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Public notice was given to *The Register-Guard* for publication on January 11, 2001.

LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, January 17, 2001
5:30 p.m.

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

A G E N D A

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I. CALL TO ORDER	
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Kleger _____ Lauritsen _____ Melnick _____ Wylie _____	
Bennett _____ Gaydos _____ Hocken _____	
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K. TransPlan Draft Approval	
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M. Quarterly Performance Reporting/Year-end Performance Report	
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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, December 20, 2000

Pursuant to notice given to *The Register-Guard* for publication on December 14, 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, December 20, 2000, at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

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

Absent: Pat Hocken

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:36 p.m. Mr. Bennett was not yet present.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Ms. Wylie noted that items for information would be held during the first hour in order to accommodate several public hearings and an executive session that would begin after 6:30 p.m.

Ms. Wylie handed out a time line of the history of mass transit in the Eugene and Springfield area. In addition, Ms. Wylie said that she was working on a document that explained all of the responsibilities held by the LTD Board members as appointed officials. The document would show that the responsibilities of the appointed officials were very similar to the responsibilities of the elected officials. She hoped to have that document to the Board at the January 2001 meeting. Ms. Wylie asked Ms. Lauritsen to review the draft document.

Ms. Wylie then introduced Robert Melnick as the newest member of the LTD Board of Directors. Mr. Melnick was the Dean of the School of Architecture and Allied Arts at the University of Oregon. Mr. Melnick said that he was very pleased to be a member of the Board and said that he appreciated the staff time and effort that went into his orientation meetings. Mr. Melnick said that as an employee of the University of Oregon, there could be

issues that could arise between the Board and the University, and at those times, if it was deemed inappropriate for him to be involved, he would step aside from Board discussion.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA: There were none.

EMPLOYEE OF THE MONTH – JANUARY 2001: The January 2001 Employee of the Month was not present at the meeting.

BOARD COMMITTEE ASSIGNMENTS: With the addition of Mr. Melnick to the Board, Ms. Wylie thought it appropriate to make assignments to the various Board committees. She assigned Board members as follows:

Boundary Committee (inactive): No Change (Hocken, Kleger, Wylie)
Human Resources Committee: Kleger, Gaydos, Melnick
Finance Committee: No Change (Hocken, Gaydos, Lauritsen)
BRT Steering Committee – Board Representatives:
 No Change (Bennett, Hocken, Wylie)
Springfield Station Steering Committee – Board Representatives (currently inactive):
 Melnick, Lauritsen, Wylie
Statewide Livability Forum Representative: No Change (Lauritsen)
Metropolitan Policy Committee (MPC) Representatives: No Change (Hocken, Wylie)

BOARD MEMBER REPORTS: 1) MPC: Ms. Wylie said that two subcommittees currently were involved in the resolution of draft TransPlan issues. She asked Mr. Gaydos to report on the financing issues subcommittee.

Mr. Gaydos reported that there continued to be tension over several of the positions mainly with regard to the provision that required full funding of the bicycle paths. There were some suggested changes, but not necessarily agreement about those suggestions. One suggestion was to remove the word “full” from the statement and support funding of the bicycle paths. The other significant discussion was whether or not it should be required or be left up to the jurisdictions to make their own decisions about how to apply the funding.

Ms. Wylie said that the next meeting had been postponed and would be rescheduled. She noted that she had attended the last subcommittee meeting, and there had been a vote to support funding of the bicycle paths with the removal of the word “full.” that she thought the process of the MPC subcommittees was working very well. She believed the subcommittees were addressing the issues.

3) BRT Steering Committee: Planning and Development Manager Stefano Viggiano said that a BRT update was contained in the packet, and the Board was expected to take action on the Franklin/UO alignment later in the meeting.

Mr. Viggiano reported that the BRT Steering Committee, at its last meeting, had approved the recommendation for the Franklin/UO segment and had discussed the Glenwood segment. The Committee was in general agreement that the fast-lane approach

in Glenwood was a good direction to go. The Committee did not take action on the Glenwood alignment because the two elected representatives for the Glenwood area, Springfield Councilor Tammy Fitch and Lane County Commissioner Peter Sorenson, were not present. The Steering Committee would take action at its next meeting in January, and Mr. Viggiano expected that issue to come before the Board for action at the January Board meeting.

The public comment period on the BRT Environmental Assessment was being extended until January 2, 2001. Open houses were held and some public comment had been received to date.

The review of Phase 1 was going along more slowly than hoped. Staff had expected to have the review at the elected officials stage at this time; but continued to work with the planning commissions. As the decision on Phase 1 approached, there were requests for a higher level of detail than what had been provided. Staff were working closely with agency staff. With the City of Eugene, staff had developed a more formal structure for staff interaction. A BRT Policy Team and a BRT Project Team had been formed made up of City staff and LTD staff to jointly address solutions to design questions in response to the Eugene Planning Commission.

During the past week, a tour of the MAX light-rail line in Portland had been conducted with LTD staff and members of the partner agency staff. Mr. Viggiano reported that the tour was very helpful. The group had met with community leaders who had been involved in the implementation of MAX, with Tri-Met staff, and with City of Portland traffic engineers.

Mr. Melnick asked Mr. Viggiano to characterize the response received to the Environmental Assessment and the open houses that had been held. Mr. Viggiano said that most of the people who attended the first open house, which was held at the downtown BRT offices, were interested in learning about the concept of BRT and generally were supportive. Mostly Glenwood neighbors who had an ongoing concern about the project attended the open house that had been held in Glenwood. As a group, the Glenwood neighbors supported a no-build alternative.

Mr. Bennett arrived at the meeting at 5:48 p.m.

GENERAL MANAGER'S REPORT TO THE BOARD: Mr. Hamm said that he had provided some very general information, such as a calendar of future dates for the Board's attention. He commented on the issues that were contained in the report that was provided in the agenda packet.

NOVEMBER FINANCIAL STATEMENTS: Finance Manager Diane Hellekson said that overall, LTD was in good financial shape for the year. Revenues for the year were strong. The recently negotiated contract with the Amalgamated Transit Union resulted in a slightly higher cost than what was predicted, which would result in an approximate \$200,000 cost overrun in that line item for the year. However, that amount would not put LTD in violation of state budget law, and because of the strength of revenues, it would not put LTD

in a deficit position for the year. Because it was a deviation from past performance, staff were concerned and would continue to analyze the situation.

The price of diesel fuel recently had dropped, which would result in a reduction in the expected year-end negative variance in that line item. There was more of an opportunity to mitigate unexpected expenses in the Materials and Services category than there was in Personnel Services. Ms. Hellekson added that a portion of the January Strategic Planning work session would be spent reviewing current financial trends, LTD's current financial position, and future financial planning.

BRT UPDATE: Mr. Viggiano said that he had nothing to add from his earlier report.

BOARD CORRESPONDENCE: Ms. Wylie directed the Board's attention to a letter from Terry Parker of Lane Council of Governments regarding potential changes to the Special Transportation Fund (STF) program rules. The Oregon Department of Transportation (ODOT) was seeking comments in preparation of a revised draft set of rules, and the STF Advisory Committee had drafted comments to be forwarded to ODOT. Staff had reviewed the comments and believed them to be consistent with what LTD believed was a good direction for the Committee in terms of its structure and how the funds were used locally.

MONTHLY STAFF REPORT: Government Relations Manager Linda Lynch added to her report that several Board members had met with two local state representatives earlier in the week. Mr. Bennett added that the conversation had been about looking ahead to the Legislative session and whether LTD would be able to make a case for state transportation funding to also include transit. Mr. Gaydos said that he appreciated Ms. Lynch's efforts in alerting the Board to the issues that it needed to be aware of and for providing the talking points that assisted the Board in conversations with the elected officials.

ACTION ITEM DISCUSSION - BRT: FRANKLIN/UO ALIGNMENT: Mr. Viggiano said that the Franklin/UO segment was one that had been discussed in the past, in fact, it was the very first segment that had been planned in detail. Both the BRT Steering Committee and the Board had selected a preferred alignment, which was a combination single/double lane guideway in the Franklin Boulevard median. That alignment had been carried forward to the Environmental Assessment. Since that initial decision was made, staff had learned that the trees on the median were more than 50 years old, which qualified them for historical status under a City of Eugene charter amendment.

The issue of tree removal had caused the BRT Steering Committee to rethink its position on the preferred Franklin/UO alignment. The original combination single- and double-lane option would require the removal of an estimated seven historic trees. Another option would be to use a single-lane guideway, with passing opportunities that would not require the removal of historic trees, with the possible exception of two trees removed at stations. A third option was to develop a two-lane guideway for the entire length of the Franklin/UO segment, which would require the removal of approximately 20 historic trees.

The BRT Steering Committee recommended to the Board that the two-lane guideway option be designated as the preferred alignment for the Franklin/UO segment. If that option was subject to public vote and was not approved, then the single-lane option would be recommended for implementation.

Ms. Wylie asked if there would be an opportunity to plant more trees. Mr. Viggiano said that the real opportunity in the long term would be to plant trees that would be better suited for the corridor. The current trees were fairly columnar shaped, and trees could be planted that would provide more of a canopy and a more boulevard look and feel to the area. The other opportunity was for more trees to be planted along the sides of the street, where currently there were none.

Mr. Kleger asked if there was a possibility of transplanting the trees. Mr. Viggiano said that it was possible, but generally was thought not to be worth the effort. Mr. Melnick added that transplanting trees that large was a two-year process.

Mr. Gaydos asked how the LTD Board taking a position on the issue would impact the staff relationship with the City of Eugene. Mr. Viggiano said that City staff wanted the Board to take a position on the alignment, which would help move the process along.

Mr. Kleger said that LTD ought to pursue any opportunities or options to use the two-lane guideway for BRT.

Mr. Bennett said that he agreed with all that had been said, and the BRT Steering Committee had taken the same approach.

Mr. Melnick thought recording the existence of the trees could mitigate the tree removal. He advocated for the most full- and far-reaching BRT plan as possible. He believed that if traffic issues were not addressed now, in 15 years, it could be too late and/or too expensive to do anything about it, as history in other cities had shown.

Mr. Viggiano added that before the trees were planted along the Franklin median, a streetcar line had operated along the median area.

AUDIENCE PARTICIPATION: Mr. James Creeth of Eugene asked that a curb ramp be installed at the bus stop near the Oregon Medical Group facility on Country Club Road. Mr. Creeth used a walker, and was having difficulty getting up and down off the curb. He also asked that the bus stop facility across the street be enlarged. Ms. Wylie asked staff to look into this request.

MOTION **ACTION ITEM - CONSENT CALENDAR:** Mr. Kleger moved the adoption of the following resolution: "It is hereby resolved that the Consent Calendar for December 20, 2000, is approved as presented." Mr. Gaydos seconded the motion, which passed unanimously by acclamation. The Consent Calendar for December 20, 2000, included approval of the minutes of the November 15, 2000, regular Board meeting and a

VOTE reappointment of Betsy Boyd to the LTD Budget Committee.

PUBLIC HEARING – COMPREHENSIVE SERVICE REDESIGN: Service Planning and Marketing Manager Andy Vobora said that staff were requesting that the Board extend the process of final approval for the Comprehensive Service Redesign (CSR) to February 2001, in order for staff to have the opportunity to go back to the neighborhoods that would be impacted with some changes that occurred as a result of public input.

Mr. Vobora then reviewed the sector maps. The most significant change was in the Bethel Danebo area. Staff were recommending changing 70-minute routes to 60-minute routes, to be consistent throughout the weekday, evening, and weekend periods. In order to accomplish this, staff were recommending the addition of a neighborhood circulator route to the outer Barger area neighborhood. This recommendation would result in a 0.9 percent decrease in service hours in the sector.

Changes being recommended in the Ferry Street Bridge and Springfield areas each would result in a 2.9 percent decrease in service hours, while recommendations in the Southeast Eugene area would result in a 3.2 percent decrease. Changes being recommended in the Southwest Eugene area would result in a 3.3 percent increase. Overall, staff were recommending 250,062 total service hours. Changes to Springfield route 17 would result in an additional 2,580 service hours. Staff also were recommending to shift the major pulse from the Eugene Station sometime during the day, which would result in an additional 1,290 service hours. The total recommendation, with the addition of the downtown Eugene shuttle, would result in an approximate increase in service of 6 percent.

Mr. Bennett asked what the cost associated with a 6 percent increase would be. Mr. Vobora said that a 5 percent increase cost the District approximately \$600,000. Mr. Vobora noted that the new downtown Eugene shuttle would make up nearly 5 percent of the 6 percent increase.

Ms. Wylie said that in the past, staff had shown both the cost of service with the reductions and the cost of service with the additions, which gave the Board a good sense of what routing was acceptable to people. Mr. Vobora said that typically, staff presented Annual Route Review proposals to the Board, which basically were service fixes that were built upon the current level of service. The CSR was a zero-base project in which the entire system was rebuilt.

Ms. Wylie asked if a ridership estimate had been prepared. Mr. Vobora said that staff had not reached that level of planning yet. Some trips were being cut out of some segments and those could be quantified. Staff believed that by increasing frequency of the major routes and by adding the downtown shuttle, ridership would increase.

Mr. Kleger said that he liked the proposed changes in the Bethel/Danebo area, which was his part of town. He did not see an ideal solution to the Jacobs area service problems. He thought staff could explore a possible circulator route in the Jacobs Drive area or work with RideSource to provide a scheduled shopper run in the area.

Mr. Vobora said that staff were looking into a possible short line #41 service that could turn around at Gilbert Shopping Center. Because of the pairing of #40 and #41, people could ride that combination and have access to the Red Apple grocery store on 6th Avenue, then catch the outbound #40, which became the #41 inbound and could drop them at Jacobs. It was somewhat complex, but there were ways it could be done. He liked the idea of the RideSource shopper.

Transit Planner Patricia Hansen added that RideSource had begun a shopper service in the Jacobs Drive area with new funding from the State of Oregon.

Mr. Kleger thanked staff for the hard work on the CSR. He noted that at some point, LTD could expect to hear from people who would want an outbound Barger to operate from Hawthorne to Jacobs to Pattison to Highway 99. He was opposed to that routing for the same reason staff was – the left turn onto Highway 99 northbound was not recommended.

Mr. Bennett said that he also appreciated the efforts of staff. He asked if the CSR, not including the downtown shuttle, would result in more productive service. Mr. Vobora thought it was a better use of the resources. There would be more service on the corridors, and staff could give up the proposed cross-town services, but doing so would not save much. Mr. Bennett noted that he was a huge advocate of the shuttle. He was concerned about trying to turn around the trend on fares, and he had hoped to offset the costs of the projects that he strongly advocated, such as the downtown shuttle and the BRT project by finding efficiencies elsewhere. He asked if the Board Finance Committee had reviewed the long-range financial plan.

Mr. Hamm said that he also was concerned about the downward trend in fare revenues. At the January strategic planning work session, staff and the Board would discuss monitoring performance and setting standards for all the tools in LTD's toolbox, which included transportation demand management, BRT, the downtown shuttle, RideSource, the Group-Pass Program, and fixed-route service.

Mr. Bennett asked the Board to remember that when it was discussing the implementation of the Self-Employment tax and increasing the Payroll tax, in a sense, the Board had agreed to these additional revenues on the premise that as much of that revenue as possible would be used for capital expenditures by recognizing the initiatives that were on the table at the time, such as BRT and the downtown shuttle. He said that he looked forward to the strategic planning discussions to determine if, in fact, that was what was occurring with the revenues.

Public Hearing: 1) Eric Wold of Eugene discussed the proposed changes to routes 60 and 61. He said that currently, there were three bus routes that served his neighborhood in North Eugene between Sheldon High School and the Delta Oaks Shopping Center, but under the proposed changes, two of the routes would be eliminated, leaving a highly altered Route 60. The proposed changes would result in no link to the downtown Eugene area. Currently, there consistently were between 15 to 20 people on the bus he took who commuted to the downtown area, and the commute took approximately 15 minutes. The

proposed changes would result in a commute of 30 minutes or longer, and he would need to catch the bus to either Valley River Center or the Oakway Mall and transfer to another bus. The frequency of service would be reduced from 30 minutes to 60 minutes. He asked the Board to consider increasing the frequency of service during commute hours only, and he highly encouraged the Board to consider a direct route so that those who worked downtown could get home without having to make the transfer. He was encouraged that LTD staff had listened to many of the comments that had been received, and he hoped that those considerations would be taken further so that his neighborhood would have a direct commute route to downtown on weekdays.

2) Brenda Wold of Eugene said that she currently was a user of routes 60 and 61. The bus stop was about ½ block from her home, and it took 15 to 20 minutes to get downtown. She said that on the buses she rode, she noted that virtually no one got off the bus at the Oakway Center (the proposed transfer area) during the commute hours. All the riders were going into the downtown Eugene area. She asked that the direct service be continued and said that she would hate to have to begin driving her car.

Board Discussion: Ms. Lauritsen asked that staff work on the numbers more and provide more detailed cost estimates. Mr. Vobora said that staff would provide that information in January. He added that the CSR without the addition of the new downtown shuttle actually resulted in less than a one-percent service increase.

Mr. Gaydos said that he believed that staff were, in good faith, making the system work better. He thought that a six-percent increase in service was acceptable, and it would be a good experiment to increase ridership and would show that LTD was a good steward of public funds.

Mr. Melnick said that it was his understanding that the downtown shuttle would not be overlay service, but an opportunity to reduce some redundancy in the system, so it was not something that could be considered separately, as it allowed other changes in other routes.

Ms. Lauritsen agreed and noted that the shuttle was integrated into the service redesign, and the five-percent service increase associated with the shuttle should be considered together as part of the overall package.

Mr. Bennett asked if a BRT-type (frequent, fast service on major corridors with neighborhood connecting service) plan on Coburg Road would accommodate the requests from Brewer Street that had been made during the public hearing. Mr. Vobora said that routing during the commute hours still could be designed to serve downtown, and it was likely that a BRT-like service would accommodate the requests as well. Mr. Kleger noted that other than during the commute hours, routes 60 and 61 had very little ridership. Mr. Vobora added that a circulator-type neighborhood route that connected to a trunk route provided connectivity within a neighborhood and acted as lifeline service.

Mr. Kleger said that he appreciated staff taking on the task of the CSR and for taking on the uncomfortable task of asking LTD's guests to sometimes make transfers out in the

peripheral areas of bus service. As BRT came on line, there was no way that LTD could operate a high-speed trunk line without requiring the transfers at locations other than the main stations.

FEDERAL SECTION 5307 GRANT APPLICATION / FEDERAL SECTION 5309 GRANT APPLICATION / FEDERAL SECTION 5309 GRANT AMENDMENT: Mr. Viggiano said that he had nothing to add to what was written in the agenda packet, except that all of the grant funding was included in the Capital Improvements Plan that previously was adopted by the Board.

Public Hearing: No one wished to address the Board on this subject matter.

Board Deliberation and Decision: There being no Board discussion, Mr. Kleger moved that adoption of the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed FY 2000 Section 5307 federal grant application for \$1,886,576 in federal funds, the FY 2001 Section 5309 federal grant for \$1,000,000 for bus purchase, and the amendment to the FY 2000 Section 5309 federal grant for bus rapid transit final design and construction and authorizes the General Manager to submit this application to the Federal Transit Administration for approval." Ms. Lauritsen seconded the motion, which carried unanimously by acclamation.

MOTION

VOTE

BRT: FRANKLIN/UO ALIGNMENT: Discussion of this item was held earlier in the meeting. There being no further discussion, Ms. Lauritsen moved adoption of the following resolution: "Resolved, that the LTD Board of Directors designates the two-lane guideway option as the preferred alignment for the Franklin/UO segment of the BRT pilot corridor." Mr. Kleger seconded the motion, which carried unanimously by acclamation.

MOTION

VOTE

EXECUTIVE SESSION – REVIEW AND EVALUATION OF GENERAL MANAGER: Mr. Kleger moved that the Board adjourn to Executive Session pursuant to ORS 192.660(1)(l), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the chief executive officer (general manager) of LTD. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board adjourned to Executive Session at 7:17 p.m.

MOTION

VOTE

MOTION Following the Executive Session, Mr. Kleger moved that the Board return to regular session. Ms. Lauritsen seconded the motion, which carried unanimously by acclamation.

VOTE

ADJOURNMENT: There being no further discussions, Ms. Wylie adjourned the meeting at 7:58 p.m.

Board Secretary

AGENDA ITEM SUMMARY

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DATE OF MEETING: January 17, 2001

ITEM TITLE: DECEMBER FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: None

BACKGROUND: Financial results for the first six months of the fiscal year are summarized in the attached reports. Total General Fund revenue was \$214,501 over budget through December, due almost entirely to strong interest earnings. Although ridership gains have been promising in recent months, passenger fares continue to lag expectations, but have been partially offset by the strength of group pass revenue. Total fare revenue is likely to be about \$175,000 below budget for the fiscal year. The shortfall will be more than covered by interest income, which will show a surplus of approximately \$400,000 by fiscal year end, even with an expected reduction in rates of return. (Interest income was budgeted low deliberately to provide a hedge against the uncertainties of a local economy in transition.)

Advertising revenue is still down versus budget year-to-date, but had a healthy December due to the implementation of a new contract that will result in increased revenue. Obie Media was the successful bidder in the recent competitive award process. Advertising revenue will meet budget expectations for the fiscal year.

Payroll tax revenue is below budget for the first six months. Revenue is budgeted according to historical collection patterns, but history has not been a good predictor. Payroll taxes that include assessments for holiday seasonal employees are not due to LTD until February, so it will be March or April before it can be determined if this important resource will meet budget expectations for the fiscal year. The evidence is inconclusive at this time.

Self-employment tax receipts are as expected year-to-date. Most of the funds from this resource are received in May. State-in-lieu revenue was budgeted in equal quarterly installments, but the actual receipt pattern may vary, with the second half of the year receiving more funds than the first.

The April financial report will include the third-quarter payment, and a forecast of total annual receipts from this source.

Administration personnel costs are slightly below budget for the first six months of the fiscal year. Amalgamated Transit Union employee costs are still projected to be slightly over budget for the year due to the implementation of a change in retirement plan, as previously reported. Also, as previously reported, many of the new ATU contract provisions are phased in throughout the year (e.g., another wage adjustment on January 1, 2001), and the new contract assumed some changes in the way that work is assigned in Transit Operations that have not yet been implemented. It still appears that the current year ATU personnel services will exceed budget by \$200,000 to \$300,000. An overage of this magnitude would not violate State budget law, but would be a departure from LTD's past performance. Mitigation efforts have been initiated.

Fuel prices remain higher than anticipated by the current-year budget, but have continued to fall in recent weeks. Most recently, diesel was purchased at \$.98 per gallon, still above the \$.83 per gallon included in this year's budget, but well below the prices in the high \$1.20s seen earlier this fiscal year. Earlier in the year, it appeared that fuel would report an annual budget deficit of \$200,000. Given the favorable price trend since, it now appears that the negative variance will be half the original prediction. Savings in other materials and services areas will mitigate this negative variance.

Given that total payroll tax revenues are below mid-year expectations, and personnel service expenditures are slightly above, it is prudent to monitor expenses closely. However, as previously noted, unless something extraordinary and unforeseen occurs in the next few months, there will be no need to consider the use of contingency funds. The General Fund will finish the fiscal year in compliance with all budget requirements.

The Special Transportation Fund and Capital Fund are as expected through December. It should be noted that federal grant funding for bus rapid transit (BRT) project planning has now been exhausted. Future BRT planning was included in last year's federal discretionary funding request that was not successful. In accordance with the contingency plan included in this year's Capital Improvement Program (CIP), BRT planning will be covered by local capital for the remainder of this year, and for the foreseeable future.

The FY 2001-02 budget development process is underway. First steps are the establishment of capital priorities and the identification of funding, the update of the Long-range Financial Plan assumptions, and the definition of outcomes by which operating fund activities will be defined and against which they will be measured. The Finance Committee will be informed of and involved in these discussions, which will lead to the update of both the CIP and the Long-range Financial Plan, as well as completion of next fiscal

year's proposed budget. The Finance Committee met on January 8, and will meet again in February and March.

ATTACHMENTS:

Attached are the following financial reports for Board review:

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

PROPOSED MOTION:

None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

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

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, December 20, 2000

Pursuant to notice given to *The Register-Guard* for publication on December 14, 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, December 20, 2000, at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

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

Absent: Pat Hocken

CALL TO ORDER: Board President Hillary Wylie called the meeting to order at 5:36 p.m. Mr. Bennett was not yet present.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Ms. Wylie noted that items for information would be held during the first hour in order to accommodate several public hearings and an executive session that would begin after 6:30 p.m.

Ms. Wylie handed out a time line of the history of mass transit in the Eugene and Springfield area. In addition, Ms. Wylie said that she was working on a document that explained all of the responsibilities held by the LTD Board members as appointed officials. The document would show that the responsibilities of the appointed officials were very similar

to the responsibilities of the elected officials. She hoped to have that document to the Board at the January 2001 meeting. Ms. Wylie asked Ms. Lauritsen to review the draft document.

Ms. Wylie then introduced Robert Melnick as the newest member of the LTD Board of Directors. Mr. Melnick was the Dean of the School of Architecture and Allied Arts at the University of Oregon. Mr. Melnick said that he was very pleased to be a member of the Board and said that he appreciated the staff time and effort that went into his orientation meetings. Mr. Melnick said that as an employee of the University of Oregon, there could be issues that could arise between the Board and the University, and at those times, if it was deemed inappropriate for him to be involved, he would step aside from Board discussion.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA: There were none.

EMPLOYEE OF THE MONTH – JANUARY 2001: The January 2001 Employee of the Month was not present at the meeting.

BOARD COMMITTEE ASSIGNMENTS: With the addition of Mr. Melnick to the Board, Ms. Wylie thought it appropriate to make assignments to the various Board committees. She assigned Board members as follows:

Boundary Committee (inactive): No Change (Hocken, Kleger, Wylie)

Human Resources Committee: Kleger, Gaydos, Melnick

Finance Committee: No Change (Hocken, Gaydos, Lauritsen)

BRT Steering Committee – Board Representatives:

No Change (Bennett, Hocken, Wylie)

Springfield Station Steering Committee – Board Representatives (currently inactive):

Melnick, Lauritsen, Wylie

Statewide Livability Forum Representative: No Change (Lauritsen)

Metropolitan Policy Committee (MPC) Representatives: No Change (Hocken, Wylie)

BOARD MEMBER REPORTS: 1) MPC: Ms. Wylie said that two subcommittees currently were involved in the resolution of draft TransPlan issues. She asked Mr. Gaydos to report on the financing issues subcommittee.

Mr. Gaydos reported that there continued to be tension over several of the positions mainly with regard to the provision that required full funding of the bicycle paths. There were some suggested changes, but not necessarily agreement about those suggestions. One suggestion was to remove the word “full” from the statement and support funding of the bicycle paths. The other significant discussion was whether or not it should be required or be left up to the jurisdictions to make their own decisions about how to apply the funding.

Ms. Wylie said that the next meeting had been postponed and would be rescheduled. She noted that she had attended the last subcommittee meeting, and there had been a vote to support funding of the bicycle paths with the removal of the word “full.” that she thought the process of the MPC subcommittees was working very well. She believed the subcommittees were addressing the issues.

3) BRT Steering Committee: Planning and Development Manager Stefano Viggiano said that a BRT update was contained in the packet, and the Board was expected to take action on the Franklin/UO alignment later in the meeting.

Mr. Viggiano reported that the BRT Steering Committee, at its last meeting, had approved the recommendation for the Franklin/UO segment and had discussed the Glenwood segment. The Committee was in general agreement that the fast-lane approach in Glenwood was a good direction to go. The Committee did not take action on the Glenwood alignment because the two elected representatives for the Glenwood area, Springfield Councilor Tammy Fitch and Lane County Commissioner Peter Sorenson, were not present. The Steering Committee would take action at its next meeting in January, and Mr. Viggiano expected that issue to come before the Board for action at the January Board meeting.

The public comment period on the BRT Environmental Assessment was being extended until January 2, 2001. Open houses were held and some public comment had been received to date.

The review of Phase 1 was going along more slowly than hoped. Staff had expected to have the review at the elected officials stage at this time; but continued to work with the planning commissions. As the decision on Phase 1 approached, there were requests for a higher level of detail than what had been provided. Staff were working closely with agency

staff. With the City of Eugene, staff had developed a more formal structure for staff interaction. A BRT Policy Team and a BRT Project Team had been formed made up of City staff and LTD staff to jointly address solutions to design questions in response to the Eugene Planning Commission.

During the past week, a tour of the MAX light-rail line in Portland had been conducted with LTD staff and members of the partner agency staff. Mr. Viggiano reported that the tour was very helpful. The group had met with community leaders who had been involved in the implementation of MAX, with Tri-Met staff, and with City of Portland traffic engineers.

Mr. Melnick asked Mr. Viggiano to characterize the response received to the Environmental Assessment and the open houses that had been held. Mr. Viggiano said that most of the people who attended the first open house, which was held at the downtown BRT offices, were interested in learning about the concept of BRT and generally were supportive. Mostly Glenwood neighbors who had an ongoing concern about the project attended the open house that had been held in Glenwood. As a group, the Glenwood neighbors supported a no-build alternative.

Mr. Bennett arrived at the meeting at 5:48 p.m.

GENERAL MANAGER'S REPORT TO THE BOARD: Mr. Hamm said that he had provided some very general information, such as a calendar of future dates for the Board's

attention. He commented on the issues that were contained in the report that was provided in the agenda packet.

NOVEMBER FINANCIAL STATEMENTS: Finance Manager Diane Hellekson said that overall, LTD was in good financial shape for the year. Revenues for the year were strong. The recently negotiated contract with the Amalgamated Transit Union resulted in a slightly higher cost than what was predicted, which would result in an approximate \$200,000 cost overrun in that line item for the year. However, that amount would not put LTD in violation of state budget law, and because of the strength of revenues, it would not put LTD in a deficit position for the year. Because it was a deviation from past performance, staff were concerned and would continue to analyze the situation.

The price of diesel fuel recently had dropped, which would result in a reduction in the expected year-end negative variance in that line item. There was more of an opportunity to mitigate unexpected expenses in the Materials and Services category than there was in Personnel Services. Ms. Hellekson added that a portion of the January Strategic Planning work session would be spent reviewing current financial trends, LTD's current financial position, and future financial planning.

BRT UPDATE: Mr. Viggiano said that he had nothing to add from his earlier report.

BOARD CORRESPONDENCE: Ms. Wylie directed the Board's attention to a letter from Terry Parker of Lane Council of Governments regarding potential changes to the

Special Transportation Fund (STF) program rules. The Oregon Department of Transportation (ODOT) was seeking comments in preparation of a revised draft set of rules, and the STF Advisory Committee had drafted comments to be forwarded to ODOT. Staff had reviewed the comments and believed them to be consistent with what LTD believed was a good direction for the Committee in terms of its structure and how the funds were used locally.

MONTHLY STAFF REPORT: Government Relations Manager Linda Lynch added to her report that several Board members had met with two local state representatives earlier in the week. Mr. Bennett added that the conversation had been about looking ahead to the Legislative session and whether LTD would be able to make a case for state transportation funding to also include transit. Mr. Gaydos said that he appreciated Ms. Lynch's efforts in alerting the Board to the issues that it needed to be aware of and for providing the talking points that assisted the Board in conversations with the elected officials.

ACTION ITEM DISCUSSION - BRT: FRANKLIN/UO ALIGNMENT: Mr. Viggiano said that the Franklin/UO segment was one that had been discussed in the past, in fact, it was the very first segment that had been planned in detail. Both the BRT Steering Committee and the Board had selected a preferred alignment, which was a combination single/double lane guideway in the Franklin Boulevard median. That alignment had been carried forward to the Environmental Assessment. Since that initial decision was made, staff had learned that the trees on the median were more than 50 years old, which qualified them for historical status under a City of Eugene charter amendment.

The issue of tree removal had caused the BRT Steering Committee to rethink its position on the preferred Franklin/VO alignment. The original combination single- and double-lane option would require the removal of an estimated seven historic trees. Another option would be to use a single-lane guideway, with passing opportunities that would not require the removal of historic trees, with the possible exception of two trees removed at stations. A third option was to develop a two-lane guideway for the entire length of the Franklin/VO segment, which would require the removal of approximately 20 historic trees.

The BRT Steering Committee recommended to the Board that the two-lane guideway option be designated as the preferred alignment for the Franklin/VO segment. If that option was subject to public vote and was not approved, then the single-lane option would be recommended for implementation.

Ms. Wylie asked if there would be an opportunity to plant more trees. Mr. Viggiano said that the real opportunity in the long term would be to plant trees that would be better suited for the corridor. The current trees were fairly columnar shaped, and trees could be planted that would provide more of a canopy and a more boulevard look and feel to the area. The other opportunity was for more trees to be planted along the sides of the street, where currently there were none.

Mr. Kleger asked if there was a possibility of transplanting the trees. Mr. Viggiano said that it was possible, but generally was thought not to be worth the effort. Mr. Melnick added that transplanting trees that large was a two-year process.

Mr. Gaydos asked how the LTD Board taking a position on the issue would impact the staff relationship with the City of Eugene. Mr. Viggiano said that City staff wanted the Board to take a position on the alignment, which would help move the process along.

Mr. Kleger said that LTD ought to pursue any opportunities or options to use the two-lane guideway for BRT.

Mr. Bennett said that he agreed with all that had been said, and the BRT Steering Committee had taken the same approach.

Mr. Melnick thought recording the existence of the trees could mitigate the tree removal. He advocated for the most full- and far-reaching BRT plan as possible. He believed that if traffic issues were not addressed now, in 15 years, it could be too late and/or too expensive to do anything about it, as history in other cities had shown.

Mr. Viggiano added that before the trees were planted along the Franklin median, a streetcar line had operated along the median area.

AUDIENCE PARTICIPATION: Mr. James Creeth of Eugene asked that a curb ramp be installed at the bus stop near the Oregon Medical Group facility on Country Club Road. Mr. Creeth used a walker, and was having difficulty getting up and down off the curb. He also asked that the bus stop facility across the street be enlarged. Ms. Wylie asked staff to look into this request.

MOTION **ACTION ITEM - CONSENT CALENDAR:** Mr. Kleger moved the adoption of the following resolution: "It is hereby resolved that the Consent Calendar for December 20, 2000, is approved as presented." Mr. Gaydos seconded the motion, which passed unanimously by acclamation. The Consent Calendar for December 20, 2000, included approval of the minutes of the November 15, 2000, regular Board meeting and a reappointment of Betsy Boyd to the LTD Budget Committee.

VOTE

PUBLIC HEARING – COMPREHENSIVE SERVICE REDESIGN: Service Planning and Marketing Manager Andy Vobora said that staff were requesting that the Board extend the process of final approval for the Comprehensive Service Redesign (CSR) to February 2001, in order for staff to have the opportunity to go back to the neighborhoods that would be impacted with some changes that occurred as a result of public input.

Mr. Vobora then reviewed the sector maps. The most significant change was in the Bethel Danebo area. Staff were recommending changing 70-minute routes to 60-minute routes, to be consistent throughout the weekday, evening, and weekend periods. In order to accomplish this, staff were recommending the addition of a neighborhood circulator route to

the outer Barger area neighborhood. This recommendation would result in a 0.9 percent decrease in service hours in the sector.

Changes being recommended in the Ferry Street Bridge and Springfield areas each would result in a 2.9 percent decrease in service hours, while recommendations in the Southeast Eugene area would result in a 3.2 percent decrease. Changes being recommended in the Southwest Eugene area would result in a 3.3 percent increase. Overall, staff were recommending 250,062 total service hours. Changes to Springfield route 17 would result in an additional 2,580 service hours. Staff also were recommending to shift the major pulse from the Eugene Station sometime during the day, which would result in an additional 1,290 service hours. The total recommendation, with the addition of the downtown Eugene shuttle, would result in an approximate increase in service of 6 percent.

Mr. Bennett asked what the cost associated with a 6 percent increase would be. Mr. Vobora said that a 5 percent increase cost the District approximately \$600,000. Mr. Vobora noted that the new downtown Eugene shuttle would make up nearly 5 percent of the 6 percent increase.

Ms. Wylie said that in the past, staff had shown both the cost of service with the reductions and the cost of service with the additions, which gave the Board a good sense of what routing was acceptable to people. Mr. Vobora said that typically, staff presented Annual Route Review proposals to the Board, which basically were service fixes that were

built upon the current level of service. The CSR was a zero-base project in which the entire system was rebuilt.

Ms. Wylie asked if a ridership estimate had been prepared. Mr. Vobora said that staff had not reached that level of planning yet. Some trips were being cut out of some segments and those could be quantified. Staff believed that by increasing frequency of the major routes and by adding the downtown shuttle, ridership would increase.

Mr. Kleger said that he liked the proposed changes in the Bethel/Danebo area, which was his part of town. He did not see an ideal solution to the Jacobs area service problems. He thought staff could explore a possible circulator route in the Jacobs Drive area or work with RideSource to provide a scheduled shopper run in the area.

Mr. Vobora said that staff were looking into a possible short line #41 service that could turn around at Gilbert Shopping Center. Because of the pairing of #40 and #41, people could ride that combination and have access to the Red Apple grocery store on 6th Avenue, then catch the outbound #40, which became the #41 inbound and could drop them at Jacobs. It was somewhat complex, but there were ways it could be done. He liked the idea of the RideSource shopper.

Transit Planner Patricia Hansen added that RideSource had begun a shopper service in the Jacobs Drive area with new funding from the State of Oregon.

Mr. Kleger thanked staff for the hard work on the CSR. He noted that at some point, LTD could expect to hear from people who would want an outbound Barger to operate from Hawthorne to Jacobs to Pattison to Highway 99. He was opposed to that routing for the same reason staff was – the left turn onto Highway 99 northbound was not recommended.

Mr. Bennett said that he also appreciated the efforts of staff. He asked if the CSR, not including the downtown shuttle, would result in more productive service. Mr. Vobora thought it was a better use of the resources. There would be more service on the corridors, and staff could give up the proposed cross-town services, but doing so would not save much. Mr. Bennett noted that he was a huge advocate of the shuttle. He was concerned about trying to turn around the trend on fares, and he had hoped to offset the costs of the projects that he strongly advocated, such as the downtown shuttle and the BRT project by finding efficiencies elsewhere. He asked if the Board Finance Committee had reviewed the long-range financial plan.

Mr. Hamm said that he also was concerned about the downward trend in fare revenues. At the January strategic planning work session, staff and the Board would discuss monitoring performance and setting standards for all the tools in LTD's toolbox, which included transportation demand management, BRT, the downtown shuttle, RideSource, the Group-Pass Program, and fixed-route service.

Mr. Bennett asked the Board to remember that when it was discussing the implementation of the Self-Employment tax and increasing the Payroll tax, in a sense, the

Board had agreed to these additional revenues on the premise that as much of that revenue as possible would be used for capital expenditures by recognizing the initiatives that were on the table at the time, such as BRT and the downtown shuttle. He said that he looked forward to the strategic planning discussions to determine if, in fact, that was what was occurring with the revenues.

Public Hearing: 1) Eric Wold of Eugene discussed the proposed changes to routes 60 and 61. He said that currently, there were three bus routes that served his neighborhood in North Eugene between Sheldon High School and the Delta Oaks Shopping Center, but under the proposed changes, two of the routes would be eliminated, leaving a highly altered Route 60. The proposed changes would result in no link to the downtown Eugene area. Currently, there consistently were between 15 to 20 people on the bus he took who commuted to the downtown area, and the commute took approximately 15 minutes. The proposed changes would result in a commute of 30 minutes or longer, and he would need to catch the bus to either Valley River Center or the Oakway Mall and transfer to another bus. The frequency of service would be reduced from 30 minutes to 60 minutes. He asked the Board to consider increasing the frequency of service during commute hours only, and he highly encouraged the Board to consider a direct route so that those who worked downtown could get home without having to make the transfer. He was encouraged that LTD staff had listened to many of the comments that had been received, and he hoped that those considerations would be taken further so that his neighborhood would have a direct commute route to downtown on weekdays.

2) Brenda Wold of Eugene said that she currently was a user of routes 60 and 61. The bus stop was about ½ block from her home, and it took 15 to 20 minutes to get downtown. She said that on the buses she rode, she noted that virtually no one got off the bus at the Oakway Center (the proposed transfer area) during the commute hours. All the riders were going into the downtown Eugene area. She asked that the direct service be continued and said that she would hate to have to begin driving her car.

Board Discussion: Ms. Lauritsen asked that staff work on the numbers more and provide more detailed cost estimates. Mr. Vobora said that staff would provide that information in January. He added that the CSR without the addition of the new downtown shuttle actually resulted in less than a one-percent service increase.

Mr. Gaydos said that he believed that staff were, in good faith, making the system work better. He thought that a six-percent increase in service was acceptable, and it would be a good experiment to increase ridership and would show that LTD was a good steward of public funds.

Mr. Melnick said that it was his understanding that the downtown shuttle would not be overlay service, but an opportunity to reduce some redundancy in the system, so it was not something that could be considered separately, as it allowed other changes in other routes.

Ms. Lauritsen agreed and noted that the shuttle was integrated into the service redesign, and the five-percent service increase associated with the shuttle should be considered together as part of the overall package.

Mr. Bennett asked if a BRT-type (frequent, fast service on major corridors with neighborhood connecting service) plan on Coburg Road would accommodate the requests from Brewer Street that had been made during the public hearing. Mr. Vobora said that routing during the commute hours still could be designed to serve downtown, and it was likely that a BRT-like service would accommodate the requests as well. Mr. Kleger noted that other than during the commute hours, routes 60 and 61 had very little ridership. Mr. Vobora added that a circulator-type neighborhood route that connected to a trunk route provided connectivity within a neighborhood and acted as lifeline service.

Mr. Kleger said that he appreciated staff taking on the task of the CSR and for taking on the uncomfortable task of asking LTD's guests to sometimes make transfers out in the peripheral areas of bus service. As BRT came on line, there was no way that LTD could operate a high-speed trunk line without requiring the transfers at locations other than the main stations.

FEDERAL SECTION 5307 GRANT APPLICATION / FEDERAL SECTION 5309

GRANT APPLICATION / FEDERAL SECTION 5309 GRANT AMENDMENT: Mr. Viggiano said that he had nothing to add to what was written in the agenda packet, except that all of

the grant funding was included in the Capital Improvements Plan that previously was adopted by the Board.

Public Hearing: No one wished to address the Board on this subject matter.

MOTION **Board Deliberation and Decision:** There being no Board discussion, Mr. Kleger moved that adoption of the following resolution: "It is hereby resolved that the LTD Board of Directors approves the proposed FY 2000 Section 5307 federal grant application for \$1,886,576 in federal funds, the FY 2001 Section 5309 federal grant for \$1,000,000 for bus purchase, and the amendment to the FY 2000 Section 5309 federal grant for bus rapid transit final design and construction and authorizes the General Manager to submit this application to the Federal Transit Administration for approval." Ms. Lauritsen seconded the

VOTE motion, which carried unanimously by acclamation.

MOTION **BRT: FRANKLIN/UO ALIGNMENT:** Discussion of this item was held earlier in the meeting. There being no further discussion, Ms. Lauritsen moved adoption of the following resolution: "Resolved, that the LTD Board of Directors designates the two-lane guideway option as the preferred alignment for the Franklin/UO segment of the BRT pilot corridor."

VOTE Mr. Kleger seconded the motion, which carried unanimously by acclamation.

EXECUTIVE SESSION – REVIEW AND EVALUATION OF GENERAL MANAGER:

MOTION Mr. Kleger moved that the Board adjourn to Executive Session pursuant to ORS 192.660(1)(l), to review and evaluate, pursuant to standards, criteria, and policy directives

VOTE

adopted by the governing body, the employment-related performance of the chief executive officer (general manager) of LTD. Mr. Gaydos seconded the motion, which carried unanimously by acclamation. The Board adjourned to Executive Session at 7:17 p.m.

**MOTION
VOTE**

Following the Executive Session, Mr. Kleger moved that the Board return to regular session. Ms. Lauritsen seconded the motion, which carried unanimously by acclamation.

ADJOURNMENT: There being no further discussions, Ms. Wylie adjourned the meeting at 7:58 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: EMPLOYEE APPRECIATION BANQUET

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: The annual LTD Employee Appreciation Banquet will be held on Sunday, March 18, 2001. The evening will begin with a social hour, followed by an awards ceremony, dinner, and entertainment. All Board members are invited to attend this evening honoring LTD's employees. The specific times and location will be announced in the near future, and Board members will receive mailed invitations. Please hold this date on your calendar, and call 682-6100 to let staff know whether you and your guest will be able to attend.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Executive Assistant

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 representatives Pat Hocken and Hillary Wylie can provide a brief report on the January 11, 2001, MPC meeting, and on the two subcommittees to which they have been assigned. The next MPC meeting is scheduled for February 8, 2001.
 - (1) **MPC TransPlan Subcommittee on Alternative Performance Measures:** Ms. Hocken was assigned to a subcommittee that evaluated and made recommendations about the alternative performance measures that would be proposed to the State to demonstrate compliance with the Transportation Planning Rule. Those recommendations are on the agenda for approval at the January 17, 2001, LTD Board meeting.
 - (2) **MPC TransPlan Subcommittee on Unresolved Issues:** Mr. Gaydos participated on a subcommittee assigned to evaluate and make recommendations about various issues that were not agreed to by the joint adopting officials. That committee work has not been completed and should be ready for review by the Board at the February meeting.
- b **BRT Steering Committee:** Board members Pat Hocken, Rob Bennett, and Hillary Wylie are participating on LTD's BRT Steering

Committee with members of local units of government and community representatives. The Steering Committee generally meets on the first Tuesday of the month, and last met on January 9. The next BRT Steering Committee meeting is scheduled for February 6, 2001, at 5:30 p.m. At the January 17 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.

- c **Statewide Livability Forum**: Board member Virginia Lauritsen is participating on a statewide committee called the Livability Forum, as one of 12 participants from the Eugene/Springfield area. The committee has been meeting once every six months, and last met on November 2, 2000. Ms. Lauritsen will provide updates on Forum activities as they occur.
- d **Board Finance Committee**: The Board Finance Committee (Chair Pat Hocken and members Gerry Gaydos and Virginia Lauritsen) met on January 8, and is scheduled to meet again in February and March. At the January 17 Board meeting, Ms. Hocken can provide a brief summary of the committee's activities to date.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

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

- ◆ December 26, 2000, letter from Springfield Chamber Executive Director Dan Egan regarding the Chamber's Legislative Issues Committee recommendation regarding bus rapid transit

At the January 17, 2001, meeting, staff will respond to any questions the Board members may have about this correspondence.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

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 January 17, 2001:

- ◆ Approval of minutes: December 20, 2000, regular Board meeting

ATTACHMENT: Minutes of the December 20, 2000, regular Board meeting

PROPOSED MOTION: I move that the Board adopt the following resolution: It is hereby resolved that the Consent Calendar for January 17, 2001, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: COMPREHENSIVE SERVICE REDESIGN

PREPARED BY: Andy Vobora, Service Planning Manager

ACTION REQUESTED:

- (1) Hold a second public hearing on service recommendations
- (2) Provide final Board direction regarding the CSR service package.

BACKGROUND:

In December 2000, staff presented a proposed CSR service package. This package is estimated to increase annual weekday service hours by 5 percent and weekend hours by an additional 1 percent. During the past month, staff have been able to reduce the weekday service increase to 4 percent. Weekend totals are still under review; however, they should not exceed 1 percent of total system hours.

An analysis of the impact on the District's long-range financial plan indicates that an investment of this magnitude, along with a slow-down in economic growth, may significantly impact the District's ability to meet future operating and capital requirements. Staff have prepared an additional service package option, which allows the District to address its pending financial concerns. At the Board meeting, staff will review the 5 percent option and a 2 percent option, and request final direction from the Board.

RESULTS OF RECOMMENDED ACTION:

Staff will prepare the final CSR service package for review and adoption at the February 21, 2001, Board meeting.

ATTACHMENT: None (Public testimony received since the December 20, 2000, Board meeting is included with the agenda packet as a separate document.)

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2000

ITEM TITLE: FEBRUARY 2001 EMPLOYEE OF THE MONTH

PREPARED BY: Jo Sullivan, Executive Assistant

ACTION REQUESTED: None

BACKGROUND: **FEBRUARY 2001 EMPLOYEE OF THE MONTH:** James "Jim" Saville is the February Employee of the Month. Jim was hired as a bus operator on August 15, 1977. He has earned awards for 21 Years of Safe Driving and 14 Years of Correct Schedule Operation. Jim also is a member of the BRT Employee Advisory Committee.

Jim was nominated for this award by a guest who appreciated Jim's excellent courtesy to all of his passengers. She specifically mentioned her appreciation for the way he calls out all main street stops, helps guests with directions, and stops close to curbs, making it easy for guests to enter and exit the bus. She stated that he is a "credit to LTD."

When asked what makes Jim a good employee, Field Supervisor Gary Taylor said that Jim is a model employee; he is an operator who does his best by giving 100 percent all the time. Over the years, he has earned the respect of all the employees with whom he has worked. During many years of working the extra board, Jim became known as the one to call—no matter what he was doing, he would stop and come to work. His commitment to the District is extraordinary.

Our congratulations to Jim on his selection!

AWARD: Jim will attend the January 17, 2001, meeting to be introduced to the Board and receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i)

PREPARED BY: Hillary Wylie, Board President

ACTION REQUESTED: That the Board move into Executive Session pursuant to ORS 192.660(1)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the chief executive officer of LTD.

ATTACHMENT: None

PROPOSED MOTION: I move that the Board move into Executive Session pursuant to ORS 192.660(1)(i), to review and evaluate, pursuant to standards, criteria, and policy directives adopted by the governing body, the employment-related performance of the chief executive officer (general manager) of LTD.

MONTHLY FINANCIAL REPORT COMMENTS

January 17, 2001

Revenue:

- **Passenger fares** are below budget for the first six months, but are offset partially by the strength of the group pass programs. The youth program, aimed at attracting young riders with reduced fares, appears to be close to meeting revenue goals for the year. Ridership in recent months has shown healthy increases, but, because growth appears to be due to increased pass usage, revenues have not kept pace.
- **Special service** receipts caught up to budget expectations in December. This category is expected to meet or exceed annual budget.
- **Miscellaneous revenue** was anticipated inaccurately by the current budget. This revenue tends to be received in either small, irregular amounts, or large lump sums at unpredictable intervals. However, this category is expected to meet annual budget.

Expense:

- **Administration personnel** expenses are on budget year-to-date.
- **Contract personnel** expenses are over budget to date due to the retroactive implementation of a new defined benefit retirement plan that replaced the previous defined contribution plan in the new ATU contract. Prospective provisions and their effect will be discussed as they are implemented. This line item may show a negative variance of approximately \$200,000 by fiscal year-end.
- **Materials and services** expenses generally are as anticipated by the budget. A notable exception is diesel fuel expense, which almost certainly will exceed budget for the year. Whether or not this overage will require remedial action will be determined later in the fiscal year. Since fuel prices have dropped in recent weeks, the projected budget deficit also has come down and is likely to be mitigated within the current budget.
- **Capital** expenses also are as anticipated by the budget. It should be noted that LTD will receive only \$1 million of the \$6.9 million requested as part of the United Front appeal for federal discretionary funding, and none of the \$5 million requested for a new Springfield Station. The revised Capital Improvements Program and Long-range Financial Plan will address concerns raised by funding uncertainty. Funds for the BRT pilot corridor already have been identified and/or set aside.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

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. **Board Strategic Planning Work Session:** The Board's annual two-day strategic planning work session will be held this year from 9 a.m. to 5 p.m. on Friday, January 19, and from 9 a.m. to 2 p.m. on Saturday, January 20, at the Eugene Hilton.
- B. **Fiscal Year 2001-2002 Service Recommendations:** A preliminary public hearing on proposed service adjustments for next fiscal year was held at the December 20, 2000, regular Board meeting. A second public hearing will be held at the January 17, 2001, meeting, and the Board will be asked to approve a final service package at the February 21, 2001, Board meeting.
- C. **FY 2001-2002 Pricing Plan and Fare Ordinance:** A public hearing and approval of the recommended FY 2001-2002 pricing plan will be scheduled for the February 21, 2001, regular Board meeting. The first reading of the amended fare ordinance will be scheduled for March 21, 2001, and the second reading and adoption will be scheduled for the April 18, 2001, regular Board meeting.
- D. **Briefing on Train Station by City of Eugene Staff:** The City of Eugene has asked to provide a briefing for the LTD Board about the train station and other current transportation issues. This will be scheduled for a February work session.
- E. **Fiscal Year 2001-2002 Capital Improvements Plan:** The Fiscal Year 2001-02 CIP tentatively is scheduled for Board approval at the February 21, 2001, Board meeting.
- F. **Long-range Financial Plan:** Staff tentatively plan to discuss the updated Long-range Financial Plan with the Board at the March 21, 2001, meeting.

- G. **Site Selection**: The District is still waiting for FTA approval regarding the site for the new Springfield Station. The Board will be asked to make a site decision after the environmental assessment is available.
- H. **Budget Committee Meetings**: An informational meeting for the seven non-Board members of the LTD Budget Committee will be scheduled for April 9, 2001. Budget deliberation meetings for the full Budget Committee have been scheduled for Wednesday, April 25; Thursday, April 26; and Wednesday, May 2, 2001.
- I. **Bus Rapid Transit Phase 1 Decision**: Final Board approval of Phase 1 of the bus rapid transit project will occur after partner agency action, possibly in April or May of 2001.
- J. **Fiscal Year 2001-2002 Budget Adoption**: Following approval of the proposed budget by the LTD Budget Committee in April or May, the Fiscal Year 2001-2002 budget will be on the agenda for adoption at the June 20, 2001, Board meeting. Budget law requires that the District's budget be adopted before the end of the current fiscal year on June 30, 2001.
- K. **TransPlan Draft Plan Approval**: Approval of the Draft TransPlan could occur in June 2001. Specific TransPlan action and information items will be included in Board agenda packets before that time.
- L. **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.
- M. **Quarterly Performance Reporting**: Staff will provide quarterly performance reports for the Board's information in February, May, August, and November each year.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** January 17, 2001
- ITEM TITLE:** BRT: GLENWOOD ALIGNMENT
- PREPARED BY:** Stefano Viggiano, Planning and Development Manager
- ACTION REQUESTED:** Approve preferred alignment for the Glenwood segment
- BACKGROUND:**
- The Glenwood segment is a unique portion of the BRT Phase 1 corridor. Compared with other segments of the corridor, it has less traffic congestion, is less developed, and has the most restricted right-of-way. The Glenwood business community also has consistently expressed the greatest concern regarding the possible impact of BRT. The proposed alignment for the Glenwood segment reflects these unique characteristics. The Glenwood "Fast Lane" proposal initially implements a partial BRT system, with signal priority, queue-jumpers, and median bus stations. Over the short term, these improvements will provide similar transit travel times that would be achieved by a complete BRT system. Over the longer term, the Glenwood segment would be developed into a more complete BRT system.
- The design and implementation plan for the complete BRT design through Glenwood would be developed in coordination with the City of Springfield's planning efforts for Glenwood, most notably the Transportation Growth Management (TGM) Study that is underway. Coordinating with Springfield's planning for the community will ensure that the BRT system is designed in such a way to best serve Glenwood. Development of an implementation plan for the BRT system is a key to this strategy, for it will help ensure that the complete BRT system is developed as part of Glenwood's redevelopment.
- ATTACHMENT:** A memorandum and supporting material from the January 9, 2001, BRT Steering Committee regarding the Glenwood alignment
- PROPOSED MOTION:** I move the following resolution: Resolved, that the LTD Board of Directors designates the "Fast Lane" option as the preferred alignment for the Glenwood segment of the BRT pilot corridor.



LTD General Manager's Report

January 2001 Board Meeting

Future Dates to Remember in 2001

January 19-20	LTD Board Retreat
March 11-14	APTA legislative Conference, Washington, DC
March 19-21	United Front to Washington, DC
May 5-10	APTA Bus & Paratransit Conference, Calgary, Alberta
July 15-19	APTA Board Members Seminar, Denver, CO
September 30- October 4	APTA Annual Meeting, Philadelphia

External Activities

- **Briefing New State Transportation Commissioner**

New Oregon Transportation Commissioner Randy Pape attended a briefing at LTD on Thursday, January 11. Staff members from LTD, LCOG, City of Eugene, City of Springfield, and Lane County informed the Commissioner about area transportation priorities, regional issues, our relationship with ODOT, legislative matters, and more. It was an excellent orientation.

Coincidentally, LTD had New Flyer's Invero bus on the property. I was able to give Commissioner Pape a look at one of the buses on the market and talk equipment/technology with him for about 15 minutes.

- **BRT Policy Committee**

Mark P. and I met with Paul Farmer and Les Lyle on the BRT project on January 4. The City staff believes a vote on the trees would be necessary. There is an expectation from the City that more detail would be included in the environmental assessment (EA). They are reviewing their response to the EA. Paul is asking about convertibility to light rail; i.e., what it would take and should the public have some sense of that.

I asked Paul to describe what he thought the ideal for Franklin Blvd. would be if there were no limitations. He believes that it would be taking one lane of traffic in each

direction and putting in two BRT lanes, bike lanes, sidewalks, and lots of landscaping.

- **Other External Activities**

- Jan. 3 Spoke to Regional TDM Committee
- Jan. 8 Attended Springfield Mayor's Address
- Jan. 9 Oregon Transit Association Meeting, including legislative and congressional discussions
- Jan. 10 City of Eugene Mayor's Address and Luncheon
- Jan. 11 LCOG Appreciation Dinner

Internal Activities

- **Orientation of New Employees**

I began last calendar year delivering a message about the foundation blocks of LTD's organizational philosophy to all new employees. As we are readying our new Mini Extra Board for implementation, we have added several coach operators. On January 11, I addressed the next group of new Team LTD members. I believe it is important for them to hear the message right from the general manager.

- **LTD Team Meetings**

Beginning with the new calendar year, I have initiated Team LTD meetings. These are drop-in, non-paid opportunities for employees to be brought up to speed on organizational projects, programs, policies, issues, etc. It is a time for the team to celebrate successes, including handing out recognition, such as safety awards. The meetings present an opportunity for the Team philosophy, guest service approach and other pieces of our internal culture to be promoted or reinforced. The Team LTD meetings also include a question and answer session with the employees.

Meetings were held at 7:30 a.m., Noon, 3:30 p.m., and 8:00 p.m. The early and late meetings were held in Fleet Services and the mid-day meetings in the training room in Operations. More than 130 employees participated. The feedback has been exceptionally positive. We are breaking down some old walls and laying the foundation for LTD to step up to the next level.

Professional Development/Personal

I will attend the APTA General Manager's Conference January 28-31, in Phoenix. Mark Pangborn will attend with me. Typically, this conference provides industry news, management training, and issue discussions that are unavailable elsewhere.

The National Transportation Institute has asked me to serve on its committee on workplace safety. NTI is sponsored out of Rutgers University and funded by FTA.

The committee meets twice a year, sometimes in conjunction with APTA conferences. All expenses are provided by NTI. Again, this is an opportunity for me to connect with a different national crowd, one that could enhance our opportunities in Washington, DC.

I will be on vacation February 1-11. Mark Pangborn will watch over things in my absence. If you need anything, as always start with Jo and we'll get your needs addressed.



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MONTHLY STAFF REPORT

January 17, 2001

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

FEDERAL

Congress convened January 3, organized, then went home. It is in recess until after the inauguration, and then likely will remain in session until the Presidents' Day recess. Local jurisdictions working on a regional federal agenda are currently preparing material to document this year's requests. A list of expected "united front" items will be available at the Board meeting, but needs to be trimmed from its current length.

Lane Transit District faces the same dilemma it always does: all of its projects compete within the same source of discretionary funding, and Oregon has no members of Congress on Appropriations committees. As a result, the District's federal agenda for this calendar year will continue Springfield Station as its top priority (\$4 million, federal share) and funding for vehicles (\$5 million, federal share) as its other priority.

Attached to this report is an article from the *Washington Post* about the Transportation Secretary-designate, Norm Mineta. Mr. Mineta is the token Democrat in the new Bush cabinet; he is a former mayor and a former Congressman. He chaired the House Committee on Transportation when ISTEA was written and is a close associate of Congressman Peter DeFazio's. Transit is an important priority for him, and the article explains his interests in other modes as well.

STATE

"Togetherness" was the name of the song Oregon's leaders were singing as the Oregon Legislature convened on Monday, January 8. The media has been encouraging both legislators and the public to believe that the partisan acrimony of recent sessions has ended. However, the story on that won't be told for several months yet.

Governor Kitzhaber was accompanied by the Republican leadership when he released his recommended \$12 billion biennial budget. People assume this bi-partisan display reflects general agreement about budget priorities; however, the story on that won't be told for several months, either. Already, there appears to be some disagreement over funding levels for higher education, for example.

The Governor used his "state of the state" speech to illustrate the budget choices legislators will have to make and to offer some lessons about how to make the legislative process work effectively. Because the state begins the coming biennium with an anticipated \$740 million shortfall from the actual cost of the current service level, all budget decisions will involve trade-offs. The Governor reminded legislators that if they had been elected after 1992 (which most of them had), they had not had the experience of cutting budgets. He said, "A decision to fund one thing is necessarily a decision not to fund something else."

His lessons in making the process efficient and fair led to a plea to reject political expediency and vote to secure the future. "Take responsibility for what you fund today and for what you do not fund for the long term," he said.

The Governor's budget continues the 1999-2001 service levels for elderly and disabled transportation services, with a slight cut. No one seems able to identify the exact number. The federal flexible funds are continued at the \$10 million per biennium level. Left unaddressed is the state's continuing need for increased funding for transportation infrastructure. Fifty-seven percent of the state's general fund budget goes to education, from Kindergarten through higher education.

Committee appointments have been made and, unlike last session, no Lane area legislators are on Transportation committees. Rep. Cedric Hayden is on Ways and Means, and Senators Castillo and Beyer are on Revenue.

SERVICE PLANNING

Andy Vobora, Service Planning Manager

SPECIAL SERVICE

UO basketball shuttles have operated with few problems during the non-conference games. Ridership should grow as both the men's and women's teams begin the conference schedule.

Service provided for Bear Creek Corporation (Harry and David) employees was well utilized during the last part of November and the month of December. The company provides group bus passes and the Park & Ride shuttles as an incentive to employees

who work out of the Pac Bell building at 10th and Oak in Eugene. More than 1,500 employees were hired to provide telephone coverage during the company's bustling holiday sales period. Bear Creek Corporation is headquartered in Medford.

SHUTTLE

CMWK and WBGs staffs are working on identity concepts for the new downtown shuttle route. Preliminary designs for review by staff should be available in mid-January. LTD staff have met with representatives from the City of Eugene to discuss routing issues related to the shuttle. There is some concern that the shuttle should not serve Country Club Road and Valley River Center, but rather run more frequently within the core of downtown. A summary of the project was developed and has been used to show how the routing was developed and how LTD hopes to attract a new market along Country Club, which could benefit downtown significantly. The issue of routing on Pearl Street between 5th Avenue and 6th Avenue is not settled at this time; however, City staff are looking at a review timeline that would meet LTD's deadlines for implementation in September. The City has many traffic issues to review as the Agripac site is being examined for the new federal courthouse.

AUTZEN STADIUM

LTD staff met with City and University of Oregon staff to examine the Willamette Science and Technology Center (WISTEC) proposal, which placed the proposed transit station nearer the new front entrance to the stadium. The staff group believed that this option would not be viable because of a number of issues; therefore, they will recommend the existing WISTEC parking area as the preferred option. The City Council will take action on this issue on January 22, 2001.

WINTER BID

The winter operator bid has been posted. This bid represents the first time the new Hastus scheduling system has been used in parallel with the existing system. Parallel run cuts have been performed and staff continue to learn more about this feature. Staff are working on selecting the good components of the manual run cut and incorporating them into the automated system. The bidding portion of the process will not be handled through the new system for this bid. This is due to an integration issue between the scheduling software and the Midas operations software. Staff are progressing with data input, which allows more of the features to be used. One of these is the ability to develop ridership tracking reports. Two surveyors currently are making counts of randomly selected trips, as well as trips for which staff would like more data. The randomly-selected trip counts allow LTD to fulfill its Federal Transit Administration (FTA) reporting requirements. Staff have been very pleased with the two women selected as the surveyors.

SERVICE ISSUES

Staff track standing loads and overloads on a weekly basis to determine what problems may be arising in the system. Currently there appears to be consistent load issues on trips serving Gateway, UO, LCC, and the Cottage Grove route. In some cases a tripper is added to ensure that guests are not left. In other cases, the loads are due to situations such as holiday shopping or terms starting at LCC. If the Board is interested in additional information on this topic, staff will be happy to provide it.

TRANSIT OPERATIONS

Mark Johnson, Transit Operations Manager

2000—A STELLAR YEAR FOR SAFETY AND CUSTOMER SERVICE

The year-end numbers for safety and guest service are in and 2000 was an outstanding year for LTD's bus operators' performance in those areas.

The accident record was outstanding, resulting in the safest year since 1996. With a total of 140 accidents for the year 2000, there were 25 fewer accidents than in 1999 and 40 fewer than in 1998. That is a 15 percent decrease in accidents from 1999 and a 22 percent decrease from 1998. This is an admirable record that LTD can be proud of. It shows that the training, awareness programs and professionalism of the District's operators are working together toward an even safer system.

LTD's year 2000 guest service record, based on the number of complaints and compliments logged, also was impressive. Although not as dramatic as the accident record, it did show improvement. When compared with 1999, there were 12 fewer complaints for the year 2000, and an increase of 72 compliments. (There were 757 guest complaints and 143 compliments logged in 1999 and 745 complaints and 215 compliments for 2000.) This amounted to a 1 percent decrease in complaints and a 50 percent increase in compliments.

In 1998 and 1997, respectively, 825 and 833 complaints were recorded. Part of the compliment record is a more consistent tracking method but, overall, the trend has been favorable over the past three years. Transit Operations will continue to focus on guest service to continue this positive trend.

These two measures are important to the District. The improvement being seen indicates that a real team effort is being made to providing better service to the community.

HUMAN RESOURCES

David Dickman, Human Resources Manager

There is no Human Resources report this month.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: APPROVAL OF MPC SUBCOMMITTEE RECOMMENDATIONS FOR
TRANSPLAN ALTERNATIVE PERFORMANCE MEASURES

PREPARED BY: Lisa Gardner, Capital Grants Administrator

ACTION REQUESTED: Approve MPC Subcommittee Recommendations

BACKGROUND: This agenda item was discussed during the 5:30 p.m. work session portion of this meeting. It is now on the agenda for action. Please see page 7 of this packet for the staff summary and background materials.

ATTACHMENTS: (included earlier in the agenda packet)

PROPOSED MOTION: I move the following resolution: Resolved, that the Lane Transit District Board of Directors hereby approves the proposed alternative measures for TransPlan, as proposed by the Metropolitan Policy Committee subcommittee on alternatives measures.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: UNITED WAY PRESENTATION

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

BACKGROUND: LTD employees have completed a very successful United Way Campaign and achieved "Helping Hand" status, for businesses contributing \$20,000 or more. The District's fall 2000 United Way Loaned Executive, Bus Operator Carl Faddis, will be present at the meeting to provide a brief update on the campaign and to present the Helping Hand plaque.

ATTACHMENT: None

PROPOSED MOTION: None

January 16, 2002

MEMORANDUM

TO: Board of Directors
FROM: Mark Johnson, Transit Operations Manager
RE: Attached Publication

Attached is the *Pipeline* magazine published by the Wackenhut Corporation. On pages 17 and 18 of the publication is an article on the LTD security program. The article focuses on the guest service aspect of the program, particularly with regard to people with disabilities. This is an important contract for Wackenhut because we utilize our officers in a much broader manner than their other contracts. We allow them to problem-solve to determine how we can continue to provide service to disruptive people, especially those with disabilities.

We are proud of our security officers and the job that Rick Bailor has done in training and coaching them. They understand the mission of LTD and are dedicated partners in helping to achieve our goals.

It is a pat on the back for our officers and our program to get national recognition in this publication.

Mark Johnson
Transit Operations Manager

MJ:js

attachment

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AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2001

ITEM TITLE: "CHOICES" VIDEO WINS AWARD

PREPARED BY: Andy Vobora, Service Planning Manager

ACTION REQUESTED: None

BACKGROUND: In 1999, Commuter Solutions joined forces with Lane Council of Government's Metro TV to produce a short video highlighting transportation choices available to students. The goal of the project was to point out to middle school and entry-level high school students that there are alternatives to driving alone to campus. One of the biggest challenges was how to present the information in such a way that this age group would pay attention to the message.

Robert Lewis of Metro TV directed the production of this video, and chose to enlist the assistance of high school students in its production. Approximately 500 students from local high schools helped shape and act in the video, in a way to which they felt their peers would respond favorably.

Since the completion of the "Choices" video, "District 4J is now piloting the video into many aspects of the middle school curriculum," says Kay Mehas, Director of School Services K-8. 4J middle school principals are requesting six copies of the tape for use in their schools. Additionally, several schools voluntarily have begun showing it to students, either at all-school assemblies or in classes with complementing course assignments on local transportation issues.

Metro TV recently entered the video in a nationwide competition judged by professionals in the metro TV field. "Choices" won an Award of Excellence!

ATTACHMENT: None

PROPOSED MOTION: None