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LANE TRANSIT DISTRICT SPECIAL BOARD MEETING

Monday, April 7, 2003
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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| II. | ROLL CALL | |
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| | Lauritsen _____ Wylie _____ Ban _____ | |
| III. | PRELIMINARY REMARKS BY BOARD PRESIDENT | |
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(b)	BRT Steering Committee and Board BRT Committee – March 13 and April 1 meetings	
(c)	Springfield Station Design Review Committee – February 25 meeting	
(d)	Coburg Road Stakeholder Group – March 12 meeting	
(e)	Board Finance Committee – March 12 meeting	
(f)	Board HR Committee – March 10 and March 31 meetings	
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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 made 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).

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jo Sullivan, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: None

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

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: May 21, 2003

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Administrative Services Manager/Clerk of the Board

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:

1. **Metropolitan Policy Committee:** LTD's MPC representatives are Board members Hillary Wylie and Gerry Gaydos, with Pat Hocken as an alternate. MPC meetings generally are held on the second Thursday of each month. MPC last met on March 13, 2003. At this meeting, MPC adopted a resolution designating LTD as a Direct Recipient of FTA 5307 funds. Information items discussed at the meeting include a Legislative Status Report on Transportation Finance from Victor Dodier of ODOT, an overview of the FY04 Unified Planning Work Program, and a report from the MPC subcommittee on ACT guidelines. The next MPC meeting will be held on April 10, 2003.
2. **BRT Steering Committee and Board BRT Committee:** Board members Gerry Gaydos, Pat Hocken, and Hillary Wylie are participating on LTD's BRT Steering Committee with members of local units of government and community representatives. The three LTD Board members also meet separately as the Board BRT Committee. Ms. Hocken chairs both committees. The BRT Steering Committee last met on April 1, 2003, to discuss the BRT vehicle decision process. The committee members discussed the various options for the BRT vehicle and did not come to a consensus opinion. They will be discussing the issue again at their next meeting. The next meeting is scheduled for May 6, 2003.

3. **Springfield Station Design Review Committee:** Board members Virginia Lauritsen, Dave Kleger, and Hillary Wylie have been participating as the Board's representatives on the Springfield Station Design Review Committee (SSDRC), and also make up the Board's three-member Springfield Station Committee. Ms. Wylie is chair of the Board Committee, and a community member was chair of the full SSDRC. The SSDRC last met on February 25, 2003. This was the final scheduled meeting of this committee. The Committee reviewed and approved the bike shelter location and station material colors.
4. **Coburg Road Stakeholder Committee:** Susan Ban is the Board's representative on the Coburg Road Stakeholder Committee. This committee last met on March 12, 2003. At that meeting, the Committee discussed priorities for the various corridor segments. The next meeting is scheduled for April 9, 2003.
5. **Board Finance Committee:** The Board Finance Committee (Pat Hocken, chair; Gerry Gaydos; and Virginia Lauritsen) last met on March 12. The agenda included a discussion of a potential reduction in State support of special transportation services in the last quarter of the current fiscal year, and in future years. The Long Range Financial Plan (LRFP) assumes that the reductions occur. The Committee also agreed to a recommendation to freeze certain group pass rates for next year. This recommendation will be folded into the pricing plan presentation to the full Board in March (although group pass rates are not covered by ordinance). After discussion of the proposed Capital Improvement Program (CIP) and LRFP, the Committee forwarded both plans to the full Board with a recommendation by consensus for the full Board to approve them. Finally, the Committee reviewed a revised debt financing calendar which moves the vehicle financing originally proposed for June 2003 to December 2003. The Board had already passed a resolution authorizing prepayment of vehicles with subsequent refunding of local capital by debt proceeds.
6. **Board Human Resources Committee:** The Board HR Committee (Gerry Gaydos, chair; Susan Ban, and David Gant) last met on March 10 and March 31. A committee recommendation is included for action at this meeting.
7. **Region 2050 Policy Advisory Committee:** Board member Susan Ban will be attending the Region 2050 Policy Advisory Committee meetings as an observer and will report back to the Board. The Policy Board has not met since the last Board report. The next scheduled meeting of the Policy Board is April 29, 2003.
8. **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 commit-

tee has been meeting once every six months. There is no report this month.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

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

- ◆ March 31, 2003, letter from Richard Persons, CPA, Manager, Management Services Section of the Oregon Department of Transportation, regarding Schedule of Expenditures of Federal Awards and A-133 Audit

At the April 7, 2003, meeting, staff will respond to any questions the Board members may have about this correspondence.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: BOARD ACTION PLAN

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None. Information and discussion only.

BACKGROUND: At the Board retreat on December 5-6, 2002, the Board discussed a Board Action Plan, which is a plan of board member activities to support the District's Strategic Plan. The Board asked that a follow-up work session be held to continue the discussion. Attached to this summary is a list of typical board activities that could support the Strategic Plan.

The Board is asked to discuss this list of possible activities and make additions, deletions, and changes as necessary. The Board may also wish to discuss expectations regarding the number and extent of community presentations and community leader contacts for each board member.

Once the Board has discussed this issue and reached agreement on a list of Board member activities, the Board Action Plan can be prepared and presented to the Board for final approval.

ATTACHMENTS: Board Activities

PROPOSED MOTION: None.

DRAFT: 4/07/03
Lane Transit District
Strategic Plan
Board Member Activities

Entire Board

- Monthly Board Meetings
- Monthly Work Sessions
- Budget Committee Meetings (two to three per year)
- Annual meetings with partner agencies (Eugene, Lane County, Springfield)
- Other special meetings as necessary

Board Committees (Board BRT Committee, BRT Steering Committee, Finance Committee, Human Resources Committee, Metropolitan Policy Committee, Service Committee)

- Committee meetings as scheduled

Individual Board Members

- Represent LTD on Governmental or Special Study Committees (Statewide Livability Forum, Region 2050, the Central Area Transportation Study, etc.)
- Represent LTD by participating on community service organizations (Rotary, Chamber of Commerce, Neighborhood Groups, Professional Organizations, etc.)
- Represent LTD at local functions (Chamber annual dinner, LCOG banquet, etc.)
- Make presentations on District issues to various organizations (Rotary, Neighborhood Groups, Professional Organizations, etc.)
- Maintain regular and ongoing contact with community leaders
- Meet with various guests and dignitaries, as requested
- Attend meetings with key partners (e.g., PeaceHealth, University of Oregon)
- Attend LTD public events (open houses, workshops, public meetings, etc.)
- Attend occasional transit conferences and seminars

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: BRT UPDATE

PREPARED BY: Graham Carey, BRT Project Engineer, Development Services

ACTION REQUESTED: None. Information and discussion only.

BACKGROUND: **Phase 1 Corridor Design:** Portions of the Phase 1 design process have been delayed temporarily pending staff evaluation of the BRT vehicle options.

Staff are continuing to meet with staff from the Cities of Springfield and Eugene and the Oregon Department of Transportation (ODOT) and key property owners along the corridor to resolve outstanding issues.

Construction Budget/ Schedule: Staff are working with the Construction Manager/General Contractor (CMGC) to develop a comprehensive construction estimate. The CMGC has recommended that certain road widenings be undertaken in the 2003 construction season, in order to provide sufficient space for construction of the BRT facility in the following construction season.

Phase 1 Vehicles: Staff are continuing to negotiate with APTS for the purchase of the Phileas vehicle; however, there currently is a considerable difference between the cost of the vehicle and LTD's budgeted amount. Staff are exploring alternative vehicles that meet the BRT system's operational needs, as well as additional funding to purchase the Phileas.

Springfield Corridor: The planning for the third and final segment of the Pioneer Parkway corridor is proceeding as planned. The first meeting of the stakeholder group was held on February 5, 2003, at Symantec. The stakeholder group, consisting of 19 people representing business and residential property owners along the proposed corridor, discussed the existing corridor characteristics. A second stakeholder meeting was held on March 18, at which stakeholders discussed the general BRT alignment as well as various BRT design options for International Way and Game Farm Road East. A third and final stakeholder meeting is planned for April 29.

Eugene Corridor: Stakeholder committee members initiated a process to develop corridor priorities for each segment of the corridor. These priorities were debated and refined at their March 12th meeting. In the interim, staff evaluated the various BRT designs against the priority assigned by the stakeholder committee to determine their compatibility. The stakeholder group, at their April 9 meeting, will debate the appropriateness of the staff assignments.

ATTACHMENTS: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: WORK SESSION: BRT VEHICLE SELECTION

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: Information Only

BACKGROUND: Since the Board last met, LTD staff had three significant discussions about the BRT vehicle.

1. A telephone conference with FTA staff was very positive. FTA liked the idea of funding a demonstration project and would like to develop the concept further, although they were careful to point out that our conversations were only preliminary and that there is no guarantee of additional federal funding for BRT. Staff are now developing a draft proposal for FTA review so we can refine our request to FTA needs. FTA wants to move this decision quickly and indicated that they would have a final decision in 3 to 4 weeks.
2. Staff gave a presentation to the BRT Steering committee on the current status of vehicle selection. The comments of the citizen members of the committee were similar to those of the Board, with no clear preference emerging from the majority of the committee. The following statements indicate the thoughts of the committee: "I would really like the system to be all Phileas if we can get there;" "I like the idea of a real demonstration project with both vehicles running at the same time, although I understand that this option may create operational problems;" "I find it difficult to support buying Phileas for 2 to 3 times what we might pay for a NABI artic. I would recommend that staff work hard to make a domestic artic work on the system."

One recommendation did emerge from the advisory committee that some committee members liked. That is to have further discussions with NABI on what it would take to purchase their new design buses with a hybrid-electric drive train. This option was seen as a less expensive option with a new look and "green" propulsion system, even if it had a later delivery date than a New Flyer option

The committee comments indicated that the members understood the issues, and were still working through their thoughts on what the right

course of action was. The committee will be discussing the issue again at its next meeting on May 6, 2003.

3. Staff held a conference call with APTS on the Phileas. APTS indicated that they still are interested in selling LTD 5 Phileas vehicles. They do not want to sell LTD fewer than 5 vehicles. They appeared very firm on this issue, which would mean that a mixed BRT fleet is not an option. It appears that the previously quoted prices and delivery schedule are still valid, but at the time this summary is being written, LTD staff are confirming costs and schedule with APTS. More up-to-date information should be available at the Monday Board meeting.

LTD staff will continue to gather information on the alternatives and work with FTA on the issues of additional funding.

ATTACHMENT: None

PROPOSED MOTION: None



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MONTHLY DEPARTMENT REPORTS

April 7, 2003

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

STATE

It is a gloomy time at the State Legislature (but people seem to be getting used to it). A bill has passed the Senate to raid the balance of the cigarette tax fund, taking the balance of the current fiscal year's payments to counties, cities, and transit districts. Two cents of the cigarette tax are (theoretically) dedicated to the provision of transportation services for the elderly and people with disabilities. Advocates for these services scheduled a "Senior and Disabled Transportation Day" March 26, but it is a sign of the times that this legislative measure was in a Senate Committee on March 3, and had passed the Senate, was sent to committee, then to the full House and was signed by the Governor by March 4. There is a slight chance that the provisions will not take effect, as it is contingent on the May revenue forecast.

The Public Transit Division of ODOT, which administers the special transportation funds that come from the state, will attempt to keep providers whole this fiscal year by borrowing from unexpended capital funds. That really is "robbing Peter to pay Paul," but there is a chance that funds have been allocated to some projects that are not going to proceed.

On a brighter note, Senate Bill 549, authorizing TriMet and Lane Transit District to raise the payroll tax rate one-tenth of one percent over ten years, has passed the Senate and is in the House, where it faces a more difficult future. LTD Board member Pat Hocken testified in support of the measure at a hearing of the Senate Revenue Committee.

Another bright note is that it is likely that there will be some sort of transportation infrastructure financing package. Even though transit districts do not benefit directly from any such package, if other problems are solved, the state Transportation Commission would be more amendable to flexing those "flexible" federal funds to transit. The Board of the Oregon Transit Association discussed this possibility with ODOT Director Bruce Warner at its last meeting.

Most state agency budgets, including the Oregon Department of Transportation budget, have had hearings and debate, but it is unlikely that final action will occur before the May revenue forecast.

FEDERAL

It was snowing in Washington, D.C., when government relations staff arrived, and the wind chill factor was 5° by the time the general manager arrived. However, the weather warmed and so did the welcome accorded local officials. Board member Gerry Gaydos represented Lane Transit District issues and led the meeting with the Federal Transit Administration (FTA). Among the three LTD people attending, appointments occurred with staff to all members of the Oregon congressional delegation: Congressmen DeFazio, Blumenauer and Wu; Congresswoman Hooley; Senators Wyden and Smith; staff to both majority and minority Senate and House appropriations; and both majority and minority authorizing committee staff. At the FTA, we met with Barbara Sisson, the new Associate Administrator for Research, Demonstration and Innovation, as well as Walt Kulyk and Bert Arrillaga, both of whom work on bus rapid transit.

Needless to say, reauthorization of TEA 21 was high on everyone's priority list, both with Eugene-Springfield local governments and with the Congress. At this time everyone is optimistic that the reauthorization bill can be finished by the time TEA 21 expires, September 30, 2003. It may be a bad sign, however, that at least one presenter at a national legislative conference had a chart with the delays associated with the passage of every surface transportation bill since 1982. The failure of the last Congress to enact a budget in any sort of timeframe appropriate to the fiscal year has lowered the bar on all issues for timeliness.

Senators and Representatives have had to submit their priorities for reauthorization to the respective committees, and hopefully, all questions have been answered!

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Marcia Maffei from Commuter Solutions and Planner Will Mueller spent Saturday, March 8, in Oakridge hosting a Transportation Fair. With the help of Oakridge residents and Special Mobility Services staff, schedules for the new service, how to connect with LTD, and trip planning information were provided to more than 250 people—an impressive turnout! The newly named *Diamond Express* began service on Monday, March 17. Twenty-five people rode the *Diamond Express* during its first week in operation.

SERVICE PLANNING AND MARKETING

Andy Vobora, Service Planning and Marketing Manager

UO Basketball Shuttle Summary

The operations department completed another busy year of pre-season and PAC-10 games by providing shuttle services to 38 games. A few more shuttles were operated when the first round of the women's NCAA tournament was held the weekend of March 15. The statistics for this year remained consistent with past years. The following totals were recorded:

Total rides:	26,974
Total attendance:	217,670
Modal split:	6.2%
Average rides per game:	710
Schedule hours:	1007
Rides per hour:	25
Fully allocated cost:	\$87,916

Career Fair Service

LTD participated in the area's largest career fair for high school students on March 13. The event is held annually at the Lane County Fairgrounds and attracts nearly 2,000 students. LTD encouraged classes to use the bus to get to and from the event. Some classes planned the bus trip as a group, while some students traveled individually. LTD operated a shuttle between the Station and the Fairgrounds, which provided added capacity and more direct service than the regular routes that drop off guests along West 11th Avenue. Students riding individually were allowed to ride free by showing their student body cards.

Employee Appreciation Month

As part of the March 2003 national employee appreciation month LTD established a number of in-house activities to recognize employees. Additionally, LTD developed and implemented an image campaign to run in the *Register-Guard*. The series of ads highlighted the valuable people working at LTD and emphasized the volunteer role these employees play in our community. Employees from several departments were chosen to represent the rest of the LTD employees in this campaign. The campaign also provided an opportunity to highlight our Employee of the Year, Arline Link. Copies of the ads are attached.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

New Bus Operators

The process has begun to hire replacement bus operators. HR has conducted several video test sessions, and interview teams from Transit Operations and HR have begun the interview process. We intend to hire at least four new operators to be ready by the June bid. We will also have to replace some retirees for the September bid. We will conduct approximately sixty interviews to come up with an active pool of thirty candidates. So far, the candidates have been good and we believe that we will be able to get some excellent operators.

Bus Operator Tests BRT Corridor

Bus Operator Bob Prine wowed the observers with his driving skills while testing the New Flyer articulated bus on a course set up to replicate part of the BRT corridor. The lane was only nine-and-a-half feet wide, but Bob expertly negotiated through the cones at increased speeds with each pass. Bob said that it was the most fun that he has had recently while driving a bus and added that the lane was pretty tight for real service. Bob also said that he is available any time if we need additional testing.

MAINTENANCE

Ron Berkshire, Director of Maintenance

There is no Maintenance report this month.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

The monthly Finance and Information Technology reports are included elsewhere in the agenda packet.

HUMAN RESOURCES

David Dickman, Director of Human Resources

There is no Human Resources report this month.

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Draft Strategic Plan

GOAL: DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE

Provide high-quality, effective, safe, and reliable service that meets the community's mobility needs.

Short-Term Implementation Strategies:

Strategies	Priority
Install AVL/APC/CAD project within 12 months	Nondiscretionary
Use APC data to provide route segment and stop level analysis	Nondiscretionary
Develop RideSource Efficiency & Productivity Standards	Nondiscretionary
Construct RideSource facility	Nondiscretionary
Develop staff training plan for technology implementation	Nondiscretionary
Develop and implement a facility plan	Nondiscretionary
Stabilize fixed-route system	Nondiscretionary
Expand plan to optimize fleet composition consistent with our service goal	Nondiscretionary
Maintain service level at current level for FY 2003-04	Nondiscretionary
Maintain high-quality special events service	Nondiscretionary
Review and refine productivity goals and standards	High
Pursue signal priority to service outside of BRT	High

Long-Term Implementation Strategies:

- Update plan that optimizes fleet composition consistent with our service goal
- Pursue signal priority to service outside of BRT

Performance Measures:

- Annual person-trips
- Trips per service hour
- Percentage of households within one-quarter mile of bus stop
- Service hours per capita
- On-time performance (bus no more than 4 minutes late)
- Percentage of missed trips
- Accident rates per 100,000 miles
- Customer service form complaints per 100,000 passengers
- Good to excellent ratings on rider surveys

GOAL: DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE

Provide high-quality, convenient service that attracts “choice riders” (those who have a car available) in order to help the community meet its current and future transportation needs. Bus rapid transit (BRT) is a key innovative transit strategy that is intended to increase the transit mode share, particularly on congested corridors.

Short-Term Implementation Strategies:

Strategy	Priority
Implement BRT <ul style="list-style-type: none"> • Complete BRT Phase 1 • Complete acquisition of appropriate BRT vehicle • Develop and implement fare collection for BRT • Develop a preventive and corrective maintenance plan for BRT • Develop and implement a public relations and marketing plan for BRT construction and service introduction • Collect baseline data for BRT Phase 1 prior to service implementation 	Nondiscretionary
Complete construction of Springfield Station	Nondiscretionary
Complete expansion of the Maintenance building	Nondiscretionary
Pursue joint development options for Springfield Station	Nondiscretionary
Develop seamless system integration with BRT	Nondiscretionary
Support nodal development and transit-oriented land uses	Nondiscretionary
Integrate transit planning with nodal development and other metropolitan planning	Nondiscretionary
Track TransPlan Performance Measures for TDM and BRT	Nondiscretionary
Integrate transit planning with planning for other transportation modes	Nondiscretionary
Obtain all environmental and political approvals for Pioneer Parkway BRT Corridor	High
Develop a policy framework for joint development	High
Obtain all environmental and political approvals for Coburg Road BRT Corridor	Medium
Pursue real-time passenger information to service outside of BRT	Low
Implement independent telephone services	Low

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Long-Term Implementation Strategies:

- Expand the BRT system with additional corridors
- Reshape service system with BRT system expansion
- Pursue real-time passenger information to service outside of BRT

- Transition to hybrid-electric or fuel cell technology for all the fleet
- Explore new types of services for future implementation

Performance Measures:

- Average weekday person-trips
- Percentage of “choice” riders (those who have a transportation alternative)
- Peak-hour modal split on major transportation corridors
- Percent of major corridors with 10-minute service frequency
- Good to excellent ratings on rider surveys
- Good to excellent ratings on community surveys

GOAL: MAINTAIN LTD'S FISCAL INTEGRITY

A fiscally responsible plan should meet both short- and long-range operational and capital needs within a planning horizon defined by the Long-Range Financial Plan (LRFP). In addition, LTD's ability to obtain advantageous financing for its capital agenda will depend on the quality of the Long-Range Financial Plan. The ability to develop new sources of funding for capital and expand resources for operational support will be critical to LTD's continued success. In addition, LTD will be a prudent and conscientious custodian of public funds.

Short-Term Implementation Strategies:

Strategy	Priority
Complete debt financing for vehicles <ul style="list-style-type: none"> Develop public outreach program for debt financing 	Nondiscretionary
Maintain viable Long-Range Financial Plan and Capital Improvements Program (CIP)	Nondiscretionary
Pursue federal funding for capital projects, including BRT system build-out	High
Pursue established and new sources for state and local funding	High

Long-Term Implementation Strategies:

- Change state constitution to allow state gas tax dollars to flow to transit
- Increase payroll tax rate
- Explore dedicated sales (excise) tax on cars
- Adjust fares to keep pace with inflation
- Seek federal funds through annual appropriation process
- Increase percentage of state funding programming/options
- Continue to explore local funding options
- Maintain five-year window of a 20-year LRFP
- Continue debt-financing of vehicles and capital projects
- Continue advocating for regional coordinated investment strategy to maximize benefit of state and federal dollars coming into region
- Maintain unqualified annual independent audits, triennial FTA reviews, and NTD audits with minimal or no findings, and qualify for the GFOA reporting excellence award annually

Performance Measures:

- Cost per trip
- Cost per service hour
- Farebox to operating cost ratio
- Percent of operating cost allocated to direct service provision
- Maintenance of minimum operating reserves
- Unqualified annual audit
- Debt-standard (to be defined)

GOAL: PROVIDE PROGRESSIVE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS

Success is more readily achieved when there are partners committed to the same goal. In Oregon, where the road fund is limited in both scope and amount, promoting investment decisions to benefit travel modes beyond the automobile is a significant transportation agenda.

Short-Term Implementation Strategies:

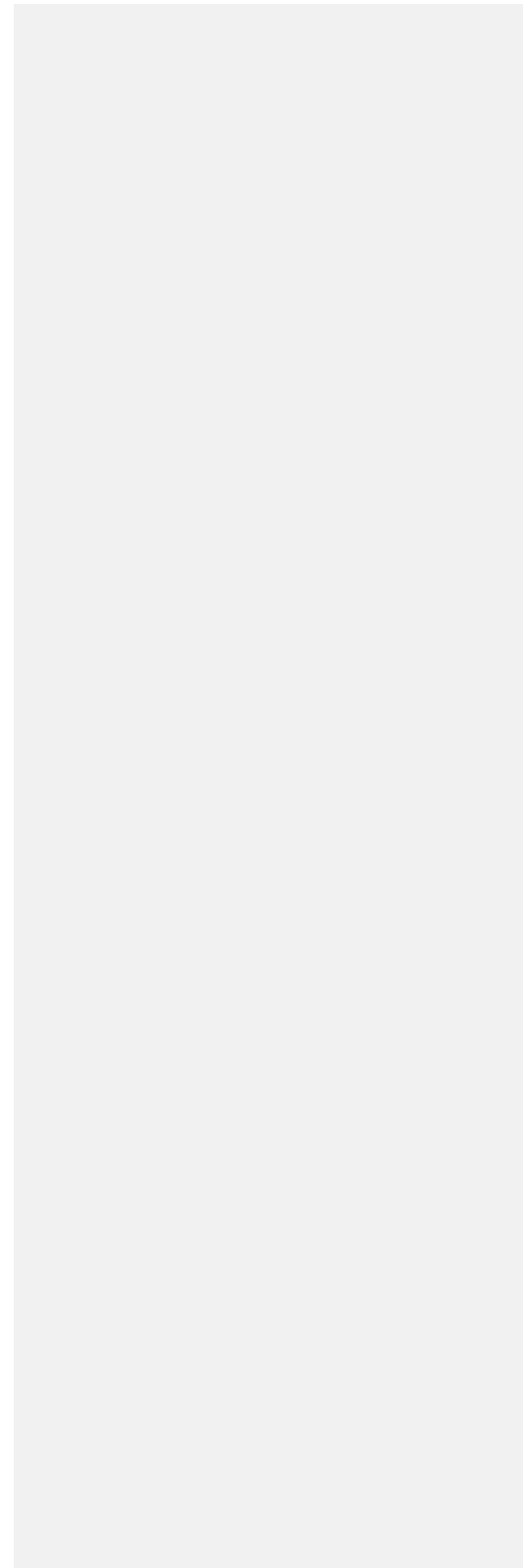
Strategy	Priority
Provide community leadership in developing multi-modal transportation solutions <ul style="list-style-type: none"> • Maximize opportunities and relationships created through TMA transition • Provide consistent leadership and participation at Metropolitan Policy Committee • Utilize all available forums for LTD participation in community transportation planning (e.g., Region 2050, Eugene's Downtown to the River, etc.) 	Nondiscretionary
Strengthen partnerships with government agencies <ul style="list-style-type: none"> • FTA Region X • State and local governments, ODOT • Legislative agenda (payroll tax, etc.) 	Nondiscretionary
Create a more visible role for Board in the community	Nondiscretionary
Increase LTD profile/involvement in community activities	Nondiscretionary
Optimize coordinated investment strategies that benefit transit (including local STP programming)	High
Increase effective participation in long-range land use and transportation planning	High
Build new partnerships/allies in FTA D.C. office and congressional staff offices	High
Take leadership role in implementing TDM strategies	Medium
Evaluate Board structure and development	Low
Conduct community attitude and awareness survey	Low

Long-Term Implementation Strategies:

- Develop knowledge of transit benefits through school education programs
- Continue to increase Board profile in the community
- Conduct a community-wide market research survey
- Address changing demographics of community
- Promote partnering with public agencies and community groups
- Continue FTA partnering

Performance Measures:

- Good or excellent ratings on community surveys
- Board member participation on key local committees



GOAL: DEVELOP A TEAM ENVIRONMENT

A team environment cultivates a mutual commitment by LTD to its employees, and by employees to the success of LTD. By working together, we share the tasks and the rewards and recognition of the outcomes. We are mutually committed to our goal because we believe in the principles and the values they represent. Our mutual commitment to our strategic purpose and mission helps define us as a team.

Short-Term Implementation Strategies:

Strategy	Priority
Negotiate an appropriate labor contract	Nondiscretionary
Support an active and viable Employee Council	Nondiscretionary
Create a dynamic communications and input process	High
Define and build TEAM LTD	High
Build a more positive relationship with ATU	Medium
Develop a comprehensive employee development program	Low

Long-Term Implementation Strategies:

- Implement dynamic communications process
- Implement comprehensive employee development program
- Maintain a positive relationship with ATU
- Maintain a positive relationship with the Employee Council
- Continue to build TEAM LTD

Performance Measures:

- Percentage of “negative” (unwanted) employee turnover
- Good to excellent rating on employee scorecard
- Measure of formal grievances and arbitration



LTD General Manager's Report

March - April 7, 2003

Prepared by Ken Hamm, General Manager

Future Dates to Remember

April 18, 2003	Budget Document Deliveries
April 23, 2003	First Budget Committee Meeting
April 24, 2003	Second Budget Committee Meeting
April 30, 2003	Third Budget Committee Meeting (if necessary)
May 19, 2003	Board Work Session (tentative)
May 21, 2003	Regular Board Meeting
June 16, 2003	Board Work Session (tentative)
June 18, 2003	Regular Board Meeting (budget adoption)

Internal Activities

February 26 & 27

TEAM LTD Meetings

Four meetings were held, two in Operations and two in Maintenance, at different times of the day. This quarter the focus was on employee issues, concerns, suggestions, and such. The general manager fielded whatever input employees had. There were thoughts shared about BRT vehicles, employee morale, facilities and supplies, and much more.

March 3, 2003

Employee Appreciation Breakfast

March is Employee Appreciation Month. Mark Johnson, Joyce Ziemplak, and others provided breakfast in the Operators' Lounge beginning at 4:30 a.m. It was one of many activities planned to thank employees for the great job they do day-in and day-out.

March 20, 2003

Team BBQ and Employee of the Year

A potluck and barbeque was held to promote teamwork and morale. The GM bought hamburgers and hotdogs for everyone. Several Board members attended this event with the employees. Board member Susan Ban presented Bus Operator Arline Link with the Employee of the Year award.

External Activities

February 20, 2003

Video Conference with APTS

LTD staff negotiated with APTS via the UO's conferencing facility. Discussions centered on delivery bonds, supplier costs, power system options, and the bottom line. Negotiations are continuing.

February 21, 2003

ATU Discussions

Jackie Damm and I went to Portland to meet with the ATU to try to find a settlement to the pending arbitration. LTD offered potential solutions, but the ATU indicated no interest in any solution offered.

February 24, 2003

FTA Administrator Visit

Federal Transit Administrator Jenna Dorn visited LTD to be briefed on bus rapid transit. Reauthorization of the transportation bill also was discussed. Thank you to Linda Lynch for her efforts to get Ms. Dorn here.

March 2-5, 2003

United Front

Gerry Gaydos, Linda Lynch, and I traveled to Washington, D.C., with the United Front. Smith Dawson Andrews, the contract lobbying team, did a great job of getting area representatives appointments with the correct people on the Hill. Again, Linda Lynch did a yeomen's job of gathering the priorities list, coordinating the packet production, orchestrating the moves of the team with the calendared appointments, and more. For LTD, we saw the right people, gave them a clear understanding of our needs, and provided follow-up materials as required. We built the foundation from which we continue to make our case for the current appropriations request and for reauthorization.

Gerry Gaydos, Tammy Fitch, and Peter Sorenson attended a meeting with Linda Lynch and me with the FTA staff and Deputy Administrator Barbara Sisson.

March 9-12, 2003

APTA Legislative Conference

I attended the APTA Legislative Conference in D.C., which followed the day after the last United Front appointments. As an APTA Board Member, I attended two task force meetings, the APTA Board Meeting, and the Legislative Committee Meeting before flying home. LTD's messages during our visits the previous week were in concert with APTA's legislative positions.

April 2, 2003

FTA Demonstration Project

A request was made by LTD to FTA for financial participation in the procurement of BRT vehicles and the deployment of advanced vehicle technologies. On April 2, staff had a second discussion with members of the research and technology group at FTA and there is a definite desire to participate. LTD has been asked to submit a formal demonstration project proposal. Staff are working diligently on that.

LEGAL EXPENSES INCURRED 7/1/02 THROUGH :

Vendor	Invoice #	Invoice Date	PO #	BRT	Labor Relations	Risk Management	TransPlan Appeal	Payroll Tax/ Revenue Issues	Bond Counsel	Admin. Employment/ Discipline Issues
C&C Court Reporting	15690C	11/11/2002	A-01336		1,411.45					
Hershner, Hunter	79615	1/22/2003	A-01561							
Hershner, Hunter	78933	12/18/2002	A-01498							
Hershner, Hunter	77742	10/23/2002	A-01253							
Hershner, Hunter	77066	9/26/2002	A-01156							
Loomis & Holland	10503	2/5/2003	A-01599			1,337.50				
Loomis & Holland	10303	1/3/2003	A-01531			1,771.70				
Loomis & Holland	120602	12/6/2002	A-01400			1,410.15				
Loomis & Holland	110702	11/7/2002	A-01387			1,062.50				
Loomis & Holland	110402	10/4/2002	A-01257			2,658.00				
Loomis & Holland	90402	9/4/2002	A-01092			575.00				
Loomis & Holland	80202	8/2/2002	A-00939			312.50				
Luvaas, Cobb, et al.	112102	11/21/2002	A-01316					4,981.50		
Luvaas, Cobb, et al.	121802	12/18/2002	A-01316					2,576.67		
Luvaas, Cobb, et al.	12503	1/25/2003	A-01316					861.00		
Stoel Rives	2940403	9/19/2002	A-00778						357.50	
Stoel Rives	2949299	11/12/2002	A-00778						487.50	
Stoel Rives	2956802	12/16/2002	A-00778						1,982.50	
Bullard, Smith, et al.	10203	1/23/2003	A-00803		13,256.41					
Bullard, Smith, et al.	113002	11/30/2002	A-01423		395.52					
Bullard, Smith, et al.	113002-1	11/30/2002	A-00803							
Bullard, Smith, et al.	103102	10/31/2002	A-00803		16,789.23					
Bullard, Smith, et al.	093002-1	9/30/2002	A-00803		6,585.53					
Bullard, Smith, et al.	83102	8/31/2002	A-00803		5,980.41					
Bullard, Smith, et al.	70102	7/1/2002	A-00803		1,837.75					
Bullard, Smith, et al.	80102	8/1/2002	A-00803		4,981.79					
Arnold, Gallagher, et al.	072002-1	7/25/2002	A-00684	946.00						
Arnold, Gallagher, et al.	072002-2	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-2	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-2	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-3	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-4	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-5	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-6	7/20/2002	A-00685							
Arnold, Gallagher, et al.	072002-7	7/20/2002	A-00685				168.00			
Arnold, Gallagher, et al.	082002-1	8/20/2002	A-00684	1,693.00						

Vendor	Invoice #	Invoice Date	PO #	BRT	Labor Relations	Risk Management	TransPlan Appeal	Payroll Tax/ Revenue Issues	Bond Counsel	Admin. Employment/ Discipline Issues
Arnold, Gallagher, et al.	082002-2	8/20/2002	A-00685							
Arnold, Gallagher, et al.	082002-3	8/20/2002	A-00685							
Arnold, Gallagher, et al.	092002-1 & 092002-10	9/20/2002	A-00684 & A-00685	4,394.50						
Arnold, Gallagher, et al.	092002-2	9/20/2002	A-00684	1,736.00						
Arnold, Gallagher, et al.	092002-3	9/20/2002	A-00684	294.00			1,442.00			
Arnold, Gallagher, et al.	092002-4	9/20/2002	A-00685							
Arnold, Gallagher, et al.	092002-5	9/20/2002	A-00685							
Arnold, Gallagher, et al.	092002-6	9/20/2002	A-00685							1,342.00
Arnold, Gallagher, et al.	092002-7	9/20/2002	A-00685	220.00			44.00			330.00
Arnold, Gallagher, et al.	092002-8	9/20/2002	A-00685							
Arnold, Gallagher, et al.	092002-9	9/20/2002	A-00685							994.00
Arnold, Gallagher, et al.	092002-11	9/20/2002	A-00685				280.00			
Arnold, Gallagher, et al.	102002-1	10/20/2002	A-00684	2,082.00						
Arnold, Gallagher, et al.	102002-2	10/20/2002	A-00685				56.00			
Arnold, Gallagher, et al.	102002-3	10/20/2002	A-00685							154.00
Arnold, Gallagher, et al.	102002-4	10/20/2002	A-00685							
Arnold, Gallagher, et al.	102002-5	10/20/2002	A-00685							5,381.00
Arnold, Gallagher, et al.	102002-6	10/20/2002	A-00685							
Arnold, Gallagher, et al.	102002-7	10/20/2002	A-00685							
Arnold, Gallagher, et al.	102002-8	10/20/2002	A-00685	196.00						308.00
Arnold, Gallagher, et al.	112002-1	11/20/2002	A-00684	5,389.10						
Arnold, Gallagher, et al.	112002-2	11/20/2002	A-00685							
Arnold, Gallagher, et al.	112002-3	11/20/2002	A-00685							
Arnold, Gallagher, et al.	112002-4	11/20/2002	A-00685				616.00			
Arnold, Gallagher, et al.	112002-5	11/20/2002	A-00685							2,596.00
Arnold, Gallagher, et al.	112002-6	11/20/2002	A-00685							
Arnold, Gallagher, et al.	121702	12/17/2002	A-00685							
Arnold, Gallagher, et al.	122002-1	12/20/2002	A-00685							1,144.00
Arnold, Gallagher, et al.	122002-2	12/20/2002	A-00685							
Arnold, Gallagher, et al.	122002-3	12/20/2002	A-00685							
Arnold, Gallagher, et al.	122002-4	12/20/2002	A-00685				1,050.00			
Arnold, Gallagher, et al.	122002	12/20/2002	A-00685							2,420.00
Arnold, Gallagher, et al.	122002-6	12/20/2002	A-00685							
Arnold, Gallagher, et al.	122002-7	12/20/2002	A-00685							1,062.00
Arnold, Gallagher, et al.	122002-8	12/20/2002	A-00684	7156.03						
Arnold, Gallagher, et al.	12202-1	1/20/2003	A-01419							
Arnold, Gallagher, et al.	012003-1	1/20/2003	A-01419							
Arnold, Gallagher, et al.	012003-2	1/20/2003	A-00685							1,110.00
Arnold, Gallagher, et al.	012003-3	1/20/2003	A-00685							198.00

Vendor	Invoice #	Invoice Date	PO #	BRT	Labor Relations	Risk Management	TransPlan Appeal	Payroll Tax/ Revenue Issues	Bond Counsel	Admin. Employment/ Discipline Issues
Arnold, Gallagher, et al.	012003-4	1/20/2003	A-00685							
Arnold, Gallagher, et al.	012003-5	1/20/2003	A-00685				84.00			
Arnold, Gallagher, et al.	012003-6	1/20/2003	A-00685							
Arnold, Gallagher, et al.	012003-7	1/20/2003	A-00685							572.00
Arnold, Gallagher, et al.	012003-8	1/20/2003	A-00685							
Arnold, Gallagher, et al.	012003-9	1/20/2003	A-00685							
Arnold, Gallagher, et al.	012003-10	1/20/200	A-00684	\$3,796.50						
Arnold, Gallagher, et al.	00019-003	2/20/2003	A-00685							368.00
Arnold, Gallagher, et al.	00016-012	2/20/2003	A-00685							1,692.00
Arnold, Gallagher, et al.	00007-023	2/20/2003	A-00685							
Arnold, Gallagher, et al.	00005-013	2/20/2003	A-00685							265.00
Arnold, Gallagher, et al.	00003-017	2/20/2003	A-00685							
Arnold, Gallagher, et al.	00001-062	2/20/2003	A-00685							
Arnold, Gallagher, et al.	00017-010	2/20/2003	A-00685							
Arnold, Gallagher, et al.	00020-002	2/20/2003	A-00685							
Arnold, Gallagher, et al.	00002-057	2/20/2003	A-00684	\$1,549.00						
Arnold, Gallagher, et al.	00018-001	11/20/2002	A-01419							
				\$29,452.13	\$51,238.09	\$9,127.35	\$3,740.00	\$8,419.17	2,827.50	\$19,936.00

Ordinance 36	Board Issues & Agenda Packets	Government Standards & Practices Complaint	Legislative	Springfield Station	Other
					2,078.00
66.00					
					251.94
					10.00
682.00	1,342.00				101.00
890.00					
	490.00				28.15
		2,424.00			
2,074.50					
1,686.00					
					70.00
286.00					
220.00	616.00				
		2,596.00			
		4,854.04			
396.00	216.00				396.00
286.00					
	176.00				
		2,816.00			
				2,484.00	
				1,302.00	
176.00	286.00				44.00

Ordinance 36	Board Issues & Agenda Packets	Government Standards & Practices Complaint	Legislative	Springfield Station	Other
	242.00				
			44.00		
		110.00			
	264.00				
920.00	621.00				405.43
2,019.00	161.00				
			70.00		
					115.00
		184.00			
			138.00		
				1,474.00	
				630.00	

\$11,403.50 \$4,736.00 \$19,215.55 \$252.00 \$5,890.00 \$7,869.52 \$174,106.81

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: YEAR-TO-DATE LEGAL EXPENSES FOR LTD

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: None. Information Only.

BACKGROUND: At the February 19, 2003, Board meeting, Pat Hocken asked for information on the legal costs expended "year-to-date" by LTD. Attached is a spreadsheet with that information, broken down by category. Staff are prepared to address the categories in greater detail if the Board is interested.

ATTACHMENT: Spread sheet of LTD-incurred legal expenses, July 1, 2002, through February 20, 2003

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: MAINTENANCE BUILDING EXPANSION

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None. Information and discussion only.

BACKGROUND: The District currently has five older articulated buses that are used for special events and is in the process of purchasing ten or eleven new articulated buses. Five of these buses would be used in conventional service, while the other five or six vehicles would be used for bus rapid transit (BRT) service. Once the purchases are complete, the District will have 15 or 16 articulated buses.

The maintenance building was not designed to accommodate the 60-foot, articulated vehicles. The bus repair bays, tire bay, and other vehicle spaces are designed for the standard 40-foot bus. In addition, the maintenance building, which was built with a 10-year planning horizon (which was the maximum planning range that the Federal Transit Administration allowed), is now 13 years old.

The District's Capital Improvements Plan includes \$1.2 million for expansion of the maintenance building. This expansion is designed to accommodate the articulated coaches as well as general space needs for the facility. Approximately \$100,000 is being spent for expansion of the parts area. The remainder of the budgeted funds is available for other building improvements.

A design team headed by Robertson/Sherwood Architects has been developing a master plan for expansion of the maintenance building, and soon will be working on detailed construction documents for the facility improvements that have been deemed the highest priority. It is expected that the work will occur during the summer and fall of this year.

Staff will be available at the meeting to respond to questions about the project.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** April 7, 2003
- ITEM TITLE:** BRT PIONEER PARKWAY – HARLOW/GATEWAY SEGMENT
- PREPARED BY:** Stefano Viggiano, Director of Development Services
- ACTION REQUESTED:** Approve a preferred design for the Harlow/Gateway segment of the Pioneer Parkway BRT corridor.
- BACKGROUND:** Staff have been proceeding with the design of the Pioneer Parkway corridor on a segment-by-segment basis. The corridor has been divided into three planning segments. In December 2002, the Board took action on a preferred alignment for the south segment, which is from downtown Springfield to Hayden Bridge Road. The Board is now asked to take action on a preferred alignment for the Harlow and Gateway segment of the corridor. A stakeholder group worked with LTD and Springfield staff to consider various options and to identify a preferred design for that segment. On March 13, 2003, the BRT Steering Committee was scheduled to review the design recommended by the stakeholders and make a recommendation to the Board. Their recommendation will be provided at the meeting.
- The Board is asked to approve the recommended design as the “preferred” design for this corridor segment. This action is by no means final, as additional engineering work, public comment, environmental review, and partner agency approvals will be required before the design is finally approved. Other designs will remain as options through this process. However, by identifying a preferred design, the Board is providing some direction to staff and to the public on its current preference for the corridor.
- Included as an attachment is the material reviewed by the BRT Steering Committee regarding this issue.
- ATTACHMENT:** BRT Steering Committee material from March 13, 2003, meeting.
- PROPOSED MOTION:** I move the following resolution:
- LTD Resolution No. 2002-014: Resolved, that the LTD Board of Directors approves the recommended design for the Pioneer Parkway Harlow/Gateway Segment BRT corridor as the preferred design for that segment.



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

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

January 7, 2003

TO: CLASSIFIED ADVERTISING - SECTION 146, NOTICES
THE REGISTER-GUARD (FAX NO. 687-6668)
ATTENTION: CAROL JOHNSON

ONE PAGE - Placed by FAX

FROM: Jo Sullivan, Administrative Services Manager/Clerk of the Board

RE: CLASSIFIEDS PUBLICATION - Notice of Special Board Meeting
LTD PO # A-00736

**PLEASE PUBLISH THE FOLLOWING CLASSIFIED PUBLICATION
ON FRIDAY, APRIL 4, 2003:**

NOTICE OF SPECIAL BOARD MEETING

A special meeting of the Board of Directors of the Lane Transit District will be held at 5:30 p.m. on Monday, April 7, 2003, in the LTD Board Room at 3500 E. 17th Avenue, Eugene (in Glenwood). The Board will hear staff presentations on the BRT vehicle selection and the LTD strategic plan, and will be asked to approve the proposed BRT Pioneer Parkway design. No public testimony will be heard at this special meeting. Alternative formats of printed material (Braille, cassette tapes, or large print) are available upon request. A sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).

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(Please send a tear sheet or affidavit of publication to the above address.)

AGENDA ITEM SUMMARY

DATE OF MEETING: April 7, 2003

ITEM TITLE: WORK SESSION: STRATEGIC PLANNING

PREPARED BY: Lisa Gardner, Senior Strategic Planner

ACTION REQUESTED: Provide additional direction for the development of the Strategic Plan

BACKGROUND: At the December Board Strategic Planning Work Session (retreat), staff presented draft strategies as the foundation for the development of an updated strategic plan. An updated draft has been developed to reflect Board input at the retreat. At the April 7 work session, the Board will have additional opportunity to provide input into the draft strategies.

ATTACHMENT: Draft Strategies

PROPOSED MOTION: None

Goal: Deliver reliable public transportation service

Provide high-quality, effective, safe, and reliable service that meets the community's mobility needs.

Short-Term Implementation Strategies:

Strategies	Priority
Install AVL/APC/CAD project within 12 months	Non-discretionary
Use APC data to provide route segment and stop level analysis	Non-discretionary
Develop RideSource Efficiency & Productivity Standards	Non-discretionary
Construct RideSource facility	Non-discretionary
Develop staff training plan for technology implementation	Non-discretionary
Develop and implement a facility plan	Non-discretionary
Stabilize Fixed-route system	Non-discretionary
Expand plan to optimize fleet composition consistent with our service goal	Non-discretionary
Maintain service level at current level for 2003-04	Non-discretionary
Maintain high quality special events service	Non-discretionary
Review and refine productivity goals and standards	High
Pursue signal priority to service outside of BRT	High

Long-Term Implementation Strategies:

- Update plan that optimizes fleet composition consistent with our service goal
- Pursue signal priority to service outside of BRT

Performance Measures:

- Annual Person-trips
- Trips per Service Hour
- Percentage of Households within ¼ mile of bus stop
- Service Hours per Capita
- On-time Performance (Bus no more than 4 minutes late)
- Good to Excellent Ratings on Riders Surveys
- Percentage of Missed Trips
- Accident rates per 100,000 miles
- Customer service form complaints per 100,000 passengers

Goal: Develop innovative service that reduces dependency on the automobile

Provide high-quality, convenient service that attracts “choice riders” (those who have a car available) in order to help the community meet its current and future transportation needs. Bus rapid transit (BRT) is a key innovative transit strategy that is intended to increase the transit mode share, particularly on congested corridors.

Short-Term Implementation Strategies:

Strategy	Priority
Implement BRT <ul style="list-style-type: none"> • Complete BRT Phase 1 • Complete acquisition of appropriate BRT vehicle • Develop and implement fare collection for BRT • Develop a preventive and corrective maintenance plan for BRT • Develop and implement a public relations and marketing plan for BRT construction and service introduction • Collect baseline data for Phase 1 prior to service implementation 	Non-discretionary
Complete construction of Springfield Station	Non-discretionary
Complete expansion of the Maintenance building	Non-discretionary
Pursue joint development options for Springfield Station	Non-discretionary
Develop seamless system integration with BRT	Non-discretionary
Support nodal development and transit-oriented land uses	Non-discretionary
Integrate transit planning with nodal development and other metropolitan planning	Non-discretionary
Track TransPlan Performance Measures for TDM and BRT	Non-discretionary
Integrate transit planning with planning for other transportation modes	Non-discretionary
Obtain all environmental and political approvals for Pioneer Parkway BRT Corridor	High
Develop a policy framework for joint development	High
Obtain all environmental and political approvals for Coburg Road BRT Corridor	Medium
Pursue real-time passenger information to service outside of BRT	Low
Implement independent telephone services	Low

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Long-Term Implementation Strategies:

- Expand the BRT system with additional corridors
- Reshape service system with BRT system expansion
- Pursue real-time passenger information to service outside of BRT
- Transition to hybrid-electric or fuel cell technology for all the fleet
- Explore new types of services for future implementation

Performance Measures:

- Average weekday person-trips
- Percentage of “choice” riders (those who have a transportation alternative)
- Peak-hour modal split on major transportation corridors
- Percent of major corridors with 10-minute service frequency
- Good to excellent ratings on rider surveys
- Good to excellent ratings on community surveys

Goal: Maintain LTD's Fiscal Integrity

A fiscally responsible plan should meet both short- and long-range operational and capital needs within a planning horizon defined by the Long-range Financial Plan (LRFP). In addition, LTD's ability to obtain advantageous financing for its capital agenda will depend on the quality of the Long-range Financial Plan. The ability to develop new sources of funding for capital and expand resources for operational support will be critical to LTD's continued success. In addition, LTD will be a prudent and conscientious custodian of public funds.

Short-Term Implementation Strategies:

Strategy	Priority
Complete debt financing for vehicles <ul style="list-style-type: none"> • Develop public outreach program for debt financing 	Non-discretionary
Maintain viable Long-range Financial Plan and Capital Improvements Plan (CIP)	Non-discretionary
Pursue federal funding for capital projects, including BRT system build-out	High
Pursue established and new sources for state and local funding	High

Long-Term Implementation Strategies:

- Change state constitution to allow state gas tax dollars to flow to transit
- Increase payroll tax rate
- Explore dedicated sales (excise) tax on cars
- Adjust fares to keep pace with inflation
- Seek federal funds through annual appropriation process
- Increase percentage of state funding programming/options
- Continue to explore local funding options
- Maintain five-year window of a 20-year LRFP
- Continue debt-financing of vehicles and capital projects
- Continue advocating for regional coordinated investment strategy to maximize benefit of state and federal dollars coming into region
- Maintain unqualified annual independent audits, triennial FTA reviews, and NTD audits with minimal or no findings, and qualify for the GFOA reporting excellence award annually

Performance Measures:

- Cost per trip
- Cost per service hour
- Farebox to operating cost ratio
- Percent of operating cost allocated to direct service provision
- Maintenance of minimum operating reserves
- Unqualified annual audit
- Debt-standard (to be defined)

Goal: Provide Progressive Leadership for the Community’s Transportation Needs

Success is more readily achieved when there are partners committed to the same goal. In Oregon, where the road fund is limited in both scope and amount, promoting investment decisions to benefit travel modes beyond the automobile is a significant transportation agenda.

Short-term implementation strategies:

Strategy	Priority
Provide community leadership in developing multi-modal transportation solutions <ul style="list-style-type: none"> • Maximize opportunities and relationships created through TMA transition • Provide consistent leadership and participation at Metropolitan Policy Committee • Utilize all available forums for LTD participation in community transportation planning (examples, Region 2050, Eugene’s Downtown to the River, etc.) 	Non-discretionary
Strengthen partnerships with government agencies <ul style="list-style-type: none"> • FTA Region X • State and local governments, ODOT • Legislative agenda (payroll tax, etc.) 	Non-discretionary
Create a more visible role for Board in the community	Non-discretionary
Increase LTD profile/involvement in community activities	Non-discretionary
Optimize coordinated investment strategies that benefit transit (including local STP programming)	High
Increase effective participation in long-range land use and transportation planning	High
Build new partnerships/allies in FTA DC office and congressional staff offices	High
Take leadership role in implementing TDM strategies	Medium
Evaluate Board structure and development	Low
Conduct community attitude and awareness survey	Low

Long-term implementation strategies:

- Develop knowledge of transit benefits through school education programs
- Continue to increase Board profile in the community
- Conduct a community-wide market research survey
- Address changing demographics of community
- Promote partnering with public agencies and community groups
- Continue FTA partnering

Performance Measures:

- Good or excellent ratings on community surveys
- Board member participation on key local committees

Goal: Develop a team environment

A team environment cultivates a mutual commitment by LTD to its employees, and by employees to the success of LTD. By working together we share the tasks and the rewards and recognition of the outcomes. We are mutually committed to our goal because we believe in the principles and the values they represent. Our mutual commitment to our strategic purpose and mission helps define us as a team.

Short-term implementation strategies:

Strategy	Priority
Negotiate an appropriate labor contract	Non-discretionary
Support an active and viable Employee Council	Non-discretionary
Create a dynamic communications and input process	High
Define and build TEAM LTD	High
Build a more positive relationship with ATU	Medium
Develop a comprehensive employee development program	Low

Long-Term Implementation Strategies:

- Implement dynamic communications process
- Implement comprehensive employee development program
- Maintain a positive relationship with ATU
- Maintain a positive relationship with the Employee Council
- Continue to build TEAM LTD

Performance Measures

- Percentage of “negative” (unwanted) employee turnover
- Good to excellent rating on employee scorecard
- Measure of formal grievances and arbitration