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LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, February 16, 2005
5:30 p.m.

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

A G E N D A

	<u>Page No.</u>
I. CALL TO ORDER	
II. ROLL CALL	
Davis _____ Eyster _____ Gant _____ Gaydos _____	
Kleger _____ Kortge _____ Ban _____	
<u>The following agenda items will begin at 5:30 p.m.</u>	
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♦ Each speaker is limited to three (3) minutes.	

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A.	Consent Calendar (1 minute)	53
	1. Minutes of January 10, 2005, Special Board Meeting (Page 54)	
	2. Minutes of January 19, 2005, Regular Board Meeting (Page 60)	
	3. Minutes of January 27, 2005, Emergency Board Meeting (Page 65)	
	4. Minutes of January 31, 2005, Emergency Board Meeting (Page 68)	
	5. Budget Committee Nomination: Charlie Kimball (Page 69)	
B.	Board Member External Committee Assignments (5 minutes)	70
C.	Direction on Service Recommendations (15 minutes)	72
XI.	ITEMS FOR INFORMATION AT THIS MEETING	
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	(1) Metropolitan Policy Committee	
	(2) Region 2050 Policy Advisory Board	
	(3) Salaried Employees Retirement Plan/ATU Pension Plan Trustees Meetings	
	(b) <u>No Meetings/No Report</u>	
	(1) MPO Summit	
	(2) BRT Steering Committee	
	(3) Statewide Livability Forum	
	2. General Manager's Report (respond if questions)	75
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C. Monthly Performance and Labor Trends Reports (respond if questions)	96 &117
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C. FY 2005-06 Annual Route Review and Service Recommendations	
D. Capital Improvements Program	
E. Long-range Financial Plan	
F. Public Transportation Discretionary Grant Program	
G. Federal Management Oversight Review Report	
H. LTD Retirement/Pension Plan Review	
I. Information on LTD Purchasing Policy	
J. Executive Sessions on Labor Negotiations	
K. EmX Updates	
XIV. ADJOURNMENT	

(Addendum begins on page 104)

Alternative formats of printed material and or 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

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DATE OF MEETING: February 16, 2005

ITEM TITLE: JANUARY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

ACTION REQUESTED: None

BACKGROUND: Financial results for the first seven months of the FY 2004-05 fiscal year are summarized in the attached reports.

Passenger fares remain slightly ahead of budget for the first seven months of the new year, and also ahead of the same period last year. Ridership for the rolling twelve-month period, which ended January 31, is up 3.9 percent, a continuation of the positive growth trend of the last several months.

Payroll tax revenues are up 4.6 percent versus last year. There are several major construction projects with large payrolls associated with the major projects in the Eugene-Springfield area that could account for this growth. The area also appears to be slowly recovering from the recent economic downturn, a conclusion that was supported by presenters at the recent Eugene Chamber of Commerce economic conference.

Self-employment receipts coincide with State tax payment deadlines, none of which occurred in January. State-in-lieu funds are ahead of the previous year's first half by 3 percent as of the quarter that ended December 31, which puts this resource almost exactly on budget year to date.

Total personnel services expenditures, the largest category of operating expense, show a net growth of 6 percent through January, a slight negative change over the 5.5 percent reported in the previous month and still in excess of the target growth rate of 4 percent. All of the growth can be attributed to wages and benefits paid to employees represented by the Amalgamated Transit Union 757 (ATU). In the absence of a new contract, most of the provisions of the contract that expired June 30, 2004, still applied to contract employees through January. Net administrative personnel services are up 3.2 percent over the same seven-month period in the last fiscal year. Personnel services for employees represented by ATU are up 7.1 percent in the same period. This category of expense will almost certainly finish the current fiscal year over budget and will be evaluated for a possible supplemental budget transfer before year end in June.

Materials and services results vary widely from department to department. Total materials and services are significantly higher for the first seven months of this year as compared with last year, but overall spending is within budget for the year to date. Factors for negative results include continued high fuel cost (discussed below) and legal expenses associated with the lengthy contract negotiation process. Transfers to the Capital Projects Fund resumed in the current year after a hiatus of two and a half years and were included in the total materials and services activity.

Fuel prices are still high but moved down slightly in January. The current-year budget assumed \$1.13 per gallon, as previously reported. The average seven-month price through January 31 rose to \$1.4409 per gallon, up slightly from \$1.4538 reported for the six-month average. The negative variance for fuel year to date is now \$158,327 and could reach \$271,000 by year-end if the price does not change. The high for the year to date occurred on October 26 at \$1.7473 per gallon. The low occurred on December 15 at \$1.1738. The price on January 6 was \$1.2516 per gallon and on January 31, 2005, was \$1.4904, so there is still a fair amount of volatility. Should the overage materialize, it may be necessary to transfer appropriations from contingency before fiscal year-end. Such a transfer would require Board approval.

Despite concerns about personnel services expenditures and fuel costs, and due in part to encouraging payroll tax results to date, the General Fund is stable through the first seven months of the fiscal year.

The Commuter Solutions Fund is as expected through the first seven months of FY 2004-05. Expenses are lower than budget in part due to the disability leave of a Commuter Solutions staff person. Accessible Services Fund expenses are also generally as anticipated through January.

Capital Projects Fund activity in January was dominated by Accessible Services outlays for the new RideSource facility nearing completion at 310 Garfield Street. Construction work on the Franklin Corridor EmX project continued, as did planning for the Pioneer Parkway EmX corridor.

Staff have still not received the Financial Management Oversight (FMO) Review draft report from Region 10 of the Federal Transit Administration (FTA). The draft report will be provided to the Board at a future meeting. Staff have requested the report numerous times.

Finally, preparation continued for the Triennial Review, an FTA examination that occurs every three years. LTD was initially informed that the site visit would occur in March, but it now appears that the visit will occur later this spring.

ATTACHMENTS: Attached are the following financial reports for January for Board review:

1. Operating Financial Report - comparison to prior year
2. Comparative Balance Sheets
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund
3. Income Statements
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

2

DATE OF MEETING: February 16, 2005

ITEM TITLE: JANUARY FINANCIAL STATEMENTS

PREPARED BY: Diane Hellekson, Director of Finance & Information Technology

ACTION REQUESTED: None

BACKGROUND: The monthly financial report appears as an addendum to the agenda packet. This report will be delivered with the packet, but as a separate document.

ATTACHMENTS: None

PROPOSED MOTION: None

ADDENDUM TO
FEBRUARY 16, 2005,
BOARD MEETING AGENDA PACKET

1. January 2005 Financial Statements
2. January 2005 Performance Reports
3. February 2005 *Eugene/Springfield Metro Labor Trends*

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

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: February 16, 2005

ITEM TITLE: FY 2005 ANNUAL ROUTE REVIEW

PREPARED BY: Stefano Viggiano, Development Services Director

ACTION REQUESTED: Board Direction on Possible Service Changes

BACKGROUND: On February 7, 2005, the Board held a public hearing on possible service changes for the fall of 2005. The possible service changes include additional time for some routes, some minor routing changes, the addition of a small amount of service, and the deletion of service on some route segments that did not meet productivity standards.

The public testimony focused on the deletion of service on the Fairview loop of the #18/19 routes in Springfield, and on the elimination/reduction of service in the southwest Eugene hills on the #76 and #22 routes. Many of those testifying expressed the concern that they would not have transportation options if the service were to be eliminated.

Staff seek Board direction on the #18/19 and the #22/76 service changes. Options are:

1. Adhere to the productivity standards and eliminate low-productivity service so that service can be reallocated to areas that will generate higher ridership;
2. Continue to provide the service as currently designed, recognizing the lifeline nature of the service; or
3. Direct staff to seek options that maintain some service to the affected neighborhoods, but at a reduced level and reduced cost.

Board direction on this issue will be used to formulate the service recommendations that will be presented for a second public hearing and Board approval in March 2005.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

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:

MEETINGS HELD

Board members can take this opportunity to report briefly on any one-on-one meetings they have held with local officials.

Metropolitan Policy Committee: MPC meetings are held on the second Thursday of each month. Board members Gerry Gaydos and Susan Ban are LTD's MPC representatives. The Metropolitan Policy Committee held kick-off events for the Metropolitan Planning Organization Citizen Advisory Committee process. A reception was held on Friday, January 28, and a three-hour bus tour was held on Saturday January 29, 2005. Assistant General Manager Mark Pangborn and Senior Strategic Planner Lisa Gardner attended the reception, and Mark participated in the bus tour, providing LTD project information for the group. The February 9th meeting agenda was not available as of this packet preparation. A meeting summary can be provided by the MPC Board representatives at the Board meeting. The next scheduled meeting of the MPC is on March 10, 2005.

2. **Region 2050 Policy Advisory Board:** Susan Ban is the Board's representative on the Region 2050 Policy Advisory Board (Policy Board). A meeting was held on February 9, 2005. Lisa Gardner and

Director of Development Services Stefano Viggiano attended this meeting, and gave a presentation on transportation issues to the Policy Board with Tom Schwetz from the Lane Council of Governments. A work session on the Region 2050 process is scheduled for the February 16th Board meeting.

3. **LTD Salaried Employees Retirement Plan and ATU Pension Plan Trusts**: Both Trusts met on January 20, 2005.

NO MEETINGS/NO REPORT

4. **MPO Summit**: The third MPO Summit has been scheduled for March 2 and 3 in Salem. Board member Susan Ban will be attending the first day of the Summit.
5. **BRT Steering Committee**: Board President Gerry Gaydos and former members Pat Hocken and Hillary Wylie have been participating on LTD's BRT Steering Committee with members of local units of government and community representatives. Mr. Gaydos will be naming two members to replace Ms. Hocken and Ms. Wylie. The Committee meets quarterly. The last meeting was held on December 7, 2004. At that meeting, the Committee expressed support for the Franklin Design Changes (since approved by the Board), the Pioneer Parkway Goals and Objectives, and the proposal for Progressive Corridor Enhancement. The next meeting is scheduled for March 8, 2005.
6. **Statewide Livability Forum**: Board member Virginia Lauritsen had been 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.

PROPOSED MOTION: None

**LTD BOARD OF DIRECTORS
COMMITTEES AND SPECIAL ASSIGNMENTS**
(As of June 16, 2004)

BOARD OFFICERS

(Terms expire 6/30/06)

President – Gerry Gaydos
Vice President – Susan Ban
Secretary – David Gant
Treasurer – Dave Kleger

SERVICE COMMITTEE

Pat Hocken
David Gant
*Dave Kleger

HUMAN RESOURCES COMMITTEE

* Gerry Gaydos
Susan Ban
David Gant

FINANCE COMMITTEE

* Pat Hocken
Gerry Gaydos
Virginia Lauritsen

**BRT STEERING COMMITTEE – BOARD
REPRESENTATIVES – and BOARD BRT
COMMITTEE**

* Pat Hocken (chair of both)
Gerry Gaydos
Hillary Wylie

**SPRINGFIELD STATION DESIGN REVIEW
COMMITTEE – BOARD REPRESENTATIVES
–and BOARD SSDRC COMMITTEE**

* Hillary Wylie (chair of Board committee)
Dave Kleger
Virginia Lauritsen
(* City Councilor Tammy Fitch – chair of DRG)

**METROPOLITAN POLICY COMMITTEE
(MPC) REPRESENTATIVES**

Gerry Gaydos
Susan Ban
Alternate: _____

**STATEWIDE LIVABILITY FORUM
REPRESENTATIVE**

Virginia Lauritsen

REGION 2050 ADVISORY COMMITTEE

Susan Ban
Alternate: _____

COBURG ROAD BRT STAKEHOLDERS

Susan Ban

* denotes Committee Chair

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

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

1. January 11, 2005, letter from rider Valerie Harris, forwarded to LTD from Congressman DeFazio, and response from Ken Hamm
2. February 7, 2005, letter from Board President Gerry Gaydos thanking the Lane County Board of Commissioners for approval of funding for the combined transit-right-turn lane on the MLK Jr. Parkway

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Monday, January 10, 2005

Pursuant to notice given to *The Register-Guard* for publication on December 9, 2004, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Monday, January 10, 2005, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis
Mike Eyster
David Gant, Secretary
Dave Kleger, Treasurer
Ken Hamm, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Dean Kortge

CALL TO ORDER – Mr. Gaydos called the meeting to order at 5:35 p.m.

ROLL CALL - General Manager Ken Hamm called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos welcomed new Board members Debbie Davis and Mike Eyster. He said that the executive session would focus on the labor negotiations. Communications guidelines for Board members during labor negotiations would be discussed in open session.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – Mr. Hamm announced that a Lane Council of Governments (LCOG) dinner would be held on January 27, the Eugene Chamber of Commerce Celebration of Business would be held on January 26, and the Springfield Chamber of Commerce would hold its annual awards and installation banquet on Friday, January 21, 2005. He said that LTD Board members historically had attended those events and asked those members who were interested to contact him or Ms. Sullivan as soon as possible so reservations could be made.

Mr. Hamm said the Board's annual strategic planning work session was tentatively scheduled for a half-day on Thursday, February 3, and a full day on Friday, February 4, 2005. He said a question had been raised about whether the work session should be held in the event a labor strike occurred and Mr. Gaydos felt it was important to proceed because the work session was strategic to development of the budget. He invited comments from other Board members. The consensus was to continue with the work session.

WELCOME NEW BOARD MEMBERS – Mr. Gaydos thanked the new Board members for their willingness to serve and said that staff and current Board members were looking forward to working with them. He said the upcoming strategic planning work session would provide an opportunity for everyone to become better acquainted, as would the functions mentioned earlier by Mr. Hamm.

EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS

MOTION Mr. Kleger moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Gant provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Eyster, Gant, Gaydos, Kleger (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Kortge

The Board entered executive session at 5:38 p.m. The District's negotiating team was present for this discussion with the Board.

RETURN TO OPEN SESSION: Upon a motion by Mr. Kleger and seconding by Ms. Ban, the Board unanimously returned to open session at 7:05 p.m.

WORK SESSION

A. Communications Training – Marketing and Communications Director Andy Vobora introduced Bev Mayhew of the Ulum Group. He said the purpose of the training was to provide the Board with guidelines on how to respond to different situations and questions that could surface during labor negotiations and to solicit input and suggestions on the communications strategies that were being employed. He distributed a handout that addressed communications strategy, audiences, and conversation tips for Board members.

Mr. Vobora emphasized that LTD's key messages were of primary importance and labor negotiations should stay at the table with the professionals and not be conducted in the media, which is why LTD was not responding to the union's newspaper advertisements or placing advertisements of its own. He said if LTD did place advertisements, the purpose would be to communicate to the community service options should a strike occur and how to obtain more information if a ten-day notice was received. He said that fair and balanced coverage had been given by the news media following the initial strike vote based on interviews with him, Mr. Gaydos, and Mr. Hamm. He said additional opportunities, such as possible appearances on the "Water Cooler" feature of a local television station by Mr. Hamm and Mr. Gaydos, would be evaluated as they arose. He related that a labor negotiations informational section for the LTD Web site would be launched on January 11, 2005, to provide detailed information for the public and employees.

Ms. Ban asked if information for riders would be available on LTD's Web site. Mr. Vobora replied that it would and a "heads up" had already been given through the newsletter and posters and signs at stations.

Ms. Ban suggested that information on service options could be e-mailed to partner agencies such as social service organizations, the University of Oregon, and Lane Community College. Mr. Vobora responded that Accessible Services Manager Terry Parker was working on communications with social service agencies and he would check on how best to reach students with information.

Mr. Gant asked how far in advance of a strike notice to riders would be given; specifically, whether riders would be told at some point that they may need to prepare for lack of service, or whether they would be told in advance that a strike would happen on a specific date. Mr. Vobora said that advertisements were being prepared and would be placed within one or two days of receipt of the ten-day notice and continue throughout the ten-day period; the notices would advise riders that a notice had been received from the union that a strike would occur on a specific day and they should be prepared for no bus services. He said that service options for other transportation also would be included in the advertisements.

Mr. Vobora said that a question and answer page was being prepared to help guest services and administrative staff respond to inquiries from the public about strike-related issues and it probably would be included on the LTD Web site to inform the public better about those issues.

Continuing, Mr. Vobora reviewed the audience groups, including partners, employees, group pass organizations, and guests. He planned to discuss with both the Eugene and Springfield Chambers of Commerce how best to communicate with their membership. He asked Board members to forward to staff any suggestions for additions to the audience groups.

Mr. Gant asked that Board members be notified promptly if the media policy changed, as it was difficult to decline a request from the press for an interview, particularly when a Board member resided in a small town such as Cottage Grove and the inquiry was from the local newspaper. He expressed surprise that a Board member would be on the "Water Cooler" as it was his understanding that LTD did not intend to conduct negotiations in the media and that Board members should refer media inquiries to staff. Mr. Vobora clarified that LTD's policy was to avoid using paid advertisements to try to convince the public of the validity of LTD's position, and instead to use media opportunities, such as requests for interviews or the "Water Cooler" to share information about LTD's strategic plan. The purpose of Mr. Gaydos' involvement was to have him, as the Board president, affirm that negotiations were consistent with the plan and Board direction. He said it was appropriate for other Board members to provide that assurance in conversations with friends, neighbors, and colleagues, but media inquiries should be referred to LTD spokespersons.

Mr. Eyster said that he had been interviewed as the Director of Housing and LTD Board member by the University of Oregon newspaper, the *Daily Emerald*, regarding the impact of a strike on students and faculty. Ms. Mayhew recommended that all media inquiries be directed to the designated spokespersons, Mr. Gaydos or Mr. Vobora, so that the key messages could remain consistent. She suggested that Board members could simply state that it was the policy for all inquiries to go through Andy Vobora; Mr. Vobora would then direct inquiries, as appropriate, to Mr. Gaydos.

Mr. Eyster felt that those situations were different from an inquiry from the University newspaper asking about the impact of a strike on students or food service workers. Ms. Mayhew said that Mr. Eyster's situation was unique and it was important for any contact with the media to be immediately reported to Mr. Vobora. She emphasized that Board members should indicate that Mr. Gaydos, as Board president, would speak for the Board on the subject of labor contract negotiations.

Mr. Gaydos said that the subject would be addressed again at the Board's annual strategic planning work session.

Ms. Ban asked if it would be useful to have briefings with certain audiences such as local legislators or other elected officials. Mr. Vobora said that legislators and local elected officials were being updated on the negotiations via e-mail. Ms. Mayhew said that briefings might be an option as the process continued.

Mr. Vobora reviewed conversation tips related to casual conversations with friends and neighbors and contacts from LTD employees and the media. He urged members to report any inappropriate contact from employees. He said that if a Board member was in a position where conversation with a media representative could not be avoided, it was critical to stick with the key messages, be aware that there were no "off the record" comments, and never guess at an answer if not certain.

Mr. Eyster said he felt an obligation as a Board member to be able to respond to media inquiries, which was different in his opinion than negotiating in the press. He said the Board represented the public interest, and he was uncomfortable taking a position to refer inquiries to staff. He believed he had a responsibility to state his position.

Mr. Gaydos reminded Mr. Eyster that all LTD Board meetings were open to the public and people could attend and listen to the full discussion. He said one of the reasons for designating a Board spokesperson was that the contract issues were complicated and took some time to fully understand. He said the goal was to deliver a consistent message to the public. He suggested that the process could be re-evaluated at the Board's strategic planning work session.

Mr. Gant pointed out that labor negotiations were different from the other issues in which the Board was involved and it was best for negotiations not to have too many voices speaking for LTD and the Board.

Mr. Kleger said it was important to avoid getting involved in discussions about the details of negotiations and stay with the general theme of solving a cost control problem that threatened the District.

Ms. Mayhew agreed with Mr. Kleger's remarks and urged Board members to underscore service to guests as the top priority, followed by the value of employees and response to local economic conditions. She agreed that Board members should avoid discussions of contract proposal details.

Mr. Vobora said that Mr. Gaydos might be submitting a guest editorial to *The Register-Guard*. Mr. Gaydos said that the editorial would be circulated to Board members.

Mr. Hamm alerted the Board to the possibility of a meeting being called on short notice during the next few weeks.

B. Annual Route Review Preview – Director of Development Services Stefano Viggiano presented a preview of the Annual Route Review (ARR). He said the ARR provided an opportunity to take a comprehensive look at the system and consolidate all significant change into one time each year in order to minimize inconvenience to customers. He said that changes were implemented at the start of school services in the fall.

He listed the four major components of an ARR:

1. Address operational “fixes”
2. Identify and resolve substandard service
3. Implement new/redesigned service
4. Adjustments to meet budget limitations

Mr. Viggiano said that operational “fixes” could include schedule adherence problems, overloads on trips, and safety concerns. Substandard service was defined as two-thirds of the average service and could involve an entire route, trips on a route, or a section of a route. He said that the new automated passenger counting system provided extensive data on ridership. He said that new and redesigned services based customer and operator requests, new development, and planning staff recommendations were implemented during the ARR process. He noted that service drove the budget process and when there was a major budgeting problem, it had to be addressed through service adjustments.

Mr. Viggiano outlined the general schedule for the ARR process, which began with the preview presentation to the Board of potential changes and continued with public hearings in February and March 2005 and preparation by staff to implement changes in September 2005.

Ms. Ban thanked staff for scheduling the public hearings at a downtown location.

Continuing, Mr. Viggiano explained some of the potential changes:

Operational “fixes”

- 18/19 route – eliminate the Fairview Loop segment, which had low ridership and was frequently behind schedule
- 40/51/52 routes – provided service to the River Road/Danebo area, routes could be redirected to address schedule and overload issues

Substandard service

- 55, 22, 41, 76, 96, 426 – trips or sections of routes with low ridership that could be eliminated or adjusted

New/redesigned service

- 78, 55 – possible route extensions, other modifications

Budget impacts

- long-range financial plan assumed no cuts to service for this year and, thus, no change in service levels associated with the ARR
- may need to add time to fix some operational problems, which would take time from elsewhere in the system, such as substandard service
- likely impact to service level because of unpaid break issue, which will not be absorbed by the remainder of the routes

C. Progressive Corridor Enhancement – This item was postponed to a future meeting.

D. Franklin EmX Design Review – This item was postponed to a future meeting.

Mr. Kleger stated that he was entirely transit-dependent and if there was a strike he would conduct essential travel by taxi. He would accept assistance from LTD only for travel to and from official District functions, but otherwise would live with the same inconveniences and additional expenses as other customers.

The meeting adjourned at 8:15 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Monday, January 19, 2005

Pursuant to notice given to *The Register-Guard* for publication on January 14, 2005, 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, January 19, 2005, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Susan Ban, Vice President, presiding
Dean Kortge
Debbie Davis
Mike Eyster
David Gant, Secretary
Dave Kleger, Treasurer
Ken Hamm, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Gerry Gaydos, President

CALL TO ORDER – Ms. Ban called the meeting to order at 5:35 p.m.

ROLL CALL – General Manager Ken Hamm called the roll.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – Ms. Ban announced that Mr. Gaydos, as the annual campaign chair for 2004, was attending the annual United Way meeting and one of LTD's faithful riders was being recognized as Volunteer of the Year. She requested the permission of the Board to move immediately into executive session to receive information regarding labor negotiations. There were no objections.

EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS

MOTION Mr. Eyster moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Kortge provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Eyster, Gant, Kleger, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Gaydos

The Board entered executive session at 5:38 p.m. Members of the District's negotiating team were present for this discussion with the Board. Upon a motion by Mr. Eyster and seconding by Mr. Kleger, the Board unanimously returned to open session at 6:26 p.m.

EMPLOYEE OF THE MONTH - Director of Maintenance Ron Berkshire introduced Administrative Support Associate Doris Dioszeghy, who was selected as the February 2005 Employee of the Month. Mr. Berkshire said he had worked with Ms. Dioszeghy for more than 17 years and described her as not only a good employee in terms of her tasks, but also as someone who truly cared about each individual and recognized and valued each person's diversity. Mr. Hamm noted that Ms. Dioszeghy was an exceptional employee who demonstrated her commitment to the organization as a whole, not just within her department.

Ms. Dioszeghy thanked the Board the award.

AUDIENCE PARTICIPATION – Carol Seaten of Eugene spoke to the Board regarding the impact of reductions in service routes on her family and the community. She explained that she wanted the LTD system to be the best and appreciated those services that were available. She said when routes were reduced it sometimes forced people to buy cars. She related that her grandson used the bus to get to school and it required three transfers; he now had to either purchase an adult token and a day pass or purchase three child tokens when previously he could use a pass to get from point A to point B. She said that no longer being able to purchase tokens and passes at places such as convenience stores placed a burden on many people. She said that she had four grandchildren using the bus and hoped for changes that would make it easier to use transit, such as passes with photographs for young people and those with disabilities, and more service for people with night jobs who needed the bus.

ITEMS FOR ACTION AT THIS MEETING

MOTION **A. Consent Calendar** – Mr. Kleger moved adoption of LTD Board Resolution No. 2005-001: "It is hereby resolved that the Consent Calendar for January 19, 2005, is approved as presented." Mr. Gant provided the second. The Consent Calendar consisted of the minutes of the December 15, 2004, regular Board meeting.

VOTE The Consent Calendar was approved as follows:
 AYES: Ban, Davis, Eyster, Gant, Kleger, Kortge (6)
 NAYS: None
 ABSENTIONS: None
 EXCUSED: Gaydos

B. Pioneer Parkway EmX Corridor Project Goal and Objectives – Director of Development Services Stefano Viggiano explained that specific goals for the Pioneer Parkway Corridor were a federal requirement as part of the environmental process. He said that a proposed goal and six objectives were reviewed by the Board at its December 2004 meeting and objective #5 had subsequently been revised at the request of the Board. He said that three options for a revised objective #5 were included in the agenda packet. Staff were recommending option 1: "Seek opportunities to enhance the safety and operations for pedestrians, bicyclist, and motorists using the corridor."

- MOTION** Mr. Kortge moved adoption of LTD Board Resolution 2005-002: "It is hereby resolved that the LTD Board of Directors approves the Pioneer Parkway Corridor Bus Rapid Transit Goal and Performance Objectives in accordance with option 1 as recommended by staff." Mr. Kleger provided the second. Mr. Gant requested a roll call vote.
- VOTE** The motion was approved as follows:
AYES: Ban, Davis, Eyster, Kleger, Kortge (5)
NAYS: Gant (1)
ABSENTIONS: None
EXCUSED: Gaydos

ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

Board Member Reports – Ms. Ban reported that the Metropolitan Policy Committee (MPC) held a meeting on January 13, 2005, which consisted primarily of reports. She said that the MPC also had met on December 30, 2004, and took action on plans that were required by federal regulations to be adopted prior to the end of the calendar year. She said that the MPC had established a Citizen Advisory Committee that would be operational in February 2005.

General Manager's Report – Mr. Hamm highlighted a number of future dates for Board activities, including Board work sessions and public hearings on February 7 and March 14, 2005, and regular Board meetings on February 16 and March 16, 2005. He noted that the United Front effort in Washington, D.C., would occur the second week in March 2005. He said that the work sessions with public hearings in February and March were scheduled in the Bascom-Tykeson Room at the Eugene Public Library, which was fully accessible and across the street from LTD's downtown station.

Board Calendars – Ms. Ban referred members to copies of the calendars that had been distributed.

Mr. Kleger asked if the Board would proceed with its annual strategic planning work session in the event of a strike. Mr. Hamm related that Mr. Gaydos had indicated that the Board would proceed with its business as usual and a suitable location for the work session was being researched.

Mr. Kleger noted that he would need transportation assistance to the work session in the event of a strike.

Mr. Gant mentioned that his participation was subject to jury duty.

Mr. Hamm distributed and reviewed a draft strategic planning work session agenda with times and suggested topics for discussion. He said that LTD had engaged a consultant to prepare data on the current economic environment to provide a context for discussion of financial goals. He requested feedback from Board members.

Mr. Gant cautioned that when an economic forecaster was employed, his or her objectivity should be assured and the selection process should be transparent. Government Relations Manager Linda Lynch replied that the selection process was well documented and the presentation would be objective and fact-based information, not interpreted data. She said that consultant selected also had provided forecast information for TriMet.

Ms. Ban asked Board members to let staff know of any suggestions for additional topics.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson said the report was similar to the previous month and there was some good news on the payroll tax revenue. She was cautiously optimistic that recovery was somewhat faster than anticipated in the long-range financial plan update from 2004 and assumptions would be slightly improved when the plan was presented again to the Board. She said that fuel prices continued to be higher than budgeted and union wages were higher than budgeted because there was still no new labor contract. She said that she likely would come to the Board in June 2005 with some budget housekeeping items so that appropriations were consistent with revenues and expenses.

WORK SESSION

A. Financial Trends Review – Ms. Hellekson distributed a spreadsheet entitled *10-year Fiscal Excerpts* that contained highlights from the Comprehensive Annual Financial report distributed to the Board at its December 2004 meeting. She said the purpose was to review the past ten years and highlight milestones for LTD and demonstrate some of the effects of the economic downturns and fare decisions. She reviewed the following items of interest:

- Collection of self-employment tax receipts – steady increase from FY 1995-96 through FY 1998-99, declined during FY 1999-2001, resumed increase in FY 2001-02
- Payroll tax receipts – steady increase with slight decline in FY 2001-2002, which triggered cost-saving measures related to personnel services expenses and service in the long-range financial plan
- Passenger fares – increased in FY 2002-03, accompanied by some decrease in ridership that was improving slowly
- Personnel services – implemented service reductions in FY 2002-03 to bring expenses under control
- Capital projects – eliminated transfers from general fund to capital fund in FY 2002-03 in an effort to stabilize fixed-route services and minimize impact of reductions on the community

Ms. Hellekson said that transfers to the Capital Fund were resumed in the current year in order to access formula funds that required match. She noted that the Board's position was not to allow those formula funds to be lost and the plan contemplated transfers each year of the exact amount needed to match those formula funds.

Mr. Kleger asked what the difference was in cost for a bus if the funds had to be borrowed for the match instead to using saved funds. Ms. Hellekson said that given the current low interest rates, it was more of a timing issue; there were occasions when borrowing funds was an acceptable option. She said it was good news that payroll tax revenues would stabilize at a higher level than anticipated.

Mr. Eyster asked if the improved outlook for payroll tax revenue meant there would be no tax increase. Ms. Hellekson said the long-range financial plan assumed a tax increase and the Board would make that decision. She noted on the spreadsheet that the cost of accessible service was increasing while State support was flat.

Mr. Kortge questioned whether accessible service was an unfunded mandate. Ms. Hellekson said it was an under-funded mandate and funding came from cigarette taxes and other sources. She said that the Oregon Department of Transportation was supportive of efforts to maintain investments in quality accessible services. She said she would present a revised capital improvement program to the Board at its February 2005 meeting and a revised long-range financial plan at the March 2005 meeting. She noted that the Budget Committee would meet on April 27-28, 2005.

B. Progressive Corridor Enhancement – This item was postponed to a future meeting.

C. Franklin EmX Design Review – This item was postponed to a future meeting.

ADJOURNMENT: The meeting adjourned at 7:25 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

EMERGENCY MEETING

Thursday, January 27, 2005

Pursuant to notice given to persons on the media list of the District sent via facsimile transmission on January 26, 2005, the Board of Directors of the Lane Transit District held an emergency meeting on Thursday, January 27, 2005, beginning at 2 p.m., in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Susan Ban, Vice President, presiding
Debbie Davis
Mike Eyster
David Gant, Secretary
Gerry Gaydos, President, present via telephone
Dave Kleger, Treasurer
Dean Kortge
Ken Hamm, General Manager
Jo Sullivan, Clerk of the Board, Recording Secretary

Absent: --

CALL TO ORDER: The emergency meeting was called to order at 2:05 p.m. by Board Vice President Susan Ban for the purpose of discussing labor negotiations.

PRELIMINARY REMARKS/ADDITIONS TO AGENDA: Ms. Ban informed the Board that because this meeting had been called to discuss labor negotiations, they had the right to exclude or include the press at the executive session, based on the nature of the information the Board might be sharing in the meeting. She asked Mr. Gant to share his concerns, and then said she would like the Board to help make this decision.

Mr. Gant said it was a little difficult since members of the press were in the room, but he thought, in general, that the best course of action was to try not to negotiate in the media. He said there were some things he wanted to say that he would be more comfortable saying to his fellow Board members without the press present. He thought that, generally, the legislation was designed to give the Board that latitude, to give the Board the opportunity to get to where it wanted to be, which was to avoid a strike.

Mr. Eyster wondered if there would be some way to segment the meeting, to separate specific strategy discussions or particular give and take from more general conversation for which the Board would welcome the press to remain.

Mr. Kortge wanted to clarify that if members of the press were invited in, they could not use the information they heard in executive session in an article. Mr. Gant said that although this was true, in a practical matter, having been involved with some of this in Cottage Grove, if the press decided

to use some of the information, it was easy for them to say they had received it from another source.

Mr. Kortge said his gut feeling was that he was there representing the business community, and he had no problem saying what he had to say; however, he would defer to Mr. Gant.

Mr. Kleger said he wasn't sure what Mr. Gant was concerned about, but that he was of mixed minds. He did not want any Board members to feel inhibited in their exchanges among themselves in an extremely serious issue. He did not expect to be inhibited, but he could not speak for anyone else.

Ms. Davis said she would not be inhibited by the press.

Mr. Gaydos said he supported Mr. Kortge's position of letting the press be present, but if anyone felt uncomfortable, he would defer to that.

Mr. Gant clarified that it was not a matter of being uncomfortable or of not being able to speak his mind. He just thought that when the legislation was crafted, the idea was that there were unique situations when discussing labor negotiations. The legislature had given public bodies that option, and there was a reason behind that. The idea was to have success in labor negotiations. In crunch times, he said, a misspoken word could cause more difficulties than help. However, he said he would defer to the rest of the Board.

Ms. Ban proposed the alternate approach that Mr. Eyster had suggested, which was to begin the meeting and discuss the general information first, and then when the Board began discussing the more specific strategies and information or anything that might feel more freely expressed without the press, asking the press to leave.

Mr. Hamm asked if Mr. Gant had a particular point that he thought would best come at the beginning of the discussion. Mr. Gant said he wasn't sure what staff had planned. Mr. Hamm explained that staff would briefly review the negotiations from the beginning and remind the Board how LTD had gotten to the current point in negotiations. Then staff were prepared to demonstrate what the previous day's mediation session meant in terms of bottom-line impact on the District. There was no offer from the Union to put on the table for a Board decision, but the District's negotiating team needed to share the progress that they had made at the table and the difference between that progress and the union position, and the cost of that, and determine where to go next. Mr. Hamm said that staff had a recommendation for where to go next, which was why the labor attorney was en route to LTD, and part of the dialog would be having the Board weigh in on the next steps.

Ms. Ban suggested taking a poll at the point where the Board began discussing the specifics of the recommendation to see how to proceed with having the press present. There was agreement among Board members.

EXECUTIVE SESSION: Mr. Kleger moved that the Board meet in executive session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Kortge seconded, and the motion carried by unanimous voice vote. The Board entered executive session at 2:15 p.m. Members of the District's negotiating team were present for this discussion with the Board.

RETURN TO OPEN SESSION: Upon a motion by Mr. Kortge and seconding by Mr. Kleger, the Board returned to regular session at 3:55 p.m.

ADJOURNMENT: There was no further discussion, and the meeting was adjourned at 3:55 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

EMERGENCY MEETING

Monday, January 31, 2005

Pursuant to notice given to persons on the media list of the District sent via facsimile transmission on January 31, 2005, the Board of Directors of the Lane Transit District held an emergency meeting on Monday, January 31, 2005, beginning at 5:30 p.m., in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Susan Ban, Vice President
Debbie Davis
Mike Eyster
David Gant, Secretary
Gerry Gaydos, President, presiding
Dave Kleger, Treasurer
Dean Kortge
Ken Hamm, General Manager
Jo Sullivan, Clerk of the Board, Recording Secretary

Absent: --

CALL TO ORDER: The emergency meeting was called to order at 5:30 p.m. by Board President Gerry Gaydos for the purpose of discussing labor negotiations. All but Ms. Davis were present. Ms. Davis arrived during the executive session.

PRELIMINARY REMARKS/ADDITIONS TO AGENDA: Mr. Gaydos said that his goal was not to be there too long, since the bargaining team had been involved in many days of bargaining. Second, he said that the goal of the meeting was to confirm direction given as recently as the previous Thursday. He asked if any Board members had any concerns about the press being present. No concerns were expressed.

EXECUTIVE SESSION: Mr. Kleger moved that the Board meet in executive session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Gant seconded, and the motion carried by unanimous voice vote. The Board entered executive session at 5:33 p.m. Members of the District's negotiating team were present for this discussion with the Board.

RETURN TO OPEN SESSION: Upon a motion by Ms. Ban and seconding by Mr. Kleger, the Board returned to regular session at 6:35 p.m.

ADJOURNMENT: There was no further discussion, and the meeting was adjourned at 6:35 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: NEWS ARTICLES ABOUT BRT PROJECTS THROUGHOUT THE WORLD

PREPARED BY: Mark Pangborn, BRT Project Manager

ACTION REQUESTED: None, information only

BACKGROUND: As begun in August 2004, each month's Board packet will include articles about bus rapid transit (BRT) initiatives throughout the world. Staff have begun collecting articles about what other transit properties are doing concerning BRT as a way to keep abreast of how BRT is evolving. We are interested in establishing communications with other properties designing similar kinds of BRT systems.

These articles are included in the packet for information purposes only. Both staff and the Board have heard comments from the community about BRT being too new to attempt here in Eugene or applying only to larger communities. As these articles illustrate, BRT is being explored throughout the nation in communities both small and large. Staff hope that these articles will provide additional insight to the Board on acceptance of BRT as a new and viable alternative to standard fixed-route service or rail-based service.

ATTACHMENTS: See news articles

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: BOARD CALENDARS

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

ACTION REQUESTED: Discussion of Board member participation at LTD and community events and activities

BACKGROUND: Board members are asked to coordinate the enclosed calendars with their personal calendars and then bring the LTD calendars to the Board meeting for discussion.

At the February 16 meeting, Board members and staff will work together to schedule Board member and staff attendance at specific events, meetings, and activities.

ATTACHMENT: Board calendars are included as a separate document for Board members only.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: CONSENT CALENDAR

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

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 February 16, 2005:

1. Approval of minutes: January 10, 2005, special meeting/work session
2. Approval of minutes: January 19, 2005, regular Board meeting
3. Approval of minutes: January 27, 2005, emergency meeting
4. Approval of minutes: January 31, 2005, emergency meeting
5. Budget Committee Nomination: Charlie Kimball

ATTACHMENTS:

1. Minutes of the January 10, 2005, special meeting/work session
2. Minutes of the January 19, 2005, regular Board meeting
3. Minutes of the January 27, 2005, emergency meeting
4. Minutes of the January 31, 2005, emergency meeting
5. Nomination for Budget Committee—Charlie Kimball

PROPOSED MOTION: I move that the Board adopt the following resolution:

LTD Resolution No. 2005-00_: It is hereby resolved that the Consent Calendar for February 16, 2005, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: TRAINING OPPORTUNITIES FOR BOARD MEMBERS

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: None, Information only

BACKGROUND: In any given year, members of the Board of Directors are offered a number of training opportunities to broaden their understanding of public transit in the United States. The most focused of these trainings are provided by the American Public Transportation Association (APTA), the trade association of public transit in the United States. LTD belongs to APTA, and typically will attend a variety of APTA trainings. A number of the trainings are very specific (e.g., transit legal issues, fare collection issues, security issues) and are designed for technical staff. There are three annual trainings that would have a broad appeal to a Board member, but each is different. The LTD budget contains funding to support Board training. Because of the volunteer nature of the Board, it is imperative that the Board members have every opportunity to increase their knowledge of the service for which they have responsibility. What follows is a brief description of each of these trainings.

Staff would urge each Board member to consider attending at least one, if not more, of these at least once. It is not necessary to make a decision now. A specific agenda will be developed in the next few months for each of the trainings. If one of these trainings appears to meet your needs or schedule, let staff know so that we can provide more information as soon as it is available. To my knowledge, every Board member who has attended a training session has found it valuable.

Bus and Paratransit Conference: Columbus, Ohio, May 15-18, 2005: This annual conference brings together transit staff from throughout the U.S. for 2 1/2 days of presentations on a variety of transit topics. The days consist of a general session discussing topics of current interest, and then a series of breakout sessions that are organized around specific transit issues or disciplines: transit marketing, transit operations/security, bus rapid transit, new developments in vehicles or fare collection, vehicle maintenance, etc. The topics vary from year to year, but all breakout sessions feature two to four presenters describing their properties' experiences with a particular

topic. While this conference appeals primarily to transit staff, a number of Board members are in attendance. Some Board members might find this information too detailed, while others appreciate the detail because it gives them a better perspective on what their particular property is doing. This conference could be useful for new or experienced Board members, if their interest leaned toward more detail and the opportunity for hands-on discussions with transit professionals on transit specifics.

Transit Board Members Seminar: Memphis, Tennessee, July 30 – August 2, 2005: These professional development sessions are specific to Board members, and address the variety of responsibilities and challenges of a transit Board member. They are an excellent opportunity for a Board member to sample the diverse nature of transit boards throughout the United States and to network and share information.

APTA Annual Meeting and Expo: Dallas, Texas, September 22-25, 2005: Every fall, APTA holds a national conference. This is a combination of the Bus and Paratransit conference in the spring and the Board Member training in the summer. There are breakout sessions on specific transit topics as well as topics related to policy and funding that are directed toward Board members and general managers. This is where a lot of networking, lobbying, and taking a pulse of the industry goes on.

Every three years, this conference hosts a transit products Expo where every conceivable transit product, from full 60-foot buses to software and brake linings, is on display. It is an interesting and mind boggling display of the breadth and complexity of the industry spread out over the space of two or three football fields. This conference is by far the largest that APTA hosts. This year's annual meeting in Dallas is being held in conjunction with the Expo.

If any of these training opportunities appears to fit what Board members perceive as your Board training needs, please let staff know and we can arrange to provide you with more information.

ATTACHMENT: None

PROPOSED MOTION: None, information only



Lane Transit District
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Eugene, Oregon 97401

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

MONTHLY DEPARTMENT REPORTS

February 16, 2005

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

The 2005 "united front" book is being prepared for the late-February visit to the local area's congressional delegation. Copies of the book will be distributed to the Board at the February 16 Board meeting.

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Terry Parker attended her first meeting as a member of Easter Seal ProjectACTION's National Steering Committee, held in Washington, D.C. ProjectACTION's mission is to act as a model for cooperation between the disability and transit communities with the goal of improving access to transportation for persons with disabilities nationwide. Lane Transit District stands out as a leader of accessibility within the public transit industry. Our experience and reputation for promoting independence within the fixed-route environment are being highlighted as part of a national agenda to further the goal of creating a more universally accessible transportation network.

As a new National Transit Institute (NTI) Fellow, Terry conducted a "dress rehearsal" of a four-hour class, *Promoting Independence: Creating a Culture of Accessibility*, to other Oregon transportation agencies and the Public Transit Division staff at ODOT. Later in the month she presented the course at the Southwest Transit Association's Annual Conference in Houston, Texas.

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Deleted: The winter holidays are usually very quiet times for government relations work, but several opportunities presented themselves in the past month. Governor Ted Kulongoski introduced a transportation finance plan for the 2005 legislature to consider, funded by lottery-backed bonds. Money raised through "ConnectOregon" would be dedicated to projects that are *not* highway or road projects. Road and highway projects are funded through the Highway Trust Fund, which is funded by the state gas tax and vehicle registration.

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BRT PLANNING

Graham Carey, BRT Project Engineer

- **Pioneer Parkway Corridor:** Staff continue to meet with Springfield and ODOT staff to discuss a range of corridor planning and design issues. Concerns raised by staff regarding the circulation of the BRT vehicle around the MLK Jr. roundabout have been resolved. While staffs have agreed on the location of the northbound BRT station at the intersection of MLK Jr. Parkway and RiverBend Drive, this station will be constructed at a later date to coincide with the hospital opening. Staff continue to address other design issues include the operation of the Beltline/Gateway Road intersection, bikeway connections along Pioneer Parkway, and driveway access along Gateway and Harlow Roads.
- **MLK Parkway:** The Lane County Commissioners approved the allocation of \$40,000 in County Road Funds for a northbound transit/right-turn lane on MLK Parkway. Staff are completing compiling the information needed for the Documented Categorical Exclusion (DCE) that is needed to use federal funds on the remainder of the transit portion of the MLK project. The DCE, if approved by FTA, would satisfy the National Environmental Policy Act (NEPA) requirements for this project, and would allow federal funds to be used in the construction of the transit lane prior to the construction of the remainder of the Pioneer Parkway corridor.
- **Progressive Corridor Enhancement:** Staff will be updating the Board during the meeting.
- **General:** The next BRT Steering Committee has been rescheduled for March 8, 2005.

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METROPOLITAN PLANNING

Lisa Gardner, Senior Strategic Planner

- The Region 2050 Policy Board was scheduled to meet on February 9, 2005. LTD Representative Susan Ban can provide a verbal summary of the meeting.

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SERVICE PLANNING

Paul Zvonkovic, Service Planning Coordinator

- **Annual Route Review:** Administrative staff and bus operators held another meeting of the Service Advisory Committee to discuss proposals to be presented at the public hearing on February 7. The main emphasis of the service package is making operational fixes to respond to increased traffic congestion. Staff also have been scrutinizing low-productivity service.

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- **Winter Bid:** The winter bid has been posted with reductions in preparation time and elimination of split pay to produce operational cost savings. Break time changes are expected to be implemented in a future bid, depending on the final outcome of the labor negotiations. Operator bidding will take place the week of February 13, with new service implementation on February 27.

Schedule changes were incorporated in this bid to fix immediate operational problems. Service also was added to route 75x at the request of PeaceHealth in order to alleviate their employee parking shortage. PeaceHealth compensates the District for this route.

- **Basketball Service:** UO basketball service is off to a good start this season. Both attendance and ridership have risen, and so far the shuttles are carrying a larger modal split (5.6 percent -- 531 riders per game) for the non-PAC 10 games. Operational savings are gained by using the new articulated buses.

COMMUTER SOLUTIONS

*Annette Speck, Administrative Secretary, for
Connie B. Williams, Program Manager*

- **Regional Youth Bus Pass Program for High School and Alternative High School Students:** This research program provides students at participating high schools with a sticker on their school identification cards that allows them to ride LTD free beginning February 1 through June 30, 2005. The goal is to reduce school-related traffic and boost transit ridership among high school-aged youth. More than 4,900 students in the Bethel, Eugene 4J, and Springfield school districts are eligible for the program. During January more than 1,500 stickers were distributed to interested students at three regular and seven alternative high school programs. Stickers will continue to be available to students during the five-month program. Measurements will include a baseline pre-survey, monthly ridership counts, and a follow-up survey.

- **Group Pass/ETC Programs:** Group Pass Participants have been kept apprised of LTD and ATU negotiations. In the event a strike occurs, Group Pass Participants would be credited on a prorated basis for the duration of the strike.

- **Regional Emergency Ride Home (ERH) Program:** As a result of a meeting held with EWEB to discuss programs offered by Commuter Solutions, EWEB signed up for the ERH program. EWEB represents approximately 450 employees.

- **Regional Rideshare:** There were 275 rideshare applications received in the month of January.

- **Smart Ways to School:** The School Transportation Task Force met to review the regional youth bus pass program and to explore ways the school districts could promote alternative transportation options. The next meeting will be held February 24. An exploratory meeting was held with several Edison Elementary staff

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- **Shelter Project:** Old shelters are being replaced with new shelters that have lower maintenance costs.
- **Franklin Corridor EmX:**
 - **Construction update:** The construction schedule for Eugene will move forward once the Privately Engineered Public Improvement (PEPI) permit is obtained. The preliminary schedule has work beginning in March.
 - **Utility Undergrounding:** The plans to underground utilities on the north side of Franklin Boulevard between Onyx and Riverfront Parkway will take place after the I-105 project is complete.
 - **Acquisitions:** Staff continue to work with the University of Oregon to complete an IGA for partial acquisitions of three UO properties. In addition, negotiations for partial acquisitions of private property along the corridor continue.

MARKETING AND COMMUNICATIONS

Andy Vobora, Director of Marketing and Communications

PUBLIC RELATIONS

- Primary efforts have been directed toward labor issues; however, information regarding the District's annual route review also has been covered.
- Community meetings continue to be scheduled. Carol James will meet with a group of local tax preparers on February 7, and Andy Vobora will present to the Springfield Chamber greeters on February 10.

MARKETING

- Bid materials continue to be produced. The *Rider's Digest* updates have arrived and a supply of the Spanish *Digests* recently were re-ordered. Informational signs were posted on bus stops, information was posted at the GSC, and Web information was placed describing the proposed ARR service changes. Notices for the public hearings were sent to the *Register-Guard* and have appeared in *Bus Talk*.
- *Bus Talk* was placed on the buses on February 6. Articles include winter service changes, annual route review, high school bus pass program, Terry Parker's NTI Fellows program appointment, event shuttle information, notice regarding no regular fare changes, and a review of what will happen with the old Springfield Station.

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TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

There is no Transit Operations report this month.

MAINTENANCE

Ron Berkshire, Director of Maintenance

There is no Maintenance report.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

Three hundred eight (308) vendor checks were processed during the month of January, including \$266,983.17 to Essex General Construction, Inc., for work related to RideSource facility construction and \$190,087 to Special Districts Association of Oregon for property and liability insurance for calendar year 2005. In addition, forty-four 1099s were processed and mailed during January.

Eighty-five payroll checks and 881 payroll direct deposits totaling \$754,882.07 were made in January 2005. Included in these totals were 6 final checks to retirees. In addition, fourth-quarter and year-end federal and state tax reporting was completed and filed in a timely manner. Three hundred thirty-one W2s were prepared and distributed by the January 31 deadline.

Twelve cash fare deposits totaling \$121,094.66 were made in January 2005. These included cash fares for a total of nine basketball games.

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Quarterly federal grant reporting was completed for all grants in a timely manner in January. All remaining issues on the FY 2003-2004 National Transit Database (NTD) submission were resolved.

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The budget development process for FY 2005-2006 continued in January 2005. The initial version of the FY 2005-2030 Long-Range Financial Plan was developed. Department input on current-year FY 2004-2005 and budget year FY 2005-2006 materials and services was requested. Modeling for personnel services was completed.

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Two hundred thirty four (234) vendor checks were processed during the month of November, including \$283,366 to Wildish Building Company for work related to Franklin Corridor

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PURCHASING

Jeanette Bailor, Purchasing Manager

The LTD purchasing assistant returned to work on January 31 after family leave for the birth of a son. We are pleased to have her back. Staff are beginning to prepare for the triennial review that will occur sometime this spring. FTA will advise us later in February of the review date. Several Requests for Proposals are out at the current time. Staff are working with Wildish to go out to bid for the electrical contractor for the BRT project. Since Wildish is hired as the construction manager/general contractor (CM/GC) for the project, LTD must be included in their bidding process and they must adhere to the federal regulations. In a standard low-bid type of construction contract, LTD is not involved in the subcontracting process; the general contractor has complete control. This is LTD's first experience with a CM/GC. We are finding it to be interesting and are learning about processes.

INFORMATION TECHNOLOGY

Steve Parrott, IT Manager

IT staff continue working toward completion of the APC/AVL project. Vendor representatives and IT staff successfully installed new versions of the TransitMaster software, vehicle firmware, and APC module firmware during the week of January 9-15, 2005. Project staff are evaluating the effectiveness of the upgrades relative to documented open issues. The project team is encouraged by early test results, where LTD was able to clear several outstanding items as resolved. Testing of APC accuracy was delayed due to a possible service interruption by the District's ATU employees. This test will be rescheduled for a later date. The vendor is preparing one more software upgrade intended to address documented data integrity issues. LTD is withholding a final contract payment pending successful completion of the project acceptance test procedure.

IT staff spent a considerable amount of resources this month preparing for a possible labor action by the District's ATU employees.

HUMAN RESOURCES

Mary Neidig, Human Resources Director

Priorities for the Human Resource Department remain negotiating for a new labor contract and converting employees to a new health care plan. During the past month three mediation sessions were held involving a state mediator. The Board met in executive sessions twice. The Human Resources Department prepared materials for each of these sessions. Contract negotiations continue as of the date of this report.

All administrative staff were successfully converted over to the new health care plans on January 1. Insurance cards and "Benny Cards" have been provided. A few questions have been asked, but the overall conversion process went very smoothly. This can be attributed to a significant number of informational meetings and work group discussions held throughout the past eight months.

On February 1 all represented employees were moved to one of the new health care plans. Due to the nature of labor contract negotiations, this has been a more complex process than the one for administrative employees. Insurance cards and "Benny Cards" will arrive soon, making use of the health plan easier. Employee benefit meetings are being held for all represented employees. In the meantime, the Human Resources staff has been very busy responding to questions from many employees.

Retirements among bus operators has created a need for hiring. A new class of six operators was interviewed and selected in early January. They are now scheduled to begin training in late February.

The department continues to process daily work, including an accelerated number of retirements and retirement requests. The Salaried Retirement Plan and LTD/ATU Pension Trusts met in mid-January. Training was conducted on use of a new computer program for managing the Drug and Alcohol Testing Program.

February is expected to remain extremely busy with labor negotiations activity and health care conversion processes.

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¶ The Human Resource Department's priorities continue to be settlement of the labor contract and development of a new health care plan. Significant progress was made on both priorities over the month of October. ¶

LABOR CONTRACT NEGOTIATIONS CONTINUE¶

¶ The LTD negotiations team met with the Amalgamated Transportation Union negotiators on October 14. LTD's full package was presented, including economic offerings. Bot ...

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Franklin EmX Corridor Design Changes Since Project Approval in May/June 2001

Category	Item	Spring 2001 Design	Final Design	Reason/Comments
Vehicle	Length	40-foot or 60-foot vehicle	60-foot articulated vehicle	Larger vehicle provides space for ridership growth and can better accommodate bicycles
	Appearance	Not determined	Will have a redesigned, sleeker exterior	Vehicle manufacturer New Flyer Company has agreed to exterior modifications
	Propulsion	Not determined	Hybrid-electric propulsion	"Greener" System well tested and available
ITS/Fares	Guidance, Docking	Yes	LTD is pursuing the use of mechanical guidance, while participating on a study of automated guidance.	Guidance system not yet commercially available
	Real-Time Passenger Information	Not anticipated for initial implementation	Project development is underway, though may not be available by the start of the Franklin Corridor	Opportunity arose to develop system as part of a new Automated Vehicle Locator system
	Fare Machines	Included on platforms	Eliminated (service will operate without fare payment). Infrastructure included for future installation.	LTD will test "Free fare corridor" as a 2 yr. demonstration project, while also saving costs for fare machines and ongoing fare collection and enforcement.
Street Geometry	EmX lane widths	10 feet	10.5 feet	The extra half foot of lane width is needed to accommodate manual steering
	Franklin, Agate to Moss	Two EmX lanes on either side of the median	Two EmX lanes on the south side of the median	Lanes on north side had business impact, while additional lane on south side affected only the UO parking lot
	Franklin, Moss to Villard	Two EmX lanes	Single, bi-directional EmX lane	Second lane had impact on historic trees and median area and would provide only marginal operational benefit
	Franklin, Orchard to Walnut	Two EmX lanes	Single, bi-directional EmX lane	Second lane had impact on historic trees and median area and would provide only marginal operational benefit
	Transitway, east of Walnut Station	EmX lanes criss-cross	EmX lanes do not criss-cross	Vehicles with doors on both sides eliminated need for criss-cross. Criss-cross had tree impacts
	Main Street	Two blocks of exclusive/shared lane between Pioneer Parkway East and Mill Streets	EmX travels in mixed traffic	There were operational and safety problems with Main Street lane.
	South A Street	No median separating transit lane from other traffic	Median established between transit lane and other traffic	The median acts as a traffic calming device, which will slow traffic and improve pedestrian safety.
Aesthetics	Undergrounding of utilities	Not included	The aboveground power and communication lines on the north side of Franklin between Onyx and RiverFront Parkway will be relocated underground	The undergrounding is the result of a partnership between the City, EWEB, and LTD
Stations	High Street	Platform south of transit way	Platform north of transit way	Detailed engineering determined that this was a better design
	Glenwood	Median Stations at Motor Pool, Henderson, and Brooklyn	Median station at McVay. Curbside stations at Glenwood and Lexington.	McVay station determined to be a better location than Brooklyn. Change to curbside stations to reduce cost and allow later relocation of station with Glenwood redevelopment.
Traffic Signals	Kincaid and 11th	New traffic signal	No new traffic signal	Dad's Gate design did not require new traffic signal

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: MARCH 2005 EMPLOYEE OF THE MONTH

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

BACKGROUND: **March 2005 Employee of the Month:** Training Supervisor/Bus Operator John Dahl was selected as the March 2005 Employee of the Month. John was hired by LTD in December 1991, and previously was selected as the Employee of the Month in 1994 and 1996. As an operator, he has received a five-year safe driving award. He also has worked in planning and now is the District's part-time training supervisor. He was nominated by a guest who says that she loves to ride his bus because she tends to get motion sickness when she rides the bus . . . but not with John. She also appreciated his happy demeanor at 6:50 in the morning.

When asked to comment on John's selection as Employee of the Month, Director of Transit Operations Mark Johnson said:

John Dahl is the Transit Operations half-time training supervisor. The other half of his time is dedicated to being a bus operator. John has done an excellent job of maintaining high-quality training programs for new employees, as well as senior employees and supervisors. He has been able to face the demands of a part-time position that requires full-time attention, and he has done it with great humor and professionalism. John is very willing to step up and do whatever is necessary to ensure that his instructors get what they need to function at a high level and to maintain the integrity of LTD's training programs.

John is also an excellent bus operator. He was hired in 1991 and has had nearly a spotless career as an operator, including two previous Employee of the Month awards.

John has been an excellent employee in many ways and is always willing to help to make sure that LTD looks good in the community. John is very deserving of the March Employee of the Month award.

Our congratulations to John on his selection as the March 2005 Employee of the Month!

AWARD: John will attend the February 16, 2005, meeting to be introduced to the Board and receive his award.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d)

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: That the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Members of the District's negotiating team will be present for this discussion.

ATTACHMENT: None

PROPOSED MOTION: I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: BOARD EXTERNAL COMMITTEE ASSIGNMENTS

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: That the Board president make assignments to several external committees

BACKGROUND: Board members participate on behalf of LTD on several external committees. Those committees and their current Board representation are attached. Following Board turnover at the end of December 2004, two positions are vacant on the BRT Steering Committee. Additionally, Ms. Ban has requested an alternate for the Region 2050 Advisory Committee, and it has been helpful to have an alternate for MPC meetings, as well. At this meeting, Board President Gerry Gaydos will make assignments to fill those vacancies.

ATTACHMENT: LTD Board of Directors Committees and Special Assignments

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: FRANKLIN CORRIDOR DESIGN REVIEW

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: None.

BACKGROUND: The Franklin Corridor EmX project was given final approved by the Eugene and Springfield City Councils, the Lane County Commissioners, and the LTD Board in the spring of 2001. At that point, the project moved into final design and eventual construction. As a result of continued design refinements, continued discussions and negotiations with partner agency staff, and budget impacts, the Franklin Corridor project has changed somewhat compared with the project that was approved in 2001.

The perception from many people is that the project has changed radically from what was approved in 2001, and that the changes have had the impact of "diluting" the transit priority and other project features included in the original BRT design. The attached table provides a comparison of the 2001 design compared with the current design, highlighting the changes that have been made to the project.

As you can see from this table, there have been some changes from the original design concept. The changes were driven by a number of factors, the most significant being creating a project "true" to the BRT concept that also met civil engineering design and safety requirements. This project has been a learning process for both the transit and traffic engineers and together they have done an outstanding job. Overall, the project today is consistent with the original BRT design and intent approved in 2001.

ATTACHMENT: Table: Franklin Corridor EmX Design Changes

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

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

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

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. **Annual Strategic Planning Work Session**: The Board's annual two-day strategic planning work session has been postponed until sometime in March. Staff will work with the Board to schedule a new time.
- B. **FY 2005-06 Pricing Plan**: No changes are being proposed to the current fare ordinance. The pricing plan will be brought to the Board for approval at the March 16, 2005, regular meeting.
- C. **FY 2005-06 Annual Route Review and Service Recommendations**: The second public hearing on proposed changes to routes and schedules has been scheduled for 6:30 p.m. on March 14, 2005, in the Bascom/Tykeson Rooms of the Eugene Public Library. The Board will be asked to approve the final recommended service package at the March 16, 2005, regular meeting.
- D. **Capital Improvements Program (CIP)**: An update of the CIP will be discussed with the Board at the March 16, 2005, regular Board meeting.
- E. **Long-range Financial Plan**: The updated Long-range Financial Plan will be discussed with the Board at the March 16, 2005, regular meeting.
- F. **Public Transportation Discretionary Grant Program**: LTD will be submitting a Consolidated Application to the Oregon Department of Transportation for projects to be funded within Lane County in support of public transit services. Grant applications will be brought to the Board for authorization at the March 16, 2005, regular meeting.

- G. **Federal Management Oversight Review Report**: The final report on the recent Federal Management Oversight Review will be presented to the Board as soon as it is available, likely in March 2005.
- H. **LTD Retirement/Pension Plan Review**: A work session to review the LTD retirement and pension plans will be on the agenda in late spring or early summer 2005.
- I. **Information on LTD Purchasing Policy**: An update on LTD's Purchasing Policy will be brought to the Board in the next few months.
- J. **Executive Sessions on Labor Negotiations**: Executive (non-public) sessions to discuss labor negotiations will be scheduled as needed.
- K. **EmX Updates**: Various action and information items will be placed on Board meeting agendas during the design and implementation phases of the EmX bus rapid transit project.



LTD General Manager's Report to the Board of Directors

February 16, 2005

Prepared by Ken Hamm, General Manager

FUTURE DATES TO REMEMBER

February 21, 2005	LTD Administrative Offices Closed for Presidents' Day
March 14, 2005	LTD Board Work Session—Second Public Hearing on Service and Fares
March 16, 2005	LTD Regular Board Meeting
April 11, 2005	LTD Board Work Session (tentative)
April 10, 2005	LTD Regular Board Meeting
April 27, 2005	First LTD Budget Committee Meeting
April 28, 2005	Second LTD Budget Committee Meeting
May 4, 2005	Third LTD Budget Committee Meeting, if needed
June 13, 2005	LTD Board Work Session (tentative)
June 15, 2005	LTD Regular Board Meeting (budget adoption)
July 30-Aug 2, 2005	APTA Board Members Seminar
Sept. 25-28, 2005	APTA Annual Meeting and EXPO

EXTERNAL ACTIVITIES

State Representative Briefings

On January 26th Doug Barber and I visited with each member of the Lane County state legislative delegation to give them a personal update on labor negotiations.

SEL

On January 21st and February 4th I met with fellow Springfield/Eugene/Lane County public administrators in our regular semi-monthly meetings.

Mayor Piercy

On January 21st I briefed Eugene Mayor Piercy on the labor negotiations. She expressed her concerns about the impacts of a potential strike on the citizens of the area.

State House Transportation Committee

On January 26th Doug Barber and I testified in front of the Oregon House Transportation Committee on bus rapid transit and the proposed Connect Oregon economic program.

City of Eugene Meeting

On January 28th I met with City of Eugene Public Works Director Kurt Corey and Fire Chief Tom Tallon, to talk about common issues and look to future collaboration.

INTERNAL ACTIVITIES

Administrative Brown Bag

On January 21st a brown bag lunch meeting with administrative employees was held to update them on labor negotiations.

Position Openings

Due to retirements, several positions are being recruited for at LTD. They include operators, mechanics, the director of fleet maintenance, and the manager of transit operations.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: PROGRESSIVE CORRIDOR ENHANCEMENT

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None

BACKGROUND: In Spring 2004, the Board directed staff to develop a proposal for incremental development of transit corridors, with the eventual goal to establish a full EmX treatment on some of those corridors. This incremental development approach has been called Progressive Corridor Enhancement (PCE). PCE would not apply to the Franklin EmX Corridor, which is under construction, or the Pioneer Parkway EmX Corridor, which is undergoing environmental review, but could be used on subsequent EmX corridors.

Through subsequent discussions with the Board, a plan has been developed to consider four levels of development for transit corridors. This plan is summarized on the attached document.

The purpose of this work session is to review the current status and funding of PCE and to discuss possible approaches to further implementation of PCE. Direction from the Board will guide the FY 2005-06 staff work plan and Capital Improvements Program.

ATTACHMENT: Progressive Corridor Enhancement: Improving Transit on Key Corridors

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: MONTHLY PERFORMANCE AND LABOR TRENDS REPORTS

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

BACKGROUND: In response to a request by the Board for regular reporting on the District's performance in several areas, monthly performance reports are provided for the Board's information. The performance reports now are being distributed with the monthly financial statements as a separate packet. Earlier agenda packet preparation deadlines have necessitated this change.

As begun at the May 19, 2004, Board meeting, the monthly *Eugene/Springfield Metro Labor Trends* publication from the Oregon Employment Department also is included for the Board's information.

Staff will be available at the meeting to respond to any questions the Board may have.

ATTACHMENTS: January 2005 Performance Report
Eugene/Springfield Metro Labor Trends
(both included in a separate packet for the Board)

PROPOSED MOTION: None



Progressive Corridor Enhancement: Improving Transit on Key Corridors February 16, 2005

Bus rapid transit (BRT) has been identified in the Regional Transportation Plan as the preferred transit strategy for the Eugene/Springfield area. Lane Transit District has begun implementing EmX (the name selected for the BRT system). The first corridor, Franklin EmX, is under construction and the second corridor, Pioneer Parkway EmX, is in the environmental review process.

The EmX system includes many features such as transit signal priority, wider stop spacing, improved stops and stations, off-board fare collection, level boarding, and exclusive transit right-of-way. All of these features are included in the initial construction of the first two corridors. LTD is considering a progressive implementation of these features for future corridors.

The new progressive corridor enhancement approach would allow faster implementation of transit corridor improvements while the commitment to complete the design on all planned EmX corridors remains unchanged.

LTD has identified the following four levels of EmX corridor improvements. The implementation sequence and schedule are dictated by funding and community support.

Item	Level 1	Level 2	Level 3	Level 4
Transit signal priority	★	★	★	★
Extended stop spacing (4 stops per mile)		★		
Passenger shelters at most stops		★		
Selected queue-jumpers		★		
Extensive queue-jumpers			★	
Exclusive transit ways or transit lanes				★
Wide stop spacing (2 to 3 stops per mile)			★	★
Stations with extensive passenger amenities			★	★
Off-board fare collection			★	★
Level boarding			★	★
Automated guidance and precision docking				★

Advantages of Progressive Corridor Enhancement

- ❑ Current transit service along corridors would benefit from travel time savings
- ❑ Experience from incremental improvements would help prioritize future investments
- ❑ Community and business partners will experience enhanced transit and advocate for additional enhancements
- ❑ Financial investments can be made incrementally in concurrence with community growth and development
- ❑ Progressive enhancements facilitate movement to the next level of corridor development

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: SPECIAL RECOGNITION OF MARYLEE TURNER,
Oregon Commission for the Blind

PREPARED BY: Terry Parker, Accessible Services Manager

BACKGROUND: Marylee Turner has been a longtime advocate and supporter of accessible services. She has served on numerous LTD committees and work groups to guide, direct, persuade, cajole, and push LTD to become one of the most accessible public transit services in the country.

If Marylee has been anything, she has been tireless in her pursuit to make services ever better for people with visual impairment and blindness and by doing so has made our system work better for every guest who boards an LTD bus.

Marylee is leaving her longtime position with the Oregon Commission to the Blind to pursue other work in Portland. It is our loss and Portland's gain. She will be missed.

RECOGNITION: Marylee will attend the February 16 meeting to be introduced to the Board and receive a token of thanks for her hard work, support, encouragement, and (occasionally) "putting our feet to the fire" to improve services for all of LTD's guests.

AGENDA ITEM SUMMARY

DATE OF MEETING: February 16, 2005

ITEM TITLE: WORK SESSION: REGION 2050 STATUS REPORT

PREPARED BY: Stefano Viggiano, Development Services Director

ACTION REQUESTED: None

BACKGROUND: Region 2050 is a collaborative, long-range planning process to improve and sustain the quality of life in the Southern Willamette Valley. LTD has been a participant and sponsor of the Region 2050 project. Board Member Susan Ban represents the LTD Board on the Region 2050 Policy Board, and staff participate on the Region 2050 Technical Advisory Committee. At the February 9th Policy Board meeting, LTD Senior Strategic Planner Lisa Gardner and LCOG Transportation Program Manager Tom Schwetz gave a presentation on the Region 2050 transportation evaluation process

Carol Heinkel, Lane Council of Governments (LCOG) Region 2050 project manager has requested a meeting with the LTD Board to provide a status report on the planning process. At the February 16, 2005, Board meeting, Ms. Heinkel will make a presentation on the 2050 project, and Tom Schwetz will discuss the transportation evaluation process.

ATTACHMENT: **Cover Memo** from Carol Heinkel
Attachment A: Alternative Regional Growth Scenarios Concepts and Evaluation
Attachment B: Regional Goals and Objectives
Attachment C: Alternative Regional Growth Scenarios: Public Outreach and Involvement Plan Outline
Attachment D: November 23, 2004 memo from Lisa Gardner and Tom Schwetz: Transportation Evaluation Overview
Attachment E: Frequently Asked Questions

PROPOSED MOTION: None

New I-35W bus lane would triple ridership

The Minnesota Department of Transportation (MnDoT) released its anticipated bus rapid transit (BRT) study mid-January, predicting the service would triple current ridership.

BRT uses dedicated express lanes to move riders between light-rail-like stations. The study said BRT is feasible, and daily ridership would grow from 15,000 to 43,000.

The \$51 million plan would require \$35 million beyond expected fare revenue.

Linden Hills DFL State Rep. Frank Hornstein and Lakeville Republican State Rep. Mary Liz Holberg teamed up to make the study a reality. Hornstein said the results have left him "hopeful."



A computer-generated illustration of an I-35W BRT station.

Major findings and recommendations

The study recommended that BRT be extended into downtown north of 46th Street, a city priority. In current Crosstown/I-35W junction reconstruction project plans, the BRT lane extends north from 84th Street to 46th Street. The study said BRT could be incorporated into existing I-35W projects, including the plan to reconfigure ramps between 26th and 38th streets.

The study forecasts that BRT buses would serve more passengers without adding additional driving lanes and run at posted speeds.

The study recommends that BRT operate in a shared lane with multi-passenger cars. Such a lane takes the least land and is the cheapest way to move more passengers, it said.

The study also recommended BRT stations along the highway, like the one projected for I-35W at 46th Street. Both recommendations are in line with current reconstruction plans.

Service would mix station-to-station, express and local routes.

The study recommends first incorporating elements into the Crosstown project, then adding the north-of-46th BRT lane.

The \$35 million funding gap includes the cost of new buses, BRT stations, and suburban park-and-ride lots.

Hornstein said he and Holberg are now discussing how to incorporate funding for BRT into this legislative session.

News from King County Transportation

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Metro 'crowns' Aurora bus stops

Artwork caps off multi-year, inter-agency project to improve bus service on corridor

[King County Metro Transit](#) is giving an eight-mile stretch of Aurora Avenue North a new look this week, as transit crews install "crowns" on 17 bus shelters between North 46th Street in Seattle and North 192nd Street in Shoreline.

The crowns are actually blue metal sculptures designed by local artist Steve

Gardner. The crowns cap off a bus shelter enhancement program along Aurora that complements significant improvements in bus service along the corridor.

Metro has been working with the cities of Seattle and Shoreline to improve transit service along Aurora for the past several years. Projects include: signal priority for buses at congested intersections; removal of on-street parking in some locations to speed up bus travel; more frequent bus service; and better bus shelters with improved locations, lighting inside the shelters, benches, and the new crowns. Additional crowns will be installed in 2005, as other bus zone improvement projects are completed



along the corridor.

"Metro collaborated with the city of Seattle, the city of Shoreline and artist Steve Gardner to come up with a low-tech, low-cost design that give the bus stops an integrated look along the Aurora corridor," said Metro General Manager Kevin Desmond. "The 'water, mountain, nature' theme of the artwork speaks to the idea that taking the bus is an environmentally friendly way to travel and as natural as rainwater in the Northwest. It is also a fitting way to 'crown' all our hard work to improve this transit corridor."

One of the first steps that made the Aurora corridor more transit friendly was the installation of Transit Signal Priority (TSP) technology at 19 intersections, a project that was completed in 2002. TSP allows specially equipped buses to communicate with an approaching traffic signal and ask it to provide additional green light time for the bus.

Then in 2003, the [Seattle Department of Transportation \(SDOT\)](#) and Metro worked closely with businesses and the surrounding neighborhoods to address congestion between North 85th and North 105th streets. Parking was restricted for approximately 10 blocks to help ease congestion, resulting in better transit and traffic flow and access to businesses. A southbound Business Access and Transit (BAT) lane was installed to provide a dedicated travel lane during the morning commute for buses from North 50th Street to North 40th Street. Seattle also has plans to redevelop its section of Aurora

between North 110th and North 145th streets. The city has selected a consultant to initiate the design and environmental phase of the project.

In September 2003, Metro significantly increased service on [Route 358](#), which supplies most of the transit service on Aurora Avenue North. The route now runs, at minimum, every 15 minutes in both directions Monday through Saturday, and every 20 minutes on Sundays. The schedule improvements attracted 1,000 additional daily riders in the first year they were implemented.

Shoreline is currently working on plans to redevelop its section of Aurora. [Phase 1](#) is the section between North 145th and North 165th streets. Construction will begin in 2005, and include: new curb, gutter and sidewalk on both sides of the street; new stormwater drainage system; transit right-turn-only curb lanes in both directions; new signals and related communication systems; upgraded bus stops; improved street lighting; and new access management measures to improve safety.

Overall, the busiest sections of Aurora Avenue North carry more than 40,000 cars and 7,200 bus riders daily. The city of Seattle has estimated that Aurora will experience a 35 percent increase in traffic over the next 15 years. Plus, the Route 358 is among Metro's top five transit routes in all of King County, with more than 2.5 million passenger trips per year. Ridership on the 358 has increased 20 percent in the past several years.



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