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LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, June 15, 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	
Kleger _____ Kortge _____ Ban _____ Davis _____	
Eyster _____ Gant _____ Gaydos _____	
<u>The following agenda items will begin at 5:30 p.m.</u>	
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V. BOARD CALENDARS (5 minutes)	05
VI. WORK SESSION	
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VII. EMPLOYEE OF THE MONTH – July 2005 (5 minutes)	15

VIII. AUDIENCE PARTICIPATION

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

IX. ITEMS FOR ACTION AT THIS MEETING

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| A. | Consent Calendar (1 minute) | 16 |
| | 1. Minutes of April 20, 2005, Regular Board Meeting (Page 17) | |
| | 2. Minutes of May 11, 2005, Special Board Meeting (Page 23) | |
| | 3. Minutes of May 18, 2005, Canceled Board Meeting (Page 26) | |
| | 4. Boundary Resolution (Page 27) | |
| | 5. Commuter Solutions Supplemental Budget (Page 29) | |
| B. | Surface Transportation Program Funds (15 minutes) | 31 |
| C. | Supplemental Budget for Fiscal Year 2004-05 (10 minutes) | 42 |
| D. | Budget Adoption for Fiscal Year 2005-06 (15 minutes) | 45 |
| | 1. Staff Presentation | |
| | 2. Opening of Public Hearing by Board President | |
| | 3. Public Testimony | |
| | ▪ Each speaker is limited to three (3) minutes. | |
| | 4. Closing of Public Hearing | |
| | 5. LTD Board Deliberation and Decision | |
| E. | Progressive Corridor Enhancement (20 minutes) | 52 |
| F. | Youth School Bus Pass Program for 2005-06 School Year (15 minutes) | 58 |

X. ITEMS FOR INFORMATION AT THIS MEETING

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| A. | Current Activities | |
| | 1. Board Member Reports (respond if questions) | 65 |
| | (a) <u>Meetings Held or Attended</u> | |
| | (1) Salaried Employees Retirement Plan/ATU Pension Plan Trustees Meetings – May 19 | |
| | (2) Springfield Chamber Legislative Committee - May | |

	(3) BRT Steering Committee – June 7	
	(4) Metropolitan Policy Committee – June 9	
	(5) Eugene Chamber Local Government Affairs Committee – June 10	
	(b) <u>No Meetings/No Report</u>	
	(1) Region 2050 Policy Advisory Board	
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	A. LTD Retirement/Pension Plan Review	
	B. EmX Updates	
XII.	ADJOURNMENT	

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).



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**CONSENT CALENDAR ITEM:
RESOLUTION REAFFIRMING DISTRICT BOUNDARIES**

Prepared by Stefano Viggiano, Director of Development Services
June 15, 2005

ACTION REQUESTED

Approval of resolution reaffirming District boundaries

BACKGROUND

Oregon Revised Statutes 167.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory in which the system will operate. No changes are recommended to the LTD boundary for FY 2005-2006. Attached for the Board's approval as part of the Consent Calendar for June 15, 2005, is a Resolution reaffirming LTD's boundaries for the coming fiscal year.

CONSEQUENCES OF REQUESTED ACTION

The District will operate within the boundaries set forth in Ordinance No. 24 (2000 Revision).

ATTACHMENT

LTD Resolution No. 2005-017, A Resolution Reaffirming the Territory in the District Within Which the Transit System will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

RESOLUTION

LANE TRANSIT DISTRICT

LTD Resolution No. 2005-017

A RESOLUTION REAFFIRMING THE TERRITORY IN THE DISTRICT
WITHIN WHICH THE TRANSIT SYSTEM WILL OPERATE IN
ACCORDANCE WITH OREGON REVISED STATUTES 267.207(3)(a)

WHEREAS, ORS 267.207(3)(a) requires that the Board of Directors of the Lane Transit District annually determine the territory in the District within which the transit system will operate;

THEREFORE, HEREBY BE IT RESOLVED, that for Fiscal Year 2005 – 2006, the Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance Number 24 (2000 Revision).

Date Adopted

Board President

AGENDA ITEM SUMMARY

2

DATE OF MEETING: June 15, 2005

ITEM TITLE: MAY FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND: Financial results for the first eleven months of the 2004-05 fiscal year are summarized in the attached reports. Please note that the reports do not include budget adjustments requested in the supplemental budget agenda items in the consent calendar and action section of the June 15 agenda.

Passenger fare receipts continued to decline in May. As a result, fare receipts are now 5.8 percent below those of the same eleven-month period last year. Group pass receipts are slightly ahead of last year, and down due to credits given for no strike service and one week of free service in March. Ridership for the rolling twelve-month period, which ended May 31, is up 1.8 percent, despite the one-week service interruption in March, an improvement over the 1 percent increase reported in May.

Payroll tax revenues are up 9.1 percent versus last year. Year-to-date receipts are now more than \$1,300,000 ahead of budget. This positive outcome will help offset negative expenditure variances in personnel services and materials and services.

Self-employment receipts are ahead of budget through May, and about even with the same period last year. As noted in the March report, state-in-lieu funds were essentially flat versus the same three-quarter period last year. State-in-lieu funds are disbursed by the Oregon Department of Administrative Services at the end of each calendar quarter.

Total personnel services expenditures, the largest category of operating expense, show a net growth of 5.7 percent through May, the same rate of increase reported last month. Wages and benefits paid to employees represented by Amalgamated Transit Union 757 (ATU) are up 5.9 percent over last year, which is also what was reported last month. Net administrative wages and benefits have increased 5.3 percent due to a reduction in the personnel services expenditures charged to capital projects.

Materials and services results vary widely from department to department. Total materials and services are significantly higher for the first eleven

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 high fuel cost (discussed below) and legal expenses associated with the lengthy contract negotiation process, both of which are included in the supplemental budget request. 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 May. The current-year budget assumed \$1.13 per gallon, as previously reported. The average eleven-month price through May 31 rose to \$1.5538 per gallon, up from \$1.5454 reported for the ten-month average. While the price per gallon is still well over what the FY 2004-05 budget assumed, the rate of monthly growth has slowed. The negative variance for fuel year to date is now \$320,000. The low price for the year occurred on December 15 at \$1.1738. The per gallon price on May 31 was \$1.5718, down from a high over \$2 reported two months ago.

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 eleven months of the fiscal year.

The Commuter Solutions Fund is as expected through the first eleven months of FY 2004-05. The anticipated temporary deficiency of revenue as compared to expenditures, as explained in the consent calendar budget adjustment for this fund, will be corrected with a loan from the General Fund that will be repaid in FY 2005-06. Accessible Services Fund expenses are also generally as anticipated through May, but higher than anticipated by the current-year budget. An Accessible Services Fund budget adjustment is included in the supplemental budget agenda item resolution.

Capital Projects Fund activity in May slowed as the new RideSource facility neared completion and work progressed on the tenant improvements at the Springfield Station. Construction work on the Franklin Corridor EmX project continued, as did planning for the Pioneer Parkway EmX corridor.

The FY 2005-06 Proposed Budget was approved on May 12. The FY 2005-06 Approved Budget was included in the action item section of the June 15 Board meeting agenda.

As previously noted, a supplemental budget was also advertised for the June 15 meeting, and the Board will be asked to approve adjustments to the FY 2004-05 Adopted Budget required by additional expenses associated with negotiating and implementing the new Amalgamated

Transit Union 757 contract, grant timing anomalies, and by higher than anticipated fuel and demand-response service expenses.

The site visit for the Triennial Review, an FTA examination that occurs every three years, was conducted on June 9 and 10. Results of the review will be shared with the Board at a future meeting.

ATTACHMENTS:

Attached are the following financial reports for May 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: June 15, 2005

ITEM TITLE: MAY 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

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: ADOPTION OF FISCAL YEAR 2005-2006 BUDGET

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

ACTION REQUESTED: (1) Hold a public hearing on fiscal year 2005-2006 budget
(2) Adopt fiscal year 2005-2006 budget by attached resolution

BACKGROUND: The Budget Committee approved the budget for fiscal year 2005-2006 on May 12, 2005. The fixed-route operating budget is \$27,317,200. The grand legal total of all combined funds plus reserves and transfers is \$69,844,220. A public hearing on the budget must be held, and budget law requires that the Board of Directors must adopt a final budget before July 1, 2005.

The budget described in the attached resolution for all Lane Transit District funds is exactly the same as the authorized spending in the budget for FY 2005-2006 approved by the LTD Budget Committee on May 12. It should be noted, however, that the Accessible Services Fund and Commuter Solutions Fund probably will require supplemental budget action during FY 2005-2006. The Commuter Solutions Fund will need to appropriate repayment of the loan from the General Fund that occurred in FY 2004-2005 to compensate for a grant expected in FY 2004-2005 that will actually occur in FY 2005-2006. A resolution included in the Consent Calendar for this meeting adjusts the FY 2004-2005 Commuter Solutions budget for this loan. The Accessible Services Fund is currently considering taking on administration of state-funded Medicare ride brokerage services. Should a decision be made to do so and services begin in FY 2005-2006, it will be necessary to appropriate the additional pass-through funds.

As has been true in the past, the Capital Projects Fund budget is almost certainly higher than will be required by expenditures next year. LTD appropriates the entire balance of anticipated multi-year project contracts in each year of the project. There are no penalties for under-spending against budget appropriations. Appropriations cannot be transferred between budget categories without Board approval.

A copy of the final budget document will be provided to each member of the Budget Committee as soon as a FY 2005-2006 budget is adopted. Budget highlights and a brief overview will be presented at the June 15 Board meeting.

RESULTS OF RECOMMENDED ACTION:

Staff will file the adopted budget with the State of Oregon, as required, and the new budget will become the FY 2005-2006 business plan beginning July 1, 2005.

ATTACHMENTS:

1. Resolution
2. General Fund Budget
3. Commuter Solutions Fund Budget
4. Accessible Services Fund Budget
5. Capital Projects Fund Budget

PROPOSED MOTION:

I move approval of Resolution No. 2005-021, adopting the LTD fiscal year 2005-2006 budget and appropriating \$69,844,220 as represented in the resolution.



2005 – 2006 Youth Bus Pass Program Plan

Proposal

- Expand the current Youth Bus Pass Program to serve more high school students and add service for middle school students during the 2005-2006 school year.

Program Goals

- Reduce school-related traffic.
- Increase LTD ridership among youth.

Strategy

- Provide free LTD youth passes to motivate youth to ride the bus, and ride more often.
- Obtain an Oregon Department of Energy Business Energy Tax Credit (BETC) on the transit passes. These funds will reimburse LTD for the donated passes, and for costs incurred if increased youth ridership requires more LTD service.

Current 2004 - 2005 Program – 4,838 students

- LTD has been providing free bus passes to students at one regular high school and all alternative high schools in each of the Bethel, Eugene 4J, and Springfield districts.
- Duration 5 months (February through June, 2005).
- Youth ridership using the free passes is high. Youth boardings averaged 6,800 – 8,100 per week during test counts in February through May.
- Pre-surveys indicated that more than 25 percent of students who received the passes were infrequent LTD riders. These represent the prime target audience. Post-survey results will be available in late June.
- The majority of youth boardings are associated with bus stops near target schools during school hours.
- LTD has not needed to add service to meet the increase in youth ridership.

Assumptions for 2005-2006

- LTD Bus Pass value is \$17.50 per student month.
- LTD Group Bus Pass rate is \$3.37 per month in 2005; rate increases to \$3.47 in 2006.
- Program will receive pre-approval for Business Energy Tax Credit (BETC).
- Geographic scope includes schools within Eugene-Springfield area.
- Student numbers are estimated, based on 2004-2005 school enrollment. Some schools enroll many grade levels; for these schools I have extrapolated the number of students in grades 6-8 and 9-12.

Option 1: All Public and Private High Schools Plus One Public Middle School in each District – 13,750 students

- Springfield - Springfield Middle School or similar
- Bethel - Shasta Middle School or similar
- Eugene 4J - Roosevelt Middle School or similar
- Private high schools enroll about 932 students.
- Duration: October 2005 – June 2006 (9 months)

School Level	Number of Students
High School	12,250
Middle School	1,500
Total	13,750

What	Amount for Oct - June	Calculation
Value of LTD Youth Bus Pass for 13,750 Students	\$2,165,625	\$17.50 x 13,750 students x 9 months
BETC Tax Credit	\$552,235	\$2,165,625 x 25.5%
Administrative Fee	< \$3,000 >	Set rate
BETC Application Fee	< \$16,240 >	\$2,165,625 x 7.5%
Net to LTD	\$532,995	\$552,235 - \$3,000 - \$16,240
LTD Group Pass Rate for 13,750 Students	\$425,700	\$3.44 x 13,750 students x 9 months
Funds for service needs, program administration, and program marketing, as appropriate	\$107,295	\$532,995 - \$425,700

Option 2: All Public and Private High Schools and Middle Schools in Eugene-Springfield area – 22,246 students

- Private high schools enroll about 932 students and private middle schools enroll about 543 students.
- Duration: October 2005 – June 2006 (9 months)

School Level	Number of Students
High School	12,250
Middle School	9,996
Total	22,246

What	Amount for Oct - June	Calculation
Value of LTD Youth Bus Pass for 22,246 Students	\$3,503,745	\$17.50 x 22,246 students x 9 months
BETC Tax Credit	\$893,455	\$3,503,745 x 25.5%
Administrative Fee	< \$3,000 >	Set rate
BETC Application Fee	< \$26,278 >	\$3,503,745 x 7.5%
Net to LTD	\$864,177	\$893,455 - \$3,000 - \$26,278
LTD Group Pass Rate for 22,246 Students	\$688,735	\$3.44 x 22,246 students x 9 months
Funds for service needs, program administration, and program marketing, as appropriate	\$175,442	\$864,177 - \$688,735

Eugene-Springfield Area: High and Middle Schools

Note: Student numbers are estimated based on 2004-2005 enrollment.

Bethel School District

High Schools	Enrollment	# Students
Kalapuya	135	135
Willamette	1470	1470
Subtotal High Schools	1605	1605
Middle Schools		
Cascade	465	465
Meadow View K-8	725	460
Prairie Mountain K-8	540	325
Shasta	495	495
Subtotal Middle Schools	2225	1745
Bethel District	3830	3350

Springfield School District

High Schools	Enrollment	# Students
Springfield	1560	1560
Thurston	1520	1520
Gateways Learning Center	210	210
Young Parent Program	40	40
Subtotal High Schools	3330	3330
Middle Schools		
Agnes Stewart	690	690
Briggs	510	510
Goshen K-8	115	70
Hamlin	540	540
Springfield	315	315
Thurston	535	535
Walterville K-8	190	115
Subtotal Middle Schools	2895	2775
Springfield District	6225	6105

Eugene 4J School District

High Schools	Enrollment	# Students
Churchill	1370	1370
Churchill Alternative	90	90
Life Skills Network @ Sheldon	50	50
Looking Glass New Roads	50	50
Network Charter School 6-12	90	53
North Eugene	1275	1275
North Eugene Alternative	40	40
Opportunity Center	165	165
Sheldon	1540	1540
South Eugene	1750	1750
Subtotal High Schools	6420	6382
Middle Schools		
Cal Young	570	570
Leonardo da Vinci @ Kelly	185	185
Family School @ Spencer Butte	85	85
French Immersion @ Roosevelt	130	130
Jefferson	355	355
Kelly	545	545
Kennedy	555	555
Madison	425	425
Monroe	645	645
Network Charter School 6-12	90	38
Ridgeline Montessori Public Charter School K-8	85	30
Roosevelt	690	690
Spanish Immersion @ Monroe	110	110
Spencer Butte	420	420
The Village School K-8	160	55
Yujin Gakuen Japanese @ Kelly	95	95
Subtotal Middle Schools	5145	4933
Eugene 4J District	11565	11315

continued

Eugene-Springfield Private High and Middle Schools

Note: Student numbers are estimated based on 2004-2005 enrollment.

Schools	Grades	Enrollment	Approx. Grade 6-8 Students	Approx. Grade 9-12 Students
Emerald Valley School	K-12	50	18	12
Eugene Christian School	K-8	180	60	0
Garden Way Christian Academy	K-9	80	21	4
Life Lutheran School	K-8	105	35	0
Lifegate Christian School	K-12	105	23	32
Looking Glass Riverfront School	9-12	190	0	190
Marist High School	9-12	535	0	535
O'Hara Catholic School	K-8	385	130	0
Oak Hill School	K-12	100	25	35
Pioneer Youth Corps Academy	6-12	130	56	74
St. Paul's Catholic School	K-8	260	90	0
Wellsprings Friends School	9-12	50	0	50
Willamette Christian School	K-8	250	85	0
Subtotal			543	932

ADDENDUM TO
JUNE 15, 2005,
BOARD MEETING AGENDA PACKET

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

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 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: June 15, 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.

1. **LTD Salaried Employees Retirement Plan and ATU Pension Plan Trusts:** Both Trusts meet quarterly. They last met on May 19, 2005. The next meeting has not yet been scheduled. Both plans have chosen to have a formal performance review of their investment firms and are changing their insurance brokers.
2. **Springfield Chamber Legislative Issues Committee:** Board Member Debbie Davis and Director of Marketing and Communications Andy Vobora attended the Springfield Chamber Legislative Issues Committee meeting in May. Debbie reviewed the economic report that LTD had commissioned. The group responded well to the information and appreciated hearing their concerns addressed through the study.
3. **BRT Steering Committee:** Board President Gerry Gaydos and Board members Dean Kortge and Debbie Davis are members of LTD's BRT Steering Committee, along with members of local units of government and community representatives. The Committee meets quarterly. The Steering Committee met on June 7, 2005. The agenda for that

meeting included a recommendation on the corridor to be selected for Progressive Corridor Enhancement and updates on the Franklin Corridor, the Pioneer Parkway corridor, and the vehicle purchase. The next meeting is scheduled for September 6, 2005.

4. **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, with Dave Kleger as an alternate. Ms. Ban and Mr. Gaydos attended the MPC meeting on June 10, 2005.
5. **Eugene Chamber Local Government Affairs Committee**: Board President Gerry Gaydos attended this committee's June 10 meeting to present the Joe Cortright economic analysis and to continue discussions about a payroll tax increase.

NO MEETINGS/NO REPORT

1. **Region 2050 Policy Advisory Board**: Susan Ban is the Board's representative on the Region 2050 Policy Advisory Board (Policy Board), with Mike Eyster as an alternate. The Policy Board last met on April 27, 2005. The next meeting is scheduled for June 22, 2005.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Ken Hamm, General Manager

ACTION REQUESTED: None

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

- April 25, 2005, letter from Governor Kulongoski inviting Board members and others to attend the first meeting to plan the Oregon Statehood Sesquicentennial Celebration on May 23, 2005

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, April 20, 2005

Pursuant to notice given to *The Register-Guard* for publication on April 13, 2005, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special board meeting on Wednesday, April 20, 2005, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Debbie Davis
 Mike Eyster
 Dave Kleger, Treasurer
 Dean Kortge
 Ken Hamm, General Manager
 Jo Sullivan, Clerk of the Board
 Lynn Taylor, Minutes Recorder

Absent: Gerry Gaydos, President
 Susan Ban, Vice President
 David Gant, Secretary

CALL TO ORDER – Mr. Kleger called the meeting to order and announced that in the absence of the Board president and vice president, a president pro tem must be designated to conduct the meeting.

ROLL CALL – General Manager Ken Hamm called the roll.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – Mr. Kleger was designated president pro tem by consensus of the Board.

BOARD CALENDAR – Mr. Hamm called the Board's attention to the Budget Committee meetings on May 11 and 12, 2005, at 6:30 p.m. each day and the special Board meetings that would precede the committee meetings at 5:30 p.m. each day.

WORK SESSION

Congestion Mitigation Program – Commuter Solutions Program Manager Connie Bloom Williams provided an overview of the regional program, which was initiated in 1995 to encourage the use of alternative modes of transportation with a focus on commuters, but had now expanded to meet other transportation needs of the region. She said the program was managed by a subcommittee of the Transportation Planning Committee (TPC) and was part of the Central Lane Metropolitan Planning Organization (MPO) structure. She said the program was supported by funding partners LTD, Lane County, City of Springfield, and City of Eugene, and a variety of grants.

Ms. Williams commented that construction related to road improvement projects presented one of the best opportunities through outreach and education to get people to change their patterns and behaviors. She said the goals of the Construction Mitigation Program were in alignment with the long-term goals of Commuter Solutions.

Consultant Chris Watchie said the unprecedented number of construction projects in the region over the next five to eight years presented a prime opportunity to educate the community about Commuter Solutions. She used a slide presentation to illustrate outreach strategies of the Congestion Mitigation Program and use of technology to keep the public informed and encourage use of transportation options through the www.KeepusMoving.info Web site. She was especially pleased at the partnership with the Oregon Department of Transportation (ODOT). She listed the short-term goals of the program—increase awareness of transportation options and decrease congestion associated with construction projects—while the long-term goals were to increase daily use of transportation options and decrease vehicle miles traveled. She pointed out that use of transportation options could prolong the life of the public's investment in infrastructure. She outlined a number of the outreach strategies employed by the program and noted that the Smart Ways to School program also had been an effective way to reach families.

Ms. Williams explained that the Commuter Solutions program currently was funded through the Metropolitan Transportation Improvement Program (MTIP), local match contributions of \$5,000 per partner, the Business Energy Tax Credit (BETC) program, and grants.

Mr. Eyster asked if effectiveness of the program was being measured. Ms. Williams replied that site-specific research was being conducted on the Smart Ways to Schools project and she expected results to be available in mid-summer. She said that a methodology was being developed to measure effectiveness of the Congestion Mitigation Program by random telephone surveys of approximately 1,200 households. Ms. Watchie added that traffic counts on key corridors would be used to determine traffic volumes prior to and during closures.

Mr. Kleger asked what impact construction would have on the fixed-route system. Marketing and Communications Manager Andy Vobora responded that information on the time and location of some closures would be used to redirect buses, but the impact on several parts of the system was unknown and would be evaluated as closures occurred. Additional buses and drivers would be available to respond to buses that got behind schedule.

Mr. Kleger said he had heard about a closure on Clear Lake Road due to the rebuilding of Fern Ridge Dam. He suggested that the information should be included on the Commuter Solutions Web site.

Mr. Hamm asked if flexible work schedules had been discussed with employers as an option. Ms. Williams said that the option identified as “creative work weeks” related to flexible work hours and, while it did not reduce vehicle miles by removing a vehicle from the road, it did help with congestion. She said that interest in group passes had greatly increased since outreach efforts began.

Fare Policy Update – Mr. Vobora reviewed the Fare Policy housekeeping changes related to recently adopted program changes. He pointed out specific changes in the legislative format document.

Mr. Kleger noted that the RideSource fare had been increased to the maximum fare allowed after being below the maximum for several years. He said the Special Transportation Advisory Council (STAC) agreed that the fare should not slip below the legal allowed maximum price again.

Continuing, Mr. Vobora said the Social Security Insurance recipient discount program had been replaced with the EZ Access Half-Fare Program, which provided half-price discounted fares to people aged 62 through 69 and to guests with disabilities and allowed people 70 or older to ride free.

ITEMS FOR INFORMATION AT THIS MEETING

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson remarked that the Commuter Solutions program annual budget was \$604,400. She indicated that fuel costs remained a problem and LTD was spending \$2.00 per gallon while \$1.13 had been budgeted, which would result in a serious budget overrun in that line item. She said there would also be a budget overrun in personnel services due to lack of a contract during the first eight months of the year and a new contract that was higher than anticipated. She said a supplemental budget would be requested in May or June 2005 and the Federal Transit Administration (FTA) triennial review was scheduled in June 2005.

Mr. Kortge asked if the voluntary employee benefit accounts (VEBA) were prorated over a period of time or funded up front for each new employee who was hired. Ms. Hellekson replied that VEBAs, unlike other accounts that were funded as they were used, were funded up front and each Amalgamated Transit Union (ATU) employee received the full amount as of April 2005.

Director of Human Resources and Risk Management Mary Neidig explained that LTD had agreed to fund VEBAs during the year at the full amount regardless of when people were hired because the full deductible had to be satisfied each year by the employee regardless of the hire date. She said it was to LTD's advantage to fund the accounts up front and at the full amount because the stop-loss program could be used to pay for exceptional medical costs if there was not enough in the VEBA; in order for the system to work as a whole the accounts had to be funded up front.

Legislative Update – Government Relations Manager Linda Lynch drew the Board's attention to information in their agenda packets that provided an update on state and federal legislative activities. She said the federal surface transportation bill was still not scheduled for floor action, although the Senate Finance Committee had completed the financing portion of the legislation. She did not expect action on the bill for at least another two months. She indicated that she had also included information on state school funding because of issues surrounding the question of reserves.

Mr. Kortge remarked that he had sent a personal note to Lane County Commissioner Peter Sorenson objecting to comments about LTD that he had made in the *Eugene Weekly*.

EMPLOYEE OF THE MONTH – Mr. Kleger stated that the May 2005 Employee of the Month would be postponed to the next meeting.

AUDIENCE PARTICIPATION – No one present wished to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **A. Consent Calendar** – Mr. Kleger moved adoption of LTD Board Resolution No. 2005-010: “It is hereby resolved that the Consent Calendar for April 20, 2005, is approved as presented.” Ms. Davis provided the second. The Consent Calendar consisted of the minutes of the March 29, 2005, special Board meeting and Budget Committee nomination of Jon Hinds.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Eyster, Kleger, Kortge (4)
NAYS: None
ABSENTIONS: None
EXCUSED: Ban, Gant, Gaydos

B. Long-Range Financial Plan – Mr. Kleger announced that this item was postponed until all Board members could be present.

MOTION **C. Fare Policy Update** – Mr. Kortge moved adoption of LTD Board Resolution 2005-012: “It is hereby resolved that the LTD Board of Directors approves the updated LTD Fare Policy as discussed and presented on April 20, 2005.” Ms. Davis provided the second.

Mr. Kleger noted that he had been present during the STAC’s discussions of special transportation needs of seniors and those with disabilities and the STAC was very supportive of the new EZ Access Program. He thanked Mr. Vobora and his staff for their efforts to create a program that was streamlined, was easy to use, and eliminated confusion.

VOTE The motion was approved as follows:
AYES: Davis, Eyster, Kleger, Kortge (4)
NAYS: None
ABSENTIONS: None
EXCUSED: Ban, Gant, Gaydos

D. Contract Review Board/Purchasing Regulations Update – Mr. Kleger called the Board into session as the Contract Review Board.

Purchasing Manager Jeanette Bailor explained that the role of the Contract Review Board was to update the Purchasing Policy, adopt exemptions to the rules contained in the policy, and change the delegations of authority or spending limits in the policy.

Public Hearing: Mr. Kleger opened the public hearing on the purchasing regulations update. There being no one wishing to speak, Mr. Kleger closed the public hearing.

Board Discussion and Decision: Ms. Bailor reviewed changes to the Purchasing Policy that resulted from reorganization of public purchasing policy rules during the last legislative session. She said the changes did not affect how projects were bid and awarded or contractors were selected, but it was necessary to reorganize LTD’s Purchasing Policy to be consistent with the State’s rules. She said there were no substantive changes to the rules, which related primarily to

classification of procurements. She referred to Section 5 relating to Class Special Procurements and reviewed the listed exemptions. She noted that all of the exemptions had been in the existing policy, which also included federal requirements.

MOTION Mr. Kortge moved that the LTD Board of Directors Contract Review Board adopt LTD Resolution 2005-013, A Resolution Adopting the Lane Transit District's Purchasing Policy and Rules as revised April 20, 2005. Ms. Davis provided the second.

VOTE The motion was approved as follows:
AYES: Davis, Eyster, Kleger, Kortge (4)
NAYS: None
ABSENTIONS: None
EXCUSED: Ban, Gant, Gaydos

Mr. Kleger closed the session of the Contract Review Board and returned to the regular Board meeting.

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Meetings Held or Attended - Director of Development Services Stefano Viggiano reported that the Metropolitan Policy Committee (MPC) met on April 14, 2005, and approved the Unified Planning Work Program and amendments to the MTIP, including use of Surface Transportation Program (STP) funds for planning activities. He said that LTD received \$143,500 for Pioneer Parkway EmX corridor project development.

General Manager's Report – Mr. Hamm reminded Board members to indicate their interest in attending the annual American Public Transportation Association (APTA) meeting and exposition in Dallas, Texas. He reported that he was meeting with Springfield City Manager Mike Kelly and assistant City Manager Cynthia Pappas to discuss future EmX activities and continuation of a collaborative relationship with the City. He also reported a meeting of the Health and Welfare Committee that included local and Portland-area union representatives. He said the discussion included improving communication and cooperation in order to establish a foundation for the next contract negotiations. He noted that the committee would continue to meet on a regular basis.

In response to a question from Mr. Kortge, Ms. Neidig explained that the membership of the committee was established under the contract and union representatives were knowledgeable about insurance issues and provided constructive input. Mr. Hamm added that the regional and local union governance structure provided for participation by state-level union representatives in discussions.

Transit Operation Manager Mark Johnson announced the promotion of Sue Quick to the position of Transit Services Manager. He said that an extensive recruitment was conducted and Ms. Quick was the outstanding candidate. He was pleased to be able to promote from within the LTD organization.

Mr. Hamm announced that the new Director of Maintenance Sam Marra would begin his employment on April 25, 2005.

ADJOURNMENT: The meeting adjourned at 6:58 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Wednesday, May 11, 2005

Pursuant to notice given to *The Register-Guard* for publication on May 10, 2005, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special meeting on Wednesday, May 11, 2005, beginning at 5:30 p.m., in the LTD Board Room, 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 meeting was called to order at 5:35 p.m. by Board President Gerry Gaydos.

SPECIAL SERVICE POLICY: Director of Marketing and Communications Andy Vobora noted that the Board has asked to have a discussion on LTD's Special Service Policy. He explained that there were two types of service that were different from the regular fixed-route service. Community event service was open to the general public. Charter service was designed to meet the needs of a specific group of individuals. The Federal Transit Administration (FTA) required that transit systems offer charter services only in limited situations and charge fees that totaled the District's fully allocated costs. However, the FTA did not require charging the fully allocated costs for community event service, and transit systems differed in how these services were designed and paid for. Mr. Vobora then briefly discussed the types of service outlined in the 1995 update of the Special Service Policy.

Mr. Vobora noted that a representative of the Oregon County Fair (OCF) had testified at a previous Board meeting. At that time, the Board had taken action to keep the OCF at the rate of \$78 per hour.

Mr. Vobora reviewed the table on page 7 of the agenda packet showing LTD's special service pricing scenarios. He reviewed the current charges and showed what different events would be charged if the District used the fully allocated costs, direct variable costs, full direct costs, or a combination of costs. He stated that if fully allocated costs were used, some events could not afford the service. In that case, LTD would not have the revenue, but also would not have the expenses associated with providing those services. The full direct costs added in some of the supervisory costs but not all overhead costs. He explained that staff were recommending a combination of the fully allocated costs for large events that required more staff work and supervision and full direct costs for smaller event services that were not so staff and time intensive.

He noted that the current full direct cost was \$71, but staff did not recommend reducing special event service costs from their current charge of \$78. Rather, staff recommended holding the cost to \$78 until the full direct cost caught up, and then increasing with future increases in the full direct cost. The larger events would pay the fully allocated cost (currently \$91 per hour).

Mr. Gant wondered if some event providers such as the University of Oregon would wonder why they were being charged more than others. Mr. Vobora said that the UO recognized that football and basketball service required additional supervision and staff time, and that staff could defend the fully allocated cost rate. He explained that football service required about 18 additional staff plus all the bus operators on game days. Mr. Hamm noted that some staff also volunteered their time on those days.

Mr. Eyster asked how staff would decide who was charged each rate. Mr. Vobora said that staff had a good sense of what it would take to implement services. They would analyze service requests if there were any questions.

Mr. Gaydos and Mr. Eyster suggested that criteria could be identified in the policy itself. Mr. Gant suggested something like "level one" and "level two" services. Mr. Kleger suggested listing what staff would look at in determining the level of service; i.e., what needed to be considered to provide a certain level of service. He did not think this could be done with a formula. Mr. Kortge was concerned that if this were not in the policy, people would think that they could just buy a certain level of service.

Mr. Kleger asked about some of the differences in supervisory commitment. Mr. Vobora explained that the Lane County Fair required one LTD coordinator at the fair site and one roving in the community. The Oregon Country Fair provided staff at the fair and at the Eugene Station.

Mr. Gaydos said he liked Mr. Kleger's suggestion for "consideration," so LTD would not have to list "x" number of supervisors, etc. Mr. Kleger thought that staff also should consider the proportion of the fleet that would be committed, as well as supervisors. He also thought that if enough extra hours of mechanics were required to get buses ready for regular service again, that would be an additional cost.

Mr. Vobora asked if the Board members were comfortable using the recommended combined costs. General Ledger/Grant Accountant Todd Lipkin explained that the lower amount, the direct cost, was based on the previous fiscal year with a 5 percent multiplier, and did not accurately reflect fuel prices or overtime pay. Mr. Gaydos said he was comfortable with the recommended \$78 for direct costs. Mr. Vobora said that there could be a standing review each year after the audit numbers were available.

The Board took no action on this item, but asked that it be brought back to the Board . . .

LONG-RANGE FINANCIAL PLAN: Finance and Information Technology Director Diane Hellekson note that on April 15 the Board has discussed various scenarios and instructed staff to come back with another one that increased the payroll tax beginning in 2007. In the new scenario, only one variable had changed. That was the payroll tax change and the date of change. This scenario showed no increase in the first three years. This meant that LTD would be entitled to increase the payroll tax by .002 in the fourth year, and then by .002, .002, .001, .001, and .001 in the following years. No transfer to capital was proposed in 2006-07.

Mr. Gant asked when the Board would need to act. Ms. Hellekson replied that the Board had said that it would like to begin to act in September, and to modify the ordinance only one time by including the dates of future increases. Future Boards could modify the ordinance if they wished. The Oregon Department of Revenue would have to be notified about the change in the summer of 2006, in order to print new forms.

Mr. Eyster moved for approval of LTD Resolution No. 2005-014: Resolved, that the LTD Board of Directors approves recommended changes to the LTD Special Service Policy, as presented on May 11 2005. Mr. Kleger seconded the motion.

The resolution was approved as follows:

AYES: Ban, Davis, Eyster, Gaydos, Kleger, Kortge (6)
NAYS: Gant (1)
ABSTENTIONS: None
EXCUSED: None

The next item on the agenda was scheduled for 6:20 p.m. Because the Employees of the Month had not yet arrived, the Board took a break from 5:55 p.m. until 6:20 p.m.

EMPLOYEE OF THE MONTH: Bus Operator Gail Johnson and Transit Operations Supervisor Ralph Dinnel were honored as the May and June 2005 Employees of the Month. Ms. Johnson, hired in late 1998, has earned awards for five years' safe driving, two years' CSO, and two years' excellent attendance, and also has received zero complaints in the past five years. She was nominated by a guest who appreciated her help with seniors getting situated on a crowded bus. Transit Operations Director Mark Johnson praised Ms. Johnson for taking care of her customers with care and compassion on a daily basis. After receiving her award, Ms. Johnson said that it was a privilege and an honor to be able to drive for LTD, and that she enjoyed what she did and enjoyed the people,

Mr. Dinnel was hired as a bus operator in 1992 and promoted to supervisor in 1999. He received seven years' safe driving awards, the second place award in the 1999 Bus Roadeo, and two nominations for excellence in providing service to persons with disabilities. He was nominated for his help locating a missing reduced fare rider after receiving a call from Portland. Mr. Johnson commended Mr. Dinnel for his calm manner and his excellent work in managing special events service, especially the transition at Autzen Stadium. After receiving his award, Mr. Dinnel thanked the Board and explained the situation in which the lost person was found within a matter of minutes by sending a description over the District's new radio system.

ADJOURNMENT: There was no further discussion, and the meeting was adjourned at 6:28 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: WORK SESSION: STAFF ASSIGNMENTS FROM APRIL 2005
BOARD STRATEGIC PLANNING WORK SESSION

PREPARED BY: Mark Pangborn, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: At the April 14-15, 2005, Board work session, a number of ideas and suggestions were generated by the Board. The ideas covered a wide range of topics with differing priorities. At the June Board meeting, I will spend a few minutes reviewing a proposed work plan and on how the staff intends to address these ideas.

ATTACHMENT: List of assignments

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: WORK SESSION: LTD BUS ADVERTISING PROGRAM CONTRACT RENEWAL

PREPARED BY: Andy Vobora, Director of Marketing and Communications

ACTION REQUESTED: Affirmation of staff recommendation to continue the bus advertising program.

BACKGROUND: In 1981 Lane Transit District began offering area businesses and national advertisers the opportunity to advertise on LTD buses.

Over the past 24 years, LTD has contracted with Obie Transit Advertising for the majority of this work. Obie began its transit advertising program here in Eugene and grew to become one of the nation's leaders in transit advertising. The local staff has created signature products that are now the industry standard. These products have allowed the transit district and Obie to prosper financially, while the general public has benefited from viewing creatively produced and applied ads.

As the success of transit advertising grew, the amount of revenue LTD received grew along with it. Most contracts were written to provide LTD a "guarantee," and if sales targets were exceeded, LTD would receive a "revenue share" of the additional sales. The amount of revenue collected peaked at more than \$500,000 annually in 2000-2001. Unfortunately for Obie and LTD, the 2001 recession brought the transit advertising industry to its knees. Obie was one of only two or three transit advertising companies to stay in business. They survived by restructuring their contracts and doing away with the "guarantee" amount. Obie staff worked hard to keep LTD as whole as possible during these times. LTD was able to place transit ads of its own as part of a trade for revenue during the restructuring period. Ultimately the contract was amended and LTD agreed to a straight 40 percent "revenue share" contract.

As the economy has improved, transit ad sales have increased and the District is again seeing growth in ad revenues. This past year LTD recognized nearly \$230,000 in ad revenues. While well below the nearly \$540,000 peak in revenues, current revenues are an important resource to the District and would be difficult to replace.

Obie Transit Advertising recently was sold to Lamar Advertising. Lamar is a long-time player in outdoor advertising, but has never ventured into transit advertising. The transition has gone smoothly and LTD has been fortunate to continue its primary relationships with former Obie staff who are now operating the Lamar transit ad program. Current plans call for Lamar to operate their transit ad program out of Eugene for at least two more years and then evaluate the need to consolidate operations.

LTD expanded advertising to include RideSource vehicles and has plans to do some limited ad sales with transit stations. The RideSource program has been well-received by advertisers and virtually no complaints have been raised by RideSource riders.

In 2003, the Board reviewed the program and made changes to include RideSource vehicles. The opportunity to discontinue the program can occur at virtually any time; however, doing so during the contract expiration cycle makes the most sense if the Board has any desire to stop placing ads on the vehicles. Staff believe strongly that the revenues garnered are important and the process should continue.

RESULTS OF RECOMMENDED ACTION:

Staff will proceed to prepare a request for proposal and solicit vendors to bid on the District's bus advertising program. Renewal is scheduled for January 2006.

ATTACHMENT:

None

PROPOSED MOTION:

None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 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 each Board meeting for discussion.

The enclosed Board Activity Calendars are included for the Board members' information. Please contact Jo Sullivan with any changes in your availability for LTD-related meetings and events, or to provide your summer and fall vacation dates.

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 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 June 15, 2005:

1. Approval of minutes: April 20, 2005, regular Board meeting
2. Approval of minutes: May 11, 2005, special Board meeting
3. Approval of minutes: May 18, 2005, canceled Board meeting
4. Approval of Resolution Reaffirming LTD Boundaries for FY 2005-06
5. Approval of Commuter Solutions Supplemental Budget for FY 2004-05

ATTACHMENTS:

1. Minutes of the April 20, 2005, regular Board meeting
2. Minutes of the May 11, 2005, special Board meeting
3. Minutes of the May 18, 2005, canceled Board meeting
4. LTD Resolution No. 2005-017, A Resolution Reaffirming the Territory in the District Within Which the Transit System will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)
5. LTD Resolution No. 2005-018, Fiscal Year 2004-05 Commuter Solutions Supplemental Budget

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

LTD Resolution No. 2005-016: It is hereby resolved that the Consent Calendar for June 15, 2005, is approved as presented.



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

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

MONTHLY DEPARTMENT REPORTS

June 15, 2005

GOVERNMENT RELATIONS

Linda Lynch, Government Relations Manager

A current report will be distributed at the Board meeting.

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

EmX PLANNING

Graham Carey, BRT Project Engineer

Pioneer Parkway Corridor: Staff are proceeding with the environmental assessment of the Pioneer Parkway EmX project. Five reports have been or are about to be finalized. They document various sections of the environmental process:

- Alternatives Eliminated
- Methods and Data sets
- Public Involvement Plan
- Purpose and Need
- Detailed Description of Alternatives

These reports will be reviewed by FTA and combined into the final Environmental Impact Statement.

MLK Parkway: The purchase of the additional right-of-way for the MLK Jr. Parkway EmX lane is complete. Staff await a final tally of the property purchase costs from Lane County.

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COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Group Pass/Employee Transportation Coordinator (ETC) Programs:

- New Group Pass Participants in June: The following organizations signed up for a Group Pass program, representing an additional 277 eligible bus pass participants:
 - Capella Market
 - Clueless at the Top
 - Lane County Catholic Worker
 - M.A.S. Enterprises
 - Oregon Supported Living
 - Oregon Temporary Services
- As a result of the CMP Project, 12 organizations signed up for the Group Pass Program.

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Emergency Ride Home (ERH) Program:

- Clueless at the Top (10 employees) signed up to provide their employees the ERH Program.
- As a result of the CMP Project, six organizations signed up for the program.

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Congestion Mitigation Program (CMP)/I-105 Construction Project

- The CMP Design Team held meetings on June 1 and June 17 to coordinate outreach efforts and provide updates on those efforts and with regard to the I-105 construction.
- Traffic counts are being done by Commuter Solutions, ODOT, and the county.
- Upon initial review of the traffic count reports, the information appears to have worked well with traffic volumes not as severe as the congestion modeling indicated.
- The I-105 project was completed June 26. Proactive communications, an accelerated construction schedule, and community patience contributed to a successful project. The www.keepusmoving.info Web site played a major role.
- Lane Council of Governments, Lane Transit District/Commuter Solutions, and the Oregon Department of Transportation will continue to develop the www.keepusmoving.info Web site as a gateway to regional transportation project information.
- The www.keepusmoving.info Web site had over one million hits between the start of the site through June 23.
- As a result of the initial mailings to all businesses regarding the project, there were 59 inquiries for Commuter Solutions program packets. Out of those 59 who received information on Commuter Solutions programs offered, 13 businesses (or 22 percent of the 59 inquiries) signed up to provide their employees (345 total employees) the Group Pass and/or Emergency Ride Home Program(s).
- Lane Council of Governments (LCOG) and Commuter Solutions are jointly working on an evaluation summary report of the CMP Project. The report should be completed by July 2005.
- Media/Public Outreach/Events:
 - **Media and Public Outreach:**

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1. Various media (television and radio) provided updated information on the I-105 road closures to the public. Commuter Solutions staff contacted interested media on a daily basis, beginning May 19, and provided construction updates and alternative modes of travel.
2. Early in the month, ODOT held a press conference to announce that the project would be complete in half the time from the initial 66 days of road closures.
3. Advertisements were published in the *Eugene Weekly*, *Springfield News*, and *The Register Guard*. Final advertisements were issued thanking the public for their patience during the construction and informing them of the EmX construction that is underway.
4. E-mail updates of the I-105 construction were provided on a weekly basis to more than 750 individuals/businesses.

Smart Ways to School Program

- Program Update:

- The Task Force on School-Related Transportation met on June 2.
- Lisa provided the LTD Board of Directors with a presentation on Smart Ways to Schools.
- KVAL provided news coverage on Edison Elementary School's Smart Ways to School contest.
- Seven school contests concluded with 600 students and more than 100 adults participating to walk, bike, bus, and carpool to school.
- Post-surveys were distributed to parents of students at all participating schools; data will be summarized in July.

- Regional Youth Bus Pass Program:

- Lisa provided the LTD Board of Directors with a presentation on the proposed student bus pass program. As a result of the presentation, materials presented, and review/discussion, the Board approved a bus pass program for all middle and high school students enrolled in public and private schools in the Eugene/Springfield area, which would begin October 2005.
- A Business Energy Tax Credit pass-through partner for the new program will be sought. The Pass-through Option allows a project owner to transfer the Business Energy Tax Credit project eligibility to a pass-through partner for a lump-sum cash payment. A project owner may be a public entity or non-profit organization with no tax liability or a business with tax liability that chooses to use the Pass-through Option.
- Post-surveys were conducted with high school students at participating schools; data will be summarized in July.

Regional Transportation Planning/Strategies

- LTD (Lane Transit District): LTD Board of Directors were provided with a monthly report of program updates. Please see above (Smart Ways to School) for additional information presented to LTD.

- TOAC (Transportation Options Advisory Committee):

- A special meeting to discuss STP-U fund allocation was held.
- The regular meeting of the TOAC was held on June 23.

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- * An update and future plans of the www.keepusmoving.info Web site was presented by LCOG.
- * A draft of the Commuter Solutions Strategic Goals, Strategies, and Actions for 2005-2010 was distributed to the group.
- TPC (Transportation Planning Committee): Connie submitted an application on various projects for possible use of the additional \$130,000 STP-U funds in conformance with the RTP and Commuter Solutions Strategic Plan, and other agency transportation plans. The application was granted as presented.
- PeaceHealth TDM Meeting: Marcia attended the monthly PeaceHealth TDM meeting.
- Clean School Bus Program: Commuter Solutions will pay \$1,500 to LCOG to assist in grant writing for an EPA Clean School Bus Program which, if awarded, LRAPA would implement.
- Valley VanPool: Marcia attended a meeting to discuss revisions to the current MOU and to discuss an ODOT Grant.
- TravelSmart
 - Marcia attended two meetings at ODOT in Salem to discuss the project.
 - ODOT has hired Socialdata as the contractor on the project. The contract will conduct three pilot projects in Bend, Eugene/Springfield, and Salem. The projects is a targeted dialogue marketing program to provide information and encouragement to individuals to:
 1. Reduce the number of trips taken;
 2. Walk, bicycle, carpool, vanpool, and use public transit as alternatives to driving alone; and
 3. Document the effects of the effort on personal travel behavior.
 - The program will identify the target households and types of trips made within each household that have the greatest potential for being eliminated or shifted to alternative modes.
 - The goal is to educate people on how to use their automobiles more wisely and to increase use of alternative travel modes.
 - Local partner agencies (LTD, Commuter Solutions, LCOG) will, in consultation with ODOT and Socialdata:
 1. Develop and provide marketing materials and incentives for use in the test pilot.
 2. Select target area. Target areas could include: BRT corridor, Santa Clara, and Oakpatch areas.
 3. Provide sufficient staff time and resources to ensure that Socialdata has adequate information and background regarding the selected target areas.
 4. Provide appropriate staff and resources to conduct in-home informational visits with project participants who request such a visit.
 - It is anticipated that the pilot project will be completed by Fall 2005.
- Marcia provided a presentation to Eugene Gastroenterology Consultants, P.C. on Commuter Solutions programs and transportation options.
- Commuter Solutions Strategic Plan: Staff met to discuss revisions to the Strategic Plan, which, when in final form, will be provided to appropriate partners.

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<#>MPC (mMetropolitan Policy Committee) approved for TDM for FY 05-06.

Deleted: available. Connie will submit STP-U applications on various projects for possible use of the additional STP-U funds in conformance with the RTP and Commuter Solutions Strategic Plan, and other agency transportation plans. Some of the applications will include (1) \$65,000 in unsecured funding; (2) funding of www.keepusmoving.info with partner agencies; (3) additional support staff for Commuter Solutions (Group Transit Pass & Performance Measurement Specialist; and Smart Ways to School); (4) unfunded projects (e.g., branding); (5) TravelSmart; (6) and others.¶

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Deleted: <#>TAGO (Transportation Alternatives Group of Oregon): Annette Speck attended TAGO's Board meeting on May 23. Agenda items included (1) Treasurer's report, which included a net profit/loss report on the 2005 Winter Transportation Workshop; (2) Review of and suggested amendments to the By Laws; and (3) Board Elections.¶
<#>Royal Caribbean: Connie attended a meeting with key Royal Caribbean staff on May 27. Royal Caribbean is building and opening a new location in the Gateway area, which should be completed in 2006.¶
<#>PeaceHealth TDM Meeting: Marcia attended the monthly PeaceHealth TDM meeting.¶

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- o The re-designed site is now operational. It took a long time due to vendor issues. However, the site looks good and is functioning well. Additional modifications will be made over time to make the functionality better. The next step in the process is to complete a storefront, which will allow on-line sales. This phase should be complete in the next eight weeks.
- **EmX**
 - o Sue Viggiano continues to do a great job managing day-to-day construction communications. People are informed and signage for vehicles has been timely and complete. Staff brainstormed a few ideas for promoting EmX as construction continues. This could be in the form of OpEd pieces or stories developed for the local media.
- **Branding**
 - o Art files are off to Lamar staff and staff hope to have the new "The Bus!" logo installed by June 30. Updates to staff shirts are underway. The old "swoosh" logo garments are being updated or replaced. New staff name badges arrived. Investigation into replacement of the Glenwood facility signage is occurring. If capital funds can be used, staff hope to update these signs in the near future.
- **Media**
 - o Contacts have been made around a variety of subjects including fuel prices, effects of the I-105 construction on bus service, and the approval of the 2005-06 budget.
 - o Business Beat submissions were made for Maintenance Director Sam Marra and Transit Services Manager Sue Quick. These were originally denied by the Register-Guard, but following a discussion with the new staff person in charge of this section, I was able to get them to agree to include LTD submissions. This same information was forwarded to Passenger Transport, APTA's newsletter.
- **Flash Pass**
 - o Sales are just getting started and more information will be available as we move through June. Media also is just beginning, and information is being delivered directly to many students' homes this year.
- **Spanish Information**
 - o Angie Sifuentez developed a Spanish fare flyer to assist bus operators who may have difficulty communicating fare information to Spanish-speaking customers. Bus operators will have these available in their operator manuals.
- **Outreach**
 - o Board Member Debbie Davis and I attended the Springfield Chamber Legislative Issues Committee meeting in May. Debbie reviewed the economic report LTD commissioned. The group responded well to the information and appreciated hearing their concerns addressed through the study.
- **Marketing and PR Plans**
 - o Updates are on the way. There are no major changes in direction; however, the District is celebrating the 20th anniversary of full accessibility and the 35th anniversary of existence. These two anniversaries will be featured throughout the year. The PR component will focus on outreach to inform community

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Staff are continuing to prepare for the federal triennial review that will occur June 9 and 10. The requested materials and questions have been completed and shipped to the reviewer. The Purchasing Policy approved at the April Board meeting has been implemented. Several Requests for Proposal are out at the current time, including parts, incident report software, and laundry services. The award for bus wash equipment has been made and work should commence in July. Bid documents are being prepared for HVAC equipment maintenance and repair, janitorial services, landscaping services, and (old) Springfield Station demolition and repair.

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INFORMATION TECHNOLOGY

Steve Parrott, IT Manager

IT staff are working at various levels on technology projects while continuing to support current systems and applications. APC surveys are being verified in preparation for analysis and reporting to Siemens VDO as a final step to contract closure later this month. An RFP for a security incident & accident management system was distributed to potential bidders for response by June 29, 2005. LTD's new Web site went into production service on May 12, 2005. IT staff are participating in efforts to develop installation prototypes for the OptiCom traffic signal priority system due to be delivered later this month. Work continues on LTD's radio communication expansion project although we have experienced delays in this effort due to weather-related issues. While all of the preliminary information requested for the FTA triennial review has been submitted, preparations for follow-up questions are still in progress by staff members.

HUMAN RESOURCES

Mary Neidig, Human Resources Director

LABOR CONTRACT IMPLEMENTATION

A final draft of the new contract language is being discussed for accuracy, and should be approved for printing by LTD and the ATU sometime in June. Only questions about minor details have been raised.

HEALTH CARE TRANSITION

The administration of the new stop loss program has been fully developed and materials have been given to all ATU members. The Joint Insurance Committee has gotten off to a very good start following negotiations, and has determined that it wants to meet monthly

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rather than twice a year. This committee was given a training session on how insurance premiums are calculated, and at the June meeting will learn about how self-insurance works. I am very pleased with how this process is working, and the potential for exploring new ways to improve employee health overall.

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SELECTION AND HIRING

A new class of four bus operators began in early May. We now have all bus operator vacancies filled.

Internal applications were taken for bus operators who were interested in also becoming instructors. Four new employees were selected for this role. Instructors teach a variety of topics in the classroom during Fall Operator Training and throughout the year. They also provide on-the-job instruction to new bus operators in the field.

Anita Yap began as the new strategic planner on May 16. Sue Quick assumed her new duties as operations services manager as well. Rick Thompson has been selected as the new operations supervisor to replace Sue. Rick has been a temporary supervisor for the past several months.

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LTD is taking advantage of a program funded by the US Department of Labor (DOL) to help employees over 55 re-enter the work place. LTD selected Robert Williams to fill a part-time role in front reception and other departments. He began on May 25. The DOL provides the wages, insurance coverage, and all other employment-related expenses.

OTHER ACTIVITIES

The department director attended the APTA National Bus and Paratransit Conference in mid-May. She had an opportunity to share LTD's new labor contract with other districts, as well as discuss health care and other issues that transit districts are facing. She was asked to chair the Labor Relations and the Workforce Development subcommittees in the absence of the regular chairs.

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Several LTD employees attended a recent workshop on generational differences. We will be exploring ways to use this knowledge in human resource work as well as marketing and other areas.

A workshop on Collaboration in the Workplace was presented through the Pacific Program and the University of Oregon. Attendees included the general manager and ATU executive board officer. This supports our attempts to build relationships between leadership of both LTD and ATU.

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Other meetings attended by the director include the annual budget hearings and the Salaried Employees' Retirement Plan and Pension Trust quarterly meetings.

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AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: JULY 2005 EMPLOYEE OF THE MONTH

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

BACKGROUND: **July 2005 Employee of the Month:** Bus Operator Heather Lindsay was selected as the July 2005 Employee of the Month. Heather was hired by LTD in August 2000. She has earned awards for safe driving for four years, and is a two-time recipient of the General Manager's Award for Excellence. She was nominated for this award by a guest who appreciates the way Heather stops right at the curb and lowers the step for her. She also commented how very nice Heather is to her riders.

When asked to comment on Heather's selection as Employee of the Month, Transit Operations Supervisor Robert Prine said:

Heather Lindsay takes pride in everything she does and it shows with the excellent job she does here at LTD. She was a Eugene Downtown Guide before joining us at LTD and brought with her many good qualities she learned there. Heather treats everyone with respect and dignity and is one of the kindest people I have ever known. As an operator Heather sets her standards high for customer service. She is constantly striving for improvement in herself and her job. While working full-time at LTD, she also attends college at LCC. Heather is a great asset to LTD and I'm proud to work with her. Congratulations, Heather, on this well-deserved honor.

Our congratulations to Heather on her selection as the July 2005 Employee of the Month!

AWARD: Heather will attend the June 15, 2005, meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: WORK SESSION: FRANKLIN/I-5 INTERCHANGE STUDY

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None. Information only.

BACKGROUND: The Oregon Department of Transportation (ODOT) has begun a study to determine the viability of a possible full interchange with Interstate Highway 5 (I-5) at Franklin Boulevard. Currently, access to Franklin Boulevard from I-5 is only from and to the south. The I-5 bridge over Franklin Boulevard and the river is scheduled for replacement (a temporary bridge was constructed last year and is now handling the traffic). This study is being pursued at this time because the new ramps potentially could be constructed and designed into the new bridge.

This new interchange would, if pursued, be a major project for the community, with significant impacts to traffic patterns and, potentially, the Franklin EmX corridor.

Tom Boyatt of ODOT will attend the Board meeting and provide the Board with an overview of the study.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 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. **LTD Retirement/Pension Plan Review**: A work session to review the LTD retirement and pension plans will be on the agenda for a future meeting.
- B. **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.

LANE TRANSIT DISTRICT RESOLUTION NO. 2005-021

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for fiscal year 2005-2006 in the total combined fund sum of \$69,844,220 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2005, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND - OPERATING BUDGET

Personnel Services	\$ 20,899,300
Materials & Services	<u>6,417,900</u>
Total Operating	<u>27,317,200</u>

GENERAL FUND - NON-OPERATING

Transfer to Commuter Solutions Fund	5,000
Transfer to Accessible Services Fund	1,486,620
Transfer to Capital Projects Fund	2,605,600
Operating Contingency	1,500,000
Other Contingency	1,609,060
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-Operating	<u>8,206,280</u>

Total General Fund	<u>\$ 35,523,480</u>
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COMMUTER SOLUTIONS FUND

Materials & Services	\$ 531,700
Operating Contingency	<u>5,300</u>
	<u>\$ 537,000</u>

ACCESSIBLE SERVICES FUND

Materials & Services	\$ 2,793,650
Transfer to Capital	82,160
Operating Contingency	<u>43,070</u>
Total Accessible Services Fund	<u>\$ 2,918,880</u>

CAPITAL PROJECTS FUND

Capital Outlay	\$ 24,531,700
Capital Reserve	<u>6,333,160</u>
Total Capital Projects Fund	<u>\$ 30,864,860</u>

June 15, 2005

Date Adopted

Board President



LTD General Manager's Report to the Board of Directors

June 2005

Prepared by Ken Hamm, General Manager

FUTURE DATES TO REMEMBER

July 4, 2005	Independence Day Holiday (Sunday Service; LTD administrative offices closed)
July 11, 2005	LTD Board Work Session (tentative)
July 17, 2005	LTD Bus Rodeo
July 20, 2005	LTD Regular Board Meeting
July 31, 2005	LTD Employee/Board Night at the Ems Baseball Game
July 30-Aug 2, 2005	APTA Board Members Seminar
August 8, 2005	LTD Board Work Session (tentative)
August 17, 2005	LTD Regular Board Meeting
August 28, 2005	LTD Picnic (tentative)
September 5, 2005	Labor Day Holiday (Sunday Service; LTD administrative offices closed)
September 12, 2005	LTD Board Work Session (tentative)
September 15, 2005	LTD Regular Board Meeting
Sept. 25-28, 2005	APTA Annual Meeting and Expo

EXTERNAL ACTIVITIES

APTA Bus & Paratransit Conference

Mary Neidig, Sam Marra, and I attended this conference in Columbus, Ohio, May 15-18. There were several session tracks, a product show, and a bus display.

Springfield Chamber Involvement

LTD remains committed to its partnership with the business community. Mary Neidig participates on the Springfield Chamber Legislative Issues Committee. I met with the Chamber executive director, Dan Eagan, on May 23. Dan has asked me to participate on a committee studying the feasibility and potential siting of a Springfield conference center.

City of Springfield

I met on May 24th with Assistant City Manager Cynthia Pappas. We continue to meet regularly to look at ongoing projects, operational issues, and LTD's relationship with the city.

SEL

The Springfield Eugene Leadership group meets twice a month to share projects, discuss issues, and build collaborative working relationships. We met May 27th in Springfield.

INTERNAL ACTIVITIES

Pension Trust

The quarterly meetings of the pension trusts for the ATU pension plan and the administrative retirement plan were held on May 19. Both plans have chosen to have a formal performance review of their investment firms. Also, both plans are changing their insurance brokers.

Joint Insurance Committee (JIC) Meeting

The JIC met on May 18. The committee members learned how premiums are calculated. There was beginning discussion about how to educate employees and involve them in controlling costs.



Government Relations Report June 15, 2005

Linda Lynch, Government Relations Manager

It's mainly a waiting game in the world of politics. The Oregon Legislature appears close (but not too close) to adjournment *sine die*. House and Senate budget leaders still haven't reached agreement on funding for K-12 education, although there is agreement about the size of the total state budget.

As Sen. Alan Bates (D-Ashland) puts it, a ripple in the K-12 budget is a tsunami in every other budget. Legislators can't finalize budgets for human services, public safety or any of the other big-ticket items until they settle on a budget number for K-12.

According to budget insiders, the two sides aren't even talking and it's hard to negotiate a deal if you aren't talking. So even though the House and Senate budgets aren't far apart in actual dollars, there is still a significant philosophical divide. Until that's bridged, the session will drag on.

The House Budget Committee approved a \$2.7 billion budget for the Oregon Department of Transportation. Included in that budget is \$2 million for mass transit vehicle replacement. ODOT's request for an additional \$2 million for bus replacement was delayed until Congress finalizes the transportation measure (see below). Once the federal funding level is known, ODOT can go to the Emergency Board for the additional \$2 million authorization. Grants for vehicle replacement have been decided assuming the \$4 million would be available. Under that plan, LTD should receive \$634,000 to replace two 40' buses.

ConnectOregon is not part of the ODOT budget as approved. Negotiations on what the ConnectOregon package will include are ongoing, with the latest amendments proposed today. The bill is still in the Senate and has yet to move out of committee.

In Congress there is not yet an agreement about the funding level for the next transportation bill. Veto threats continue. The Congress has extended the 1998 transportation authorization measure yet again, this time through June. The *Washington Post* speculated this week that half the 4000 named projects in the House version of the measure would not be funded. The Senate has not yet identified any projects and is likely to want to amend that list, but it is unlikely that half the projects would be deleted or that funding would be cut in half for all the projects.

Progress toward completion of the work is difficult to see from this far away, beyond the naming of 87 House and Senate members to the conference committee. House staff believes it is safe to count on one more extension before the work is complete, despite the public posture of the Chairman that seven extensions is enough.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 15, 2005
- ITEM TITLE:** PROGRESSIVE CORRIDOR ENHANCEMENT
- PREPARED BY:** Stefano Viggiano, Director of Development Services
- ACTION REQUESTED:** Approve the selection of the Lane Community College/River Road route as the first Progressive Corridor Enhancement corridor.
- BACKGROUND:** In Spring 2004, the Board directed staff to develop a proposal for incremental development of transit corridors. This incremental development approach has been called Progressive Corridor Enhancement (PCE).
- In February 2005, staff presented a plan consisting of four levels of development for transit corridors. Staff have been working to identify two complementary routes that could be linked to provide a single crosstown route and be developed as a Level 2 PCE corridor. Staff recommend that the LCC to River Road corridor be selected as the first PCE corridor. The attached document provides additional background and analysis on this recommendation.
- This corridor selection was considered by the EmX Steering Committee at their meeting on June 7, 2005. Their recommendation will be communicated to the Board at the June 15, 2005, meeting.
- ATTACHMENT:** LTD's Progressive Corridor Enhancement Program—Corridor Selection
- PROPOSED MOTION:** I move the following resolution: LTD Resolution No. 2005-022: It is hereby resolved that the LTD Board of Directors approves the selection of the LCC/River Road corridor as the first Level 2 PCE corridor.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 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.

The monthly *Eugene/ Springfield Metro Labor Trends* publication from the Oregon Employment Department also is included for the Board's information.

ATTACHMENTS: May 2005 Performance Report
June 2005 *Eugene/Springfield Metro Labor Trends*

PROPOSED MOTION: None



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PROGRESSIVE CORRIDOR ENHANCEMENT CORRIDOR SELECTION

Prepared by Stefano Viggiano, Director of Development Services
 June 15, 2005

Introduction

Progressive Corridor Enhancement (PCE) is term used by LTD for the incremental improvement of transit corridors. The goal of PCE is to improve the performance (travel time, reliability) of transit service and reduce transit operating cost. Some PCE corridors may eventually become EmX corridors, though that is not a given. LTD has developed four levels of PCE development, with Level 4 constituting full EmX treatment.

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				★

Transit improvements on the first PCE corridor are intended to achieve a Level 2 corridor.

Schedule

Because the first two levels of PCE improvements are less capital intensive, implementation of Level 2 improvements along a corridor can occur relatively quickly. LTD's goal is to develop one corridor each year for a three-year period. Improvements to the corridor will begin in the fall of 2006, provided the necessary funding is secured.

Funding

A total of \$3 million for PCE has been requested as part of the federal transportation bill (TEA-LU) that is currently under consideration by Congress. This would fund Level 2 improvements on three corridors. LTD will need to provide a 20 percent match to these funds.

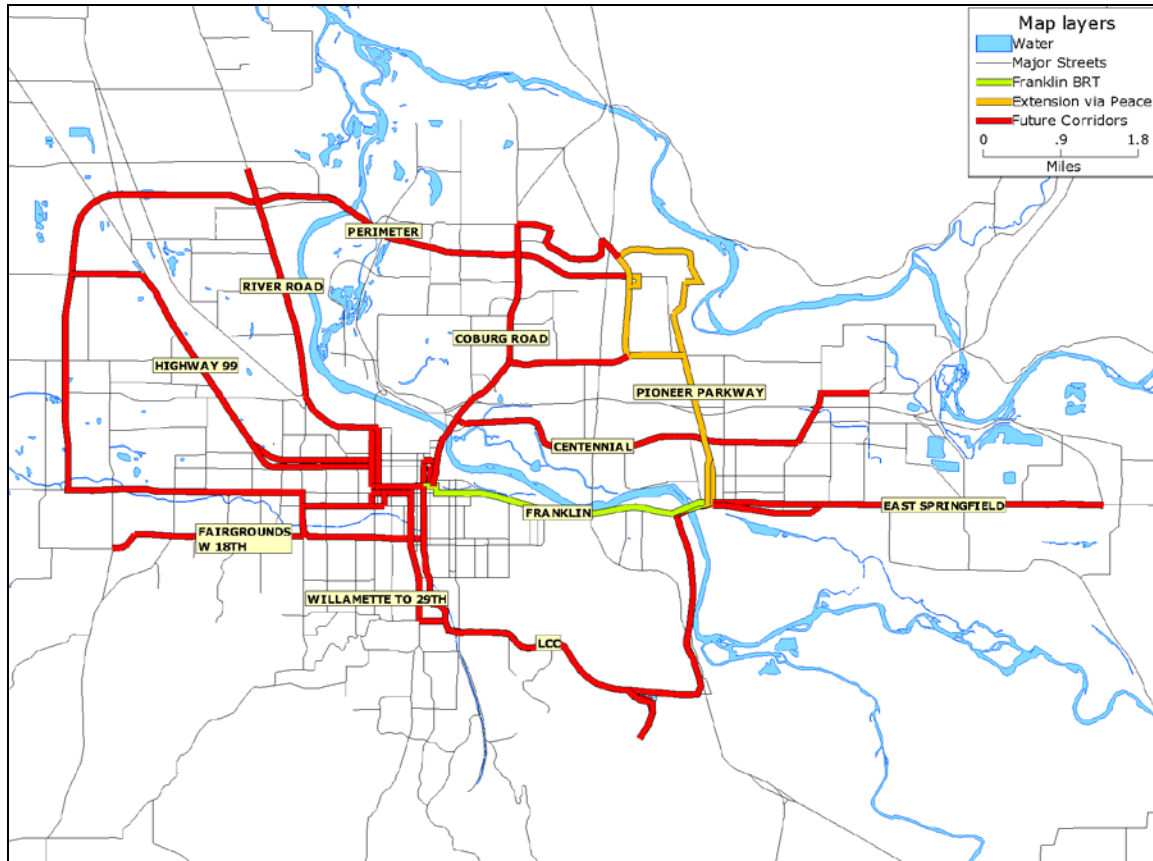
Corridor Selection

The selection of the first corridor is critical to the PCE program, as the continuing development of other PCE corridors will be unlikely if this corridor does not succeed. The selection criteria for the initial corridor are:

- High, established ridership
- Ability to form a single cross-city/through route
- Logical connections along through route
- Ability to consolidate existing routes into a single corridor service
- Complementary service frequency between the two ends of the route
- Ease of implementation of Level 2 transit priority measures
- Opportunity to have a significant impact on travel time with Level 2 improvements

The figure below illustrates the projected full build out of the EmX system. The system indicates four crosstown routes. Likely pairings are:

- Main Street/West 11th/13th/18th
- Highway 99/Centennial
- River Road/Amazon Parkway (LCC)
- Coburg Road/Willamette



For operational efficiency it is critical that the two routes being connected have complementary frequencies, or else one of the routes will be over-served or under-served. Current service levels along each corridor are illustrated in the following table.

Corridor	Routes Currently Using Corridor	Frequency In Buses per Hour (Peak)	Notes
Willamette Street	24 Donald 25 Amazon	2 2	
West 11 th /13 th	30 Bertelsen 41 Barger/West 11 th 43 West 11 th /Barger	2 2 2	Eastbound only Westbound only
Amazon Parkway	82 LCC/Pearl 92 Lowell/LCC 22 Crest Drive	6 1 1	Limited Service Limited Service
Highway 99	41 Barger/West 11 th 43 West 11 th /Barger 95 Junction City	2 2 1	Northbound Only Southbound Only Limited Service
River Road	51 Santa Clara 52 Irving	2 2	

	55 River Road Connector	2	Neighborhood Circulator
Main Street	11 Thurston	4	
Centennial/ MLK	13 Centennial	2	
Coburg Road	60 Cal Young	2	Limited Service, southbound only Southbound Only Northbound Only
	64 Sheldon Plaza	2	
	66 VRC/Coburg Road	2	
	67 Coburg Road/VRC	2	

Corridor Descriptions:

Willamette: The Willamette corridor currently is shared by both route #24, serving Donald/Fox Hollow, and route #25, serving Amazon Parkway. These routes diverge at 29th Avenue. Combining these two routes together into a single southern route that provides a high level of service would be difficult without incurring a large number of passenger transfers.

West 11th/13th: The three routes that serve this corridor provide service on weekdays four times per hour. Other routes serve portions of the corridor during certain times. This corridor would be logically combined with the Franklin/Main Street corridor, which will have EmX service between the Eugene Station and Springfield Station. This would make linking it with non-EmX service impossible. Thus, if this corridor is selected, it would be a partial (not crosstown) corridor.

Amazon Parkway/LCC: There has been considerable service and ridership growth of Lane Community College services, due in large part to the establishment of a group pass at the college. Observations also have indicated that a large number of existing riders currently transfer from other LTD services to travel to LCC. The existing route #82 uses Amazon Parkway and 30th Avenue to provide a direct route between downtown Eugene and LCC. Service is four times per hour, with two additional buses per hour during peak travel times

Highway 99: While there are two major routes that use the Highway 99 corridor, they each travel in a single direction. When combined, these routes provide service every 30 minutes. There is additional service along parts of the corridor. Highway 99 has high ridership in certain sections, but also has low ridership on some stretches. Selecting this route for the PCE service would require unlinking the connection to West 11th Avenue.

River Road: River Road has two routes, the # 51 and #52, which use the main corridor for a large proportion of the route. These routes provide service four times per hour during weekday daytimes. These routes are complemented by a neighborhood connector service (route #55), which connects into River Road at various locations. Outside of the central Eugene area, the alignment is very direct. A major drawback of the current River Road routing is the service reliability caused by the at-grade railroad crossing.

Centennial: There are two buses per hour serving the MLK/Centennial corridor, although parts of the corridor have additional service (#18, 19, and 79). Service demand along MLK Jr. Boulevard has continued to increase with the build out of the Chevy Chase area. The majority of these trips are destined for the university area, which makes coupling with other routes more difficult.

Main Street: The Main Street corridor is served by the #11 Thurston, which operates four times per hour during weekdays. This route has high ridership. This corridor logically would continue east beyond the Springfield Station, which will soon be served by the Franklin EmX. Thus, if this corridor is selected, it would be a partial (not crosstown) corridor.

Coburg Road: The main corridor in the northeastern sector of Eugene is the Coburg Road corridor. This corridor has up to six buses per hour during certain times of the day. This corridor likely would branch at Harlow and Coburg Road to serve the north Coburg Road area as well as Harlow Road and Gateway Street. This corridor initially was selected by the City of Eugene as the second BRT corridor, primarily because of the opportunity to connect with the Pioneer Parkway EmX corridor. In order for this corridor to complement the Pioneer Parkway EmX route, an EmX vehicle would have to be used on Coburg Road, which would not occur with Level 2 PCE improvements.

Recommendation

The LCC/River Road corridor best meets the established criteria and is recommended as the first PCE corridor. The two routes operate complementary schedules and provide for a logical crosstown connection. From an initial evaluation, it appears that the implementation of Level 2 PCE would be relatively easy on these routes. Outside the downtown area there are opportunities for transit signal priority. The current stop spacing on both routes is approximately 1,000 feet, which is reasonable for a high frequency/express type service, thus requiring few stop relocations.

Since it is expected that three PCE corridors will be created within the next four years, the selection of the first corridor does not create a long delay before other corridors are provided the PCE enhancements.



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CONSENT CALENDAR ITEM

FISCAL YEAR 2004-2005 COMMUTER SOLUTIONS BUDGET ADJUSTMENT

Prepared by Diane Hellekson, Finance and Information Technology Director
June 15, 2005

Since the Commuter Solutions programs moved from the General Fund to a dedicated fund in FY 2004-2005, the programs must cover their costs. In previous years, timing anomalies could be absorbed by the General Fund. In FY 2004-2005, the Commuter Solutions Fund incurred \$140,000 in grant-funded expenses for which the federal grant funds were not available due to approval and processing delays. The grant funds are expected to be available in FY 2005-2006. Therefore, it is necessary for the General Fund to loan the Commuter Solutions Fund \$140,000. The loan is a housekeeping measure specifically allowed in state budget law. Provision for repayment of the loan will be made by supplemental budget action in FY 2005-2006.

Attachment: Resolution No. 2005-018, approving the loan from the General Fund to the Commuter Solutions Fund and amending the FY 2004-2005 Adopted Budget to appropriate the loan

Staff Recommendation: Staff recommend that the Board adopt the attached resolution amending the General Fund and Commuter Solutions Fund FY 2004-2005 Adopted Budget as part of the Consent Calendar for June 15, 2005.

Consequences of Recommended Action: The FY 2004-2005 Adopted Budget will be amended. Staff will schedule a supplemental budget in FY 2005-2006 that will include appropriations for repayment of the loan.

APPLICATION FOR CENTRAL LANE MPO FY2006 STP-U FUNDS

Date of this Application: June 2, 2005 Contact Person: Anita Yap, Lane Transit District

A. Background Information

1. Project Title: Purchase Two Articulated Buses

(Please follow ODOT project naming conventions)

2. Project Category: Preservation

(Preservation, modernization and planning/project development, or transportation options/TDM)

3. Lead Agency: Lane Transit District

4. Project Description:

Purchase two articulated buses.

5. Project Cost Estimate: (all numbers in \$000s)

FY05-06 STP-U funds requested for this project		\$170
Other funding (also list type of funds, e.g. federal, state, local, etc.)	State	\$634
Other #2	Local	\$ 178
Other #3		
Total cost estimate		\$982

B. Evaluation of This Project Based on STP-U Screening Criteria:

- 1. Project is:** On Regional Transportation Plan (RTP) financially constrained project list: yes_x_ no___
(Project # 1110, 1315)
or capable of being added to the list during the MTIP time frame yes___ no___
or included in a category of projects or program actions in the Plan yes___ no___

Comments:

- 2. Project is Eligible For STP-U Funding Based on TEA-21 Criteria:** yes_x_ no___

Comments:

- 3. Project Can Be Implemented in FY06:** yes_x_ no___

Comments:

C. Evaluation of This Project Based on STP-U Priority Factors:

1. Leverage of Other Funding:

Briefly describe sources and amounts of other funding for the project (recap of information in Project Cost Estimate field above).

The project request includes several major sources of funding, in addition to the STP-U funding request as follows:

State Money from State Bus Replacement Fund:	\$634,000
Local Match (20%):	\$158,500
STP-U Fund Request:	\$170,039
Local Match (10.27%)	\$ 19,461
Total Project Cost:	\$982,000

Leverage of Other Funding is 83%

Score for leverage: (mark appropriate line)

- other funding is less than 20 per cent of project total = no points
- other funding is 20 per cent of project total = 5 points
- other funding is 30 per cent of project total = 10 points
- other funding is 40 per cent of project total = 15 points
- other funding is 50 per cent of project total = 20 points

Score for this project: 20 points (20 points maximum for this component)

2. Support of RTP Policies:

Briefly describe how the proposed project supports or addresses the RTP policies--one or two sentences for each policy supported. (Example: since this project includes adding sidewalks to close gaps on a collector street, it supports Policy TSI Pedestrian # 3, Sidewalks.) *Attach additional page(s) if needed.*

1. TSI System-Wide Policy #1. Transportation Infrastructure Protection and Management. This project supports this policy by purchasing additional articulated buses will protect and manage existing and future transportation infrastructure for LTD's fleet.
2. TSI System-Wide Policy # 5. TransPlan Project Lists. This project supports this policy by being included on the 20-year Capital Investment Action project list, under Buses and Bus Maintenance project category for new and replacement buses.
3. TSI Roadway Policy # 1. Mobility and Safety for all Modes. The proposed project will support this policy by increasing mobility and safety for several modes. The articulated buses provide increased efficiency in service on routes with high ridership, these buses allow for better mobility for passengers.
4. TSI Roadway Policy # 2. Motor Vehicle Level of Service. The proposed project will support this policy by providing more articulated buses to serve congested areas, which will reduce the number of standard buses in these areas, which may contribute to improving the level of service at certain intersections.
5. TSI Transit Policy # 1. Transit Improvements. The project will support this policy by contributing to continued improvements to the transit system. The articulated buses provide an enhancement to existing transit service, by

allowing more passengers on board and adding to efficiency to LTD's operating system, needing less bus drivers and efficiency in transit service to the public.

6. TSI Transit Policy # 3. Transit/High Occupancy Vehicle (HOV) Policy. The project supports this policy by providing two high occupancy vehicles to LTD's fleet. The articulated buses will improve transit travel time, reduce operating costs and make transit a more attractive transportation alternative.
7. Finance Policy #1. Adequate Funding. The project supports this policy by leveraging several funding mechanisms available to LTD. The project request is supported by leveraging 83% of the project costs by other sources.
8. Finance Policy # 2. Operations, Maintenance, and Preservation. The project supports this policy by adding to LTD's vehicle inventory which allows the agency to strategically plan for future efficiencies in operations, maintenance and preservation of facilities.

Note that the project can score points for no more than two policies in any one topic area. The RTP policy topic areas are as follows:

Land Use	TDM (TO)	TSI System-Wide	TSI Roadway
TSI Transit	TSI Bicycle	TSI Pedestrian	TSI Goods Movement
TSI Other Modes	Finance		

Score for this project: 8 policies supported times 5 points each = 40 total points.
(Maximum score for this component = 60 points)

3. Alternative TPR Performance Measures:

Briefly describe how the proposed project supports or addresses the RTP alternative TPR performance measures – one or two sentences for each measure supported. (Example: since this project includes restriping Thompson Street to add bicycle lanes, and this portion of street is included on the RTP priority bikeway mileage, the project supports the Priority Bikeway Miles measure.) *Attach additional page(s) if needed.*

1. Percent Non-Auto Trips. The purchase of two articulated buses will allow transit vehicles to increase efficiency within system operations, for faster and more reliable service. thus allowing for improvements to existing service on fixed route service. Additional articulated buses in LTD's fleet will allow for system efficiencies, thus increasing the percent of non-auto trips.
2. Percent Transit Mode Share on Congested Corridors. The articulated buses will increase system efficiency and increase transit mode share on congested corridors.

Score for this project: 2 Measures supported times 5 points each = 10 total points.
(Maximum score for this component = 20 points)

TOTAL SCORE FOR THIS PROJECT:	Leverage	<u>20</u> points
	Policies	<u>40</u> points
	Alt. Measures	<u>10</u> points
	Total:	<u>70</u> points

APPLICATION FOR CENTRAL LANE MPO FY2006 STP-U FUNDS

Date of this Application: June 2, 2005 **Contact Person:** Anita Yap, Lane Transit District

A. Background Information

1. Project Title: Eugene Station Bay Improvements

2. Project Category: Preservation

(Preservation, modernization and planning/project development, or transportation options/TDM)

3. Lead Agency: Lane Transit District

4. Project Description:

Reconstruct bus bays at the Eugene Station to accommodate the EmX service and articulated buses. Two bays, (Bays S & T) will be combined to create a bay for the EmX service. The new bay will have a raised curb, consistent with the rest of the EmX platforms, in order to facilitate access and speed in boarding. This project will also reconstruct the curb line on another bay (Bay D) to accommodate articulated buses.

5. Project Cost Estimate: (all numbers in \$000s)

FY05-06 STP-U funds requested for this project		\$ 90
Other funding (also list type of funds, e.g. federal, state, local, etc.)	Fed 5307	\$ 64
Other #2	Local	\$ 26
Other #3		0
Total cost estimate		\$ 180

B. Evaluation of This Project Based on STP-U Screening Criteria:

- 1. Project is:** On Regional Transportation Plan (RTP) financially constrained project list: yes_x_ no___
(Project # 1130, 1330, 1355)
or capable of being added to the list during the MTIP time frame yes___ no___
or included in a category of projects or program actions in the Plan yes___ no___

Comments:

ODOT Key Number 13447 & 13448: Passenger Boarding Improvements. The improvements at the downtown station will allow for safe, efficient and increased passenger boarding.

- 2. Project is Eligible For STP-U Funding Based on TEA-21 Criteria:** yes_x_ no___

Comments:

3. Project Can Be Implemented in FY06:

yes no

Comments:

C. Evaluation of This Project Based on STP-U Priority Factors:

1. Leverage of Other Funding:

Briefly describe sources and amounts of other funding for the project (recap of information in Project Cost Estimate field above).

The project request for \$89,730 of STP-U Funds will include additional federal funding from 5307 of \$64,000 and a local match of \$26, 270. The local match LTD's Capital Projects Fund includes the 10.27% for the STP-U requirements and 20% match for the 5307 requirements from. **Total project cost is \$180,000.**

Score for leverage: (mark appropriate line)

- other funding is less than 20 per cent of project total = no points
- other funding is 20 per cent of project total = 5 points
- other funding is 30 per cent of project total = 10 points
- other funding is 40 per cent of project total = 15 points
- other funding is 50 per cent of project total = 20 points

Score for this project: 20 points (20 points maximum for this component)

2. Support of RTP Policies:

Briefly describe how the proposed project supports or addresses the RTP policies--one or two sentences for each policy supported. (Example: since this project includes adding sidewalks to close gaps on a collector street, it supports Policy TSI Pedestrian # 3, Sidewalks.) *Attach additional page(s) if needed.*

1. TSI System Wide Policy# 1 Transportation Infrastructure Protection & Management
This project will support this policy by protecting and managing existing and future transportation infrastructure for the Eugene station. The new bay for the articulated buses and EmX will enhance and allow the station to be modified to meet future needs.
2. TSI Roadway Policy # 1, Mobility & Safety for all Modes
This project will support this policy by providing safety and mobility for the transit vehicles into and out of the Downtown station, in addition to providing for passenger mobility and safety.
3. TSI Transit Policy # 1 Transit Improvements
The project will support this policy by providing improvements to transit facilities, which increases the system's accessibility, attractiveness, conveniences and efficiency for all users, including better boarding capabilities for the transportation disadvantaged population.
4. TSI Transit # 2 Bus Rapid Transit
The project will support this policy by constructing improvements to the downtown station that will accommodate Bus Rapid Transit.

5. Finance Policy # 1 Adequate Funding

The project will support this policy by providing more than a 50% match of funds, in addition to the project being identified as transportation need in the RTP.

6. Finance Policy # 2 Operations, Maintenance and Preservation

The project supports this policy by operating and maintaining the facility in a way that reduces the need for more expensive future repair and construction. Existing bays and use of the station area will be more efficiently used to meet the future demands of the EmX and articulated buses.

Note that the project can score points for no more than two policies in any one topic area. The RTP policy topic areas are as follows:

Land Use	TDM (TO)	TSI System-Wide	TSI Roadway
TSI Transit	TSI Bicycle	TSI Pedestrian	TSI Goods Movement
TSI Other Modes	Finance		

Score for this project: 6 policies supported times 5 points each = 30 total points.
(Maximum score for this component = 60 points)

3. Alternative TPR Performance Measures:

Briefly describe how the proposed project supports or addresses the RTP alternative TPR performance measures – one or two sentences for each measure supported. (Example: since this project includes restriping Thompson Street to add bicycle lanes, and this portion of street is included on the RTP priority bikeway mileage, the project supports the Priority Bikeway Miles measure.) *Attach additional page(s) if needed.*

1. Percent Non-Auto Trips. The new improvements at the downtown station will allow for safer, faster boarding for riders and increase efficiency within operations and efficiency at the station. These improvements will for the new EmX and articulated buses to provide better service, increasing the percent of non-auto trips.
2. Percent Transit Mode Share on Congested Corridors. The increased efficiency for the bays at the station for the articulated buses and EmX vehicles will increase the percent transit mode share on congested corridors.

Score for this project: 2 Measures supported times 5 points each = 10 total points.
(Maximum score for this component = 20 points)

TOTAL SCORE FOR THIS PROJECT:	Leverage	<u> 20 </u> points
	Policies	<u> 30 </u> points
	Alt. Measures	<u> 10 </u> points
	Total:	<u> 60 </u> points

APPLICATION FOR CENTRAL LANE MPO FY2006 STP-U FUNDS

Date of this Application: June 2, 2005 **Contact Person:** Anita Yap, Lane Transit District

A. Background Information

1. Project Title: Transit Signal Priority System

(Please follow ODOT project naming conventions)

2. Project Category: Preservation

(Preservation, modernization and planning/project development, or transportation options/TDM)

3. Lead Agency: Lane Transit District

4. Project Description:

Install emitters for transit signal priority. The project will include installation of emitters for 10 buses. The project will also include coordinating the programming the emitters with the City of Eugene and a pilot program for 6 intersections, including: pre-survey of intersections, development of revised timing plan and follow up survey for each of the intersections.

5. Project Cost Estimate: (all numbers in \$000s)

FY05-06 STP-U funds requested for this project		\$ 54
Other funding (also list type of funds, e.g. federal, state, local, etc.)	Local	\$ 6
Other #2		0
Other #3		0
Total cost estimate		\$ 60

B. Evaluation of This Project Based on STP-U Screening Criteria:

- 1. Project is:** On Regional Transportation Plan (RTP) financially constrained project list: yes_x_ no___
(Project # 1115, 1130, 1330, 1355)
or capable of being added to the list during the MTIP time frame yes___ no___
or included in a category of projects or program actions in the Plan yes___ no___

Comments:

Installation of the transit signal priority system is part of passenger boarding improvements in the category of Stops and Stations, and General Stops and Stations project type.

- 2. Project is Eligible For STP-U Funding Based on TEA-21 Criteria:** yes_x_ no___

Comments:

- 3. Project Can Be Implemented in FY06:** yes_x_ no___

Comments:

C. Evaluation of This Project Based on STP-U Priority Factors:

1. Leverage of Other Funding:

Briefly describe sources and amounts of other funding for the project (recap of information in Project Cost Estimate field above).

Other funding leveraged includes the 10.27% match from local funds from LTD.

Score for leverage: (mark appropriate line)

- other funding is less than 20 per cent of project total = no points
- other funding is 20 per cent of project total = 5 points
- other funding is 30 per cent of project total = 10 points
- other funding is 40 per cent of project total = 15 points
- other funding is 50 per cent of project total = 20 points

Score for this project: 0 points (20 points maximum for this component)

2. Support of RTP Policies:

Briefly describe how the proposed project supports or addresses the RTP policies--one or two sentences for each policy supported. (Example: since this project includes adding sidewalks to close gaps on a collector street, it supports Policy TSI Pedestrian # 3, Sidewalks.) *Attach additional page(s) if needed.*

1. TDM Policy #3 Congestion Management. The project will support this policy by providing transit vehicles with signal priority, thus managing demand at congested locations.
2. TSI System Wide Policy # 2 Intermodal Connectivity. The project will support this policy by providing signal priority, which will promote faster and more efficient intermodal linkages for connectivity and ease of transfer among all transportation modes.
3. TSI System Wide Policy # 5. TransPlan Project List. The project supports this policy because it is included on the 20-year Capital Investment Actions project list, under Bus Rapid Transit and Stops and Stations, General Stops and Stations.
4. TSI Roadway Policy #2: Motor Vehicle Level of Service. The project supports this policy by possibly improving level of service at specific intersections with signal priority for transit vehicles. The signal priority may influence an increase in transit ridership, reducing impact on congested intersections and improving level of service.
5. TSI Roadway Policy # 3. Coordinated Roadway Network. The project will support this policy by recognizing the needs of other transportation modes and develop a regional roadway system that meets combined needs for travel.

6. TSI Transit Policy #1. Transit Improvements. The project will support this policy by improving transit service and increasing the system's accessibility and convenience for all users, which will increase ridership and encourage increased use of transit.

7. TSI Transit Policy # 3. Transit/High-Occupancy Vehicle (HOV) Priority. The project will support this policy by implementing a traffic management strategy that gives signal priority to transit vehicles, which will improve transit travel time, reduce operating costs and make transit a more attractive transportation alternative.

8. Finance Policy # 3. Prioritization of State and Federal Revenue. The project supports this policy by being programmed into the region's Metropolitan Transportation Improvement Program (MTIP) which addresses the region's safety and major capacity problems on the region's transportation system.

Note that the project can score points for no more than two policies in any one topic area. The RTP policy topic areas are as follows:

Land Use	TDM (TO)	TSI System-Wide	TSI Roadway
TSI Transit	TSI Bicycle	TSI Pedestrian	TSI Goods Movement
TSI Other Modes	Finance		

Score for this project: 8 policies supported times 5 points each = 40 total points.
 (Maximum score for this component = 60 points)

3. Alternative TPR Performance Measures:

Briefly describe how the proposed project supports or addresses the RTP alternative TPR performance measures – one or two sentences for each measure supported. (Example: since this project includes restriping Thompson Street to add bicycle lanes, and this portion of street is included on the RTP priority bikeway mileage, the project supports the Priority Bikeway Miles measure.) *Attach additional page(s) if needed.*

1. Percent Non-Auto Trips. The installation of the emitters will allow transit vehicles to increase efficiency within system operations, for faster and more reliable service. thus allowing for improvements to existing service on fixed route service and for future EmX corridor. The signal priority system will allow system efficiencies, thus increasing the percent of non-auto trips.

2. Percent Transit Mode Share on Congested Corridors. The increased system efficiency will allow for increased transit mode share on congested corridors.

Score for this project: 2 Measures supported times 5 points each = 10 total points.
 (Maximum score for this component = 20 points)

TOTAL SCORE FOR THIS PROJECT:	Leverage	<u> 0 </u> points
	Policies	<u> 40 </u> points
	Alt. Measures	<u> 10 </u> points
	Total:	<u> 50 </u> points

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: APPLICATIONS FOR SURFACE TRANSPORTATION PROGRAM FUNDS

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: Approve submitting applications for funding three projects with Surface Transportation Program (STP) funds.

BACKGROUND: The metropolitan area receives an annual allocation of Surface Transportation Program – Urban (STP-U) funds to be allocated for transportation needs within the metropolitan area. These funds are federal funds allocated through the Federal Highway Administration. In 2003, the Metropolitan Policy Committee (MPC) allocated funds for three fiscal years, beginning with federal FY 2004. At that time, staff estimated the amount of STP-U funds that would be available during that three-year period. As it turned out, the estimate was conservative, and \$1.3 million in STP-U funds are unallocated. Last month, MPC decided to seek applications for those funds, with the understanding that the project should be underway by the end of FY 05-06 and that the split of the funding be as follows:

Preservation projects:	\$780,000
Planning/Modernization projects:	\$390,000
Transportation Demand Management:	\$130,000

Staff recommend submitting applications for the following three projects:

- Articulated Buses (2): \$170,000 STP-U funds. This application would add STP-U funds to funding provided by the state that is for the replacement of two 40-foot buses. With the added funds, the two replacement buses would be 60-foot articulated buses instead of 40-foot buses.
- Transit Signal Priority: \$60,000 STP-U Funds. This would fund the installation of the signal emitters on buses and the installation of the priority system at six intersections.

- Eugene Station Improvements: \$90,000 in STP-U funds. This would fund the creation of second articulated bus bay in the station, as well as the Franklin EmX bay.

Staff believe that these three projects fall within the “preservation” category. The three projects have been identified as high-priority needs in the District’s Capital Improvements Program, and staff believe that they are good candidates for the STP-U funds. The draft funding applications provide additional details about the projects and are included in this packet.

ATTACHMENT: STP-U Applications

PROPOSED MOTION: I move the following resolution: LTD Resolution No. 2005-019: It is hereby resolved that the LTD Board of Directors approves submitting applications for STP-U funds for the three projects recommended by the staff, as follows:

Articulated Buses	\$170,000
Transit Signal Priority	60,000
Eugene Station Improvements	90,000

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: APPROVAL OF SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2004-2005

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

ACTION REQUESTED: Approval of resolution adjusting the FY 2004-2005 General Fund and Accessible Services Fund budgets as described below

BACKGROUND: As previously reported to the Board of Directors, unanticipated expenses occurred during the 2004-2005 fiscal year that require budget adjustments prior to fiscal year-end on June 30, 2005. The expenses and amounts are as follows:

GENERAL FUND

Personnel Services: \$617,490

The majority of this increase is due to a delay in implementation of a new Amalgamated Transit Union 757 contract and provisions in the new contract that exceed the cost anticipated by the FY 2004-2005 Adopted Budget.

Materials and Services: \$697,720

Nearly half of this increase is attributed to higher-than-expected fuel costs. The remainder is due to legal expenses associated with contract negotiation, security expenses before and during the March strike, liability claims unanticipated by the budget, and minor corrections due to the shift from some directly provided government relations work to contracted work and additional facility expenses due to the earlier-than-expected opening of the new RideSource facility.

Transfer to Accessible Services Fund: \$111,000

Increases in demand-response service ridership and higher fuel costs account for the majority of this increase.

The offset to the expenditure increases is a reduction of Operating Contingency of \$1,360,000 and reduction of other contingency of \$45,630. Total General Fund appropriations will increase by \$20,580.

ACCESSIBLE SERVICES FUND

Materials and Services: \$185,680

Of this total, \$111,000 is the increase in transfer from the General Fund noted above, and \$74,680 is an increase in federal pass-through grant funds for service.

RESULTS OF RECOMMENDED ACTION:

The FY 2004-2005 Adopted Budget will be modified for the noted changes and the annual independent audit of FY 2004-2005 will not note budget anomalies.

ATTACHMENTS:

LTD Resolution No. 2005-020

PROPOSED MOTION:

I move approval of Resolution No. 2005-020, amending the LTD fiscal year 2004-2005 budget as represented in the resolution.

AGENDA ITEM SUMMARY

DATE OF MEETING: June, 15, 2005

ITEM TITLE: NEWS ARTICLES ABOUT TRANSIT ISSUES AROUND THE COUNTRY

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 transit issues, including bus rapid transit (BRT) initiatives throughout the U.S. and the world. These articles are included in the packet for information purposes only.

ATTACHMENTS: See news articles

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 15, 2005

ITEM TITLE: YOUTH SCHOOL BUS PASS PROGRAM FOR 2005-06 SCHOOL YEAR

PREPARED BY: Lisa VanWinkle, Smart Ways to School Program Coordinator

ACTION REQUESTED: Approve a Youth School Bus Pass Program for the 2005-06 school year.

BACKGROUND: This year LTD and Commuter Solutions' *Smart Ways to School Program* have conducted a pilot project to reduce vehicle trips associated with the high school commute. During February 1 – June 30, the project offered free LTD passes to 4,800 students at 11 participating high schools.

Bethel: Willamette High, Kalapuya High

Eugene 4J: North Eugene High, North Eugene Alternative, Churchill Alternative, Looking Glass New Roads School, Opportunity Center

Springfield: Thurston High, Gateways Learning Center, TurnAround School, Young Parent Program

The project was pre-approved through the Oregon Department of Energy (ODOE) to receive a Business Energy Tax Credit (BETC) after June 30. Pacific Continental Bank agreed to be the project's BETC Pass-Through Partner. The BETC funds enable LTD to be revenue neutral by reimbursing LTD at a group rate for providing the passes, and for any increased operating costs. To date, LTD has absorbed the additional student passengers without added cost. Survey results indicate that about 25 percent of students who obtained a free pass were not regular LTD riders. Passenger counts have indicated a high usage of the free passes, and the majority of trips have been associated with the school commute.

Staff propose to expand the Youth Bus Pass Program to provide free LTD passes to all high school and middle school (grade 6-12) students at public and private schools in the Eugene-Springfield area during October 1, 2005 – June 30, 2006. This would serve approximately 22,250 students. This plan is contingent on obtaining pre-approval through the ODOE for a BETC, and securing a Pass-Through Partner. Pacific Continental Bank said it is interested in being our partner again if it is pleased with the results of this year's program.

LTD and Commuter Solutions staff believe this program will further reduce school-related traffic, cultivate a transit lifestyle among students, and foster a transit-positive attitude across our community. Bethel, Eugene, and Springfield school district leaders have been actively involved in guiding the current program, and fully support expanding the program to include all high schools and middle schools.

ATTACHMENT: 2005 – 2006 Youth Bus Pass Program Plan

PROPOSED MOTION: I move the following resolution: LTD Resolution No. 2005-023: It is hereby resolved that the LTD Board of Directors approves implementation of the Youth School Bus Pass Program for all public and private middle and high school students in Eugene-Springfield during the academic year 2005-06 as recommended by the staff, contingent upon the program receiving Oregon Department of Energy approval of its Business Energy Tax Credit (BETC) Application for Preliminary Certification, and assuming that securing a BETC Pass-through Partner will be easily achieved.

BRT system has a long road ahead

By JASON SKOG, The Virginian-Pilot

© June 6, 2005

Last updated: 11:51 AM



The Bus Rapid Transit system, using over-sized buses like the one shown, would link Atlantic Avenue; the new convention center; campgrounds on General Booth Boulevard; The Virginia Aquarium; Lynnhaven Mall and Town Center. Courtesy of North American Bus Industries

Graphic: [The proposed route, cost, comparison](#)

Background: [BRT moving ahead](#)

VIRGINIA BEACH — On a summer day in 2007, if all goes as planned, the first bus rapid transit vehicle – BRT, for short – will roll down Atlantic Avenue.

The money is in place. Buses are about to be ordered. The City Council has given its blessing.

But questions remain. Skeptics worry that BRT at the Oceanfront won't work or will be too expensive. They worry about stop locations, lane restrictions, the cost of a maintenance garage and ridership projections.

Resort hotel owners – who would seem to benefit most from the new service – are doubtful.

For months, city officials wrestled with the issue. The big buses will replace the existing trolleys at the resort. They will tie the Oceanfront to a new \$200 million convention center, under construction next to the Pavilion.

In May, the City Council approved the \$21.4 million BRT project. The city will pay about \$11.4 million; the state will pay \$10 million.

But will it work?

Experience in Las Vegas, and answers from consultants and experts nationwide, provide some clues.

View from elsewhere

Touted as light rail on rubber tires, the new Metropolitan Area Express bus line debuted in Las Vegas nearly a year ago.

The \$19.4 million price tag was a fraction of the money being spent on a monorail along the Las Vegas strip. But the MAX Bus Rapid Transit system was expected to get all the attention.

Transit officials nationwide took notice when the MAX was unveiled in Las Vegas last June.

Now, the MAX is being lauded as a revolutionary alternative to light rail. Ridership has exceeded projections. Passenger surveys show 90 percent satisfaction.

"Things have gone very, very well," said Sue Christiansen, a spokeswoman for the Las Vegas Regional Transportation Commission. "Actually much better than our expectations."

The MAX system has 11 buses making 22 stops along a seven-mile commuter corridor. Ridership on that stretch is up nearly one-third since it started. Ten percent of the riders used to drive cars.

MAX has made such a strong showing that city officials plan to buy 50 more BRT vehicles for other areas, including the casino strip.

National transit researchers remain big on BRT. They say Virginia Beach will be at the forefront of a major transit innovation, and they suggest that the city's trolley system is a sound basis for BRT's ridership projections.

Gary L. Brosch, founding director of the Center for Urban Transportation Research at the University of South Florida, said he has been waiting 25 years for something like BRT to come along.

"I am a huge proponent," he said. "BRT really is something different from Ralph Kramden's bus."

Brosch said he likes BRT's flexibility and lower costs compared with light rail. "You customize it," he said. "It's a la carte to the needs of your community."

BRT has many of the features that make light rail and subways so popular:

- Real-time dispatching, showing when the next vehicle will arrive .
- Ticketing kiosks for fast boarding through multiple wide doors.
- Dedicated lanes to help bypass regular traffic.

In Virginia Beach, the BRT routes would cover six miles on Atlantic Avenue and 19th Street, the campgrounds on General Booth Boulevard, the Virginia Aquarium and express trips to Lynnhaven Mall and Town Center.

The \$21.4 million will buy 18 extra-large buses, set aside about six miles of dedicated lanes and build 31 stops.

Because BRT is relatively new, Brosch said, it is tricky to assess its track record. But more systems are coming online all the time.

"It's caught on like wildfire," he said. "Right now in the U.S., there are some 60 different cities that are considering it. Five years ago, maybe there were two ."

Brosch's favorite example is a relatively low-end BRT system on Los Angeles' busy Wilshire Boulevard. It began in June 2000.

"You'd be hard-pressed to find a more car-loving area," Brosch said. "But if you can provide a service that is dramatically better than the normal bus service, you can get dramatic results."

Los Angeles' BRT is 30 percent faster than standard city buses, and ridership is up almost one-third, Brosch said.

"It really makes a difference," he said.

Ridership projections

In Virginia Beach, a private consultant has developed a series of ridership estimates. The success of BRT may depend on whether those numbers are right.

Now, 421,100 passengers a year ride the resort trolleys from May to September.

If BRT vehicles ran during the same five months, the consultants predicted, ridership would rise to 463,000 – a 10 percent increase. But if BRT service were offered year-round, they estimated, there would be 807,340 riders a year – almost double current ridership.

"That's a very modest assumption," said Raymond Amoruso, chief consultant on the BRT project.

By comparison, Hampton Roads Transit's busiest bus line – Route 20 between downtown Norfolk and the Oceanfront, a trip of about 20 miles – carries 1.1 million passengers a year.

Projecting ridership is not an exact science because nobody can predict human behavior, Amoruso said. But numbers for the Virginia Beach BRT are built on a known quantity: the trolley system.

The estimate factors in new hotel rooms, homes being built and year-round service to the aquarium, campgrounds, mall and Town Center.

City officials estimate that half of all convention delegates will take at least one round trip a day on BRT. For local convention center attendees – people at a boat show or craft fair – the consultants predict that 5 percent will take at least one round trip a day.

"It's a very conservative number," Amoruso said.

Still, critics wonder whether ridership will meet expectations. And if it doesn't, will taxpayers be left holding the bag?

"They need to tell us all the costs that are involved in the whole system before they jump in," said Robert D. O'Connor, president of the Citizens Action Coalition Inc., a Virginia Beach grass roots group that monitors government spending.

O'Connor wants the City Council to defer buying buses. He worries that BRT could become a larger and more expensive system. Long-range plans include a possible BRT line from the Oceanfront to the Norfolk border, where it would connect with a light rail line.

O'Connor said ridership on HRT's current buses is cause for alarm. "We see too many of the HRT buses now driving around with very few people in them," he said.

Wendell Cox, a transportation consultant in Washington, is a frequent critic of light rail systems, but he sees value in BRT technology.

"Whatever light rail can do, BRT can generally do as well," he said in an e-mail interview. "This means that there is more money available for other transportation projects, both transit and highways."

Cox said BRT is being used efficiently in Los Angeles and some South American cities. It's far more affordable than light rail, he said. "If one is determined to waste money," Cox said, "wasting less is better than wasting more."

Though Cox said he hasn't seen Virginia Beach's BRT proposal, he suspects it will be "inherently superior to all but possibly a more modest bus approach."

Aging trolleys

BRT supporters say it makes sense because the aging Oceanfront trolleys must be replaced.

Of 32 trolleys serving the resort and beyond, 31 are past their expected seven-year life span. The average trolley is almost 10 years old. Most were built in 1997.

Critics say it is unreasonable to replace the entire fleet all at once. They say that's not how a business would do it.

HRT officials and BRT backers say the trolleys must be replaced at some point, and the extra-large BRT buses provide more bang for the buck.

"The notion that these vehicles are outrageously expensive is a misnomer," said Councilman Richard A. Maddox, a BRT supporter. "You've got to look at the numbers. On a per-passenger basis, they're the least expensive vehicle you can buy."

Almost, but not quite.

Each new trolley costs \$350,000 and can carry 44 passengers. The cost of a fully loaded trolley is about \$7,955 per passenger.

BRT vehicles cost \$700,000 each and can carry 105 passengers. The cost of a fully loaded vehicle is \$6,667 per passenger.

A standard bus costs about the same as a trolley and carries about 60 passengers, or about \$5,833 per passenger. That's \$834 less per passenger than a BRT bus.

Thirty-two standard buses would be required to carry the same number of passengers as the 18 planned BRT buses.

Who pays?

The total cost of BRT is not just in buses. Storage and maintenance also are factors.

HRT officials say they were already looking for somewhere to build a new shed for trolleys. HRT plans to build a BRT maintenance building with its own money, plus some federal money.

The plan includes a 15,000-square-foot building on Birdneck Road. The cost is about \$5.5 million to \$6.5 million.

The city already owns the land, having bought it last year for \$1.6 million. That money is not included in the city's \$11.4 million budget for BRT.

Before BRT, the city was eyeing the property for a maintenance facility for its resort-area equipment. Now the city is looking for more land nearby so it can accommodate BRT vehicles and city maintenance crews in one location.

Virginia Beach and other localities fund part of HRT's budget. Virginia Beach now contributes more than \$2 million a year. That includes \$1.6 million for regular buses, \$377,000 for the trolleys and \$100,000 for service between Lynnhaven Mall and Oceana Naval Air Station.

The city is negotiating BRT contracts with HRT on such issues as bus ownership – HRT would own the buses – annual payments and operating costs.

The BRT budget would be separate from the city's other transit expenses.

Consultants project that fares will cover about 59 percent of BRT's \$3 million annual operating costs. Fares now cover nearly half of the trolleys' operating costs.

Amoruso said most bus systems cover 20 to 28 percent of operating income from fares. Light rail, commuter rail and other rail typically cover 30 to 50 percent of operating costs from fares, he said.

For BRT, one-way fares would be \$1.50 per rider – the same as the trolley. A daily pass would be \$5.

Also, the city would assess a \$5-a-day BRT surcharge on each out-of-town convention delegate, whether or not BRT is used.

The proposed budget assumes 61,000 non-local convention center attendees with an average three-day stay. That's \$915,000 in fare box revenues.

Unhappy hotels

The Virginia Beach Hotel-Motel Association has not endorsed BRT. Hotel owners worry that dedicated BRT lanes on Atlantic Avenue will make it harder to deliver supplies to hotels and to drop off customers.

At peak season, BRT vehicles would run from 8 a.m. to 10 p.m., and charter buses or delivery vehicles would be banned from BRT lanes.

Nancy Perry, the association's executive director, said charter buses must be able to drop off passengers – some very old or young – directly in front of hotels.

"We could have people three or four blocks away from their hotel crossing Atlantic Avenue with their luggage, their band equipment or whatever they happen to be carrying," she said.

Delivery drivers would be forced to use designated drop-off zones and wheel supplies to their destinations on hand trucks.

Hotel owners also wonder how a 60-foot-long bus will fit into the busy resort.

Beach officials ran two versions of BRT vehicles through resort roads in the winter, testing turns and navigating lanes. They reported no difficulties.

"But," Perry said, "we haven't actually tested the vehicles at the Oceanfront during season to see how they would fit in."

The Vegas experience

The future of BRT in Las Vegas wasn't always so bright.

"A lot of people were very concerned that here we were putting in a lot of tax dollars for a fancy bus," Christiansen said. Now, local newspaper reports describe BRT as popular and successful.

Whether Virginia Beach's BRT system will be equally successful remains to be seen. The buses are being put out for bids so they can be ordered by July.

City officials hope the first BRT buses will be ready for the convention center's full opening in early 2007.

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