

AGENDA ITEM SUMMARY

DATE OF MEETING: June 18, 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 June 12, 2003. At this meeting, MPC conducted a public hearing on proposed amendments to the Transportation Improvement Program (TIP), and took action to approve the amendments. The approved TIP amendments include several LTD administrative amendments, which update the TIP to accurately reflect the status, timing, or cost of several projects, including Springfield Station. In addition to the administrative amendments, the TIP was amended to reflect the actual construction cost for the Phase 1 BRT project. MPC also reviewed and approved the development schedule for the FY 04-06 TIP. Staff presented a report on the MPC Subcommittee on Public Involvement, and provided a recap of the Federal Certification Review of the Metropolitan Policy Organization (MPO). The next MPC meeting will be held on July 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 did not meet in June. The next meeting of the full Steering Committee is scheduled for July 1, 2003.

Deleted: last met on May 6, 2003, to discuss the BRT vehicle decision process and to approve a recommended design for the RiverBend-International Way segment of the Pioneer Parkway corridor. The Board BRT Committee last met on May 1 and May 9 to discuss the vehicle selection process.

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3. **Coburg Road Stakeholder Committee:** Susan Ban is the Board's representative on the Coburg Road Stakeholder Committee. This committee last met on June 11, 2003. At that meeting, the Committee further discussed the compatibility of various design options with stakeholder objectives. The group also reviewed a series of design options for the section of Coburg Road between Tandy Turn and Willa Kenzie Road. The committee is not scheduled to meet until September 10, 2003. At this meeting the committee will review a draft document of the process. This document will form the basis of the detailed segment planning on Coburg Road
4. **Board Strategic Planning Committee:** The committee has not met since the last Board meeting. A meeting of this committee may be scheduled following Board discussion of the strategic plan at the June 18, 2003 meeting.
5. **Board Finance Committee:** The Board Finance Committee (Pat Hocken, chair; Gerry Gaydos; and Virginia Lauritsen) met on June 3, 2003, to review and discuss the revised Capital Improvements Program and the Long-Range Financial Plan. The Committee forwarded both plans to the full Board with a recommendation to approve on June 18, 2003. The Committee also heard a legislative issues status report, and discussed Committee work plans for the next several months.
6. **Region 2050 Policy Advisory Committee:** Board member Susan Ban attends the Region 2050 Policy Advisory Committee meetings as an observer. The Policy Advisory Committee has not met since the May 28, 2003 LTD Board Meeting. The Region 2050 Technical Advisory Committee (RTAC) met on Tuesday, June 10, and will recommend LTD Board Representation on the Policy Advisory Committee at its next meeting. The next meeting of the Policy Board is scheduled for June 19, 2003.
7. **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. There is no report this month.

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ATTACHMENT: None

PROPOSED MOTION: None



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MONTHLY DEPARTMENT REPORTS

July 23, 2003

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

STATE

FEDERAL

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

SERVICE PLANNING AND MARKETING

Andy Vobora, Service Planning and Marketing Manager

Special Event Services:

- ◆ ODFW Free Fishing Day – This event is held at the Leaburg hatchery is each and attracts large crowds of participants. LTD provided shuttles from the Thurston Station and from the Leaburg Community Center. Total rides for the day were 1,187.

- ◆ Butte to Butte Race - A record 1,666 guests rode the shuttle from 5th and Pearl Street to the starting line on Donald Street. This works out to a productivity level of 96 rides per hour of service!
- ◆ Active 20/30 Freedom Festival – A full day of shuttles yielded 5,416 rides taken between the Autzen parking area and Alton Baker Park. Not a bad days work for five buses.

Events still to come include, Oregon Country Fair, Willamalane Children's Celebration, Scandinavian Festival, Lane County Fair, and UO football.

Fall Bid: The Rider's Digest will be delivered to the printer in mid-July. Work on the scheduling and run-cutting is progressing very well as implementation approaches.

Flash Pass: The Flash Pass youth campaign has been in full swing for several weeks. Advertising on buses and a radio campaign have targeted both youth and parents in an attempt to appeal to the freedom both groups can enjoy by purchasing a Flash Pass. One-third of the sales goal of 1,500 passes has already been sold through the Guest Service Center. We don't have sales for our outlets at this time, however staff is confident we will surpass our goal before the campaign ends.

Research: LTD began a pair of research projects in late June. One component targets a review of LTD's brand identity from an internal and an external viewpoint. An electronic survey was conducted with employees and at the same time an external survey of local residents was implemented. The external survey contains brand questions, but is primarily an update of the market area study LTD conducts every three to four years. Results of both projects will be presented to the Board later this summer.

CATS Update: The City of Eugene is updating the Central Area Transportation Study. LTD has reviewed the update materials and forwarded written testimony in early July. Staff will testify at a planning commission hearing on July 15th. The greatest concern to LTD is around the conversion of one-way streets to two-way streets. While many of the conversions will not affect LTD operations, there are a number that may have significant negative impacts. These include 8th Avenue, 10th Avenue, and Willamette Street. LTD is working quickly to have the City's traffic consulting firm do an analysis of the potential impacts, which would provide more definitive data around the assumed impacts.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

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

Ken Hamm, Interim Director of Human Resources

There is no Human Resources report this month.

AGENDA ITEM SUMMARY

DATE OF MEETING: July 23, 2003

ITEM TITLE: AUGUST 2003 EMPLOYEE OF THE MONTH

PREPARED BY: Andy Vobora, Service Planning and Marketing Manager

BACKGROUND: **August 2003 Employee of the Month:** Marketing Representative Cosette Rees has been selected as the August 2003 Employee of the Month. Cosette was hired by the District in April 1996. Cosette was nominated by one of her co-workers, who stated, "Cosette consistently comes up with creative solutions to get the work done in the most efficient way possible. Her creativity is contagious. She is open to new ideas, but knows how to speak up to defend solid ideas. She always represents LTD in a professional and positive way. She treats everyone with respect and epitomizes LTD values."

When asked to comment on Cosette's selection as Employee of the Month, Service Planning and Marketing Manager Andy Vobora said:

August Employee of the Month Cosette Rees is awesome! She does a tremendous job balancing a very full work schedule. Her presentation skills allow her to effectively address a wide range of groups including, employee groups, chamber groups, and the media. She is very gifted in working with seniors and person's with disabilities.

The Service Planning and Marketing workgroup is blessed to have someone like Cosette on the team. She cares about her own work, but is always conscious of the team's needs.

Our congratulations to Cosette on her selection as the August 2003 Employee of the Month!

AWARD: Cosette will attend the July 23, 2003, meeting to be introduced to the Board and receive her award.