, 2000, to prepare the final request to ODOT.

Ms. Gardner said that during the 2000-2003 STIP cycle, there had been no dedicated transit funds as also was the case with the 2002-2005 STIP, and staff were not anticipating funding for transit projects. Overall, the funding had decreased, and staff believed there could be the need to consider multi-modal regional prioritization. If LTD hoped to get its projects funded, it may be required to justify that they were important regional projects in order to gain the support of its partner agencies.

Ms. Wylie asked why there was less STIP money and why LTD projects were not being prioritized. Ms. Gardner said that there was pressure from ODOT to cut back on the new projects and fund more of the preservation of the current system, which translated into preserving the roads. Ms. Gardner said that transit was not viewed as a system in terms of preservation and modernization. Transit requests generally were viewed as new capital money projects.

Ms. Wylie asked if there were plans to introduce new legislative bills to address the issue. Government Relations Manager Linda Lynch said that during the May primary election, the proposition to increase road funding received about 18 percent of the vote. She thought that there would be reluctance by the elected officials to bring up new transportation legislation.

Ms. Gardner added that after the last STIP cycle, when LTD did not receive much of the funding, MPC had sent a letter to ODOT in which it requested that transit receive a higher policy-level priority statewide for STIP funding. Eugene/Springfield was the second largest urban area, and LTD was the second largest transit system in Oregon; however, LTD was not receiving a proportionate share of the funding relative to its size. In addition, urban areas with a population of more than 200,000 received a different level of funding, and it was expected that once the current census was processed; Eugene would place at that level of population.

Ms. Hocken asked if there had been a local agreement or a formula at the state level in terms of transit receiving a certain percentage of the STP funding. Ms. Gardner said that funds, which were referred to as local STP funds, were appropriated through the MPO for the region, in this case, Lane Council of Governments (LCOG). It was divided among the participants on a formula basis. LTD was using this funding largely for passenger boarding improvement projects.

Ms. Hocken said that if LTD did not receive the STIP funding, she thought LTD might approach the partner agencies to receive a larger amount of the local STP funds. Assistant General Manager Mark Pangborn said that the local STP funds were a carry over from what was formerly know as Federal Aid Urban (FAU) funding, which was to have been used for roads. At that time, it was decided that this community would provide some of the FAU funding to transit, which was very unique. He believed that LTD should attempt to hold on to that funding source, but was unsure that any requests by transit for more of those funds could be successful.

Ms. Hocken asked if a process was in place at the staff level of all the jurisdictions to put together a multi-modal priority list. Ms. Gardner said that strategic discussions needed to be held both at the Board/elected official level and at the staff level to determine a process. It was mentioned at the Transportation Planning Commission (TPC), and staff were aware that it could happen in the near future. The ODOT Region II, STIP Coordinator, Allison Hamilton, had advised staff that if LTD wanted the Springfield Station to be funded through the STIP process, it needed to be one of the top two items on the priority list.

Ms. Hocken then asked about the TDM money and if it were in a different category, or if it also would need to be placed on the multi-modal priority list. Ms. Gardner said that TDM was on the multi-modal priority list because TDM funding was received as operating funds; however, it also was in jeopardy of being cut. Ms. Gardner then handed out a STIP program category survey that had been distributed to all jurisdictions. TPC would be discussing the priority list survey at its meeting on June 22.

Mr. Kleger said that at the recent Special Transportation Fund Advisory Committee (STFAC) meeting, there was discussion about the reprioritization process. At the end of the last Legislative session, the impression was given that the Legislature had structured the funding for senior and disabled transportation so that it would be held harmless if the funding increase measure failed. However, it now appeared that senior and disabled transportation issues were being included in the reprioritization process. He was concerned because LTD's costs could go up significantly as LTD still would be required to meet the ADA requirements regardless of other funding sources. Mr. Kleger said that he was very concerned about that and thought it would be important for LTD to take a strong position on that issue.

Ms. Lynch said that there were two categories of STF funding. There was \$10 million in set-aside funds and \$9 million in the state's General Fund, which were the protected funds that Mr. Kleger had referred to. However, they were only protected for one biennium. The state set a bi-annual budget, and those general fund allocations became the base for the next biennium. There was no guarantee that those funds would be reallocated.

Ms. Lynch said that the Oregon Transportation Commission was facing the reality of insufficient funding to maintain current pavement conditions. It was believed that an additional \$141 million was needed in the next two years to maintain the current ratings for both pavement and bridges, or nearly the amount available in all STIP programs combined.

Ms. Gardner said that in developing LTD's recommended priority list, a great deal of thought was given to the regional prioritization. If LTD were to gain the support of the other jurisdictions, with regard to a multi-modal prioritization process, the recommended projects all were of regional importance. RideSource had much statewide support as well.

There being no further discussion, Mr. Kleger moved the following resolution: "It is hereby resolved that the LTD Board of Directors recommends to the Metropolitan Policy Committee the proposed transit/TDM project priority list for inclusion in the 2002-2005 Statewide Transportation Improvement Program." Ms. Lauritsen seconded the motion, which passed unanimously by acclamation.

MOTION

VOTE

**MOTION
VOTE**

ELECTION OF BOARD OFFICERS: Ms. Hocken nominated Ms. Wylie for President, Mr. Bennett for Vice President, Ms. Lauritsen for Secretary, and Mr. Kleger for Treasurer of the LTD Board for a two-year term beginning July 1, 2000. Mr. Gaydos seconded the motion, which carried unanimously by acclamation.

BOARD MEMBER REPORTS: 1) MPC. Ms. Wylie and Ms. Hocken attended the meeting on June 8, 2000. The STIP priorities list was discussed. Ms. Gardner made a presentation about the Springfield Station, and Commuter Solutions Coordinator Connie Bloom Williams made a presentation about the TDM program. Ms. Hocken announced that she would not be able to attend the next MPC meeting. Ms. Wylie and Mr. Bennett would attend and would meet with Ms. Gardner prior to the meeting.

2) Statewide Livability Forum. Ms. Lauritsen reported that the June 6, 2000, meeting had been canceled.

3) BRT Steering Committee. Ms. Hocken asked Mr. Viggiano to provide a report about the 10th Avenue Design Refinement workshops. Mr. Viggiano said that three workshops had been held to work on a redesign of the 10th Avenue segment of the BRT project between Mill and Willamette Streets. There were concerns from some of the adjacent property owners about how BRT would look and how it would accommodate other amenities, such as two-way traffic. In addition, there were other desires for 10th Avenue, and the concern was that those desires could not be accomplished with BRT. The other concerns were with regard to pedestrian amenities and redevelopment of the adjacent properties. Mr. Viggiano then reviewed the drawings that resulted from the workshops, which featured a combination of single- and double-lane median BRT operation, a station at the east end near High Street, a landscaped median, the maintenance of sidewalks, and two-way car travel on certain portions of the segment. The station location in the median near High Street would cause a widening of the road that could infringe on properties to the north. Another option would be to design a split station, but staff believed that option would not be as efficient as having the station in the median. He said that staff would meet with adjacent property owners, who participated in the workshops, to present the preferred option and discuss the possibilities.

4) Springfield Station Steering Committee. Mr. Kleger reported that the Committee had reached consensus, which was not unanimous, to recommend Site I West. The Committee was waiting for the final draft Environmental Assessment before formalizing the recommendation.

GENERAL MANAGER'S REPORT: Mr. Hamm said that he believed there was a need in the near future to establish a process for evaluating the general manager. He suggested a Board subcommittee to review and prepare a recommended process for full Board approval. Ms. Lauritsen said it was important for the Board to have this process in place. Ms. Wylie said that she was comfortable with the subcommittee as suggested, consisting of herself, Vice President Rob Bennett, and Ms. Hocken. Ms. Hocken said that she would not be available during the next month. Mr. Hamm had proposed an evaluation at three months; however, the Board members agreed that an evaluation at six months would be appropriate and would allow time for the development of the process and tools that would be used. Mr. Kleger said that he

had heard extremely positive comments about the general manager from many of the District's employees during the past few months.

Ms. Wylie said that inasmuch as the Board was pleased with the general manager's performance to this point, the members would look toward the six-month evaluation. Other members agreed.

Mr. Hamm noted that staff were reviewing the productivity of hours expended in the Customer Service Center (CSC). It was his recommendation that the CSC hours be changed to focus resources on the periods of highest demand. He stated that a more thorough discussion of the issue would be held later in the meeting.

Mr. Hamm reported that the Management Team would hold a workshop later in the summer or early fall, and there could be some recommendations made to the Board that would arise from the discussions at the workshop. In addition, the Board would hold a workshop sometime in October or November.

MAY FINANCIAL STATEMENTS: Finance Manager Diane Hellekson reported that LTD was in good shape to finish out the fiscal year. Fare revenues in May set a new record, even though it was not particularly a strong year for ridership; however, May ridership also was up. The payroll tax for the first 11 months was higher than budgeted. She noted that even though the financial statements showed a surplus in the General Fund, a transfer of funds to the Capital Fund would be made toward the end of June.

EUGENE DOWNTOWN SHUTTLE VEHICLES: Fleet Services Manager Ron Berkshire said that as part of the Comprehensive Service Redesign (CSR), a downtown shuttle was being proposed that would connect the UO, the Eugene Station, the Fifth Street Market, and Valley River Center through a circular loop of approximately three miles in length.. As proposed, transit planners were estimating that LTD would need 6 buses to operate the shuttle. It was thought that a smaller bus that would carry 25 to 30 passengers would be sufficient.

The shuttle provided a very unique opportunity for LTD to address some concerns of the community in reference to emissions control by purchasing cleaner, quieter buses. Because it was a very distinct service, it also was thought that the buses assigned to that route would remain on that route throughout the day.

In researching bus technologies, Mr. Berkshire found that the hybrid-electric buses appeared to be the most promising. As a fleet manager, he believed it was a viable energy source that LTD could use. It also was preferred that the buses be low floor with perimeter seating.

Mr. Berkshire said that staff had proposed four alternatives in selecting a bus for this service. One option was to use the existing fleet, which would require no capital expenditures. Mr. Berkshire said that this option posed the potential risk of not having enough buses to provide service after the CSR was implemented. The second option was to purchase six low-floor, diesel-powered buses at a cost of \$1,410,000, which would use the latest diesel

technology, which was well established and very reliable; however, the District and community would not benefit from alternative low-emissions technology. The third option was to purchase six low-floor, hybrid-electric powered buses at a cost of \$1,566,000, which would benefit the community and the environment. The fourth option was to purchase a combination of both diesel and hybrid-electric powered buses at a cost of \$1,488,000.

Staff were recommending the third option. Staff believed that this was an opportune time to introduce low-emission buses to a community that continually encouraged the District to use low-emission technology. Mr. Berkshire said that hybrid-electric technology was a viable technology that was affordable and could be implemented into service with minimal impact on current operations.

Ms. Lauritsen asked about the expected ridership. Service Planning and Marketing Manager Andy Vobora said that this shuttle replaced some existing service, and the estimated ridership was based on current ridership as well as projected ridership. For instance, ridership between the UO and downtown was strong, as was ridership between downtown and Valley River Center. Those ridership figures were used in the calculation of projected ridership. Mr. Vobora added that staff were somewhat concerned about the projected ridership and the capacity of the smaller buses, but thought that it would not be a problem because of the frequency of service and the fact that there would be other types of service that would cover certain segments of the shuttle route.

Mr. Kleger asked what the physical size of the bus was that would carry 33 passengers. Mr. Berkshire said that the bus would be 102 inches wide, low-floor, 22 feet in length, with 22 seats in perimeter seating, allowing for more standing room. Mr. Kleger said he was concerned about the senior citizens who liked to face forward. He also said he was concerned that if two wheelchairs were used on a bus, it would take away about eight people from the standing room or two or three perimeter seats. He thought there ought to be forward-facing seating near the front of the bus. In addition, he thought that the boarding time advantage would be lost if the forward-facing seating only were available up the steps at the back of the bus.

Mr. Kleger then asked about the lead time for the manufacture of the buses. Mr. Berkshire said that there was one bus available that could be delivered before the September 2001 implementation. If the District selected another model, the lead time would be much longer. Some models still were in the prototype stage, and for those, the District would undertake an extensive proposal and bidding process, which could delay the lead time.

Mr. Hamm said that the available bus already was in operation at other properties. It was a smaller bus, and the manufacturer was planning to build the 30-foot bus, but they were not yet in production. Staff believed the smaller bus that already was available presented an opportunity to display to the community LTD's commitment to using alternative fuels. More service hours may be needed to meet the demand using the smaller buses until the larger vehicles became available.

Ms. Wylie said that she supported the staff recommendation. The electric hybrid bus supported TransPlan, and identified efforts in the community to be environmentally

conscientious. Mr. Kleger said that this size bus also could act as an alpha test to the neighborhood feeder routes at a substantially lower operating cost.

Ms. Hocken said that she was concerned about Mr. Kleger's comments about the riders, but she thought that maybe it was not such a calculated risk, as long as the ability existed, once the larger buses were available, to convert the buses to neighborhood feeder routes, where high ridership was not expected. Mr. Kleger said that most buses were built with the ability to reconfigure the seating arrangements.

Ms. Hocken said that at one point, the Board had seen photos of the hybrid electric bus, which was a box-type shape. She was concerned about LTD jumping in with something that was not exactly what was desired just to meet the timeline. Mr. Berkshire said that he did not believe that was the case, but staff believed it was an opportunity to take advantage of technology that appeared to be permanent.

Mr. Hamm added that as for the exterior design, the manufacturers were not moving ahead as quickly as the operators hoped. It was thought that BRT would be the breakthrough for foreign-influenced bus designs in the United States. If the shorter buses were purchased, the larger bus could replace those buses when they became available, and those short buses could be utilized for other service in the community where ridership was not so high, and eventually as a feeder into BRT.

Mr. Gaydos said that he was in support of the hybrid electric bus purchase. He thought that the shuttle service should be distinctive, and this was a great opportunity for LTD to begin making the transition from the diesel-powered buses.

MOTION

There being no further discussion, Mr. Kleger moved that the LTD Board direct staff to prepare a proposal to purchase six hybrid-electric-powered buses to be used for the downtown shuttle service. Mr. Gaydos seconded the motion.

Ms. Lauritsen asked if all six buses were needed at once. Ms. Hocken and Mr. Kleger thought it was important to operate the shuttle with all six buses in place from the beginning.

VOTE

There being no further discussion, the motion carried unanimously by acclamation.

CUSTOMER SERVICE OPERATING HOURS: Mr. Vobora provided a brief history of the Customer Service function at the District. He said that since moving into the new Eugene Station in 1998, the budgeted level of customer service staffing had remained unchanged. However, due to turnover, actual staffing to accommodate the span of service had yet to reach full strength, resulting in overtime costs. Currently, only eight of the ten positions were filled, which had provided an opportunity to discuss the concept of reducing service center staffing and hours of operation.

Mr. Vobora presented two options for Board consideration. Option 1 was to hire staff to fill the two open positions and maintain the service center hours that currently existed. Option 2

was to hire one staff person and reduce the operating hours to 6:00 a.m. to 8:30 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. on weekends.

Mr. Gaydos said that he thought it was a good idea. It appeared to make sense to make the most efficient use of people. However, part of the reason people were there in the evenings also was to enhance the perception of safety. Transit Operations Manager Mark Johnson said that security personnel would be available to patrol the platform during the hours that the center was closed.

Mr. Kleger said that he was concerned about the earlier closing of the center. He thought that for at least half of the year, it could work. However, during the winter months, closing the center at night would hurt LTD. LTD had experienced a significant increase in nighttime ridership since the hours of the Customer Service Center were expanded. When the weather was nice, people waited on the platform, but when the weather was bad, people waited inside. One of the things LTD took great pains about during the design of the station, was to ensure that people could wait inside for their bus during inclement weather with a good view of the platform.

Mr. Kleger said that if LTD did not provide indoor waiting areas during the winter months, more people would choose to use their cars. He did not think that closing the center earlier in the evening fit well with LTD's mission. He wanted staff to find a way to cut down on the counter activity without sacrificing the entire indoor waiting area. It would keep the customers more comfortable, and adequate security staffing would address any safety perception issues. Mr. Kleger asked staff to recognize the seasonal need for a warm waiting area.

Mr. Hamm said that another concern with keeping the center open during the late evening hours was that there were two people at the counter. One person regularly left the counter to check on restroom or other situations. It was a liability to have one person left behind the counter and another person in the vulnerable position away from the counter. He said that the restrooms were a liability even during the day. Mr. Kleger said that the restrooms could be closed in the evening as well. Mr. Hamm said that staff had similar thoughts and discussions, but had wanted to receive feedback from the Board prior to pursuing the issue further.

Mr. Kleger said that the inclement weather issue was a big one for him. Mr. Gaydos agreed. He said that he had not thought of that aspect, but the Eugene Station had been designed as a nice, people-friendly place. He thought that something could be done to close off the counter and restroom area, while maintaining a warm place for people to wait for a bus.

Mr. Hamm said that if security was about the presence of someone of authority from the organization, it would be less expensive to maintain the hours and hire the two guest service representatives than to pay for additional outside security service. If the center were to remain open during its current hours, then it needed to be fully staffed.

Ms. Hocken said that she thought that the concerns of staff had to be weighed against the concerns of customers. Mr. Hamm said that reducing the center hours would add staff to the peak-hour periods to reduce the lost call rate.

Mr. Gaydos suggested that LTD consider separate seasonal hours.

Mr. Hamm said that more evaluation would occur, and staff would bring the issue back to the Board for further discussion.

APPEAL OF SPRINGFIELD WAL-MART SITE PLAN: Mr. Pangborn provided a brief overview of the appeal process that had taken place over the siting of the proposed Wal-Mart store in Springfield as described in the agenda packet. LTD had made several requests during the site plan review that were aimed at increasing the convenience of access to Wal-Mart for the bus passenger. Most of the requests were denied by Wal-Mart, and the City of Springfield ruled in favor of Wal-Mart. Staff now intended to appeal three of those rulings, including installing a pedestrian crosswalk light on Olympic Street for passenger safety; installing a passenger shelter on the north side of Olympic Street for passenger comfort; and widening the access sidewalk from six feet to nine feet for passenger safety.

Mr. Pangborn said that it was LTD's position that if the bus were to be a viable option in competition with the auto, using the bus to shop at Wal-Mart must be as convenient and safe as possible and that it was the obligation of the development and the permitting authority to make it so.

The appeal hearing would be held before the Springfield Planning Commission on July 11.

Mr. Kleger commented about the request for a wider sidewalk from the bus stop to the store entrance. He compared it to the existing Wal-Mart in Eugene. He said that he often used the driveway as a safer entrance for him. The walkway was indirectly located, and shopping carts tended to pile up on the sidewalk. He appreciated LTD's stand on the appeal issues.

Ms. Hocken asked if there were plans to route the appeal beyond the Planning Commission. Mr. Pangborn said it was unknown if the appeal would be presented to the Springfield City Council. Mr. Vobora said that Springfield City planning staff were supportive and encouraged about LTD's appeal. There were no trip ordinances in place with the City of Springfield. LTD had photographed other locations that were good examples of providing easy access for bus passengers, such as the WinCo in West Eugene and the Oakway Center.

Mr. Gaydos asked if a Board representative should attend the appeals hearing. He said that there was a difference in the presence of a staff member versus the presence of a Board member. Mr. Pangborn said that staff would welcome Board presence at the hearing. Ms. Hocken thought it should be a Springfield representative, and Mr. Vobora said that he would contact Ms. Wylie with the details.

SUMMER BOARD MEETING SCHEDULE: Ms. Wylie noted that staff were recommending canceling the July and August Board meetings and work sessions, and if it were necessary for the Board to select a final site for the Springfield Station, the Board could meet briefly just before the July 12 joint TransPlan meeting. Otherwise, staff would contact the Board to schedule a meeting if other urgent issues arose during the summer.

The Board members agreed to cancel the meetings, but asked that staff prepare at least one informational packet to be mailed to the Board members during the two-month period.

LTD BUS ROADEO: Mr. Hamm reminded the Board that the Bus Roadeo would be held on Sunday, July 16, in the bus parking lot in Glenwood. He said that the Roadeo was incentive based and safety oriented. A reminder would be mailed, and the Board members were encouraged to attend to compete in the greenhorn (never driven a bus) division, to assist with the judging, and/or to observe. In any case, it was a fun event, and refreshments would be provided. Mr. Kleger said he had attended in the past, and he encouraged his fellow Board members to attend. He said that he would be available to help out from 9 a.m. until 3 or 4 p.m.

LTD EMPLOYEE PICNIC: Mr. Hamm reminded the Board that the annual picnic would be held on August 6. It was an important opportunity for the Board members to interact with the employees. Details would be mailed in July to the Board members.

ADJOURNMENT: There was no discussion regarding the remaining agenda items, and Ms. Wylie adjourned the meeting at 8:58 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL BOARD MEETING

Wednesday, August 9, 2000

Pursuant to notice given to *The Register-Guard* for publication on August 3, 2000, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Wednesday, August 9, 2000, at 4:00 p.m. at the Eugene Hilton Hotel and Conference Center, 66 East Sixth Avenue, Eugene.

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

Absent: Vacancy, Subdistrict 3

CALL TO ORDER: Ms. Wylie called the Special Meeting to order at 4:08 p.m. Ms. Lauritsen and Mr. Gaydos were not yet present.

MOTION
VOTE
EXECUTIVE (NON-PUBLIC) SESSION: Mr. Kleger moved that the Board meet in Executive Session pursuant to ORS 192.660(1)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations, and pursuant to ORS 192.660(1)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions. Ms. Hocken seconded the motion, which passed unanimously by acclamation. The Executive Session began at 4:12 p.m.

Ms. Lauritsen and Mr. Gaydos arrived at 4:37 p.m.

MOTION
VOTE
Following the Executive Session, Mr. Kleger moved that the Board return to special session. Ms. Hocken seconded the motion, which passed unanimously by acclamation. The Board returned to regular session at 4:58 p.m.

RATIFICATION OF LTD/AMALGAMATED TRANSIT UNION LABOR CONTRACT:
Human Resources Manager Dave Dickman said that LTD and the Amalgamated Transit Union (ATU) had negotiated to completion a four-year Agreement on the terms and conditions of employment for more than 250 represented employees. LTD's objectives in this bargaining included minimizing overtime, creating flexibility for operations and employees, improving morale and team-building, and obtaining a reasonable wage and

benefit settlement. It was believed that the ATU's objectives included equal retirement benefits for administration and bargaining unit employees, maintenance of benefits, improved wages, and longevity pay.

Mr. Dickman said that the negotiations were amicable and positive, and the parties arrived at a settlement on July 12, 2000. This agreement was ratified by the union with a vote of 136 yes votes and 3 no votes.

Mr. Kleger congratulated Mr. Dickman and Mr. Hamm as well as all others involved in the settlement of this Agreement. He thought it was a fair contract, and the feedback that he had received from bus operators during the past weeks was very favorable.

MOTION There being no further discussion, Mr. Kleger moved the following resolution: "It is hereby resolved that the Lane Transit District Board of Directors ratifies the Lane Transit District / Amalgamated Transit Union four-year agreement, effective July 1, 2000, as ratified by the ATU members on July 30, 2000." Ms. Hocken seconded the motion, which
VOTE passed by unanimous vote, with Bennett, Gaydos, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed.

Mr. Dickman thanked the Board and invited members to an Agreement signing celebration that would be held at District offices in Glenwood at 1:00 p.m., on Thursday, August 10.

NEW RIDESOURCE FACILITY: Assistant General Manager Mark Pangborn provided a status report for the new RideSource / Glenwood Park & Ride facility. This was a joint project with the State of Oregon Motor Pool that would be located in Glenwood, just west of the Franklin/Glenwood Boulevards intersection. Discussions with the State Motor Pool and the Oregon Department of Administrative Services had progressed to the point where LTD needed to commit to purchasing the property and signing a service agreement with the Motor Pool or withdrawing from the project. Staff were seeking Board authorization to begin negotiations with the State of Oregon and the private landowner to acquire the private and State-owned property at the Glenwood site.

Mr. Bennett asked about the environmental assessment and the potential impact to nearby wetlands. Mr. Pangborn said that a plan was drawn that would leave the wetlands alone. The proposal was to purchase the land with local funds, and by doing so, an environmental impact assessment, typically required by the federal government, would not be necessary.

Ms. Hocken asked if LTD could widen Franklin Blvd. if LTD owned the frontage property. Mr. Pangborn said that preliminary plans called for a widening of Franklin in front of the Park & Ride site to accommodate a bus rapid transit (BRT) station, and a lighted intersection would be installed at the main entrance to the Motor Pool facility, which would address the concerns of the trucking business located across Franklin.

Ms. Hocken asked if the elderly and handicapped funding would be used for construction of the RideSource facility. Mr. Pangborn said that \$140,000 had been allocated by the State for the facility construction. In addition, Ms. Hocken asked about the request for additional Surface Transportation Program (STP) funding for this project through the State Transportation Improvement Program (STIP) for fiscal years 2002-2005. Capital Grants Administrator Lisa Gardner said that additional funds had been requested through the STIP process for more money to utilize the space as efficiently as possible in terms of a joint-use facility. The \$140,000 was short of the total funding requirement for the project. Government Relations Manager Linda Lynch added that STIP requests for elderly and handicapped projects were more successful than were fixed-route funding requests.

MOTION
VOTE

There being no further discussion, Mr. Kleger moved that the Board authorize staff to negotiate for the purchase of the State of Oregon and privately-held property adjacent to the State Motor Pool site in Glenwood. Ms. Hocken seconded the motion, which carried unanimously by acclamation.

PREPARATION FOR AUGUST 9, 2000, 6 P.M. JOINT OFFICIALS' MEETING ON TRANSPLAN: Planning and Development Manager Stefano Viggiano said that he wanted to remind the Board that alternative performance measures would be discussed at the Joint Officials' meeting. TransPlan, as currently drafted, did not meet the State requirement for a five-percent reduction in vehicle miles traveled (VMTs). Therefore, an alternative process would need to be approved by the State. Other alternative measures needed to be defined that would demonstrate that TransPlan reduced the dependence on the automobile as a mode of travel. It was up to the adopting officials to decide what to propose as alternative measures.

Staff were recommending an additional transit measure that would increase the percentage of households in the planning area that were within ¼-mile of transit service that operated every 10 minutes during peak travel times from approximately 16 percent for existing conditions to 50 percent over the 20-year planning period.

Mr. Bennett was concerned that nodal development could take a long time to implement, which could impede LTD's ability to meet the transit objectives. Mr. Viggiano said that there were no assurances that nodal development would happen, but it was an important objective of TransPlan. TransPlan would be updated over time, and there would be further opportunities to assess and make changes to the goals and measurements. The proposed transit measurement goal would support the Board's goals of the Comprehensive Service Redesign (CSR), because it would put service in the most productive, most populated areas.

Ms. Hocken said that she thought increasing the percentage of households to 50 percent seemed like a very high percentage. Mr. Viggiano said that the 50 percent figure was suggested from the transportation model of the BRT corridors and the proposed nodal developments. Ms. Hocken asked if the model assumed the reduction in transit services to the lower density areas. Mr. Viggiano said that the model did not assume 10-minute

service in those areas that were not along the BRT corridors or within the proposed nodal development areas.

Mr. Kleger asked how the ¼-mile would be determined. Mr. Viggiano said that the ¼-mile limit would be determined by a straight line from the corridor.

Mr. Viggiano added that there would be no decision about alternative performance measures at the joint officials' meeting on August 9. A decision would be made about which alternative measures would be forwarded for public comment.

Mr. Gaydos asked if staff could recommend a lower percentage number for proximity to service, such as 30 percent. Additionally, Mr. Gaydos asked if there were a way to use something like this to encourage TransPlan to support BRT.

Ms. Lauritsen asked staff to find ways to reduce the proposed percentage number.

Mr. Viggiano then reviewed other issues that would be discussed at the joint official's meeting, which included System-Wide Policy #5 and a proposed change to Transit Policy #1.

ADJOURNMENT: There being no further discussion, Ms. Wylie adjourned the meeting at 5:45 p.m.

Board Secretary

AGENDA ITEM SUMMARY

2

DATE OF MEETING: September 20, 2000

ITEM TITLE: JULY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: None

BACKGROUND: Financial results for the first month of the fiscal year are summarized in the attached reports. Passenger fares were soft through July despite an 18 percent increase in group pass receipts over the previous July. Non-group pass receipts increased 2 percent, and were \$20,000 less than anticipated by the budget. Staff will continue to monitor fare revenue and ridership closely, and will report to the Board at a future meeting on the progress of the youth campaign.

Payroll tax revenue also was down versus budget and as compared to the prior year. It traditionally has been difficult to predict tax revenue for months other than August, November, February, and May, when the majority of the quarterly payments are expected. It will be noted in the August report next month that August receipts totaled nearly \$3 million, which more than compensated for the July shortfall and brought this revenue source ahead of budget for the combined two-month period.

Interest income was healthy as compared to both budget and prior year. Cash reserves and working capital not required on a day-by-day basis are invested at all times. The Finance Committee will be reviewing the Lane Transit District investment policy in the near future to consider if additional earnings opportunities exist.

Total General Fund expenses (before transfers) were \$543,700 less than budgeted through July. More than half of this positive variance is the result of insurance premium payment timing. All of the annual liability coverage cost was budgeted in July, but the payments actually will be spread over a multi-month period. Non-payroll expenses (including transfers) are more than twice those of July 1999, due to the transfer of \$4,256,199 from the General Fund to the Capital Fund, nearly all of which was the reassignment of reserves approved by Board policy and the adopted budget.

Administrative personnel services expenses were as anticipated by the current-year budget. Expenses for employees represented by the Amalgamated Transit Union were lower than expected, because the new contract was not finalized until August, after which retroactive payments

were made and posted to reflect contract provisions. Future financial reports will show an accurate year-to-year comparison for ATU personnel services expenses.

Diesel fuel prices have risen to \$1.28 per gallon. Fuel was budgeted at \$.83 per gallon. If prices do not fall in the near future, this line item could account for a significant negative variance by fiscal year end. No other adverse financial circumstances exist at this time.

Special Transportation Fund expenses are as anticipated through July. July Capital Fund expenses also are as anticipated. As noted in previous reports, grant processing has been delayed in the Seattle Region 10 FTA office for several months. As a result, more than \$800,000 in expenses that were incurred in the last fiscal year have yet to be recovered. If the grant contracts cannot be finalized by September 30th, the last day of the current Federal fiscal year, an additional delay of two or more months may be encountered. Therefore, every effort has been and will be extended to assure that the September 30th deadline is met.

Both the August and September financial reports will be included in the October Board materials. Additional time has traditionally been required to complete the fiscal year-end close, prepare for the independent audit, and prepare the Comprehensive Annual Financial Report (CAFR). As a result, the first two reports of the new fiscal year are slightly delayed. Activity is closely watched on a daily basis, however. Any recognized anomalies are discussed, investigated, and explained as soon as they occur, and do not wait for the preparation of formal reports.

Fieldwork for the audit of the 1999-2000 fiscal year was conducted during the week of September 11th. The Comprehensive Annual Financial Report, including auditors' statements, will be distributed before the November Board meeting. A representative of the audit firm Grove, Mueller & Swank will attend the November meeting to present audit findings and answer any questions that Board members may have.

ATTACHMENTS:

Attached are the following financial reports for Board review:

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

c. Capital Fund

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 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: September 20, 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 Hillary Wylie can provide a brief report on the July, August, and September MPC meetings.
- b **Statewide Livability Forum:** Board member Virginia Lauritsen has taken Pat Hocken's place on the 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. At the September 20 Board meeting, Ms. Lauritsen will report to the Board on Forum activities.
- 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 last met on September 5 and generally meets on the first Tuesday of the month. The next BRT Steering Committee meeting is scheduled for October 3, 2000, from 5:30 p.m. to 7:30 p.m. At the September 20 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:** LTD Board members Dave Kleger, Ginny Lauritsen, and Hillary Wylie participated on this committee with representatives of other local units of government and the community, to consider sites for a new Springfield Station. Former Board member Mary Murphy chaired the committee. The Committee held what is believed to be its final meeting on June 1. Whether the committee meets again depends on the results of the environmental assessment of the preferred site. The committee's site recommendation may be forwarded to the LTD Board in October, following discussion by the Springfield City Council.

- e **Eugene Downtown Visioning:** Board member Rob Bennett participated on a committee to develop a vision for the area including downtown Eugene to the Willamette River to Interstate 5. The committee has finished its work and is waiting for its final report to be published. On September 20, Mr. Bennett can update the Board about this committee's work.

- f **Farewell for Springfield Mayor Maureen Maine:** Board President Hillary Wylie has been invited to speak on behalf of the LTD Board at the farewell reception for Springfield's Mayor Maureen Maine on September 18. At the September 20 Board meeting, Ms. Wylie will provide a brief report on this community event.

ATTACHMENT: None

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, July 19, 2000

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, July 19, 2000, at 5:30 p.m., was canceled for lack of agenda items requiring Board action.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, August 16, 2000

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, August 16, 2000, at 5:30 p.m., was canceled for lack of agenda items requiring Board action.

Board Secretary

**BRT Phase 1
Cost Estimate
August 17, 2000**

	Measure	Unit Cost	Units	Cost
10th: Willamette to Oak				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	150	\$ 4,650
New asphalt pavement	square feet	\$ 5.60	1500	\$ 8,400
Drainage changes	allowance		none	\$ -
Landscaping	allowance		none	\$ -
Bus signal heads	allowance			\$ 40,000

10: Oak to Pearl				
Demolition	allowance	see below	see below	see below
Planted median in street	square feet	\$ 30.00	1200	\$ 36,000
Raised buttons along busway (both sides)	linear feet	\$ 10.00	180	\$ 1,800
Curb relocation	linear feet	\$ 31.00	170	\$ 5,270
New asphalt pavement	square feet	\$ 5.60	900	\$ 5,040
Utility allowances - changes	allowance	\$ 6,000.00	1	\$ 6,000
Curb bulbouts	number	\$ 5,000.00	2	\$ 10,000
East-facing signal head at Pearl	allowance			\$ 50,000
Landscaping	allowance		see above	\$ -
Bus signal heads	allowance			\$ 40,000

10th: Pearl to High				
Demolition	allowance	see below	see below	see below
Planted median in street	square feet	\$ 30.00	1440	\$ 43,200
Raised buttons along busway (both sides)	linear feet	\$ 10.00	150	\$ 1,500
Curb relocation	linear feet	\$ 31.00	360	\$ 11,160
New asphalt pavement	square feet	\$ 5.60	3600	\$ 20,160
Drainage changes	allowance	\$ 1,000.00	1	\$ 1,000
Move hydrant	allowance	\$ 5,000.00	1	\$ 5,000
Property acquisition	square feet	\$ 15.00	1600	\$ 24,000
New sidewalk	square feet	\$ 3.00	1800	\$ 5,400
New station	allowance			\$ 200,000
New crosswalks at High	square feet	\$ 4.00	720	\$ 2,880
Curb bulbouts	number	\$ 5,000.00	4	\$ 20,000
East-facing signal head at Pearl	allowance			\$ 50,000
Landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

	Measure	Unit Cost	Units	Cost
10th: High to Mill				
Demolition	allowance	see below	see below	see below
New traffic signal at 10th & High	allowance			\$ 150,000
Curb relocation	linear feet	\$ 31.00	360	\$ 11,160
New asphalt pavement	square feet	\$ 5.60	1080	\$ 6,048
Drainage changes	allowance	\$ 1,000.00	1	\$ 1,000
Raised buttons along busway (both sides)	linear feet	\$ 10.00	100	\$ 1,000
Curb bulbouts	number	\$ 5,000.00	2	\$ 10,000
Increase radius of SW corner of 10th & Mill	allowance	\$ 4,000.00	1	\$ 4,000
New stop sign for east-bound traffic at Mill	allowance			\$ 500
Landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

Mill Street: 10th to 11th				
Demolition	allowance	see below	see below	see below
Inset parking on east side into park strip	number	\$ 2,400.00	9	\$ 21,600
Raised buttons along busway (both sides)	linear feet	\$ 10.00	100	\$ 1,000

11th: Mill to Ferry				
Demolition	allowance	see below	see below	see below
New traffic signal at 11th & Mill	allowance			\$ 150,000
Curb relocation	linear feet	\$ 31.00	370	\$ 11,470
New asphalt pavement	square feet	\$ 5.60	1110	\$ 6,216
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Busway paving	linear feet	\$ 177.00	370	\$ 65,490
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

11th: Ferry to Patterson				
Demolition	allowance	see below	see below	see below
New traffic signal at 11th & Ferry	allowance			\$ -
Curb relocation	linear feet	\$ 31.00	370	\$ 11,470
New asphalt pavement	square feet	\$ 5.60	1110	\$ 6,216
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Busway paving	linear feet	\$ 177.00	370	\$ 65,490
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

11th: Patterson to Hilyard				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	540	\$ 16,740
New asphalt pavement	square feet	\$ 5.60	2880	\$ 16,128
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Busway paving	linear feet	\$ 177.00	570	\$ 100,890
New landscaping	allowance	see above	see above	see above
New station	allowance			\$ 200,000
Property acquisition	square feet	\$ 15.00	1500	\$ 22,500
Bus signal heads	allowance			\$ 40,000

	Measure	Unit Cost	Units	Cost
11th: Hilyard to Alder				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	480	\$ 14,880
New asphalt pavement	square feet	\$ 5.60	1440	\$ 8,064
Drainage changes	allowance	\$ 4,000.00	1	\$ 4,000
Guideway paving	linear feet	\$ 120.00	480	\$ 57,600
New landscaping	allowance	see above	see above	see above
Inset parking bays	number	\$ 2,400.00	2	\$ 4,800
Bus signal heads	allowance			\$ 40,000

11th: Alder to Kincaid				
Demolition	allowance	see below	see below	see below
Changes to traffic signal at Alder	allowance			\$ 10,000
Curb relocation	linear feet	\$ 31.00	100	\$ 3,100
New asphalt pavement	square feet	\$ 5.60	800	\$ 4,480
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Guideway paving	linear feet	\$ 120.00	350	\$ 42,000
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

11th: Kincaid to Franklin				
Demolition	allowance	see below	see below	see below
New traffic signal at Kincaid	allowance			\$ 150,000
Curb relocation	linear feet	\$ 31.00	850	\$ 26,350
New asphalt pavement	square feet	\$ 5.60	7200	\$ 40,320
Drainage changes	allowance	\$ 15,000.00	1	\$ 15,000
Guideway paving	linear feet	\$ 120.00	800	\$ 96,000
New landscaping	allowance	see above	see above	see above
New station	allowance			\$ 200,000
Property acquisition	square feet	\$ 15.00	7200	\$ 108,000
Bus signal heads	allowance			\$ 40,000

Franklin: 11th to Onyx				
Demolition	allowance	see below	see below	see below
Changes to traffic signal at 11th	allowance			\$ 25,000
Curb relocation	linear feet	\$ 31.00	200	\$ 6,200
New asphalt pavement	square feet	\$ 5.60	300	\$ 1,680
Guideway paving	linear feet	\$ 120.00	800	\$ 96,000
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

Franklin: Onyx to Agate				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	440	\$ 13,640
New asphalt pavement	square feet	\$ 5.60	750	\$ 4,200
Guideway paving	linear feet	\$ 120.00	1340	\$ 160,800
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

	Measure	Unit Cost	Units	Cost
Franklin: Agate to Moss				
Demolition	allowance	see below	see below	see below
Changes to signal at Agate	allowance			\$ 10,000
Curb relocation	linear feet	\$ 31.00	850	\$ 26,350
New asphalt pavement	square feet	\$ 5.60	8500	\$ 47,600
Drainage changes	allowance	\$ 4,000.00	1	\$ 4,000
New crosswalks	square feet	\$ 4.00	1200	\$ 4,800
Guideway paving	linear feet	\$ 120.00	1860	\$ 223,200
New landscaping	allowance	see above	see above	see above
New station	allowance			\$ 200,000
Property acquisition	square feet	\$ 15.00	8500	\$ 127,500
Bus signal heads	allowance			\$ 40,000

Franklin: Moss to Orchard				
Demolition	allowance	see below	see below	see below
New signal at Moss	allowance			\$ 75,000
Curb relocation	linear feet	\$ 31.00	380	\$ 11,780
New asphalt pavement	square feet	\$ 5.60	2880	\$ 16,128
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Guideway paving	linear feet	\$ 120.00	550	\$ 66,000
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 20,000

Franklin: Orchard to Villard				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	50	\$ 1,550
New asphalt pavement	square feet	\$ 5.60	100	\$ 560
Guideway paving	linear feet	\$ 120.00	370	\$ 44,400
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

Franklin: Villard to Walnut				
Demolition	allowance	see below	see below	see below
Guideway paving	linear feet	\$ 120.00	360	\$ 43,200
New landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 40,000

Franklin: Walnut to I-5				
Demolition	allowance	see below	see below	see below
New crosswalks	square feet	\$ 4.00	1200	\$ 4,800
Guideway paving	linear feet	\$ 120.00	3100	\$ 372,000
New landscaping	allowance	see above	see above	see above
New station	allowance			\$ 200,000
Bus signal heads	allowance			\$ 40,000

	Measure	Unit Cost	Units	Cost
Franklin: I-5 to Glenwood				
Curb relocation	linear feet	\$ 31.00	250	\$ 7,750
New asphalt pavement	square feet	\$ 5.60	2500	\$ 14,000
New signal at Motor Pool (other project)				\$ -
Drainage changes	allowance	\$ -	0	\$ -
New crosswalks	square feet	\$ 4.00	960	\$ 3,840
Guideway paving	linear feet	\$ 120.00	200	\$ 24,000
New station	allowance			\$ 200,000
Property acquisition	square feet	\$ 6.00	2500	\$ 15,000
Bus signal heads	allowance			\$ 40,000

Franklin Option				
Franklin: Glenwood to Brooklyn				
Raised buttons for bus lanes (both sides)	linear feet	\$ 10.00	2500	\$ 25,000
Property acquisition	square feet	\$ 6.00	600	\$ 3,600
Curb relocation	linear feet	\$ 31.00	400	\$ 12,400
New asphalt pavement	square feet	\$ 5.60	600	\$ 3,360
New crosswalks	square feet	\$ 4.00	1920	\$ 7,680
New stations (2)	allowance			\$ 600,000
Bike path on LTD property (12 feet wide)	linear feet	\$ 32.00	450	\$ 14,400
Bus signal heads	allowance			\$ 120,000

14th Option				
Glenwood, 14th, Brooklyn				
Demolition	allowance	see below	see below	see below
New curb	linear feet	\$ 31.00	5000	\$ 155,000
New asphalt pavement	square feet	\$ 5.60	30000	\$ 168,000
Bike path on LTD property (12 feet wide)	linear feet	\$ 32.00	450	\$ 14,400
Drainage changes	allowance			\$ -
Traffic control at Henderson	allowance			\$ 50,000
Traffic control at Seneca	allowance			\$ 500
Traffic control at Mississippi	allowance			\$ 500
Traffic control at Concord	allowance			\$ 500
Traffic control at Brooklyn	allowance			\$ 500
New crosswalks	square feet	\$ 4.00	1200	\$ 4,800
Pave guideway	linear feet	\$ 120.00	5000	\$ 600,000
New stations (2)	allowance			\$ 400,000
Landscaping	allowance	see above	see above	see above
Property acquisition	allowance			\$ 250,000
Relocation expenses	allowance			\$ 40,000
Bus signal heads	allowance			\$ 80,000

Franklin: Brooklyn to River				
Demolition	allowance	see below	see below	see below
Pave guideway	linear feet	\$ 120.00	600	\$ 72,000
Bus signal heads	allowance			\$ 20,000

	Measure	Unit Cost	Units	Cost
South "A" Street: River to Mill				
No changes needed				

South "A" Street: Mill To Pioneer Pkwy West				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	340	\$ 10,540
New asphalt pavement	square feet	\$ 5.60	3200	\$ 17,920
Drainage changes	allowance	\$ 3,000.00	1	\$ 3,000
Pave busway	linear feet	\$ 120.00	320	\$ 38,400
Property acquisition	square feet	\$ 10.00	3000	\$ 30,000
Landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 20,000

South "A" Street: PPW to PPE				
Demolition	allowance	see below	see below	see below
Curb relocation	linear feet	\$ 31.00	600	\$ 18,600
New asphalt pavement	square feet	\$ 5.60	1500	\$ 8,400
Drainage changes	allowance	\$ 2,500.00	1	\$ 2,500
Pave busway	linear feet	\$ 120.00	300	\$ 36,000
Property acquisition	square feet	\$ 10.00	3000	\$ 30,000
Landscaping	allowance	see above	see above	see above
Bus signal heads	allowance			\$ 20,000

Other Items				
Signal priority software and hardware	allowance			\$ 250,000

TOTALS - FRANKLIN OPTION				
Costs				\$ 6,304,750
O&P (15%)				\$ 945,713
Change Order Allowance (5%)				\$ 362,523
Design Costs (10%)				\$ 630,475
Subtotal				\$ 8,243,461
Contingency (30% of subtotal)				\$ 2,473,038
TOTAL				\$ 10,716,499

TOTALS - 14th OPTION				
Costs				\$ 7,402,510
O&P (15%)				\$ 1,110,377
Change Order Allowance (5%)				\$ 425,644
Design Costs (10%)				\$ 740,251
Subtotal				\$ 9,678,782
Contingency (30% of subtotal)				\$ 2,903,635
TOTAL				\$ 12,582,416

Cost Breakdown (includes markups and contingency)		Franklin	14th
Property acquisition		\$ 606,811	\$ 1,031,748
Busways and guideways		\$ 2,725,498	\$ 3,745,348
Curb bulbouts		\$ 67,990	\$ 67,990
Other pavement items		\$ 807,024	\$ 1,356,044
Stations		\$ 3,059,550	\$ 2,719,600
Landscaping & medians		see above	see above
Signal system/traffic control		\$ 3,025,555	\$ 2,909,972

AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 20, 2000
- ITEM TITLE:** WORK SESSION - BRT UPDATE
- PREPARED BY:** Stefano Viggiano, Planning and Development Manager
- ACTION REQUESTED:** None. Information only.
- BACKGROUND:** **Phase 1 Approval:** Tentative meeting dates with our partner agencies have been scheduled as follows:
- Springfield Planning Commission: October 3, 2000
 - Springfield City Council: October 23, 2000

 - Eugene Planning Commission: October 2, 2000
 - Eugene City Council: November 8, 2000
 - Eugene City Council: November 29, 2000

 - Board of County Commissioners: To be determined

 - Oregon Transportation Commission (update only): January 2001
- Cost Estimate:** Staff have been working with a consultant to provide a more detailed cost estimate for Phase 1 construction. The updated estimate is attached. This estimate still is under review by staff and may be amended.
- Trees on Franklin:** There is some recently discovered evidence that the trees in the Franklin Boulevard median may be approaching 50 years of age. If this is the case, the City of Eugene's historic tree ordinance may apply. Staff have prepared options to address this issue, and will present them for discussion by the Board.
- EA Review:** LTD staff have been working with staff from the two cities, ODOT, Lane County, and LRAPA on the review of the Preliminary Draft of the Environmental Assessment. The Federal Transit Administration also is reviewing the Preliminary Draft and must approve the release of the document to the public.
- ATTACHMENT:** Phase 1 Draft Cost Estimate
- PROPOSED MOTION:** None



Lane Transit District
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**CONSENT CALENDAR ITEM:
APPOINTMENTS TO
SPECIAL TRANSPORTATION FUND ADVISORY COMMITTEE**

Prepared by Terry Parker, Senior Planner,
Lane Council of Governments

September 20, 2000

BACKGROUND: By law, local Special Transportation Fund advisory committees must be appointed by local governing bodies to review and recommend distribution of the STF funds administered by either districts or counties. An advisory committee also may propose changes to the policies or practices of the district or county that relate to the distribution of funds (Special Transportation Fund for the Elderly and Disabled: Handbook for Local Advisory Committees, ODOT Public Transit Division).

On June 13, 2000, the Special Transportation Fund Advisory Committee (STFAC) voted unanimously to propose to the LTD Board of Directors the appointments of two new STFAC members. A brief synopsis for each of these newly proposed members follows.

Chaz Nebergall

Affiliations: Chaz is a Qualified Mental health Professional who works for the Royal Avenue Crisis and Respite Service. He has provided service to and advocated for adults with disabilities for more than ten years.

Interests: Chaz's specific interest is looking for opportunities to increase the availability of transportation services for people with mental and emotional disabilities.

Diana Gatchell

Affiliations: Diana is the local manager of the Department of Human Services' Community Partnership Team. She works directly with the State's Volunteer Program, which provides volunteer-based transportation services to DHR program clientele. She is the former director of South Lane Wheels and a long-time advocate for rural transit services.

Interests: Diana's interest is in finding and improving upon coordination amongst transportation programs within Lane County.

Both Mr. Nebergall and Ms. Gatchell would replace STFAC members whose terms had expired.

ACTION REQUESTED: The Special Transportation Fund Advisory Committee recommends that the Board approve the nominations of Chaz Nebergall and Diana Gatchell to two-year terms on the Special Transportation Fund Advisory Committee.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jo Sullivan, Executive Assistant

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 September 20, 2000:

1. Approval of minutes: June 21, 2000, regular Board meeting
2. Approval of minutes: July 19, 2000, canceled Board meeting
3. Approval of minutes: August 9, special Board meeting
4. Approval of minutes: August 16, 2000, canceled Board meeting
5. Approval: FY 2000-01 Disadvantaged Business Enterprise (DBE) Program
6. Approval: Appointment of two members to Special Transportation Fund Advisory Committee
7. Adoption: Resolution designating general manager as LTD's Registered Agent

ATTACHMENTS:

1. Minutes of the June 21, 2000, regular Board meeting
2. Minutes of the July 19, 2000, canceled Board meeting
3. Minutes of the August 9, 2000, special Board meeting
4. Minutes of the August 16, 2000, canceled Board meeting
5. FY 2000-01 Disadvantaged Business Enterprise Program
6. Appointments to Special Transportation Fund Advisory Committee
7. Resolution Designating LTD Registered Agent

PROPOSED MOTION: I move that the Board adopt the following resolution: It is hereby resolved that the Consent Calendar for September 20, 2000, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: COMPREHENSIVE SERVICE REDESIGN (CSR) UPDATE

PREPARED BY: Andy Vobora, Service Planning and Marketing Manager

ACTION REQUESTED: None

BACKGROUND: Service Planning and Marketing staff have been working on the CSR throughout the summer. Included with the Board meeting packet is an additional packet of information listing comments received to date. This document will provide Board members with an idea of the types of comments LTD guests are providing as they analyze the routing proposals. There were few surprises as the staff reviewed the feedback. Current guests have service that works for them at some level; therefore, changes often are perceived as negative. Staff will continue to work through this information in an attempt to decide which suggestions should be investigated further, and which suggestions will not be carried forward in future versions of the route package.

The input has come from open houses that were held in May and July; from LTD's Lane County Fair booth in August; and through e-mails, phone calls, jurisdictional partner meetings, letters, and one-on-one discussions. Additional opportunities will include displays at the Eugene Celebration, an open house in October, and neighborhood association meetings, as well as the e-mail, letters, and calls that will continue to arrive. Additional outreach will occur in September when direct mail fliers will be mailed to numerous neighborhoods throughout the community. These fliers not only will provide neighborhood residents an opportunity to provide route and schedule feedback, but also will let them know that bus service in their neighborhood is under consideration. Due to the busy summer and fall, staff will postpone the official public hearings to December and January. This one-month change will not affect the implementation of the project in September 2001.

In October, the staff will present three scenarios. These include:

- * Changing service to reflect a high-productivity, high-frequency corridor-based system using the existing level of service hours.
- * Changing service to maintain coverage routes while using the existing level of service hours.
- * Changing service to create a system that maintains coverage and increases productivity service by increasing service hours. Preliminary estimates indicate an increase in the range of 10 to 14 percent.

ATTACHMENTS: None

MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: AUGUST 2000 EMPLOYEE OF THE MONTH

PREPARED BY: Joyce Ziemiak, Human Resources Specialist

ACTION REQUESTED: None

BACKGROUND: **AUGUST 2000 EMPLOYEE OF THE MONTH:** Fleet Services Specialist/Office Manager Doris Dioszeghy was selected as the August 2000 Employee of the Month. Doris began her employment with LTD on July 11, 1988. In addition to her regular duties, Doris has served on many employee committees and assists with the annual United Way Campaign. Doris was nominated for this award by her co-workers in the Fleet Services Department who appreciate the exceptional work she does and her caring and positive attitude.

When asked what makes Doris a good employee, Fleet Services Manager Ron Berkshire said,

Doris is a strong team player who always remains enthusiastic and positive in carrying out her duties and responsibilities. She always is there to provide needed support to employees, supervisors, departments, and the District. Her influence on those around her is a great asset to the team effort. Doris never stops seeking ideas for self improvement and always is eager to take on new challenges. She participates on numerous committees and annually participates in the United Way Campaign. Her devotion and cooperation are endless.

Our congratulations to Doris on her selection!

AWARD: Doris will attend the September 20 meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: OCTOBER 2000 EMPLOYEE OF THE MONTH

PREPARED BY: Joyce Ziemplak, Human Resources Specialist

ACTION REQUESTED: None

BACKGROUND: **OCTOBER 2000 EMPLOYEE OF THE MONTH:** Guest Service Center (GSC) Supervisor Angie Sifuentez has been selected as the October 2000 Employee of the Month. Angie began her employment with LTD on December 6, 1974, as a communications clerk, and was promoted to the position of marketing representative in October 1982. In January 1996, she was promoted to her current position. During the course of her employment, Angie has received many awards, including September 1989 Employee of the Month and 1989 Employee of the Year. Angie is actively involved in community activities and boards, including working with Downtown Eugene Inc. (DEI), and serving on the City of Eugene Police Commission. Angie was nominated for this award by the staff members at the Guest Service Center who appreciate her positive attitude and dedication to her staff. They admire Angie's ability to work well under pressure, provide guidance during times of "trial and tribulation," and motivate her staff in a positive manner.

When asked what makes Angie a good employee, Service Planning and Marketing Manager Andy Vobora said,

Angie is very much like a utility infielder in the major league: she has such a breadth of LTD and community knowledge that she can be asked to wear many different hats. When asked to take on a new assignment, Angie always is willing and able. Having an employee like Angie gives a manager a great sense of security, not only because there is no doubt about basic assignments being done correctly and on time, but also because she is someone who can be trusted with assignments that go above and beyond the day-to-day activities. It's a pleasure to work with someone who cares so much about her staff, the organization, and our community.

Our congratulations to Angie on her selection!

AWARD: Angie will attend the September 20 meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: SEPTEMBER 2000 EMPLOYEE OF THE MONTH

PREPARED BY: Joyce Ziemiak, Human Resources Specialist

ACTION REQUESTED: None

BACKGROUND: **SEPTEMBER 2000 EMPLOYEE OF THE MONTH:** Bus Operator Troy Emerson was selected as the September 2000 Employee of the Month. Troy began his employment with LTD on November 23, 1998, and has earned an award for Correct Schedule Operation. He was nominated for Employee of the Month by a guest who was very pleased with the service that Troy provided during a recent bus ride. The guest stated that Troy stopped before reaching the designated bus stop to board an elderly gentleman who was trying to make his way to the bus stop, and that it was reassuring to see an operator take the time to pull over and alleviate some of the hardships of another human being. The guest went on to say that this epitomizes the true meaning of customer service and it should not go unobserved by LTD. The nominating guest stated, "He is probably the best driver in the whole nation."

When asked what makes Troy a good employee, Field Supervisor Kay Kinnish said:

Troy is one of the operators who so consistently provide our guests with exceptional services and who regularly receive many compliments and nominations. I suspect that this is just the first of many Employee of the Month selections for Troy. I, for one, like the title suggested in the nominating letter, 'Best driver in the whole nation.'

Others in the operations office add that Troy is friendly and very positive, always willing to lend a helping hand, and a pleasure to work with.

Our congratulations to Troy on his selection!

AWARD: Troy will attend the September 20 meeting to be introduced to the Board and receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2000

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

PREPARED BY: Jo Sullivan, Executive Assistant

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. **Joint Meeting on TransPlan:** A third discussion of TransPlan by the Eugene and Springfield City Councils, the Lane County Board of Commissioners, and the LTD Board of Directors will be scheduled for either Wednesday, October 11, or Wednesday, October 18, 2000. If the joint meeting is scheduled for October 18, the LTD Board will have to reschedule its monthly meeting to another evening in October.
- B. **Bus Rapid Transit Vehicle Selection:** At the work session on Monday, October 16, the Board will discuss a plan for the selection of bus rapid transit vehicles.
- C. **Board Committee Assignments:** With the resignation of Dean Kortge and the appointment of a replacement Board member, Board committee assignments will need to be reconsidered, possibly as early as the October 18, 2000, regular meeting.
- D. **Springfield Station Site Selection:** After the environmental assessment is available, the Board will be asked to make a decision regarding the site for the new Springfield Station. Staff hope that this decision can be made at the October 18, 2000, regular meeting.
- E. **Bus Rapid Transit Phase 1 Decision:** It is anticipated that a Board decision regarding Phase 1 of the bus rapid transit project will need to be made during the fall of 2000.
- F. **Board Strategic Planning Work Session:** Staff will work with the Board to schedule a two-day strategic planning work session for the fall of 2000 or January 2001.

- G. **Comprehensive Service Redesign Public Hearings**: The Board will be asked to hold public hearings on service recommendations that result from the 2000 comprehensive service redesign.
- H. **TransPlan Draft Plan Approval**: It is anticipated that approval of the Draft TransPlan could occur in December 2000.
- I. **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.
- J. **Quarterly Performance Reporting**: Staff will provide quarterly performance reports for the Board's information in February, May, August, and November each year.



G.M. NEWSLETTER

Ken Hamm, General Manager

Vol. 1, Sept. 2000

LCC Station

Construction of the new station at LCC continues. Boarding at the new station will begin with the opening of school on September 25. However, considerable work on the project will continue into October. A ribbon-cutting ceremony is anticipated for early to mid-November.

Management Workshop

Just a reminder: the Management Team will retreat September 14-15 to a local facility for two days of discussion on LTD's mission, projects and program priorities, organizational philosophy, and organizational structure. Follow-up meetings are anticipated in order to develop some recommendations to present to the Board. A Board workshop is anticipated later this year or early in January.

OTA Conference

The Oregon Transportation Conference occurs in Portland this year on October 1-3. Program elements include a visit from the American Public Transportation Administration (APTA) Executive Director Bill Millar, as well as tracks on many of our industry's disciplines. Board member participation is always encouraged. Talk to Jo or Susan about travel arrangements. This is a close-by opportunity to learn about legislative issues, technologies, funding, alternative fuels, and much more.

APTA Conference

The American Public Transportation Association will hold its annual conference in San Francisco September 24-28. While there is not a major equipment and technology show attached to it, there is the opportunity for significant networking and information gathering. There are also sessions on leadership, infrastructure, financing, coalition building, and much more. LTD is receiving an Adwheel advertising award. Mike Gutierrez, LTD coach operator, will be competing in the national bus roadeo. Your GM will become an APTA Board Member.

Operation of Amtrak Station

LTD currently is involved in discussions with the City of Eugene about the acquisition, renovation, and operations of the train station. The City of Eugene has obtained a grant to purchase and renovate the station as the southern terminus of the high-speed rail line. Because of the need to link the train station with bus service, LTD has included the train

station as a stop on the proposed downtown shuttle. Discussions with the City have centered on how large a presence LTD might want to maintain at the train station and what role LTD would have in the operation of the station. It is very early in the discussions and no proposals have been agreed upon. Staff will keep the Board updated on this project.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 20, 2000
- ITEM TITLE:** DESIGNATION OF GENERAL MANAGER PRO TEMPORE
- PREPARED BY:** Jo Sullivan, Executive Assistant
- ACTION REQUESTED:** That the Board adopt a resolution naming the assistant general manager as general manager pro tempore during the absence of the general manager
- BACKGROUND:** During the course of a review of ORS 267, it became apparent that in the absence of the general manager, it is the responsibility of the Board to appoint an acting general manager, or general manager pro tempore. Doing so will ensure that official District documents can be signed and other official business can be conducted in a timely manner. This designation would be invoked by the general manager before planned absences, and therefore would not be in effect during brief absences, such as during a trip to Salem.
- Staff request that the Board designate Assistant General Manager Mark Pangborn as the general manager pro tempore during absences of the general manager.
- General Manager Ken Hamm will be attending the annual conference of the American Public Transportation Association in San Francisco September 24-28. The designation of the assistant general manager as general manager pro tempore would be in effect during that time.
- RESULTS OF RECOMMENDED ACTION:** For planned absences, the general manager would provide notice to the Board, staff, and assistant general manager that the designation of general manager pro tempore would be in effect for a specific period. For unforeseen or emergency absences of the general manager, the designation would take effect without prior notice. In the event that both the general manager and assistant general manager were unavailable for a certain period, the general manager would designate another general manager pro tempore.
- ATTACHMENT:** Resolution Designating General Manager Pro Tempore
- PROPOSED MOTION:** I move that the Board adopt the Resolution Designating General Manager Pro Tempore included in this agenda packet.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: AUTHORIZATION OF HYBRID-ELECTRIC BUS PURCHASE

PREPARED BY: Ron Berkshire, Fleet Services Manager

ACTION REQUESTED: Approve awarding of contract for six hybrid-electric buses

BACKGROUND: During the 5:30 p.m. work session portion of this evening's meeting, the Board will discuss in some detail the purchase of six hybrid-electric buses for the proposed downtown shuttle service linking the Eugene Station, the University of Oregon campus, the Fifth Street Market area, and Valley River Center. Now the Board is asked to approve this purchase by authorizing staff to contract with Advanced Vehicle Systems, Inc.

RESULTS OF RECOMMENDED ACTION: Advanced Vehicle Systems, Inc., will manufacture six new 22-foot hybrid-electric buses and deliver them to LTD during the third quarter of 2001.

ATTACHMENT: None (see the work session Agenda Item Summary on this topic that is included earlier in this packet).

PROPOSED MOTION: I move the following resolution: It is hereby resolved that the LTD Board of Directors authorizes the general manager to contract to purchase six (6) new hybrid-electric buses from Advanced Vehicle Systems, Inc.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: WORK SESSION: NEW HYBRID-ELECTRIC BUS PURCHASE

PREPARED BY: Ron Berkshire, Fleet Services Manager

ACTION REQUESTED: Review proposal to purchase six hybrid-electric buses

BACKGROUND: A proposed downtown shuttle service that will connect the Eugene Station with the University of Oregon (UO) campus, Fifth Street Market area, and Valley River Center is part of the comprehensive service redesign to be implemented in the fall of 2001. At the June 21, 2000, meeting, the Board directed staff to prepare a proposal to purchase six hybrid-electric buses to be used for the downtown shuttle service.

Included in the Capital Improvements Program for fiscal year 2001-2002 are planned expenditures of \$3 million for the purchase of shuttle vehicles. Federal discretionary funds have been requested through the local "United Front" effort, but the results of the request will not be known until October. If these funds are not received, a combination of Federal 5307 grant funds and local funds will be used to purchase the vehicles.

In the hybrid-electric market, there is one manufacturer that stands out well above all others. Advanced Vehicle Systems, Inc., (AVS) is the largest manufacturer of electric transit buses in the United States and may very well be the largest globally. As the recognized leader in electric bus technology, AVS is a charter participant in the United States Defense Department's Advanced Research Project Agency, which has allowed AVS to quickly advance the technology of electric transit vehicles. After extensive research, staff believe that the AVS 22-foot hybrid-electric bus is the best vehicle for the downtown shuttle service. The bus has been in regular service for 2.5 years and has proven to be very reliable. Its quiet operating characteristics and extremely low emissions are ideal for use in the downtown area.

Included in the research process was a visit to Advanced Vehicle Systems offices and manufacturing facilities to discuss the downtown shuttle project and examine the AVS organization. During my two-day visit, I found the AVS organization to be well managed, with a staff of dedicated employees

from the CEO to the production workers. The organization is customer oriented and committed to providing the best possible product support. Its engineering department is well staffed with qualified engineers equipped with sophisticated engineering software, which supports an aggressive research and development department. The manufacturing facility and production lines are well organized and clean. I found the quality of workmanship on the production line to be of very high standard. I also had an opportunity to ride in one of the hybrid-electric vehicles and confirmed their efficient, quiet, low-emissions characteristics. I am very confident in AVS' ability to produce quality vehicles and provide dedicated product support.

Staff have identified an existing contract between Florida Transit Association and AVS for the purchase of hybrid-electric buses with specifications that meet LTD's shuttle bus requirements. Federal Transit Administration (FTA) regulations allow agencies to use existing contracts between other agencies and manufactures, provided certain criteria are met. Staff have determined that the existing contract meets FTA requirements, and are prepared to move forward with developing a final contract with AVS.

It is staff's recommendation that the District purchase six hybrid-electric buses from Advanced Vehicle Systems, Incorporated. The Board will be asked to take action on this recommendation later in the meeting, during the regular monthly business portion of the agenda. After a contract is signed, the six new buses would be manufactured by AVS and delivered to LTD during the third quarter of 2001.

ATTACHMENT: None

PROPOSED MOTION: No action is proposed during this work session portion of the agenda. The Board will be asked to take action later in the meeting to authorize the general manager to purchase six hybrid-electric buses.

Legal Notice

Date: May 8, 2020
To: Debbie Buzalsky, Legal Publications
The Register-Guard; Fax: 683-7622
From: Susan Hekimoglu, Administrative Office Supervisor
Lane Transit District; Phone: 682-6108
RE: Notice of Board Meeting
LTD Purchase Order #7585

**Please publish the following legal publication on Thursday,
September 14, 2000:**

NOTICE OF BOARD MEETING

The regular monthly meeting of the Board of Directors of the Lane Transit District will be held at 5:30 p.m. on Wednesday, September 20, 2000, in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). In a work session from 5:30 to 6:30 p.m., the Board will discuss a hybrid-electric bus purchase and the bus rapid transit project. No public testimony will be heard during this portion of the meeting. The regular monthly business portion of the meeting will begin at 6:30 p.m., and will include an opportunity for public testimony and approval of a downtown shuttle vehicle purchase. Alternative formats of printed materials (Braille, cassette tapes, or large print) are available upon request. A sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).

Q:\Reference\Board Packet\2000\09\Regular Mtg\Legal notice to RG.doc



Lane Transit District

*P.O. Box 7070
Eugene, Oregon 97401-0470*

*3500 East 17th Avenue
Eugene, Oregon 97403*

*Phone: 541-682-6100
Fax: 682-6111
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E-mail: ltd@ltd.lane.or.us
Internet: www.ltd.org*

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: EUGENE/SPRINGFIELD METRO PARTNERSHIP MEMBERSHIP

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: Approval of LTD membership in the Eugene/Springfield Metropolitan Partnership, Inc.

BACKGROUND: During the work session portion of the September 20 Board meeting, staff discussed with the Board the advantages and costs of joining the Eugene/Springfield Metropolitan Partnership. It is the recommendation of staff that LTD join the Eugene/Springfield Metropolitan Partnership, Inc.

ATTACHMENT: None

PROPOSED MOTION: I move that the Board authorize the General Manager to secure an LTD membership in the Eugene/Springfield Metropolitan Partnership, Inc.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: WORK SESSION: EUGENE/SPRINGFIELD METRO PARTNERSHIP MEMBERSHIP

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: Discussion of LTD membership in the Eugene/Springfield Metropolitan Partnership, Inc.

BACKGROUND: During the work session portion of the September 20 Board meeting, staff will discuss with the Board the advantages and costs of joining the Eugene/Springfield Metropolitan Partnership.

ATTACHMENT: None

PROPOSED MOTION: None



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

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

RESOLUTION

BE IT RESOLVED:

Lane Transit District commits to the conversion of its fleet to quiet, more environmentally-friendly vehicles, with the conversion triggered by the cost, availability, and reliability of the new technology.

Date

Board President

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LTD BOARD MEETING
09/20/00 HANDOUT



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

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

RESOLUTION

DESIGNATING GENERAL MANAGER PRO TEMPORE

WHEREAS, ORS Chapter 267.145(2) allows the Board of Directors to designate a general manager pro tempore during the absence or disability of the general manager; and

WHEREAS, the official business of the District must continue during such times when the general manager may be absent or disabled;

NOW, THEREFORE, BE IT RESOLVED that LTD Assistant General Manager Mark Pangborn is designated as the general manager pro tempore for Lane Transit District during the absence or disability of the general manager. For planned absences, the general manager will provide notice to the Board, staff, and assistant general manager that the designation of general manager pro tempore will be in effect for a specific period. For unforeseen or emergency absences of the general manager, the designation will take effect without prior notice. In the event that both the general manager and assistant general manager are unavailable for a certain period, the Board authorizes the general manager to designate another general manager pro tempore.

September 20, 2000
Date

/s/Hillary Wylie
President, LTD Board of Directors



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

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Fax: (541) 682-6111*

RESOLUTION

WHEREAS, Springfield Mayor Maureen Weathers consistently has demonstrated the highest standard of public service; and

WHEREAS, Mayor Weathers has represented the interests of the City of Springfield and its citizens with great integrity, creativity, civility, and friendliness; and

WHEREAS, Mayor Weathers has contributed to the advancement of sound transit design throughout our greater community as well as within the City of Springfield; and

WHEREAS, Mayor Weathers has been a valued partner with the Lane Transit District Board of Directors and its staff; and

WHEREAS, Mayor Weathers is retiring from office;

NOW THEREFORE BE IT RESOLVED:

Lane Transit District offers its thanks for her public service and cordially invites Mayor Maureen Weathers to be its honored guest on the inaugural run of bus rapid transit between the City of Eugene and the City of Springfield, September 2002.

Date

President, Board of Directors



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

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

RESOLUTION

DESIGNATING LTD REGISTERED AGENT

WHEREAS, the previously-designated registered Agent of Lane Transit District, former General Manager Phyllis Loobey, has retired; and

WHEREAS, a new General Manager has been hired; and

WHEREAS, ORS Chapter 198.340 requires special districts to file with the Oregon Secretary of State's Office a notice of the Registered Agent and Registered Office;

NOW, THEREFORE, BE IT RESOLVED that LTD General Manager Kenneth P. Hamm is designated as the Registered Agent for Lane Transit District at the current Registered Office at 3500 East 17th Avenue, Eugene, Oregon, and is directed to give notice of said change to the Secretary of State of the State of Oregon and to the County Clerk of Lane County, Oregon.

September 20, 2000
Date

President, LTD Board of Directors



2
Lane Transit District
P. O. Box 7070
Eugene, Oregon 97401

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

CERTIFICATION

The undersigned duly qualified and acting Executive Assistant of the Lane Transit District certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally-convened meeting of the Board of Directors held on September 20, 2000.

Signature of Recording Officer

Executive Assistant
Title of Recording Officer

Date

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: SPRINGFIELD STATION UPDATE

PREPARED BY: Stefano Viggiano, Planning and Development Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: As you know, the Springfield Station Steering Committee voted to recommend Site I-West (the site located south of South "A" between the extensions of 4th and Pioneer Parkway East). The next step in the process is to take the recommendation to the Springfield City Council. We have been awaiting final environmental approval from the Federal Transit Administration (FTA) prior to proceeding with this next step.

A final sign-off from FTA is expected at any time. The environmental issue was complicated by the need to prepare a biological assessment of the possible impact of the station on the Mill Race and endangered species. That has been completed and is being reviewed. It is anticipated that FTA will determine that the project does not result in significant environmental impact.

ATTACHMENT: None

MOTION: None



Lane Transit District
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MONTHLY STAFF REPORT

September 20, 2000

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

FEDERAL

Despite earlier predictions that the Department of Transportation Appropriations measure would be one of the first appropriations bills passed, it is clear now that it will be the last bill passed as Congress adjourns. There is little chance that we will know whether LTD is included in the final version of this bill before the measure is acted on. At this writing, there has been no conference work done on this measure. It is assumed that staff from the House and Senate sides are talking, but no public record of that is maintained.

The target adjournment date is October 6. Congress is eager to complete its work by that time, as both parties believe that control of at least the House is still in doubt, and Members are anxious to return to their Districts to campaign. The Transportation Appropriations measure has become somewhat more controversial during the summer as United Airlines has had so much difficulty maintaining its schedule and because of the revelations about Firestone tires. While it is unclear what Congressional action might be taken as a result of these problems, the fact that the bill had not been acted upon provides a forum for hearings on these issues. There may be increased funding for the National Highway Traffic Safety Administration as a result of the Ford/Firestone issue, but because there is little controversy around any other provisions of the Transportation bill, the measure may be used as an omnibus spending bill at the end of session. It would therefore be the *last* measure passed by the 106th Congress.

STATE

Ballot Measures: Of most interest at the state level are the pending ballot measures. Several of the 26 statewide measures will impact LTD. Not often mentioned are ballot measures 89 and 4. Both these measures distribute Oregon's proceeds from the national tobacco settlement.

Measure 89 is legislatively referred. Until voters act, expenditure of the interest earnings and principal of the fund is unrestricted. For purposes of this measure, "health programs" includes transportation of the elderly and disabled, housing for disabled persons and low-income families, and other programs established or defined by law as being eligible for financing from the fund. While the principal of the fund created by this settlement is protected, 20 percent (up to \$5 million) of the fund's earnings is authorized for transportation services for elderly and disabled people.

Measure 4 creates the Oregon Health Plan Trust Fund and requires that all moneys paid to the state by tobacco products manufacturers under the Master Settlement Agreement of 1998 will be deposited into the fund. All earnings on moneys in the fund will be appropriated continuously and spent only for the purpose of financing programs that provide or arrange medical, dental and other remedial care services for low-income children and low-income adults. Measure 4 includes programs financed under the Children's Health Insurance Program, and the measure directs that appropriations of fund earnings will, to the extent possible, be used to expand children's health coverage. Proponents of Measure 4 believe that their proposal will increase the amount of money available to the State of Oregon as the Fund will be sufficient to match Federal grants.

The other programs named in Measure 89 are public health programs and services; mental health programs and services; housing for the disabled and for low and very low income families and individuals; tobacco use prevention, education and cessation programs administered by the Health Division; shelter care grant programs. And, if there is enough income, a maximum of \$10 million over the life of the fund, is available to the Oregon Health Sciences University for the Oregon Health Sciences University Medical Research Partnership.

Inaugural run of second train: Board members will receive invitations to ride the inaugural run of the second train from Eugene north on Friday, October 6. This train is a Talgo and service implementation has been delayed both by the Legislative Emergency Board and by Union Pacific. All glitches seem to have been removed and a day of press conferences, a train ride, and tours are planned. Details are included in the invitations you will receive from the City Club of Eugene, a co-sponsor of the day's events. The day will begin with a celebration/press conference at 9 a.m. at the Eugene train station, a 9:30 departure, a 12:05 p.m. arrival in Portland, lunch at the Benson Hotel, tours, and return, departing Portland at 5:30 p.m. Space is limited; reservations will be on a first-come, first-served basis.

Board vacancy: The Governor's Office of Executive Appointments has received several applications to fill the vacancy created by the resignation of Dean Kortge. It is expected that the Governor will make his recommendation to the Senate in time for the November meeting of the Senate. A new Board member could be sworn in by December.

SERVICE PLANNING & MARKETING

Andy Vobora, Service Planning & Marketing Manager

SPECIAL EVENT SERVICES

Statistics still are being gathered for service to the Lane County Fair, the Filbert Festival, Duck Out of Summer, and the first University of Oregon (UO) football games. One quick statistic is that system ridership during the Lane County Fair week was 17 percent higher than last year.

Sales of football shuttle passes have been very good this year. A special price was introduced to attract additional pass buyers. Football service was expanded to include a new downtown Eugene site, which, it is hoped, will become very popular. The downtown site offers quick turnaround times and opportunities to partner with downtown restaurants in encouraging more Duck fans to take a bus to the game.

The Board should note that the annual Joyride Holiday Lights Tours are not scheduled to operate this year. With the aggressive work plan associated with the scheduling system and the CSR, staff resources are stretched thin. Additional operational needs, including Bear Creek Corporation employee shuttles and UO Basketball shuttles, also are putting a strain on bus and operator availability.

YOUTH PASS SALES

Staff do not yet have information for August youth pass sales; however, July sales grew significantly over June and staff are hopeful that the trend will continue into the school year. July totals show more than 2,300 youth passes sold. While not as high as the sales of the Freedom Pass, staff are pleased with this number. If the momentum from summer can be maintained into the school year, it will represent solid growth in youth pass sales. The District's youth television ads began around the first of September, which will assist in the awareness the program in the minds of youth and their parents. The KDUK Duck Out of Summer concert at Fern Ridge Reservoir also will have a positive affect on the sales. Information fliers were included in all the 4J school packets, as these four high schools continue the pass sales program in the school.

APTA AD WHEEL AWARD

LTD received a first place award in the national American Public Transportation Association's (APTA) annual Ad Wheel competition. The Ad Wheel competition recognizes the most successful marketing campaigns implemented during the prior year. LTD's award came in the Public Information Campaign category, recognizing LTD's Yield to Buses campaign. The District and its advertising agency, Cappelli, Miles, Wiltz, and Kelly, should be very proud.

SCHEDULING SYSTEM INSTALLATION

Staff continue to work extremely hard on the implementation of the new scheduling system software. This has been particularly difficult to accomplish due to the implementation of fall bid, but progress is being made and several components of the new system were integrated into the system this fall. Work continues on the mapping and bus stop information components, as well as the ability to run scenarios. Staff are on schedule to utilize the new software for a parallel bid this winter.

RIDER'S DIGEST DISTRIBUTION

As you might recall, LTD is not mailing the Rider's Digest this fall. Retention rates have slipped over time and the District was interested in using these funds for the CSR project. A discussion of what to do next year will occur during the budget process. This fall, the digests will be distributed through LTD's regular sales outlets, as well as new distribution outlets, including Bi-Mart and Dari-Mart stores. Distribution to group pass organizations and on the buses began during the last week of August.

FARE CHANGE

The implementation of the fare changes has gone very well. Staff participated in three days of "ask me" shifts at the Eugene Station, which gave customers an opportunity to ask questions about how the new system would work. This helped reduce the questions bus operators faced during the first days of the new system. There have been complaints from guests who ride one way and transfer, and from those who took advantage of roundtrips under the transfer system. Early reports indicate that bus operators are experiencing the positive effects of the new system. The educational process will continue as occasional riders experience the day pass system for the first time, but the majority will benefit from the new system.

TRANSIT OPERATIONS

Mark Johnson, Transit Operations Manager

BUS ROADEO

The annual LTD Bus Rodeo was held on July 18 and was a fun and successful event. Thank you to the Board members who stopped by and/or volunteered. Board support was appreciated by the drivers and the staff. Mike Gutierrez, last year's champion, will once again represent LTD at the national competition, to be held in San Francisco later this month. Good luck, Mike!

SECURITY CONTRACTORS

The Wackenhut Corporation was awarded the security contract to provide three full-time security officers. The officers have been in training and are due to begin their official duties later this month. Staff are looking forward to continuing to provide a safe and secure environment with the addition of this service.

NEW OPERATORS

LTD has eight new bus operators who started in August. All eight operators are replacement operators for attrition. Instructional Program Coordinator Vern Rogers and the instructors have been very busy training and equipping the new operators for the fall bid.

DEPARTMENT OPERATIONAL CHANGES

There have been several changes in the way the operations staff operates and transition has been focus. Because of the new scheduling system and the not-yet-completed bid software installation, staff have to work within both the new and old systems and have been working diligently to accomplish necessary tasks. A new operator's manual has been produced, and the old way of distributing work is being discontinued. Jill Howard, Eileen Mugglewortz, and the supervisory staff have done a great job in sticking with the details to make the change as smooth as possible.

HUMAN RESOURCES

David Dickman, Human Resources Manager

There is no Human Resources report this month.

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AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: STATE BALLOT MEASURES

PREPARED BY: Linda Lynch, Government Relations Manager

ACTION REQUESTED: Motion to Oppose State Ballot Measures 91, 93, and 8

BACKGROUND: Of the 26 state measures on the November ballot, there are several that would affect the operations of Lane Transit District. Most prominent among these are Measures 91, 93, and 8, limiting the ability of government to tax, to create new or increased fees, or even to grow.

Measure 91 amends the Oregon Constitution to remove from statute the limitation on the amount of federal taxes that individual income taxpayers can deduct in computing Oregon taxable income and to allow corporate income taxpayers to deduct federal taxes.

Under current law, Oregon personal income taxpayers may deduct up to \$3,000 of their federal income tax liability on their state income tax return. Oregon corporate income taxpayers currently are not allowed to deduct any amount of their federal income taxes from Oregon taxable income.

Because personal income tax is the source of 85 percent of the state's general fund, tinkering with the income tax has a significant effect on the entire general fund. State revenues would be reduced \$800 million to \$1 billion per year beginning in 2001-02, or about 20 percent of the biennial budget.

Impact on LTD: The most likely result of passage of this measure is that funding for elderly and disabled transportation services is threatened, along with all other state-funded programs, as legislators attempt to balance the budget. While the District contributes more than \$780,000 annually to this service, the state contribution for operations for FY 00 is estimated to be \$443,390, increasing to \$637,910 in FY 01 as a result of increases appropriated by the 1999 Legislature.

Measure 93 amends the Oregon Constitution to require approval by no less than the percentage of voters approving this measure for new or increased taxes, fees, or charges proposed by state and local govern-

ments, unless exempted. For example, if this measure passes by 60 percent, it will require 60 percent approval of future taxes, fees, and charges. It also requires a refund of certain past collections.

Oregon law generally requires voter approval for property taxes, and allows voters to refer other taxes. Fees and charges generally are not subject to voter approval. Voter approval of new and increased taxes, fees, and charges can be given only at the biennial general election or at an annual election if the legislature permits approval of statewide initiatives at that election. All ballots, including those that propose fee and charge increases, must state, "A 'Yes' vote on this measure is a vote to increase taxes."

Affected charges range widely, from photocopy fees, to parking fees, to sewer and water charges. However, the measure exempts a variety of charges, including mass transit fares and charges for anything provided by government that is available from the private sector if the governmental charge does not exceed the average private sector charge in that market.

Governments must refund voter approved levies and other fees lawfully imposed or increased more than 3 percent after December 6, 1998, unless they are exempt or approved by a simple majority of voters at the next election.

Impact on LTD: Passage of Measure 93 may require another vote in Cottage Grove on annexation to the District, depending on the percentage by which this measure may pass. It is unclear if the measure applies to the Creswell annexation or not and may require legislative clarification. Should Cottage Grove be required to vote and subsequently **not** annex to the District, revenue received since its annexation last year would have to be refunded.

Further, it is unlikely that the rate of the payroll tax could be raised. To begin with, the enabling statute would have to be rewritten to create tax authority vested in the District. Second, any proposed increase would have to be voted on by district voters.

Measure 8 amends the Oregon Constitution by linking the rate of growth of state government spending to the rate of growth of personal income in the state. The measure would limit all state spending, regardless of the source of the funds, to no more than 15 percent of total personal income of Oregonians earned in the two calendar years immediately preceding the budget period (biennium).

If the state collects revenues in excess of the limit, the measure would require that those excess revenues be distributed to Oregon taxpayers in proportion to the income taxes they paid in the biennium.

The Legislature could vote to increase spending beyond the limit, but only if the Governor specifically declares an emergency, and three-fourths of the elected members of both the House and the Senate vote for the increased level of spending.

The limit covers state spending from all sources of funds, such as taxes, fees, federal funds, and investment earnings. The measure would exclude from the limit proceeds from state-issued bonds, although it does include the funds appropriated to repay those bonds.

For comparison, the state has recently experienced a spending level of about 18 percent of personal income. The estimated impact of the measure on the 2001-2003 state budget would be to limit expenditures to an amount \$5.7 billion less than the projected spending of \$32.4 billion.

Impact on LTD: Under this proposal federal appropriations that pass through the state are included in the expenditure limitation. Had the measure been in effect, this would have included recent federal appropriations for bus purchase or for BRT. It is unclear whether being a direct recipient of federal funds (as Tri-Met is, and as this region expects to be after census data is complete) would make a difference.

The measure covers state fuel tax revenues. Therefore, even if the Legislature acts to increase motor vehicle fuel taxes or vehicle registration fees, such an action likely would require an equal and opposite action to reduce spending someplace else.

RESULTS OF RECOMMENDED ACTION:

The Board of Directors would be included in campaign literature developed by the “Committee for Our Oregon.” It is a campaign strategy to have as many community members and organizations as possible endorse the Committee’s opposition to the three measures. The campaign probably also would appreciate individual endorsements from Board members.

Board members may also be asked to participate in local press conferences or be called upon to explain the impact of the measures on Lane Transit District. Another indirect result of taking a political position on these ballot measures would be that the LTD Board would be seen as having the same biases as other governing bodies in the area. For example, the Eugene School Board already has acted to oppose these and other measures and as a result received some press coverage of its action.

ATTACHMENT:

None

PROPOSED MOTION: I move the following resolution: It is hereby resolved that the Board of Directors of Lane Transit District opposes state ballot measures 91, 93, and 8 as having severe and/or unknown negative impacts on transportation services for the elderly and disabled, on funding of the social and physical infrastructure of the State of Oregon, and on the ability of the District to provide service where it is wanted.

Summary of August 9, 2000, Joint Work Session on TransPlan

Issue #	Issue	Outcome				Status	Comments
		Eug	Lane	LTD	Spfd		
14.1	Add New Finance Policy #1	+	-	-	-	Not resolved	Revisit at next Joint Work Session
14.2	Add New Finance Policy #3	+	+	-	-	Not resolved	Revisit at next Joint Work Session
14.3	Add New Finance Policy	+	+	-	-	Not resolved	Revisit at next Joint Work Session
15a.1	Changes to Roadway Policy #3	+	+	+	+	Resolved	Revise Roadway Policy #3
15a.2	New Roadway Policy #4 – Access Mgmt	+	+	-	-	Not resolved	Revisit at next Joint Work Session
15a.3	Changes to Roadway Policy #2 – Level of Svc	+	+	+	+	Resolved	Modify Roadway Policy #2 based on changes proposed by Springfield
15c.1	Add I-5 Interchange Study	+	-	-	-	Not resolved	Revisit at next Joint Work Session
15c.2	Valley River Bridge – drop project	+	+	+	+	Resolved	Remove VRB from Project List
15c.2	Valley River Bridge – conduct study	+	+	+	+	Resolved	Add study to conduct comprehensive study of river crossings
15c.3 Option 1	Division Ave Bridge – Move to Future List and Modify Project Description	-	+	-	-	Not resolved	Revisit at next Joint Work Session

15c.3 Option 2	Division Ave Bridge – Move to Future List – <u>do not</u> modify Project Description	+	-	+	+	Not resolved	Revisit at next Joint Work Session
15c.4	Beaver Street – Move to Future List – <u>do not</u> modify Project Description	+	+	+	+	Resolved	Move to Future List – <u>do not</u> modify Project Description
15c.5	Beltline Hwy – Move to Constrained List	+	+	+	+	Resolved	Move to Constrained List
15c.6	Modify Beltline/I-5 Project Cost Estimate and Project Description	-	-	-	-	Resolved	Do not change cost estimate or project description
15c.7	Move I-5/Franklin Blvd. Interchange to Constrained List	+	+	+	+	Resolved	Move to Constrained List
15c.8	West Eugene Parkway	+	+	+	+	Resolved	Retain on Constrained List

AGENDA ITEM SUMMARY

DATE OF MEETING: September 20, 2000

ITEM TITLE: TRANSPLAN UPDATE

PREPARED BY: Stefano Viggiano, Planning and Development Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: There have been two joint work sessions of the LTD Board, the Eugene and Springfield City Councils, and the Board of County Commissioners to discuss TransPlan issues. These meetings have resolved some issues on which the four adopting agencies had differing positions. Some issues were not resolved and will require further discussion at the Metropolitan Policy Committee before reconsideration by each agency. Still other issues have yet to be discussed. A summary report on the issues discussed at the August 9, 2000, joint work session is attached.

The Eugene and Springfield City Councils met on September 13, 2000, to discuss land use issues, including nodal development. While of interest to all four adopting agencies, responsibility for implementation of land use policy within the Eugene/Springfield metropolitan area falls primarily to the two cities. The LTD Board and the Board of County Commissioners will have an opportunity to discuss and take action on the land use issues at a future meeting. Staff can provide a report on the outcomes of the Eugene and Springfield City Councils' discussion at the Board meeting.

There will need to be a third joint work session. That session likely will be scheduled next month, possibly on October 11 or October 18.

ATTACHMENT: Summary of August 9, 2000, Joint Work Session on TransPlan