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LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, June 21, 2006
5:30 p.m.

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Kortge _____ Ban _____ Davis _____ Eyster _____
Gant _____ Gaydos _____ (Vacancy) _____

The following agenda items will begin at 5:30 p.m.

III. PRELIMINARY REMARKS BY BOARD PRESIDENT

IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA 04

V. BOARD CALENDARS (5 minutes) 05

VI. WORK SESSION

A. Debrief June 12 Joint Meeting with Eugene City Council (15 minutes) 06

B. Security Denial and Reinstatement Procedure (15 minutes) 07

C. Customer Input Process 08

The following agenda items will begin at 6:30 p.m.

VII. EMPLOYEES OF THE MONTH – June and July 2006 (10 minutes) 16

VIII. AUDIENCE PARTICIPATION

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

IX. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|----|---|----|
| A. | Consent Calendar (1 minute) | 18 |
| 1. | Minutes of December 9-10, 2005, Strategic Planning Work Session (Page 19) | |
| 2. | Minutes of March 13, 2006, Special Meeting/Work Session (Page 22) | |
| 3. | Minutes of March 15, 2006, Regular Board Meeting (Page 29) | |
| 4. | Minutes of April 3, 2006, Special Meeting/Work Session (Page 38) | |
| 5. | Minutes of April 19, 2006, Canceled Regular Meeting (Page 43) | |
| 6. | Minutes of April 26, 2006, Special Board Meeting (Page 44) | |
| 7. | Minutes of May 10, 2006, Special Board Meeting by Conference Call (Page 49) | |
| 8. | Minutes of May 17, 2006, Canceled Regular Meeting (Page 50) | |
| 9. | Boundary Resolution (Page 51) | |
| B. | FY 2005-2006 Supplemental Budget (5 minutes) | 53 |
| C. | FY 2006-2007 Budget Adoption (5 minutes) | 56 |
| D. | Grant Applications (10 minutes) | 63 |
| E. | Funding Request from Downtown Eugene Incorporated (10 minutes) | 68 |
| F. | Election of Board Officers | 71 |

X. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
|-----|--|----|
| A. | Board Member Reports (respond if questions) | 72 |
| 1. | Meetings Held or Attended | |
| (a) | Metropolitan Policy Committee—June 8 | |
| (b) | Board HR Committee—June 14 | |
| (c) | Board Communication & Process Committee—June 15 | |
| (d) | Region 2050 Policy Advisory Board—May 30 and June 29 | |
| 2. | No Meeting/No Report | |
| (a) | Board Service Planning & Marketing Committee | |
| (b) | Board Finance Committee | |
| (c) | EmX Steering Committee | |

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B. Joint Meeting with Springfield City Council, July 10, 2006 (5 minutes)	74
C. Monthly Financial Report—May 2006 (5 minutes)	75
D. Response to Service Suggestions (respond if questions)	87
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XI. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	130
A. Joint Meeting with Springfield City Council/Special Board Meeting	
B. Communications Audit	
C. Pioneer Parkway Environmental Assessment	
D. Pioneer Parkway Decision Process	
E. Alternative Mobility Standards—Tom Schwetz	
F. Annual Performance Report	
G. Third EmX Corridor	
H. 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 21, 2006

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 2006-2007. Attached for the Board's approval as part of the Consent Calendar for June 21, 2006, 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. 2006-021, 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. 2006-021

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 2006–2007, 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 REPORT: June 21, 2006

ITEM TITLE: APRIL FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND: Financial results for the first ten months of the 2005-06 fiscal year are summarized in the attached reports.

Passenger fares were 17.4 percent higher for the first ten months of the 2005-06 fiscal year over the same period last year. Ridership for the rolling twelve-month period, which ended April 30, increased 10.4 percent. Ridership strength and growth appear to be a combination of the effect of the new middle and high school pass program and reaction to continued high fuel costs.

Payroll tax revenues are up 10.3 percent (reported on a cash basis) versus last year due to the steady economic recovery of Lane County and also the large construction payrolls associated with the major projects in the Eugene-Springfield area. The positive for this resource has been reduced in the last month but is still almost \$700,000.

Self-employment receipts coincide with the State tax payment deadline, which was April 17 this year. However, due to processing time requirements, most receipts are typically disbursed in May. Year-to-date receipts are 6.5 percent over the same period last year.

State-in-lieu receipts for the quarter ended March 31, 2006, were up 4 percent after inexplicably lower-than-expected receipts for the previous two quarters. Third quarter receipts brought year-to-date results to last year's level, which is slightly below current-year budget. No revenue from this resource was received in April.

Interest rates have improved in the last year and continue to inch upward. Returns, therefore, have also improved. Through April, receipts are nearly double those in the same period of the last fiscal year.

Growth of total personnel services expenditures, the largest category of operating expense, slowed to 4.5 percent year to date, down from the 5.7 percent reported last month. The increase in growth rate reported for March is primarily the result of the General Manager termination, which occurred in March.

Administrative salary growth is also due to the implementation of a vacation sell-back program that allows nonrepresented employees to sell one week of accrued leave back to LTD in conjunction with taking a full week off. Employees are generally limited to two weeks of sell-back per fiscal year, but exceptions can be made by the General Manager if there is a compelling business reason to allow more. Several administrative employees have taken advantage of this new program, which encourages employees to take quality time off from work and reduces the accrued leave liability, which gets larger the longer it remains on the books. The program was proposed and implemented after the FY 2005-06 budget was adopted. It is included in the FY 2006-07 Proposed Budget, so the cost will not result in negative budget variances in the next fiscal year.

Materials and services results continue to vary widely from department to department. Total materials and services are significantly higher for the first ten months of this year as compared to last, but overall spending is within budget for the year to date indicating that the timing of expenses is different in the current fiscal year. Factors contributing to year-to-year comparison anomalies are labor negotiation expenses last year; ten months of Springfield Station operating expenses this year versus four months last year; and the APTA Expo in the current fiscal year. LTD traditionally sends a larger contingent of Board members and employees to the expositions, which are held every three years and feature displays of equipment and technology.

Transfers to both Accessible Services and Capital are up, in accordance with the FY 2005-06 plan. The annual transfer of \$5,000 to the Commuter Solutions Fund has been made in full.

Fuel prices continue to be volatile. April's highest price of \$2.4409 per gallon occurred on April 27. The lowest for April was \$2.1237 on April 6. As previously reported, the year-to-date low of \$1.6765 per gallon occurred on December 12, 2005. The highest fuel price of \$2.6633 per gallon was reached on October 13. The current-year budget assumed a rate of \$2.10 per gallon. The ten-month average rose in April and is now \$2.0932. If fuel prices continue at current levels, this line item will finish the fiscal year approximately \$53,000 over budget.

The General Fund is stable through April.

The Commuter Solutions and Accessible Services Funds activities are generally as expected through the first ten months of the current fiscal year. It is very likely that the Commuter Solutions Fund will require a supplemental budget in June, as was done last year, to loan General Fund money to cover Commuter Solutions grant revenues that will not be received before fiscal year end. The loan will eliminate the appearance of deficit spending and will be repaid in FY 2006-07.

Capital Projects Fund activity showed continued Franklin EmX corridor construction. Planning work continued for the Pioneer Parkway EmX corridor also.

The FY 2006-07 Proposed Budget was presented to the Budget Committee on April 26 and 27. The budget was approved as amended on April 27, and the budget meeting was adjourned. The FY 2006-07 Approved Budget will be presented to the Board on June 21, at which time a public hearing must be held, and the Board will be asked to adopt the budget.

ATTACHMENTS:

Attached are the following financial reports for April 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 21, 2006

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 2005-06 fiscal year are summarized in the attached reports.

Passenger fares were 18.7 percent higher for the first eleven months of the 2005-06 fiscal year over the same period last year. Ridership for the rolling twelve-month period, which ended May 31, increased 11.2 percent. Ridership strength and growth appear to be a combination of the effect of the new middle and high school pass program and reaction to continued high fuel costs.

Payroll tax revenues are up 10.4 percent (reported on a cash basis) versus last year due to the steady economic recovery of Lane County and also the large construction payrolls associated with the major projects in the Eugene-Springfield area. The positive variance for this resource is \$1.2 million through May.

Self-employment receipts coincide with the State tax payment deadline, which was April 17 this year. However, due to processing time requirements, most receipts are typically disbursed in May. It is a difficult revenue to predict, and was underestimated in the FY 2005-06 budget. Receipts through May are up 25 percent over last year and are \$218,000 over budget for the year to date. The cause could be a change in disbursement timing by the Oregon Department of Revenue, another indicator of local economic health, or a combination of factors.

State-in-lieu receipts for the quarter ended March 31, 2006, were up 4 percent after inexplicably lower-than-expected receipts for the previous two quarters. Third-quarter receipts brought year-to-date results to last year's level, which is slightly below current-year budget. No revenue from this resource was received in May.

Interest rates have improved in the last year and continue to inch upward. Returns, therefore, have also improved. Through May, receipts are 86 percent higher than those in the same period of the last fiscal year.

Growth of total personnel services expenditures, the largest category of operating expense, slowed to 4.2 percent year to date, down slightly from the 4.5 percent reported last month. Year-to-date growth was affected by the General Manager's termination in March.

Administrative salary growth is also due to the implementation of a vacation sell-back program that allows nonrepresented employees to sell one week of accrued leave back to LTD in conjunction with taking a full week off. Employees are generally limited to two weeks of sell-back per fiscal year, but exceptions can be made by the General Manager if there is a compelling business reason to allow more. Several administrative employees have taken advantage of this new program, which encourages employees to take quality time off from work and reduces the accrued leave liability, which gets larger the longer it remains on the books. The program was proposed and implemented after the FY 2005-06 budget was adopted. It is included in the FY 2006-07 Proposed Budget, so the cost will not result in negative budget variances in the next fiscal year.

Materials and services results continue to vary widely from department to department. Total materials and services are significantly higher for the first eleven months of this year as compared to last, but overall spending is within budget for the year to date indicating that the timing of expenses is different in the current fiscal year. Factors contributing to year-to-year comparison anomalies are labor negotiation expenses last year; eleven months of Springfield Station operating expenses this year versus four months last year; and the APTA Expo in the current fiscal year. LTD traditionally sends a larger contingent of Board members and employees to the expositions, which are held every three years and feature displays of equipment and technology.

Transfers to both Accessible Services and Capital are up, in accordance with the FY 2005-06 plan. The annual transfer of \$5,000 to the Commuter Solutions Fund has been made in full.

Fuel prices continue to be volatile. May's highest price of \$2.5918 per gallon occurred on May 18. As previously reported, the year-to-date low of \$1.6765 per gallon occurred on December 12, 2005. The highest fuel price of \$2.6633 per gallon was reached on October 13. The current-year budget assumed a rate of \$2.10 per gallon. The eleven-month average rose in May and is now \$2.1324. The supplemental budget, a separate agenda item for the June 21 meeting, assumes that fuel prices will be at \$3.00 per gallon for the last six weeks of the current fiscal year and

increases the FY 2005-06 materials and services appropriation to cover the anticipated overage.

The General Fund is stable through May.

The Commuter Solutions and Accessible Services Funds activities are generally as expected through the first eleven months of the current fiscal year. Both funds are included in the supplemental budget in June, as was done last year, to loan General Fund money to cover Commuter Solutions grant revenues that will not be received before fiscal year end, and to cover Accessible Services expenditures that must be paid in advance of the new fiscal year. The loans will eliminate the appearance of deficit spending and will be repaid in FY 2006-07.

Capital Projects Fund activity showed continued Franklin EmX corridor construction. Planning work continued for the Pioneer Parkway EmX corridor also.

The FY 2006-07 Proposed Budget was presented to the Budget Committee on April 26 and 27. The budget was approved as amended on April 27, and the budget meeting was adjourned. The FY 2006-07 Approved Budget will be presented to the Board as a separate agenda item on June 21, at which time a public hearing must be held, and the Board will be asked to adopt the budget.

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

LANE TRANSIT DISTRICT RESOLUTION NO. 2006-023

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for fiscal year 2006-2007 in the total combined fund sum of \$79,852,690 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2006, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND - OPERATING BUDGET

Personnel Services	\$ 22,653,300
Materials & Services	<u>7,990,700</u>
Total Operating	30,644,000

GENERAL FUND - NON-OPERATING

Transfer to Commuter Solutions Fund	5,000
Transfer to Accessible Services Fund	1,555,000
Transfer to Capital Projects Fund	-
Operating Contingency	1,500,000
Other Contingency	3,854,500
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-Operating	<u>7,914,500</u>

Total General Fund	<u>\$ 38,558,500</u>
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COMMUTER SOLUTIONS FUND

Materials & Services	<u>\$ 3,725,600</u>
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ACCESSIBLE SERVICES FUND

Materials & Services	\$ 3,645,110
Transfer to Capital	114,380
Operating Contingency	<u>43,000</u>
Total Accessible Services Fund	<u>\$ 3,802,490</u>

CAPITAL PROJECTS FUND

Capital Outlay	\$ 30,231,400
Capital Reserve	<u>3,534,700</u>
Total Capital Projects Fund	<u>\$ 33,766,100</u>

June 21, 2006

Date Adopted

Board President

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 21, 2006
- ITEM TITLE:** ADOPTION OF FISCAL YEAR 2006-2007 BUDGET
- PREPARED BY:** Diane Hellekson, Director of Finance and Information Technology
- ACTION REQUESTED:**
- (1) Hold a public hearing on fiscal year 2006-2007 budget
 - (2) Adopt fiscal year 2006-2007 budget by attached resolution
- BACKGROUND:**
- The Budget Committee approved the budget for fiscal year 2006-2007 on April 27, 2006. The fixed-route operating budget is \$30,644,000. The grand legal total of all combined funds plus reserves and transfers is \$79,852,690. 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, 2006.
- 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 2006-2007 approved by the LTD Budget Committee on April 27. It should be noted, however, that the Accessible Services Fund and Commuter Solutions Fund will require supplemental budget action during FY 2006-2007. The Commuter Solutions Fund will need to appropriate repayment of the loan from the General Fund that occurred in FY 2005-2006 to compensate for a grant expected in FY 2005-2006 that will actually occur in FY 2006-2007. A resolution included in the Consent Calendar for this meeting adjusts the FY 2005-2006 Commuter Solutions budget for this loan. The Accessible Services Fund is required to prepay some FY 2006-2007 contractual services in FY 2005-2006. This requirement is also covered in the consent calendar resolution.
- 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 2006-2007 budget is adopted. Budget highlights and a brief overview will be presented at the June 21 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 2006-2007 business plan beginning July 1, 2006.

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. 2006-023, adopting the LTD fiscal year 2006-2007 budget and appropriating \$79,852,690 as represented in the resolution.

2005 Customer Input

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD total
Compliments	21	28	16	32	27	31	32	19	45	31	32	21	335
Per 100,000 boardings	3	4	3	4	3	5	5	3	7	4	4	3	
Complaints	53	62	39	91	55	72	64	66	75	123	72	76	848
Customer Relations	15	11	12	25	12	21	18	21	23	28	11	11	
MISC.	1	2	0	2	2	0	0	3	3	9	3	3	
NOC	8	9	6	9	4	9	10	11	17	21	24	12	
Reliability	10	14	7	17	19	13	19	17	14	21	19	33	
Safety	15	20	10	24	12	23	14	13	15	34	13	16	
Unsubstantiated	4	6	4	14	6	6	3	1	3	10	2	1	
Per 100,000 boardings	7	8	7	11	7	11	11	11	11	14	9	11	117
											Avg per mo		9.78



Lane Transit District

Incident Count by Category

01/01/2005 - 12/31/2005

Compliment

Count: 361

Customer Relations

Count: 184

Invalid Complaint

Count: 57

Miscellaneous Complaints

Count: 26

NOC

Count: 212

Reliability

Count: 186

Safety

Count: 186



Lane Transit District

Incident Count by Nature of Incident

01/01/2005 - 12/31/2005

ADA issue	Count: 12
Bicyclist Safety	Count: 5
Bus Stop	Count: 2
Customer Behavior	Count: 4
Discrimination Claim	Count: 4
Driving Issues	Count: 157
E.O.M.	Count: 274
Early Bus	Count: 21
Employee Behavior	Count: 149
Employee Compliment	Count: 82
Invalid Complaint	Count: 57
Late Bus	Count: 45



Lane Transit District

Incident Count by Nature of Incident

01/01/2005 - 12/31/2005

Mechanical Failure

Count: 1

Miscellaneous Complaints

Count: 26

N.O.C.

Count: 212

No show

Count: 4

Off-Route

Count: 6

Pass-by

Count: 87

Policy

Count: 2

Ran Red Light

Count: 21

Ride Comfort - Customer R

Count: 11

Ride Comfort - Safety

Count: 2

Route/Schedule

Count: 22

System Compliments

Count: 5



Lane Transit District

Incident Count by Nature of Incident

01/01/2005 - 12/31/2005

Yield Signal

Count: 1



Lane Transit District Incident Count by Type of Input

01/01/2005 - 12/31/2005

Complaint

Count: 868

Compliment

Count: 366

Suggestion

Count: 21

LANE TRANSIT DISTRICT RESOLUTION NO. 2006-022

Be it resolved that appropriations for the FY 2005-2006 budget adopted by the Board of Directors be adjusted as indicated below:

Summary of FY 2005-06 Supplemental Budget #2

	Adopted	Increase (Decrease)	Amended
GENERAL FUND			
Changes in Appropriations			
Personnel Services	20,899,300	(300,000)	20,599,300
Materials and Services	6,417,900	410,000	6,827,900
Transfer to Commuter Solutions Fund	5,000	250,000	255,000
Transfer to Accessible Services Fund	1,486,620	184,000	1,670,620
Contingency	1,500,000	<u>(544,000)</u>	956,000
 Increase in Appropriations - General Fund		 <u>-</u>	
 COMMUTER SOLUTIONS FUND			
Additional Resources			
Transfer from General Fund	5,000	<u>250,000</u>	255,000
 Increase in Resources - Commuter Solutions Fund		 <u>250,000</u>	
 ACCESSIBLE SERVICES FUND			
Additional Resources			
Transfer from General Fund	1,486,620	<u>184,000</u>	1,670,620
 Increases in Resources - Accessible Services Fund		 <u>184,000</u>	

Adopted by Lane Transit District Board of Directors on the _____ day of June, 2006.

Date

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: APPROVAL OF SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2005-2006

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

ACTION REQUESTED: Approval of resolution adjusting the FY 2005-2006 General Fund and Accessible Services Fund budgets as described below

BACKGROUND: Unanticipated expenses occurred during the 2005-2006 fiscal year that require budget adjustments prior to fiscal year-end on June 30, 2006. The expenses and amounts are as follows:

GENERAL FUND

Personnel Services: (\$300,000)

The majority of this decrease is due to the use of contractual services instead of hiring to cover certain administrative responsibilities.

Materials and Services: \$410,000

A portion of this increase -- \$300,000 -- is due to the use of contractual services instead of personnel services to cover certain short-term administrative responsibilities. The balance is attributed to higher-than-expected fuel costs.

Transfer to Commuter Solutions Fund: \$250,000

As occurred in the last fiscal year, grant expenses occurred in FY 2005-2006 for which reimbursement will not occur until FY 2006-2007. Without a loan, the fund will finish the current fiscal year in a cash deficit position.

Transfer to Accessible Services Fund: \$184,000

The need to pay certain FY 2006-2007 expenses in advance accounts for this increase. Reimbursement will be made in FY 2006-2007.

The offset to the expenditure increases is a reduction of Operating Contingency of \$544,000.

COMMUTER SOLUTIONS FUND

Materials and Services: \$250,000

ACCESSIBLE SERVICES FUND

Materials and Services: \$184,000

RESULTS OF RECOMMENDED ACTION:

The FY 2005-2006 Adopted Budget will be modified for the noted changes and the annual independent audit of FY 2005-2006 will not note budget anomalies.

ATTACHMENTS:

LTD Resolution No. 2006-022

PROPOSED MOTION:

I move approval of Resolution No. 2006-022, amending the LTD fiscal year 2005-2006 budget as represented in the resolution.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: WORK SESSION: ALTERNATIVE MOBILITY STANDARDS

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None. Discussion only.

BACKGROUND: Tom Schwetz of the Lane Council of Governments will attend the Board meeting to provide information on a study of Alternative Mobility Standards (AMS). This study considers whether there should be different standards for delay and congestion for streets depending on their use.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

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 21, 2006

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 Board Committees and to the Metropolitan Policy Committee (MPC), and, on occasion, 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 or other meetings they have attended on behalf of LTD.

1. **Metropolitan Policy Committee:** MPC meetings generally are held on the second Thursday of each month. Board members Gerry Gaydos and Susan Ban are LTD's MPC representatives. Mr. Gaydos and Ms. Ban attended the MPC meeting on June 8, 2006. At that meeting, MPC endorsed several Transportation Enhancement Program applications; approved amendments to the FY 05-07 MTIP (Metropolitan Transportation Improvement Program); approved programming of FY 07 STP-U (Surface Transportation Program-Urban) baseline planning funds; and received a presentation by FHWA (Federal Highway Administration) on a revised alignment for the West Eugene Parkway and a proposal by the City of Eugene for the FY-06-09 MTIP and West Eugene Parkway.
2. **Board HR Committee:** The Board HR Committee (Susan Ban, Mike Eyster, and Chair Gerry Gaydos) met on June 14 and were provided with a draft report from the Employee Communications Audit provided by the Ulum Group. The next meeting is tentatively scheduled for July 25.

3. **Board Communication & Process Committee:** This *ad hoc* committee is comprised of Mike Eyster, David Gant (chair), and Gerry Gaydos. At a meeting on June 15, the committee discussed Board officer election, pension trustee selection, and a policy on testimony. The committee can provide a report and forward any recommendations to the full Board at the June 21 meeting.
4. **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. Susan and Mike were not able to attend the Policy Board meeting on May 30, 2006. The Policy Board reviewed the following: revised population and employment projections by each city; housing needs analysis; and natural resources, transportation, and economic opportunities analysis. These studies included the cities of Springfield and Cottage Grove, even though they have declined to participate in the project. These cities will not participate in the implementation phase, but the population and employment projections will be coordinated with them to assure that the Regional Growth Strategy can be implemented by the cities that participate. The next Policy Board meeting is scheduled for June 29.

NO MEETINGS HELD

1. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is comprised of Mike Eyster, David Gant, and Dean Kortge. The committee last met on February 28, 2006. The next meeting is tentatively scheduled for July 17, and will include members of the Cottage Grove City Council.
2. **Board Finance Committee:** The Board Finance Committee (Debbie Davis, David Gant, and Dean Kortge) last met on March 7, 2006. The committee will meet in the fall of 2006.
3. **EmX Steering Committee:** Board President Gerry Gaydos and Board members Dean Kortge and Debbie Davis are members of LTD's EmX Steering Committee, along with members of local units of government and community representatives. The Committee meets quarterly. The Committee held a special meeting on April 4, 2006. The June 6, 2006 was cancelled due to a lack of agenda items. The next meeting is scheduled for September 5, 2006.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

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

- ❑ May 9, 2006, postcard from Cynthia Kokis and response from Board Vice President Susan Ban, regarding ridership by Board members
- ❑ May 16, 2006, letter from Mr. John Saemann to Metropolitan Policy Committee Chair Bobby Green (with copy and note to Board President Gerry Gaydos) regarding West Eugene transportation issues, and response from Board President Gaydos.

PROPOSED MOTION: None

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT
SPECIAL MEETING ON FARES AND SERVICE

Monday, March 13, 2006

Pursuant to notice given to *The Register-Guard* for publication on March 9, 2006, 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 Monday, March 13, 2006, beginning at 5:30 p.m., in the Bascom-Tykeson Room at the Eugene Library, 100 West 10th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Dean Kortge
David Gant, Secretary
Mark Pangborn, General Manager
Susan Hekimoglu, Representing the Clerk of the Board
Kimberly Young, Minutes Recorder

Absent: Mike Eyster
(One Vacancy)

CALL TO ORDER – Mr. Gaydos called the meeting to order.

ROLL CALL – Mr. Gaydos called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos thanked those who had attended the public hearing on fares and services.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA - There were none.

PUBLIC HEARING ON FISCAL YEAR 2006-07 FARE RECOMMENDATIONS

Staff Presentation

Andy Vobora, Director of Marketing and Communications, introduced the item, recalling that the Board previously discussed two proposals: the increase in the group pass price and the increase in token prices. The testimony the Board received previously was from one of the group pass organizations, and no other testimony was offered at that time.

Ms. Ban determined from Mr. Vobora that the Board received no additional testimony from the Lane Community College (LCC) student group.

Opening of Public Hearing by Board President – Mr. Gaydos called for public testimony on the fare recommendations for FY 2006-07.

Public Testimony

Misha Seymour of Eugene thought free buses would be fair. He recalled the TransPlan adoption process, during which free buses were discussed, but nothing ever became of that discussion. He maintained the buses were becoming “yuppie-only” because they carried employees participating in employer-provided bus pass programs. He said that was good for them, but what about everyone else? He questioned whether it represented a democratic approach. Mr. Seymour called for more equality. He said that some riders pay nothing while others paid full fares, and it did not seem right to him. Mr. Seymour also wanted to retain token prices as they currently were.

Mr. Seymour criticized the time the meeting was held but acknowledged that it was held downtown in a central location.

Closing of the Hearing – Mr. Gaydos closed the public hearing.

Staff Comments

Mr. Vobora discussed LTD’s outreach to Cottage Grove, noting that Lockwood and Associates was hired to conduct a study of the riders of the #98 bus. He briefly reviewed the survey methodology. He said that LTD secured 149 completed surveys, and offered to provide the surveys to the Board. A postcard was mailed to all Cottage Grove residents, both to promote the open house that occurred in Cottage Grove at the community center and to alert residents to the fact that LTD was evaluating service. He noted other outreach efforts that had taken place. Mr. Vobora reported that Cottage Grove Councilor Mike Fleck had asked him to convey Councilor Fleck’s concerns about the lack of morning service enhancements.

Mr. Vobora called attention to a video produced by Jim Evangelista that illustrated the variety of service needs that Cottage Grove residents had. He said there was considerable interest in additional service to Cottage Grove.

PUBLIC HEARING ON FY2006-07 SERVICE RECOMMENDATIONS**Staff Presentation**

Will Mueller, Service Planning manager, reported that the Board would make its final decisions at the regular Board meeting on March 15. He said that the Board Service Planning and Marketing Committee reviewed the testimony that had been received and that the recommendations before the Board came from the committee.

Mr. Mueller recalled that most of the testimony the Board heard regarded the deletion of the City View Neighborhood loop from #76. The staff recommendation to delete the loop remained the same because staff believed the resources required could be placed elsewhere in the system. Two of the four loop trips were more productive than the other two. Staff also considered an alternative proposal to combine route #22 with the neighborhood loop, but staff did not think that was an attractive option.

Mr. Mueller noted testimony calling for more service to the Cottage Grove #98 route. Staff proposed to add a 2:30 p.m. trip and a 6:00 p.m. trip to alleviate crowded conditions that existed now.

Mr. Mueller said that the Board also heard testimony calling for additional service to Springfield. He said that some of the areas in question should be reexamined, but for the foreseeable future, staff wanted to ensure that the system worked well and proposed fixes and enhancement to the current system instead. When the EmX project to Pioneer Parkway and Gateway occurred, staff proposed to take a comprehensive look at service in Springfield. He anticipated that would occur in 2009.

Responding to a question from Mr. Gaydos, Mr. Mueller said that afternoon buses to Cottage Grove were much busier than the morning buses, so staff recommended enhancements to afternoon service. Some riders might have to stand between Creswell and LCC. He acknowledged that there were needs in all parts of the system and that staff were focused on addressing the most immediate problems, those of overcrowding or late buses.

Opening of Public Hearing by Board President – Mr. Gaydos called for public testimony on the FY 2006-07 service proposal.

Public Testimony

Mel Barnes asked that the #18 and #19 buses be moved off G Street because #13 also runs on that road, and that the bus be moved to B, C, or D streets. He recommended that a bus be routed down Daisy to carry senior citizens to the Willamalane Community Center. He said that some people had asked why there was no service on International Way from Springfield. He said there was a lot of manufacturing in the area that LTD could serve.

Kathleen Brandt and her family thanked the Board for its years of service. She thanked the Board for the fact her husband was able to ride the bus during his rehabilitation. She asked the Board to consider maintaining a one-time a day neighborhood loop on the #76 route. She said that her family was seriously considering moving because of the lack of service. She had been riding the bus for some time and she would be scared if there was nothing. She noted the recent snow storm and said she did not know what she would do if the bus was not there. Ms. Brandt said her children were growing and her daughter wanted to ride the bus to Roosevelt Middle School. They had already practiced the ride and transfer. Ms. Brandt noted her family's use of the bus to reach the Amtrak Station to take a vacation.

Betty Joslen said she wanted earlier bus service in the morning on the #40. She had less than 20 minutes to reach her job with the current schedule. Her company was moving to West 11th Avenue in July or August and the earliest trip from downtown left at 7 a.m., and that was when she had to be at work. When she had to be at work earlier, the bus was not an option at all.

Lucas Murphy of Springfield reviewed a proposal to alter the arrivals of the #11 Thurston and EmX route and route #11 up B Street. He believed that the change would serve the interests of all, particularly riders in Springfield and Thurston, as well as the operators. He said the result would be a #11A and a #11B, and it would not be hard for people to remember.

Dell Lewis expressed appreciation for the bus system. He commended the job done by LTD in operating the system. Some of the people who needed the service the most were not receiving it. He had other people living with him who also needed to ride the bus. He had to drive people places because they were not able to take the bus.

Marion Walters suggested that Mr. Murphy had offered staff an interesting mathematical problem in regard to the minimization of total waiting times for the Thurston and EmX. She discussed service on the #27 bus, saying that service reductions had reduced ridership on the route. She hoped something was done. She said on Saturday, the bus got downtown just after 30 after the hour, just in time to see other buses leave. She asked that the schedule be arranged so riders on the bus traveling downtown arrived in time to make transfers. She noted times of waiting for weekend service and said that the #33 had a 55-minute wait and the #40 also had a 55-minute wait. She said that it was not surprising people did not take the bus. The first bus arrived downtown at 10:40 a.m. and she thought that was too late. Ms. Walters said that she had asked many people if they were aware of the hearing but many were not. She suggested a big sign be put on the platforms downtown to notice people of the hearing. She called for Board members to give up their cars and ride the bus for a week.

Mark West, 2582 West 28th Avenue, asked the Board to consider maintaining the neighborhood loop on the #76 bus and even to increase the number of stops. He thanked the Board for the service, saying it was a good way to save money.

Jim Evangelista briefly discussed his history with LTD, which was a positive one. He said he was proud of LTD in many ways. His son rode the bus, which was why he was at the hearing. As a non-custodial parent, he was affected by LTD's service decisions. Mr. Evangelista said the survey in Cottage Grove seemed skewed. No return trips were surveyed. No weekend or afternoon trips were surveyed. That was the reason he made the DVD provided to Board members. He believed more people would be at the hearing if they did not have to catch the 5:30 p.m. bus. He was speaking on their behalf. He called attention to his suggested schedules. Mr. Evangelista called for additional outreach to Cottage Grove residents.

Chris Phillips, 2965 City View Street, asked the Board to retain the neighborhood loop on the #76. It was the only bus service he had. Even if it was reduced to three trips a day, that would still be almost as useful as the current schedule. He said that LTD had indicated the previous year that the ridership target was four boardings and deboardings per trip. Staff indicated service had been averaging 4.5 boardings and deboardings per trip, so he questioned why the service did not meet productivity goals. Apparently the target had been changed to five boardings and deboardings per trip. He said that was not right. The ridership had been increasing and had reached current levels despite substantial service problems that occurred on the route. In September, the bus was late 15 minutes every day for a week and a half, and unfamiliar bus drivers had failed to go up the loop at all. He suggested that was not the way to preserve ridership. The 5:30 p.m. trip leaving the UO was often five to ten minutes late. Despite those problems, the bus was getting 4.5 boardings and deboardings per day. The least important trip was the one at 8 a.m. He thought it most important to preserve the afternoon trips.

Larry Peterson said he started riding the #76 bus regularly to work after experiencing physical problems. It was a long way to walk up and down the hill to reach another bus. He said that he saw four to eight riders every morning on the loop. Many people did not ride the bus every day but rode the bus periodically. He said that going down the hill in bad weather was difficult for the

physically challenged and coming up was worse. He did not know what he would do without the bus because he could not drive. Mr. Peterson said the #76 was always crowded in the morning because of the students the bus picked up at Westmoreland Student Housing and he questioned the safety of that; in addition, it made buses late. He suggested that additional buses could be added or departure times delayed to accommodate those wishing to travel downtown and make transfers.

Misha Seymour of Eugene suggested that the Breeze buses be scheduled at a time when people could use them. He called for better service to the Gateway area, noting that the #12 was often standing room only. Mr. Seymour thought that LTD used to have a good system, but now the bus drivers said people should be happy to be standing. It did not seem right. It was not a caring way of dealing with people. The system should go back to what it was. He called for more frequent bus service up Willamette Street. He supported the addition of service to Cottage Grove. When he traveled to Cottage Grove for an afternoon performance, he had to take a bus at 10 a.m. He suggested that a bus be scheduled to leave for Cottage Grove at noon. He criticized the time of the hearing and suggested it could be televised to let people know what was happening.

Susan Urchin of Eugene, a rider of the #76 bus, said she was in good shape but there were times when she did not want to walk a long way to a bus. She said if LTD had to cut back, it should reduce service to three times a day. She said the bus was really needed in the area. Many houses were being built in the area and people traveled down City View or Hawkins Lane to reach other areas of the community. She offered to distribute fliers advertising the service.

Tom Baldinger discussed the #51 bus, saying it was chronically late. He called for more buses to be added to peak hours, suggesting three times an hour before 4 p.m. and 6 p.m. He said that he also rode the #27 bus, and it took a minimum of 42 minutes. To ride a bicycle from his house to work took nine to twelve minutes. If the bus took 22 minutes to get to work, it would be great. However, it took four times as long. Mr. Baldinger asked whether the EmX money could be spent on the fixed-route system, saying it appeared to be a waste of money. He asked who did the planning, and if it was done by computers or the drivers. Mr. Baldinger said that radios and food were a problem on the bus. People listened to the headphones really loud, and the signs helped a little bit but more could be done.

Debbie Blue agreed with all that was said by others. She said that she was a student with two children and did not have a lot of money. Her family did not own a car and depended on the bus for its transportation. She was grateful for the service, but shared Mr. Seymour's concern about the #12 bus, which her family used to get to the movies. She said having to stand while holding her infant and controlling her seven-year old was very difficult, and as a consequence, they no longer went to the movies. Her friends and associates in wheelchairs quit riding the #12 on Saturdays because there were only two wheelchair bays. She suggested that more buses be added on Saturdays to alleviate the standing-room-only conditions. She did not think it was reasonable.

Chad Krieger also wished to preserve the neighborhood loop on the #76. He said he was acquainted with other students who also wished to preserve the route who were not able to be present. He had moved to the area because of the bus route, and would be disappointed if the bus was eliminated and would likely have to move to other location. He agreed with Mr. Phillips that service problems with the bus had affected the ridership of the #76 bus and discouraged

people from riding. They would not stand at a bus stop if the bus was not going to arrive. Mr. Krieger said that his wife was looking forward to riding the bus to the University of Oregon and he would appreciate it if the Board could retain one morning and one afternoon trip.

Happy Matthews, Associated Students of Lane Community College, said that LCC students traveling from Cottage Grove were concerned about their safety. He thought that people on a bus traveling 65 miles an hour could be hurt in the case of an accident. He agreed with Mr. Evangelista that a bus every two hours to Cottage Grove would be useful.

Gloria Faust asked the Board to add additional trips on the #7X back in the morning and evening.

Closing of Public Hearing – Mr. Gaydos called for additional testimony. There was none. Mr. Gaydos closed the public hearing and called for staff response.

Staff Comments – Mr. Mueller responded to public testimony. Regarding the suggestion to reroute the #18 and #19 buses off G Street back to B, C, or D Street, he said that from past experience he had little optimism about buses being allowed to run on the streets in question. Ms. Ban asked if it would be helpful to lobby the City of Springfield. Mr. Mueller said yes. He encouraged residents to do so. Regarding the suggestion to route down 32nd Street to Virginia Street, he said that Springfield did not allow LTD to run down Virginia Street.

Speaking about the issue of service from International Way to and from Springfield, Mr. Mueller said that LTD would have liked to have diverted #12 to pick up people but wanted to keep #12 a main pulse route on the hour and at 30 minutes after, and the bus did not have time to make the stop. He said if people caught the express bus that went to Eugene, they would spend the same amount of time as they would on a diverted #12.

Regarding the #76 service, Mr. Mueller said that if LTD retained one bus in the morning and one in the afternoon, the trips would meet the productivity standard with a total of 24 trips, since the productivity standard was 20. He said the #76 loop must average ten people a day to be maintained, and the numbers were very close but not quite there. If the route was to be retained, he agreed with Mr. Phillips to keep at least three trips. Many of those who used early morning trips needed to go home by bus later on.

Mr. Mueller spoke about the issue of early bus arrivals, recalling that the 6 a.m. arrival at the Eugene Station was dropped in 2002 and was not reinstated this year. He said that LTD would like to restore that service as soon as possible.

Mr. Mueller expressed appreciation to Mr. Murphy for his graph. He said LTD did timing trials that indicated four to five minutes of extra running time. He said that LTD intended the #11 to be a closed system that ran back on itself once EmX was instituted. That could occur at certain times of the day but at other times it would be hard, and the trend was toward more ridership with added travel time. He said that it was likely that buses would be unable to meet the travel time 40 percent of the time and would consequently have to sit out a whole pulse, which was expensive. He acknowledged that service on B Street was missed.

Mr. Mueller said the first arrival time of #27 could be reexamined, but he did not think there was sufficient ridership at this time to justify it.

Speaking about the rider survey of Cottage Grove riders, Mr. Mueller said that the people who rode the bus in the morning rode back in the afternoon, so he believed the survey captured afternoon riders. He said there were a lot of unmet needs in the system, and he agreed that Cottage Grove needed more trips. However, there were also urban routes under pressure. Mr. Mueller expressed concern that spreading out the service to Cottage Grove for those who came home later at night might not address the route's most pressing needs. He said that in the future, LTD might have to go to more frequent service to Cottage Grove if ridership continued to increase.

Mr. Mueller clarified that LTD staff did the route planning with the assistance of computer software.

Mr. Mueller indicated that LTD would add an early trip on the 7X in the summer service package to accommodate those at OML (Oregon Medical Labs) and Royal Caribbean.

Also in response to testimony, Mr. Pangborn reported that LTD could not use federal funding for its operating system; it could only be used for capital purposes.

VII. WORK SESSION

A. Smoking at the Eugene Station Plaza Area

Mark Johnson recalled the Board's earlier discussion of the issue of smoking at the Eugene Station. Since then, the law had changed to restrict smoking 25 feet from the front door of businesses, which shifted people from the Eugene Library to the Eugene Station plaza area to smoke. It was not comfortable for some customers and LTD did not legally have to provide patrons with a smoking area. He recommended that LTD eliminate smoking in the Eugene Station plaza area and place signage there.

Mr. Gant supported the recommendation. He said that many people have asthma and they were affected by second-hand smoke.

Mr. Gaydos asked what process was involved to change the current rules. Mr. Johnson said that staff would place signs in the area and begin to enforce the ban. It was a matter of educating those who used the area.

There was general Board support for the staff recommendation.

The meeting was adjourned at 7:05 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, March 15, 2006

Pursuant to notice given to *The Register-Guard* for publication on February 9, 2006, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, March 15, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Dean Kortge
Mike Eyster
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: David Gant, Secretary
(one vacancy)

CALL TO ORDER – Mr. Gaydos called the meeting to order. Ms. Davis was not yet present.

ROLL CALL – General Manager Mark Pangborn called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos announced that he and Ms. Ban had been reappointed to their Board positions by the Governor, although those appointments would have to be confirmed by the Senate. He said that there had not yet been an appointment to fill the vacant Board position.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – There were no announcements or additions.

BOARD CALENDARS/APRIL BOARD WORK SESSION – Mr. Pangborn said that the Pioneer Parkway approval process was happening in April and he wanted to schedule a work session during the first week in April in order to maintain the sequence of activities, including approval of a preferred design by the Springfield City Council on April 17. Board members agreed to an April 3 work session.

In response to a question from Mr. Eyster, Director of Development Services Stefano Viggiano said that staff would meet with business owners along the route prior to the Board's work session.

Mr. Pangborn announced that the citizen (non-Board) members of the Budget Committee would meet for an informational briefing on April 12 and Board members were welcome to attend. He

said the American Public Transportation Association (APTA) would hold a training conference April 30 through May 3 and an annual conference in October. He asked Board members to let staff know if they were interested in attending either event.

Ms. Davis arrived at 5:45 p.m.

WORK SESSION

District Liability Insurance Overview – Director of Human Resources and Risk Management Mary Neidig introduced Jeff Griffin and Tammy Fitch of Wilson-Heirgood Associates Insurance to present an overview of liability insurance.

Mr. Griffin discussed risk management and said the majority of lawsuits resulted from human error. He listed those areas in which liabilities were likely to occur, including injuries, general liability (Oregon tort 30.260-30.300), employment law (Title 42), contracts, budget, regulatory, ultra-virus, and personal. He noted that 80 percent of lawsuits were in the general liability category under Oregon tort law. He stressed that in order to avoid legal action related to employment, it was important for a public entity to have current written policies, provide training for employees, establish a zero-tolerance policy, and prohibit retaliation when an allegation was made. He said that contracts must be reviewed constantly and renewed in a timely manner, adopted budgets must be adhered to or formally revised, standards and practices should assure that regulatory requirements are met, and legal authority should not be exceeded. Regarding personal liability, he said that Board members were protected as long as they operated within the authority of the Board and not as individuals. He urged Board members to refer complaints to the full Board or to staff instead of attempting to resolve them.

Ms. Fitch reviewed coverage limits and deductibles under the current LTD insurance policy. She pointed out that it was the practice of the District to accept some risk exposure with higher deductibles.

Mr. Gaydos asked how construction activities were addressed and whether the District or the contractor assumed liability. Mr. Griffin replied that liability was clearly delineated in the contracts and the District did not take ownership until it took possession. He used new buses as an example.

Mr. Pangborn said that the District participated in the Special Districts Association of Oregon and one of the purposes was to pool resources to assist districts with similar issues and concerns.

EmX Franklin Corridor Vehicles: Possible Purchase of Sixth Vehicle – Director of Development Services Stefano Viggiano reported that a key issue during the Annual Route Review (ARR) was frequency of EmX service. The options were 10-minute service or 12-minute service. The Board Service and Marketing Committee decided that 10-minute service was essential. That would require four buses to operate, leaving only one spare bus under the current purchase agreement for five vehicles. He said the committee also felt strongly that the District should be able to maintain 10-minute EmX service, which would be challenging with one spare, and therefore had recommended purchasing a sixth EmX vehicle. He said that the Board Finance Committee had concurred with the recommendation.

Mr. Viggiano indicated that nine vehicles would be required for the Franklin and Pioneer Parkway EmX service, providing seven vehicles in service with two spares. He said that the original plan was to purchase five vehicles now and four with the Pioneer Parkway project; the recommendation was to shift the timing and purchase six vehicles now and three later. He said that a separate action on the recommendation was not required; action would occur with adoption of a Capital Improvements Program that included either the original plan for EmX vehicle purchase or the recommended revision.

ITEMS FOR INFORMATION AT THIS MEETING

Pioneer Parkway EmX – Mr. Viggiano explained that the District was working on an aggressive timeline and staff were holding discussions with businesses and residents along the corridor. He said access concerns were primarily from those along Harlow Road; there was mostly support elsewhere along the route. He said that public feedback and proposed solutions would be communicated to the Springfield City Council.

Interstate 5/Franklin Boulevard Interchange – Mr. Viggiano said that \$400,000 was appropriated in SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users) to explore the option of adding improved connections from Interstate 5 to Franklin Boulevard during studies of the permanent replacement bridge. He said that the Oregon Department of Transportation (ODOT) had determined that there was no transportation problem to be solved and interchange improvements were a local economic development and community access issue. He said that Eugene and Springfield would take the lead in studying an interchange and LTD would not have a major interest in the matter from a transit service perspective.

Mr. Kortge asked if an interchange would have an impact on EmX. Mr. Viggiano replied that there could be some impact on EmX during construction on Franklin Boulevard but the designs being considered would not require rebuilding of any part of the EmX project.

Federal Transit Administration (FTA) Small Starts Program – Mr. Viggiano reminded the Board that SAFETEA-LU included a provision for Small Starts and in January FTA issued an advanced notice of proposed rule-making. He said staff were following the process closely and commenting on the proposed rules. He said main issues included what types of projects were eligible for funding and how projects were evaluated. He noted that the Small Starts program was created in part because of bus rapid transit (BRT). There is somewhat of a disagreement regarding justification criteria between BRT and streetcars. BRT projects are generally intended to address mobility needs, while streetcar projects typically focused on economic development purposes and less on transportation. Many of the comments to FTA were from proponents of both types of projects.

Assistant General Manager Linda Lynch added that while there was funding for Small Starts in the budget there were no projects in the queue and LTD was amending its federal appropriations request to request funds in the first year of available funding for Small Starts projects.

ConnectOregon Update – Ms. Lynch reported that LTD was contacted by the manager of the ConnectOregon program advising that part of the District's application would qualify for road

funds and therefore was not eligible for ConnectOregon funds. She said that staff reconstructed the application and instead of the \$7.6 million originally requested for transit lanes for RiverBend access and other purposes, \$5.4 million was requested for stations on the Pioneer Parkway corridor. She believed that the revised application would be competitive.

Mr. Kortge asked if that meant the District would have to request road funds from the County instead of the State. Ms. Lynch replied that the County Road Fund co-mingled state and federal funds, making them unusable for transit use. She said if ConnectOregon funds could be secured for the stations, those funds would more likely qualify as match for the District's federal funds than the previous application for transit lane funding.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced April 2006 Employee of the Month John Dukes. He said that Mr. Dukes, a bus operator, was a relatively new employee but had 22 years of experience with another transit district. He said Mr. Dukes was nominated by his passengers for exceptional customer service.

Mr. Dukes thanked the Board for his award and recognition and the District for allowing him the discretion to serve customers appropriately.

Mr. Pangborn said that Mr. Johnson was scheduled to make a future presentation to the Board on how the District handled customer complaints and compliments.

Ms. Ban suggested submitting an article to *The Register-Guard* describing how LTD handled customer complaints and problems.

AUDIENCE PARTICIPATION – Mr. Gaydos called for comments from the audience on non-agenda topics.

Gary Williams, Mayor of Cottage Grove, related concerns from residents about standing on buses during the Cottage Grove/Eugene commute. He said the Cottage Grove City Council was unanimous in requesting an additional bus on that route in the morning. He said that residents were also interested in adding a later bus in the evening to allow more commuters to use transit. He conveyed the sentiments of a constituent who had ridden LTD buses since the service became available in Cottage Grove that LTD drivers were great. He said the constituent was passionate about the fact that drivers provided extra assistance and he had heard from many others in the community that the treatment and courtesy extended to riders were much appreciated.

Ron Pettiti, Mayor of Creswell, reiterated Mr. Williams' remarks about increased service to Cottage Grove and Creswell. He said that Creswell had been one of the fastest growing cities in the state for a number of years. He said that Creswell was improving the Park & Ride facility in conjunction with its new City Hall project and felt that it would be difficult to attract new riders with standing-room-only buses.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Ms. Ban moved adoption of LTD Board Resolution No. 2006-009: "It is hereby resolved that the Consent Calendar for March 15, 2006, is approved as presented."

Mr. Eyster provided the second. The Consent Calendar consisted of the minutes of the February 13, 2006, special Board meeting and the February 15, 2006, regular Board meeting.

VOTE The Consent Calendar was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSESIONS: None
EXCUSED: Gant

Fiscal Year 2006-07 Pricing Plan and First Reading of Amended Fare Ordinance – Director of Marketing and Planning Andy Vobora related that the pricing proposal had been discussed by the Board at two previous meetings and presented to the community during open houses. He said the next step was the first reading of the ordinance, followed by second reading and adoption at the April 2006 Board meeting. He said the ordinance would go into effect July 1, 2006, if approved.

MOTION Mr. Kortge moved that Thirteenth Amended Ordinance No. 35 be read by title only. Ms. Ban provided the second.

VOTE The motion was approved follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSESIONS: None
EXCUSED: Gant

Mr. Pangborn read the ordinance by title: “Thirteenth Amended Ordinance No. 35: An Ordinance Setting Fares for Use of District Services.”

Revision of LTD Group Pass Program Policy – Mr. Vobora explained that the group pass program had been in existence since 1988 and that the basic concept behind group pass pricing was that it was a revenue-neutral position. He illustrated how that functioned with most groups in terms of a predictable number of members using the program. He said a club that was participating in the program was soliciting membership by offering discounted LTD passes and that was inconsistent with the program’s policies to improve the farebox-to-operating-cost ratio and accomplish revenue neutrality. He said the new language would more clearly identify group pass target organizations as well as the program’s purpose and goals and discourage groups from attempting to generate revenues through the group pass discount. He said the District’s attorney had worked with staff to develop the proposed language.

Mr. Eyster cautioned about unintended consequences as a result of the change. Mr. Vobora agreed that the intent was to remain flexible and creative while protecting the District’s interests.

Ms. Ban asked if language to define eligible groups could be developed. She used the example of seniors who participated at Willamalane Senior Center, which was more like a club, but still a somewhat static group. She said the intent was to work with groups whose size did not change significantly over time. Mr. Pangborn said one of the issues was that most groups did not self-select for bus riders; bus riders typically were a somewhat predictable percentage of the members of any group and that allowed LTD to set low prices because a fairly large percentage

of any group would be only occasional riders. He said the problem arose when a group self-selected for being bus riders by recruiting members on the basis of offering discounted passes.

Mr. Kortge said the real problem appeared to be reselling of the group passes by the club in order to generate revenue by the club. He thought that the language would resolve that issue.

Ms. Ban agreed with Mr. Kortge but felt concern that the language could be too restrictive.

In response to a question from Mr. Eyster, Mr. Vobora said that the new policy language would become effective March 15, 2006; however, existing group pass contracts would not be updated until the June 30, 2006, renewal cycle.

MOTION Mr. Kortge moved approval of LTD Resolution 2006-011: Resolved, that the LTD Board of Directors hereby revises the LTD Group Pass Policy as described and that these revisions become effective March 15, 2006.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Gant

Fiscal Year 2006-07 Service Proposal – Service Planning Manager Will Mueller referred to the 2006 Annual Route Review service change summary and pointed out that eliminating summer service and the City View loop on the #76 route had been a primary focus of Board and staff discussions and public testimony. He said the other options for #76, both of which included retaining the summer service, were to make no changes in current service or to retain the three most productive of the four trips. He said those two options did not result in any significant savings.

Ms. Ban commented that testimony had discussed a new housing development in the #76 area and wondered whether that might generate additional riders.

Mr. Kortge remarked that most of the development had been completed and was not located on the City View loop.

Mr. Eyster said that he was persuaded by the need to increase service on the #98 route serving Creswell and Cottage Grove.

Ms. Ban supported increased service on #98 but remarked that most riders were commuting into Eugene/Springfield and jobs and payroll taxes were not being generated in Creswell and Cottage Grove.

Mr. Eyster asked why a 2:30 p.m. trip was added to #98 instead of another morning trip as the mayors of Creswell and Cottage Grove had advocated. Mr. Mueller replied that ridership on the three busiest morning trips ranged from 35 to 57 and the least productive afternoon trip carried 57 and up to 68 riders. He said the afternoon trip addressed the primary overload problem and noted that when articulated buses were running on the route, people were standing only on the

section between Creswell and Lane Community College (LCC). He said another articulated bus would be added to the morning service when it became available.

Ms. Ban asked if the addition of a 6 p.m. trip would address concerns about people being able to leave work and catch the bus to return home. Mr. Mueller said that a wide range of input on when to add an evening trip was received, and 6 p.m. was recommended by the Service Planning and Marketing Committee.

Mr. Gaydos stressed the importance of being able to respond to the needs of large employers who paid a payroll tax and provide service that addressed employees' work schedules.

MOTION Ms. Ban moved approval of LTD Resolution No. 2006-010: "It is hereby resolved that the LTD Board of directors approves the FY 2006-07 service recommendations as presented on March 15, 2006, and as shown on the 2006 Annual Route Review Change Summary." Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Gant

Mr. Pangborn pointed out that while the Board held two public hearings to take testimony on the proposed service changes, it did not discuss what direction it intended to take until action was taken at the March 15 meeting, at which those who testified were not present. He asked if the Board would prefer to make a decision or discuss its intent at the last public hearing on an issue instead of waiting until the next regular Board meeting.

Mr. Gaydos said he liked the concept of holding a discussion at the conclusion of a public hearing and asked that the matter be presented to the Board's Communication and Process Committee for consideration and recommendation.

There was a general discussion of the importance of closing the communications loop by informing those who testified or submitted written comments about the Board's decision.

Capital Improvements Program (CIP) Approval – Director of Finance & Information Technology Diane Hellekson explained that the CIP had been changed as a result of recent revisions to the ConnectOregon application. She said the Board had two options with respect to the CIP and the Long-Range Financial Plan. These options were: approval of the plan as submitted to allow staff to incorporate it into the budget, or direction to staff to reconvene the Finance Committee to review the changes and bring both agenda items back for consideration with the corrections made.

In response to comments from Mr. Kortge, Ms. Hellekson agreed that the major changes were purchase of a sixth bus and the potential for moving Pioneer Parkway up one year. She said that the Board could proceed with approval of the CIP and plan with the understanding that elements would change.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2006-013: "It is hereby resolved that the revised Capital Improvements Program is approved as presented." Ms. Davis provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Gant

Long-Range Financial Plan (LRFP) – Ms. Hellekson said that the Franklin Corridor continued to dominate the Long-Range Financial Plan, and the potential for the Pioneer Parkway Corridor was a major factor. She said that at the last Finance Committee meeting, the Committee discussed and approved debt in the second year because of the accelerated bus purchase and moving the Pioneer Parkway forward, since that removed the pressure on reserves for the Operating Fund and Capital Fund and allowed transfers to be eliminated for the next two years.

MOTION Ms. Davis moved approval of LTD Resolution No. 2006-014: "It is hereby resolved that the revised Long-Range Financial Plan is approved as presented." Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Gant

Medicaid Transportation Brokerage Project – Accessible Services Program Manager Terry Parker referred to the Board's discussion in September 2005 regarding the possibility of LTD assuming the Medicaid medical transportation brokerage for Lane County. She said the brokerage would be incorporated into services already provided through RideSource. Services would include a call center, dispatch, and scheduling. She said that extensive research by staff had resulted in a request for Board approval to move forward with the project and commence development of a contract with the Oregon's Office of Medical Assistance Program (OMAP).

Mr. Gaydos determined that there was consensus among Board members to direct staff to proceed.

General Manager Pro Tempore – Mr. Pangborn explained that it was necessary to identify a general manager pro tempore to provide for a seamless succession. He proposed that Interim Assistant General Manager Linda Lynch be designated.

MOTION Mr. Kortge moved approval of LTD Resolution No. 2006-012: "It is hereby resolved that the Interim Assistant General Manager Linda Lynch be designated as the general manager pro tempore for Lane Transit District during the absence or disability of the general manager. Ms. Davis provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: None

ABSENTIONS: None
EXCUSED: Gant

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Effect of 2006 Winter Bid Service Changes on System Performance – Mr. Mueller said that there were a greater number of changes than usual in terms of adjusting late-running buses. He referred to the graphs provided in the agenda packet to illustrate the improvements realized as a result of the winter bid. He said there had been substantial improvements throughout the system.

Ms. Ban commended the improvements and asked if there were national standards associated with late-arrival percentages. Mr. Mueller said districts looked at the issue in different ways and the standard varied widely depending on the system; standards were customized for each system.

Mr. Kortge commented that another measure, in addition to the number of trips, could be the number of riders affected by late arrivals. Mr. Mueller responded that the District tracked many statistics and would attempt to report whatever data the Board wanted.

Mr. Johnson said that the District did consider the impact of late arrivals, but the focus was on the Eugene Station and whether riders were able to make their connections. Mr. Mueller added that if riders were more than four minutes late to the Eugene Station it was not likely they would make their transfers. He said that data on meal breaks was also reviewed and drivers were now getting the full 20-minute meal break at least 80 percent or more of the time on 94 percent of runs, which was a substantial improvement.

Mr. Gaydos asked if the goal was to improve rather than attain a particular standard. Mr. Mueller replied that LTD had a very high rate of compliance given the variability between bids and situations that arose with routes.

Mr. Gaydos asked if drivers felt the improvements were good or if complaints were being received. Mr. Mueller said that customer complaints could be compiled and analyzed for trends, but quantifiable data from drivers was not available. Mr. Johnson added that far fewer concerns were raised by drivers regarding late running buses.

Monthly Financial Report – February 2006 – Ms. Hellekson reported that February 2006 was another good month, with strong ridership numbers. She said that the cost of fuel was still volatile and while the District was purchasing fuel at the budgeted price, problems could occur if there was a surge in price.

The meeting adjourned at 7:45 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT
SPECIAL BOARD MEETING/WORK SESSION

Monday, April 3, 2006

Pursuant to notice given to *The Register-Guard* for publication on March 30, 2006, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting on Monday, April 3, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Mike Eyster
David Gant, Secretary
Dean Kortge
Linda Lynch, Assistant General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: (One vacancy)

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order and called the roll.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – Mr. Gaydos reviewed the agenda and determined that there were no revisions.

EMPLOYEE OF THE YEAR – 2005 – Transit Operations Director Mark Johnson introduced Bus Operator Kiyoshi Clark as LTD's 2005 Employee of the Year. The announcement had been made at an employee barbecue on March 24. Mr. Johnson listed the numerous awards Mr. Clark had previously received and noted that Mr. Clark had only two absences since he was hired in 1992. He said that Mr. Clark had been nominated because of his exceptional driving and customer service skills.

Mr. Gaydos presented Mr. Clark with his award. Mr. Clark thanked the Board and stated that LTD was a great place to work, he enjoyed his job and it was made easy because of the many good people with whom he worked.

EMPLOYEE OF THE MONTH – MAY 2006 – Director of Development Services Stefano Viggiano introduced Planning Associate Joe McCormack as the May 2006 Employee of the Month. He related that Mr. McCormack began as an LTD intern in 1999, became a full-time planning technician in 2000, and was promoted to planning associate in 2005. He said Mr. McCormack had become skilled in many areas, including project management, and made significant contributions to the EmX project.

Mr. Gaydos presented Mr. McCormack with his awards. Mr. McCormack expressed his appreciation for the award and the many opportunities LTD had given him to learn and grow.

AUDIENCE PARTICIPATION – There was no one wishing to speak.

WORK SESSION

Pioneer Parkway EmX Preferred Design – Mr. Viggiano used a slide presentation to illustrate the staff recommendation for a preferred design for the Pioneer Parkway Corridor. He reviewed the public involvement activities conducted over the past several months to solicit comments on design options. He thanked Board members Mike Eyster and Debbie Davis for their participation in many of the meetings. He said that action on a preferred design would commence on April 4, 2006, with a meeting of the EmX Steering Committee, followed by Springfield City Council action on April 17 and LTD Board action on April 26.

Mr. Viggiano used aerial photographs to map the corridor route and show street and lane configurations and options. He pointed out the following areas where there were concerns or issues:

- Loss of parking along Pioneer Parkway East – Two complaints were received, one from a business at the south end and the other from a private residence in mid-block. Options for resolving both complaints were being explored.
- Route of Pioneer Parkway East through a portion of the Washburn Historic District – The Springfield Historic Commission reviewed and approved of the station design, suggested that the station be named the Washburn Station, and is writing a letter of support.
- Hayden Bridge roundabout – Construction was scheduled to begin soon and when completed would require the EmX vehicle to merge back into traffic in that section.
- RiverBend – Agreement with PeaceHealth on the EmX design through RiverBend was soon to be finalized, although agreement on a design had been consistent through discussions.
- Gateway Street – The State's Interstate 5/Beltline project would begin soon and redesign of the Gateway Street/Beltline intersection would be the responsibility of the City of Springfield. LTD would not know until the Springfield planning process was completed what the road network and access along the stretch to Postal Way would be. A single-lane EmX design was recommended. The major concern was left-turn access, and efforts would be made to consolidate driveways into signalized intersections to continue to facilitate left turns.
- Gateway Mall – The preference was to relocate the current station to handle both EmX and conventional service and build a walkway to the mall entrance. The proposal would eliminate the need for transit vehicles to travel on the inner-ring road of the mall
- Harlow Road – Redesign accommodated Selco's right-turn deceleration lane and parking concerns.
- Harlow Road – Les Schwab and other businesses were concerned about median transit lane designs that restricted left-turn access. LTD committed to maintaining their left-turn access. Possible accommodation included shared left turns, but design was dependent on Springfield approval.

Mr. Gant commented that driver behavior could be difficult to predict with an unfamiliar left-turn configuration. Project Engineer Graham Carey said that the design would be like having 2 two-way left-turn lanes in the middle and Springfield was concerned that drivers might merge over two lanes into the oncoming EmX lane. He acknowledged that this could be an issue.

Mr. Gant suggested that collapsible posts possibly could be used to separate the two EmX lanes.

Ms. Ban asked if police from Eugene and Springfield would be more responsive with enforcement once the corridor was in place. Mr. Viggiano said that enforcement was particularly important initially as drivers became familiar with the new configuration, but the enforcement should be focused on education rather than citations, to avoid building ill will toward EmX.

In response to a question from Mr. Kortge, Mr. Viggiano said that Les Schwab and other businesses along that stretch felt that left-turn access, particularly for delivery vehicles, was a matter of survival. He said that the District had committed that whatever design was chosen, it would include left turns, even if it meant that transit vehicles had to travel in mixed traffic in that area.

There was a discussion among staff and Board members of various left-turn design options.

Mr. Viggiano said that staff were pleased with the response from businesses along Harlow Road and Gateway Street, but had heard recently that the Springfield City Council had raised concerns and was proposing options not previously considered, including not having EmX service on Gateway Street and Harlow Road. He said those concerns were expressed in a letter to Mr. Gaydos from Mayor Sid Leiken. He indicated that staff could not recommend any option that did not serve Harlow Road and Gateway Street and would meet with Springfield staff to discuss concerns.

Mr. Gant asked how quickly transit vehicles could move on Gateway Street. Mr. Viggiano said that with transit lanes, vehicles could travel at the speed limit; without separate lanes, vehicles would have to move with traffic.

In response to a question from Mr. Gant, Mr. Viggiano said that typically drivers did not violate transit lane restrictions.

Mr. Eyster asked how the District would respond if Springfield prohibited EmX on Harlow Road and Gateway Street now but wanted that service in ten years. Mr. Viggiano said if Springfield would approve the project only if EmX operated in mixed traffic on Gateway Street and Harlow Road, the Board would have to decide whether it was worth proceeding with the project.

Mr. Gant suggested a joint meeting with the Springfield City Council to discuss concerns. Mr. Viggiano said it would be difficult to schedule a joint meeting quickly and it would be preferable to have Board members make direct contact with councilors. Ms. Lynch added that it was important for as many Board members as possible to attend the April 17, 2006, Springfield City Council meeting when the preferred design was considered.

Mr. Viggiano said that two alternatives could be offered: the preferred design recommended by LTD or a design with mixed traffic through Harlow Road and Gateway Street.

Mr. Gaydos remarked that EmX had received little opposition to part of the Gateway Street route and that, as development in the area continued, traffic would only get worse. He felt it was important for long-range planning to put the corridor in place now as it would only get more expensive.

Mr. Gant thought that it was important to stay with the preferred design recommended by staff, since the alternatives proposed by Springfield did not appear to be workable. He said the EmX route would provide a good link between major employers in the area and the Gateway Mall.

Mr. Gaydos agreed it was important to stay with the recommended design. He said he would address that in a response to Mayor Leiken.

Mr. Gant noted that the District retained the option of not proceeding with the project if a workable preferred design could not be agreed upon.

Mr. Viggiano pointed out that in order for the EmX project to receive federal funding it must meet performance criteria. He said that the more mixed traffic there was, the poorer the performance would be; the more exclusive treatment the project had, the more likely it was to be funded.

Ms. Ban added that completing the loop and connectivity also were important principles without which the project was less viable. She was pleased with the District's understanding of convenience versus critical issues.

Mr. Carey stated that it would be easier to address Springfield's issues once the District had a better understanding of the council's specific concerns.

Ms. Lynch said that staff would try to determine the source and nature of Springfield's concerns and convey that information to Board members so they could have discussions with council members.

Proposed Revision to Special Service Policy – Director of Marketing and Communications Andy Vobora said that staff had reconsidered the impact of Level One pricing on some event organizers and agreed to some extent with the concerns that were raised about charging a fully allocated cost. He said staff were asking for direction from the Board about charging direct costs.

Mr. Gaydos said that the District should be a good community partner and asked that partners understand the District's issues with respect to how transit was funded and providing support for transit in the community. He determined that there was consensus for staff to prepare a revised policy that would charge Level One events only the sum of direct costs.

Unified Planning Work Program (UPWP) – Planner Anita Yap explained that the purpose of the Unified Planning Work Program was to program the planning activities of the Metropolitan Policy Committee (MPC) partners, including LTD. She said the document identified major regional planning activities and also allowed MPO members to compete for planning funds to use for eligible projects.

Mr. Gaydos encouraged Board members to read the Unified Planning Work Program and familiarize themselves with regional activities and LTD's role as a regional partner. He noted that he and Ms. Ban were LTD's representative on the Metropolitan Policy Committee.

At Ms. Ban's request Mr. Gaydos described his participation with other MPC members in a facilitated discussion and analysis of the community controversy and problems facing the West Eugene Parkway project. He urged Board members to become more knowledgeable about regional transportation planning and invited anyone who was interested to participate in the parkway discussions.

Ms. Yap explained the relationships of the Regional Transportation Plan (RTP) and Metropolitan Transportation Improvement Program (MTIP) to regional planning tasks. She said that a new activity was development of a plan to implement New Freedom and Job Access and Reverse Commute programs.

Ms. Lynch added that the Job Access and Reverse Commute program had existed previously as an earmark program and LTD had not applied for funds; it was now distributed by formula and that necessitated development of a plan for the District.

Ms. Ban asked if staff were surveying employers as part of the Reverse Commute plan. Ms. Yap replied that many stakeholder meetings were scheduled as part of the plan development.

Ms. Ban noted that the District previously had made a group pass available to employees of St. Vincent de Paul. Mr. Vobora said that staff met recently with the City of Eugene to discuss strategies to address the homeless population, including use of New Freedom resources.

Ms. Lynch distributed copies of the adopted Strategic Plan.

ADJOURNMENT: The meeting was adjourned at 6:45 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Wednesday, April 26, 2006

Pursuant to notice given to *The Register-Guard* for publication on April 20, 2006, 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, April 26, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Mike Eyster
Dean Kortge
David Gant, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Kimberly Young, Minutes Recorder

Absent: Debbie Davis, Treasurer
(One Vacancy, Subdistrict 6)

CALL TO ORDER – Mr. Gaydos called the meeting to order.

ROLL CALL – Mr. Gaydos called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos noted that the Lane Transit District (LTD) Budget Committee would be meeting directly after the Board meeting.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – There were none.

BOARD CALENDARS — Mr. Gaydos indicated that he would not be in the area for the May Board meeting. Mr. Pangborn noted the lack of action items for that meeting and said it would be cancelled if no items came up.

AUDIENCE PARTICIPATION—Mr. Gaydos called for comment from the audience.

Margaret Harter, a resident of The Pointe at 650 Harlow Road, expressed support for the EmX system but asked the Board to avoid restricting ingress and egress to The Pointe. She said that the development had two driveways 100 yards apart and residents needed to be able to turn both east and west. She suggested that the Board consider a Portland model that allowed residents to drive over the EmX lane. Ms. Harter asked the Board to avoid creating a situation in which residents had to drive out of direction and make U-turns.

Kathleen Parlison, also a resident of The Pointe, asked the Board to make the changes to the route that would allow residents unlimited access to the development. She suggested that buses run in mixed traffic at this point in the route.

Maxine Walton, also a resident of The Pointe, encouraged the Board to consider the request of the Springfield City Council that LTD take into account what was occurring on Harlow Road. She expressed concern about the potential that the route could eliminate a buffer along The Pointe that now provided an important sound barrier for residents. Ms. Walton agreed with the remarks of Ms. Harter and Ms. Parlison, saying that access was very important to residents of The Pointe.

Mr. Gaydos thanked those offering comment and invited them to remain for the next item, during which the EmX route of concern would be discussed.

ITEMS FOR ACTION AT THIS MEETING

A. Pioneer Parkway EmX Locally Preferred Design

Director of Development Services Stefano Viggiano provided a PowerPoint presentation regarding the preferred design for the Pioneer Parkway EmX Route.

Mr. Viggiano called the Board's attention to the recommendation of the EmX Steering Committee in regard to the route, and noted the Springfield City Council's endorsement of that recommendation, which included a request that LTD employ the Transportation Systems Management (TSM) alternative on Gateway and Harlow roads until completion of the City's Gateway Street Study. That study was anticipated to take 18 months to complete. Mr. Viggiano indicated that the Metropolitan Policy Committee was the final decision maker on the design because of its responsibility for the allocation of federal funding to local governments.

Mr. Viggiano noted policy considerations associated with the steering committee recommendation, including LTD's New Starts August 2006 submittal, flexibility to add transit lanes on Gateway and Harlow, and the desire on LTD's part to honor its commitments to its partners in regard to the system.

Mr. Viggiano recommended that the Board adopt the Springfield Council recommendation and postpone its decision on transit lanes on Gateway and Harlow until on 2007-08. He acknowledged that by that time LTD would need to seek other funding for the transit lanes.

Mr. Kortge asked if future federal funding for the transit lanes would be threatened by the TSM option on Gateway and Harlow. Mr. Viggiano indicated that he believed that LTD had a good chance of securing the funding, even with the TSM alternative. Responding to a follow-up question from Mr. Eyster, Mr. Viggiano indicated that the TSM alternative did not increase travel time substantially for the opening year analysis, which is the basis upon small starts projects are analyzed.

Mr. Gaydos asked how the public would track the ongoing design issue. Mr. Viggiano indicated that LTD would publish newspaper advertisements, send direct mailings to residents, and hold public hearings. In response to a question from the audience, he indicated that occupants of multi-family housing would be notified individually.

Mr. Gaydos encouraged staff to get back to those who had expressed concerns about the route.

Responding to a question from Mr. Kortge, Mr. Viggiano said that LTD was responding to the questions asked by Gateway Mall management about the station appearance and the impact of the site plan on existing parking. Mall management indicated a willingness to look at LTD's proposal.

Mr. Gant observed that LTD had not yet had any experience with the first phase of the system, and a commitment of additional funds without that experience was difficult for him to support. He hoped the design worked well given the cost. He anticipated that at some point, LTD would have to fight some tough battles to get buses out of traffic to realize significant running time differences.

Ms. Ban expressed appreciation for the remarks of Mr. Gant. However, she believed that LTD would have future opportunities to implement EmX more fully in the Harlow and Gateway corridors when development patterns evolved and densities increased.

Mr. Pangborn concurred that LTD was backing down somewhat, but pointed out that if the District had a decision by the end of 2007, LTD could still meet existing construction schedules. He said that there were ways, such as special signaling gates, to have EmX lanes and allow for left turn access

Responding to a question from Mr. Eyster, Mr. Viggiano acknowledged the potential impact on the buffer area at The Pointe from the two-lane option. That involved acquisition on both sides of the road, with a potential impact on the landscaping in the buffer.

Responding to a question from Mr. Gant, Mr. Gaydos said that Tammy Fitch of the Springfield City Council had indicated to him that the remainder of the Council would say no to any proposal other than the one before the Board. Mr. Pangborn anticipated that the Springfield study would give LTD time to work through the issues with the City Council and affected property owners.

MOTION Mr. Eyster moved adoption of LTD Board Resolution No. 2006-015: "Be it resolved that the LTD Board of Directors hereby adopts the Locally Preferred Design as approved by the Springfield City Council." Mr. Eyster provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Eyster, Gaydos, Kortge (4)
 NAYS: Gant (1)
 ABSENTIONS: None
 EXCUSED: Davis, (one vacancy) (2)

B. Second Reading and Adoption of Amended Fare Ordinance

Director of Marketing and Communications Andy Vobora was present to answer questions about the ordinance.

Mr. Gant determined from staff that LTD was not dramatically over budget in regard to fuel prices.

MOTION Mr. Kortge moved to read the ordinance by title only. Ms. Ban provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Eyster, Gant, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Davis, (one vacancy) (2)

General Manager Pangborn read the ordinance by title only: "Lane Transit District Thirteenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services."

MOTION Mr. Kortge moved adoption of LTD Board Resolution No. 2006-016: "Be it resolved that the LTD Board of Directors hereby adopts Lane Transit District Thirteenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services." Ms. Ban provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Eyster, Gant, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Davis, (one vacancy) (2)

C. Special Service Policy Revision

Mr. Vobora recalled the Board's earlier work session discussion of the topic. Mr. Gaydos confirmed with Mr. Vobora that he had been in contact about the policy revision with representatives of the Country Fair.

Mr. Vobora anticipated that the organizers of the Olympic Trials would seek direct assistance from LTD after they had decided on the services they wanted to provide. Many events would occur during evening hours.

D. General Manager Employment Agreement

Mary Neidig, Director of Human Services and Risk Management, was present for the item.

Mr. Gaydos summarized the resignation of former General Manager Ken Hamm and the Board's appointment of Mr. Pangborn as interim and then permanent general manager on February 15. He called the Board's attention to the contract for the general manager's services recommended by the Board Human Resources Committee, saying that the compensation remained at the same level partly because LTD had not been obliged to spend any additional dollars on a national search and because of savings realized from position consolidations.

MOTION Mr. Eyster moved adoption of LTD Board Resolution No. 2006-018: "Resolved, that the LTD Board of Directors hereby approves the General Manager Employment Agreement as presented at the April 26, 2006, Board meeting. Mr. Gant provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Eyster, Gant, Gaydos, Kortge (5)
NAYS: None
ABSENTIONS: None
EXCUSED: Davis, (one vacancy) (2)

Mr. Pangborn introduced new Commuter Solutions staff member Tracy Smith.

ITEMS FOR INFORMATION AT THIS MEETING

- A. **Board Member Reports** – There were no Board member reports.
- B. **Monthly Financial Report** – Diane Hellekson, Director of Finance and Information Technology, indicated that the District was in good financial shape. She clarified some erroneous information published in *The Register-Guard*, saying that the District had approximately 800,000 boardings in March. She anticipated that the District would be within budget for fuel costs for the year.

ADJOURNMENT – Mr. Gaydos adjourned the meeting at 6:18 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT

SPECIAL MEETING BY CONFERENCE CALL

Wednesday, May 10, 2006

Pursuant to notice given to *The Register-Guard* for publication on May 9, 2006, 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 10, 2006, beginning at 10 a.m. The Board members were present via telephone conference call, and staff were present via speakerphone in the LTD conference room at 3500 E. 17th Avenue, Eugene.

Present: Debbie Davis, Treasurer
Mike Eyster
David Gant, Secretary
Gerry Gaydos, President, presiding
Dean Kortge
Linda Lynch, Assistant General Manager
Jo Sullivan, Clerk of the Board, Recording Secretary

Absent: Susan Ban, Vice President
(One Vacancy, Subdistrict 6)

CALL TO ORDER: The meeting was called to order at 10:04 a.m.

FEDERAL TRANSIT ADMINISTRATION GRANT FILING AUTHORIZATION: Grant Administrator Todd Lipkin explained that the Federal Transit Administration (FTA) was requiring all grantees to update their signature and access authorizations for filing grant applications. The FTA had changed all forms for all users, beginning with the authorization for the general manager to submit forms on the District's behalf. A Resolution Authorizing the Filing of Application with the Federal Transit Administration, giving LTD's general manager that authority, had been distributed to the Board in the agenda packet for this meeting. Mr. Lipkin said that staff were recommending approval. There was no discussion about the resolution.

Mr. Gaydos moved that the Board adopt LTD Resolution No. 2006-019: "It is hereby resolved that the LTD Board of Directors approves the Resolution Authorizing the filing of Application with the Federal Transit Administration." After seconding, the motion was approved by unanimous vote:

AYES – Davis, Eyster, Gant, Gaydos, Kortge (5)
NAYS – 0
ABSTENTIONS – 0
EXCUSES – Ban (1)

ADJOURNMENT: The meeting was adjourned immediately following the vote.

Board Secretary

MINUTES OF DIRECTORS
STRATEGIC PLANNING WORK SESSION

LANE TRANSIT DISTRICT

SPECIAL MEETING

Friday and Saturday, December 9 and 10, 2005

Pursuant to notice given to *The Register-Guard* for publication on December 6, 2005, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a strategic planning work session on Friday and Saturday, December 8 and 19, 2005, beginning at 8 a.m. on Friday, at the Lane Community College Workforce Training Center at 4000 East 30th Avenue, Eugene.

Present:

Board

Susan Ban, Vice President
Debbie Davis
Mike Eyster
David Gant, Secretary
Gerry Gaydos, President, presiding
Dave Kleger, Treasurer
Dean Kortge

Staff

Ken Hamm, General Manager
Diane Hellekson, Director of Finance
Mark Johnson, Director of Transit Operations
Linda Lynch, Government Relations Manager
Sam Marra, Director of Maintenance
Mary Neidig, Director of Human Resources and Risk
Management
Mark Pangborn, Assistant General Manager
Steve Parrott, IT Manager
Charlie Simmons, Facilities Services Manager
Jo Sullivan, Administrative Services Manager/Clerk
of the Board (Recording Secretary)
Stefano Viggiano, Director of Development Services
Andy Vobora, Service Planning & Marketing Manager

Absent:

None

CALL TO ORDER: The meeting was called to order by Board President Gerry Gaydos at 8:38 a.m. on Friday, December 9.

BOARD HR COMMITTEE/EXECUTIVE SEARCH PROCESS: The Board HR Committee had met the previous day to discuss the resignation of General Manager Ken Hamm and the process to name an interim general manager and conduct an executive search process. Mr. Gaydos, chair of the Committee, noted that the Committee had agreed that LTD had a good plan and direction in place, was managed by good employees, and was an open organization with open doors. He stated that LTD would not be managed by press reports or petitions, and that communication from everyone was important to making good decisions.

There was some discussion about moving quickly to name an interim general manager. The Board noted that LTD had a procedure in place for what was to occur in the absence of the general manager. By Board resolution, the procedure was that Assistant General Manager Mark Pangborn would become acting general manager during the absence of the general manager. The Board

members agreed that no action needed to be taken, and that Mark Pangborn would be interim general manager upon Mr. Hamm's departure.

The Board also discussed whether to accelerate the executive search process. The Board agreed that a longer interim period would be beneficial because of the initiatives that were in progress at that point.

STRATEGIC PLANNING WORK SESSION: During the course of the two-day work session, the Board and staff discussed the following topics and their strategic impact on the District:

- A. Service Reliability – Recommended as Priority No. 1 for FY 2005-06 Budget
 - 1. Strategy: Include a 2 percent service increase in the FY 2006-07 budget to address service reliability issues
 - 2. Strategy: An annual 2 percent service increase in the Long-Range Financial Plan should be targeted to maintaining service reliability
 - 3. Strategy: Review current performance standards used in identifying service reliability needs
- B. Fleet Maintenance and Reliability
 - 1. Strategy: Replace 30 of the current buses by December 31, 2006
 - 2. Strategy: Implement a revised maintenance plan to ensure the reliability of the bus fleet
 - 3. Strategy: Expedite the completion of deferred maintenance
- C. Employee Relations and Employee Health
 - 1. Strategy: Institutionalize a comprehensive employee communications approach, and define the Board of Directors' role in the process
 - 2. Strategy: Create or reinstitute a comprehensive rewards and incentive program
 - 3. Strategy: Make training and skill development a high priority by creating a comprehensive program to support employee training and skills development
 - 4. Strategy: Expand health programs to include health education and injury and illness prevention
- D. Facilities Preservation
 - 1. Strategy: Invest in facilities maintenance to preserve and maximize the useful life of the District's facilities
 - 2. Strategy: Reallocate current Facilities Services division resources to restore deferred maintenance to District standards
 - 3. Strategy: Plan and budget facility operating funds to meet the growing needs of LTD's service systems
- E. Other Priorities
 - 1. Marketing and Communications Plan Development
 - a. Service marketing
 - b. Advertising and promotion
 - c. General program support
 - 2. Pioneer Parkway EmX project
 - a. Development schedule and budget
 - 3. Pension Funding
 - a. Fiscal responsibility, fiduciary responsibility; and desired benefit to employees

- 4. Redesign of Fixed-route System
 - a. Allocation of resources for service redesign; effectiveness of current service
- F. Long-Range Financial Plan
- G. Capital Improvements Program

ADJOURNMENT: The work session was adjourned at 10:30 a.m. on Saturday, December 10.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, April 19, 2006

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, April 19, at 5:30 p.m., was canceled for lack of agenda items. In its place, a brief meeting was scheduled for 5:30 p.m. on Wednesday, April 26, just prior to the first Budget Committee meeting.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, May 17, 2006

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, May 17, 2006, at 5:30 p.m., was canceled for lack of agenda items requiring action. An informational packet was distributed to Board members and persons on the Board agenda distribution list.

Board Secretary

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*Lane Transit District
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June 21, 2006

TO: LTD Board of Directors
FROM: Stefano Viggiano, Director of Development Services
RE: Responses to Transit Suggestions

Two suggestions for changes or enhancements to the transit system have appeared in the Register Guard recently. One suggestion was that LTD construct EmX lanes on the West Eugene Parkway (WEP). The other suggestion was for the establishment of a "TaxiBus" system. The newspaper articles regarding these two ideas are attached.

Staff thought that the Board might be interested in a staff response to the two suggestions.

West Eugene Parkway Transit Lanes

Proposed is the addition of exclusive transit lanes as part of the proposed West Eugene Parkway (WEP). It is always appreciated when people think of transit as part of a transportation solution and think of BRT lanes as part of new roadways. Clearly, new roads provide a unique opportunity to include exclusive transit lanes with relatively low cost and impact.

The West Eugene Parkway would be a new, limited-access roadway that would provide a travel alternative to West 11th Avenue. The proposed WEP route travels well north of West 11th through what is largely undeveloped property. Because much of the land is classified as wetlands, future development of the property is unlikely. Thus, transit service using the WEP would not have significant numbers of boardings along the route, but would be a very fast connection for travelers between the Veneta/Elmira area and Eugene. Park & Ride lots at key locations also could provide access to the transit service for those living in west Eugene.

There are three problems with transit lanes on the WEP:

1. Demand: Currently, there are six trips per day between Veneta and Eugene. Even with growth in Veneta, assuming a larger market share and increased Park & Ride ridership, it is hard to envision much more than 20 or 25 bus trips per day

within the next 20 years. It would not seem cost-effective to install transit lanes for so few bus trips.

2. Operating Cost: Transit service on the WEP would not replace transit service on West 11th Avenue. Thus, LTD would need to continue to operate service along West 11th even after service was added to the WEP. EmX is intended to reduce operating costs by replacing existing conventional corridor service with EmX service that has reduced travel time and, thus, reduced operating cost. Adding transit service to the WEP would increase operating cost.
3. Wetlands: The West Eugene Parkway is controversial in part because of its impact on the wetlands. Adding two additional lanes for transit would increase impervious surface and wetland impact.

Given these concerns, staff do not recommend pursuing transit lanes on the WEP.

TaxiBus

An op-ed piece in the May 9, 2006, *Register-Guard* suggested that the Eugene-Springfield area pursue a "TaxiBus" transportation system to reduce traffic congestion in the community. The proposed TaxiBus system is composed of many (a thousand were suggested for our community) minibuses roaming around the community providing door-to-door transportation service. Ride requests would be made by cell phone or computer. A computer-aided dispatch system would arrange to have a minibus pick up people within minutes and take them to their destinations almost as fast as driving. The fare would be charged automatically to a credit card, eliminating the need for fare collection.

The article suggests that the system could reduce automobile use by 50 percent or more--though it was acknowledged that the system has not yet been implemented anywhere in the world. The article referred to a Web site (www.taxibus.org.uk/) for more information.

A TaxiBus system is similar to a taxi in that ride requests are called in and the service is door to door. However, it hopes to achieve much higher productivity than a taxi by using computer-aided scheduling and having so many vehicles in service that response time is rapid and trip times are reduced. The computer-aided dispatching is meant to combine trips with similar times of travel, origins, and destinations together in order to achieve higher ridership productivity and reduce costs.

The challenge for such a system is finding enough trips with similar characteristics so that the minibuses can be full and are not simply taking one person at a time--much like a taxi. From our experience, finding high numbers of trips with common times, origins, and destinations in a community the size of Eugene-Springfield is difficult. For example, we try to arrange car pools for employees who work within a certain geographic area or for a single large employer. When the employee addresses are plotted, we typically find that there is such a wide geographic distribution that it is difficult to fill even a couple of

carpools. If the origins or destinations are not close together, then some trips will require very long travel times.

Another local example of a system similar to TaxiBus is the *RideSource* service for people with disabilities. A computer-assisted dispatching system tries to arrange transportation for requested rides in the most efficient manner. *RideSource* has the advantage of scheduling trips 24 hours in advance, rather than immediately, as proposed for TaxiBus. Despite this, it is unusual for more than one person to be carried at a time, and the cost per trip is approximately \$20. Clearly, the pool of potential riders who use *RideSource* is much smaller than the number of potential riders from the general public. However, the promise of high productivity for TaxiBus would seem difficult to achieve.

The TaxiBus Web site uses London for its case study. The case study is not based on actual experience and there are several assumptions for the model that are not substantiated. For example, the case study assumes 10,000 TaxiBuses and (without documentation) an average vehicle occupancy of 6 persons. The average occupancy assumption drives ridership, system productivity, and cost-effectiveness.

Even if the assumptions in the case study were verified, it would be inaccurate to apply its results to Eugene/Springfield. As stated on the Web site, population density is the most important factor in determining the viability of the TaxiBus system. Given that the population density of the Eugene-Springfield area is very low compared with cities such as London or New York, it would make the most sense to test the concept in higher-density locations to give it the best chance to succeed. Clearly, if it would not work in those locations, it would not work in Eugene-Springfield.

Attachments

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

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 Board Activity Calendars with their personal calendars for discussion at each Board meeting. Updated Board Activity Calendars are included with this packet for Board members.

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: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

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 21, 2006:

1. Approval of minutes: December 9-10, 2005, strategic planning session
2. Approval of minutes: March 13, 2006, special Board meeting
3. Approval of minutes: March 15, 2006, regular Board meeting
4. Approval of minutes: April 3, 2006, special Board meeting
5. Approval of minutes: April 19, 2006, canceled Board meeting
6. Approval of minutes: April 26, 2006, special Board meeting
7. Approval of minutes: May 10, 2006, special Board meeting
8. Approval of minutes: May 17, 2006, canceled Board meeting
9. Boundary Resolution

ATTACHMENTS:

1. Minutes of the December 9-10, 2005, strategic planning session
2. Minutes of the March 13, 2006, special Board meeting
3. Minutes of the March 15, 2006, regular Board meeting
4. Minutes of the April 3, 2006, special Board meeting
5. Minutes of the April 19, 2006, canceled Board meeting
6. Minutes of the April 26, 2006, special Board meeting
7. Minutes of the May 10, 2006, special Board meeting
8. Minutes of the May 17, 2006, canceled Board meeting
9. LTD Resolution No. 2006-021, reaffirming District boundaries

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

LTD Resolution No. 2006-020: It is hereby resolved that the Consent Calendar for June 21, 2006, is approved as presented.

AGENDA ITEM SUMMARY

NOT DISTRIBUTED AT MEETING; DISCUSSION ONLY

DATE OF MEETING: June 21, 2006

ITEM TITLE: BOARD COMMUNICATION AND PROCESS COMMITTEE RECOMMENDATION ON BOARD OFFICER ELECTIONS AND NAMING PENSION TRUSTEE

PRESENTED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

BACKGROUND: The Board Communication and Process Committee met on June 15. Two members were present (Chair David Gant and Mike Eyster). Discussion at the meeting included Board officer elections and the process to name a trustee for the LTD/ATU Pension Plan and the LTD Salaried Employees Retirement Plan.

Board Officer Elections: Four officer positions are required in ORS 267.120(1): president, vice president, secretary, and treasurer, to be elected every two years. The Committee members discussed whether the Board should have a succession plan for the presidency. One of the major training needs for the president is that, by tradition, the Board president has acted as the Board's pension trustee. The president also has participated on the Metropolitan Policy Committee and on United Front lobbying trips to Washington, D.C., and has represented LTD as the "face of the Board" and the "face of LTD" at numerous events and meetings. Treating the vice president position as a president-elect would enable that person to begin participating in pension meetings, training sessions, and various meetings and events before becoming president.

For this reason, the Committee members believe that there is an advantage to establishing a tradition of succession from vice president to president. The committee does not recommend limiting the officers to two-year terms. Rather, during the two years in anticipation of the president leaving the Board or the office of president, the vice president would begin the president-elect training period. The Board would want to make sure that a candidate for vice president would be willing to serve as president and would have adequate time in his or her term.

Pension Trustee: Traditionally, the president of the Board has served as one of four trustees on the ATU/LTD Plan, and one of two trustees for the

Salaried Plan. Because the District is the sole funding source of the plans, the Committee recommends continuing Board representation on the trusts rather than delegating this responsibility to staff, although it was suggested that a former Board member could fill this role in some cases. The committee recommends appointing a Board member based on interest and ability rather than always having the president fill this role. Gerry Gaydos has received training in administering pension plans and is willing to continue his participation as trustee.

Board working agreements: There was some discussion of how Board decisions are communicated. This subject could be considered within the Board working agreements and should be part of the fall strategic planning session.

ATTACHMENT: None

PROPOSED MOTION: None

Q:\Reference\Board Packet\2006\06\Regular Board Meeting\Comm Process Comm summary.doc

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: WORK SESSION: CUSTOMER INPUT PROCESS

PREPARED BY: Mark Johnson, Director of Transit Operations

ACTION REQUESTED: Information Only

BACKGROUND: There has been recent press related to how TriMet in Portland addresses customer complaints. Staff decided that it would be worthwhile to share with the Board how LTD handles customer input. The discussion will focus on the process that is used to take customer input and what is done with the information. The Board will be provided with the types of complaints by category and the number that LTD receives annually. In addition, there will be discussion about standards related to customer service and accountability for how LTD treats customers.

ATTACHMENT: 2005 Customer Service Form statistics
February 19, 2006, *The Oregonian* article discussing TriMet complaints

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: WORK SESSION: DEBRIEF JOINT MEETING WITH EUGENE CITY COUNCIL

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None. Discussion only.

BACKGROUND: On June 12, 2006, the LTD Board met in joint session with the Eugene City Council. The agenda for that meeting included an update of LTD ridership and service, discussion of the process and schedule for the next EmX corridor in Eugene, discussion of the Walnut Station Mixed-Use Area, and a tour of the Franklin EmX.

This agenda item is intended to allow the Board the opportunity to discuss the joint meeting and request any possible follow-up information or action from staff.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: FUNDING REQUEST FROM DEI

PREPARED BY: Mark Johnson, Director of Transit Operations

ACTION REQUESTED: Approval of a one-time allocation of \$10,000 to Downtown Eugene Incorporated to continue the Mall Guide program for one year

BACKGROUND:

Downtown Eugene Incorporated (DEI) made a formal request to LTD for additional funding to increase the Mall Guide Program in the downtown area. The downtown safety situation has gotten worse in recent months and the guide program has been a valuable part of the safety system. Because of reduced funding, loss of contracts, and low occupancy rates in the downtown area, DEI is in danger of discontinuing the program.

DEI requested a one-time gift of \$75,000 from the City of Eugene and the City's Budget Committee approved the request. These funds will finance 1.5 full-time equivalent (FTE) mall guides. DEI also requests that LTD fund one .5 FTE guide at \$18,720.

LTD invests heavily in downtown safety by funding .5 FTE Eugene Police Department downtown patrol officer, funding .5 FTE Community Service Officer for the downtown substation, and offering the 1099 Olive space, free of charge, to the City. Being community partners in the downtown area and needing an additional security presence are important reasons to contribute funds for this year. Staff recommend that \$10,000 be approved for DEI to continue the Mall Guide program for one year.

RESULTS OF RECOMMENDED ACTION: Security Funds would be allocated to DEI.

ATTACHMENT: Letter from DEI Executive Director Russ Brink

PROPOSED MOTION: I move adoption of LTD Resolution No. 2006-025: Resolved, that the LTD Board of Directors approves a one-time allocation of \$10,000 to Downtown Eugene Incorporated for FY 2006-07, to continue the Mall Guide program for one year.



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MONTHLY DEPARTMENT REPORTS

June 21, 2006

DEVELOPMENT SERVICES

Stefano Viggiano, Director of Development Services

EmX PLANNING

Graham Carey, BRT Project Engineer

Pioneer Parkway Corridor: Draft copies of the Environmental Assessment report have been sent to FTA Region 10 for review. All indications are that there are no significant impacts that require mitigation. A meeting with FTA staff is scheduled for July 6, 2006, to review their comments. Public release of the EA is anticipated for the third week in July.

Gateway Mall Station: The Springfield City Council imposed as a condition on the approval of the Ashley Furniture development that the Gateway Mall Transit Station be relocated as proposed by LTD. LTD, Springfield, and Gateway Mall will be meeting to agree on a project schedule and design process. It is anticipated that this project will be funded by *Connect Oregon* (if the District's grant requested is approved) and can precede the construction of the EmX system. The new station will be used by conventional service in addition to EmX.

MLK Parkway: Street closures associated with the construction of the roundabout began on June 9 and will continue through mid-October.

METROPOLITAN PLANNING

Anita Yap, Transit Development Planner

Region 2050: The Region 2050 Policy Board met on May 30 to discuss several evaluations being conducted as part of the Regional Growth Strategy. Revised population and employment projections by each city, housing needs analyses, natural resources, and transportation and economic opportunities analysis studies will be included in strategy for the communities' use for future planning purposes. The implementation strategy includes desired outcomes for each community to implement the Regional Growth Strategy. LTD will work with each community as it determines its desired population growth areas and transportation needs.

Metropolitan Policy Committee/Transportation Planning Committee: Staff will be working on an update to the Regional Transportation Plan (RTP), formerly known as TransPlan, for a March 2007 policy review. The RTP update will include a new planning horizon of 2032, project updates, and other provisions to meet the requirements of SAFETEA-LU. In addition, LTD staff will be developing a Public Transit/Human Services Plan.

ConnectOregon: The ODOT Consensus Committee, which includes Terry Parker of LTD, met on June 6-7 with the goal to develop a package of \$100 million in recommended Connect Oregon projects. The committee did agree on a package, and the recommended package contains full funding for the LTD Pioneer Parkway EmX request. This recommendation now goes to the Oregon Transportation Commission (OTC). The OTC will hold a hearing on June 29th and make a decision at their July meeting.

Other: LTD staff also participated in the following community planning projects:

- Eugene City Hall Master Plan community forum meeting on May 25, 2006
- River Road Neighborhood Community meeting on May 15, 2006
- UO Architecture School Design Workshop, Walnut Node on May 15, 2006

SERVICE PLANNING

Will Mueller, Service Planning Manager

- **Summer Bid:** Summer Bid scheduling work has been completed and bus operators bid their work assignments during the week of June 5. Planners spent extensive time in the operators' lounge during the operator bid in order to be available to answer questions, address concerns, and gather input from bus operators.
- **Fall Bid:** The Planning staff continues to work on fall timetables and schedules. Routing changes will be made on route 12 to accommodate the changes to Game Farm Road South in Springfield. The staff is requesting permission from City of Springfield staff to shift routes 18 and 19 to B Street from G Street, in order to accommodate requests from a number of Springfield residents to restore service along B Street. Staff also are requesting permission from the City of Eugene to run three westbound routes outbound on Olive Street instead of Oak Street from the Eugene Station in order to save running time.
- Every summer LTD needs to relocate the Park & Ride lot located at the Lane County Fairgrounds due to the Fairgrounds' summer schedule. Fortunately this summer LTD customers will be displaced only for the single week of the Lane County Fair. This year parking is tentatively scheduled to be moved to the Armory at 13th Avenue & Chambers Street with overflow parking at Berean Baptist Church at 12th Avenue & Chambers Street.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Group Pass / ETC Programs

- New Group Pass Program participants include the Public Defender Services of Lane County with 42 employees, and Alvord-Taylor with 35 employees.

- Four Employee Transportation Coordinator (ETC) luncheons and EmX tours were held.
- Marcia Maffei staffed the Science Factory Bike Day booth.
- Marcia joined the Springfield Gateway Development Committee, attending the May meeting.
- Continued discussions were held with the following organizations about Employer Programs:

– Gateway Medical Clinic	60 employees
– HMC (Call Center)	50 employees
– Oregon Center for Applied Science	50 employees
– Pacific Continental	40 employees
– TNS Intersearch Corp	10 employees
– Women’s Care	15 employees
– Country Coach	1,800 employees
– Wayne L. Morse Fed Courthouse	170 employees
– Eugene Federal Building	170 employees
– Invitrogen/Molecular Probes	275 employees
– Marathon Coach	400 employees
– PacificSource Health Plans	200 employees
– Jody Coyote	220 employees
– Looking Glass Eval & Treatment	20 employees
Total Employee Count	3,480 employees

CarPool/VanPool/Emergency Ride Home Program (ERH)

- Attended meeting with Country Coach about participation in the Emergency Ride Home Program (ERH) and Group Pass Program.

Smart Ways to School Program (SWTS)

- Staff are waiting to receive formal approval from the Oregon Department of Energy for the 2006-07 Student Transit Pass Program. This will confirm the verbal approval received in April. Meanwhile, Pacific Continental Bank has confirmed that it will continue to partner in the program.
- -More than 120 students won prizes during the first half of the six-week “How Do You Get To School?” contest. These students include those from elementary, middle, and high school grades attending more than 50 local schools. Students were eligible to enter to win for each trip to or from school they traveled by walking, biking, riding a bus, or carpooling.
- Presentations were given to parents and staff of Eastside, Parker, and Gilham elementary schools. Gilham Elementary in north Eugene has agreed to participate as a “media” school in the International Walk and Bike to School Day set for Wednesday, October 4. Mayor Kitty Piercy has agreed to join in walking to school with Gilham students that day.

- The statewide Advisory Committee for the Oregon Department of Energy Business Energy Tax Credit Program completed its discussion of recommended program changes. Lisa VanWinkle represented LTD and Commuter Solutions on the committee.
- Lisa continues to serve on the statewide Oregon Department of Transportation Safety Division Advisory Committee that will draft Oregon Administrative Rules governing the allocation of federal Safe Routes to School funds within Oregon.
- Lisa attended a community forum on “The Obesity Epidemic: What Can We Do About It?” sponsored by the Lane Coalition for Healthy Active Youth, PacificSource, United Way, and the Oregon Heart and Vascular Institute. Smart Ways to School free services can help parents and children be more physically active.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Shelter Replacement: During the past year, approximately 45 new shelters have been installed around the community. Besides installing new shelters within the cities of Eugene and Springfield, LTD recently invested in shelter installations in Cottage Grove, Creswell, and Lowell, where ridership continues to grow. The number of old glass shelters has been decreased to a handful. Staff anticipate that all of the older shelters will be replaced within the next year or two.

In addition, bicycle lockers recently have been purchased and will be installed in Cottage Grove at the Wal-Mart bus shelter.

Franklin EmX:

Sue Viggiano, EmX Communications

EmX construction is ahead of schedule. If work continues at its current rate, the Substantial Completion date of August 15 could be moved up by as much as three weeks. The lane work is nearly complete and crews continue with the building schedule for Agate and McVay stations. Pavers will be set in all the stations this month.

Staff tours of the corridor are occurring regularly. More than 100 staff, representing all areas of the District, have taken tours, and more are scheduled! In addition, representatives from Commuter Solutions Group Pass Programs, as well as other community members, have taken the time to tour the corridor.

EmX Vehicle:

The production schedule for LTD's six EmX vehicles is on track with a July 6 start date. Production of the vehicles is scheduled to be completed September 15, with all six vehicles delivered to LTD by the end of September. This is the same schedule LTD had prior to New Flyer's strike in Winnipeg. New Flyer made the necessary changes to maintain their original production schedule commitment with LTD.

LTD staff will attend a pre-production meeting at New Flyer on June 20 to review the details of the production.

MARKETING AND COMMUNICATIONS

Andy Vobora, Director of Marketing and Communications

MEDIA

- Media coverage was varied over the past month. Stories have included: excellent coverage of EmX construction and training; continuing stories regarding ridership increases; a feature story on vanpool ridership on KMTR; and a more neutral piece on the Board vacancy.
- A meeting with KMTR staff to discuss a weekly segment about riding the bus to unusual and fun places has been held. Staff are generating a list of potential locations and KMTR is looking for a host. The host could be a student, which would be a great opportunity to reinforce the accessibility and safety of youth riding the bus.
- Staff, including General Manager Mark Pangborn, as well as Board President Gerry Gaydos, participated in a media relations refresher training. This was the first such training since 2000.
- Mark Pangborn's guest editorial was submitted to the *Register-Guard* staff.
- Staff utilized APTA's resources to put out media information regarding the National Dump the Pump event on June 8.
- Youth pass ads will appear on radio and in newspapers in mid-June. Sales began on June 15 for the two-month summer youth pass. The pass allows youth unlimited rides for \$19.95 and provides value-added discounts at activity centers around town.

OUTREACH

- An EmX update was offered to representatives from the *Eugene Weekly*, *UO Emerald*, *LCC Torch*, *Comic News*, *Springfield News*, and *KLCC*. No media representatives availed themselves of this opportunity to meet with staff.
- Summer service change information is out in *Bus Talk* and on the LTD Web site, and the update to the *Rider's Digest* is being distributed.
- Route 12 detour information, and the associated taxi contracting, took up a fair amount of staff time. Signage has been installed at bus stops, information is on the Web site, press releases have gone out, automated internal bus announcements are being made, and station signage has been placed.

INTERNAL COMMUNICATIONS

- The communications audit was wrapped up and The Ulum Group staff will have met with the District's Leadership Council and the Board Human Resources Committee prior to this report. The full Board will review recommendations at a special meeting following the July 10th joint meeting with the Springfield City Council.
- Another excellent issue of *Inside Lane* is out. Employee response to recent issues has been overwhelmingly positive.

EVENT SERVICES

- Busy, busy, busy! Updates are being posted to the Web site and staff are working hard to produce the necessary materials that support the delivery of event services.

COMMUNITY EVENTS

- LTD donated day pass coupons to the Eugene Fire Department for their Safety Fest activity in Alton Baker Park on June 24. The event targets families with children and features opportunities for kids to learn about various safety issues. The coupons will be distributed through local Bi-Mart and GI Joe's stores.
- Bach on the Bus! LTD customers have been treated to surprise performances of Bach. Small ensembles have popped up at bus stops and transit stations to perform mini Bach concerts. The joint promotion with the Oregon Bach Festival has been targeted at a younger crowd. The festival is hoping to attract a new generation of attendees, and this was one attempt to introduce Bach to a group who may not have been the traditional market for the festival. Discount coupons were distributed on the bus and promotional t-shirts were produced with a fun "Bach on the Bus" logo.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

LTD Planning staff made a presentation to the Accessible Transportation Committee about service changes that went into effect as of June 18. In the course of the discussion it was discovered that changes in the #28 Hilyard routing would make it difficult for some patrons of the Hilyard Community Center to get to the facility if traveling from downtown Eugene. New routing would require a transfer at the University Station for many of the "outbound" trips. Return trips from the Hilyard Center to the Eugene Station will not change. LTD and City of Eugene staff will be meeting this week to discuss how to best meet the needs of riders who are unable to manage this change. A summary outlining the different ways to travel by bus to get to and from the Hilyard Center is being produced.

Another challenge for all riders is the reorganization of the Eugene Station to accommodate construction of the EmX bay. Alternative Work Concepts (AWC) continues to provide Transit Training and Host services to help riders with disabilities prepare for these changes. The quality and commitment of the AWC staff is outstanding.

Terry Parker represents Lane Transit District as a community partner for the Transportation Research, Education, and Knowledge (TREK) Project conducted by the University of Oregon. The research team includes the departments of Communication Disorders and Sciences and Computer and Information Sciences. Building on the success of previous work, this project aims at building and using assistive technology to help individuals overcome some of the barriers to using public transportation. The research team has developed the theoretical framework for the project.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

There is no Transit Operations report this month.

MAINTENANCE

Tom Brush, Director of Maintenance

There is no Maintenance report this month.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

Two hundred eighty-one (281) vendor checks, totaling \$3,030,100, were processed during the month of May, including \$1,460,165 to Wildish Building Company for work related to the EmX Franklin Corridor.

Seventy-eight (78) payroll checks and 895 payroll direct deposits totaling \$649,105 were made in May 2006. These numbers reflect two pay dates in May.

Thirteen cash fare deposits totaling \$121,323 were made in May 2006.

PURCHASING*Jeanette Bailor, Purchasing Manager*

Proposals continue to be evaluated for a new photocopier machine to replace the aging machine in the Administrative copy room, with staff evaluating the actual machines with typical copy jobs. The Request for Proposal process has begun for several accessible service providers of rural transportation. Bid requests have gone out for printing all fare instruments.

INFORMATION TECHNOLOGY*Steve Parrott, IT Manager*

The IT group is involved with work on several levels to improve technology systems at LTD. This is a summary list of projects involving IT staff at the present time:

- Design & implementation of modifications to the electrical/mechanical systems in the Glenwood fuel building to accommodate replacement of a life-cycled fluid management system with a new system
- Design & implementation of modifications to the electrical system in the Glenwood server room to accommodate installation of an Uninterrupted Power Supply (UPS) unit
- Development of an LTD software system to manage and deliver information to LED displays at strategic passenger boarding facilities
- Replacement of life-cycled network servers in the Glenwood server room
- Design & implementation of modifications to accommodate replacement of life-cycled radio control consoles and associated systems in the Glenwood operations dispatch area
- Implementation of upgrades to the Glenwood PBX system
- Acquisition and implementation of an IT Asset/Help Desk management software system
- Implementation of upgrades to the fleet maintenance management software system to accommodate PM process, repair process, supervisory process, and shop floor work flow changes
- Implementation of network server software upgrades (Active Directory 2003, Exchange 2003)
- Design & implementation of software applications to prepare ACH/EFT transactions for electronic payment processing of large volume AP vendors
- Acquisition of one large volume black and white and one graphics color copier/printer for life-cycled units in the Glenwood administrative office area
- Supervision of electronic equipment installations on revenue vehicles (Opticom emitters, fluid management vehicle modules)

- Design & implementation of modifications to accommodate workflow changes in the Glenwood operations dispatch area

These projects rarely start without a significant amount of data analysis, systems analysis, and discussion, to develop plans that will successfully serve the end-users. IT staff participate in much of this preparatory groundwork as well.

IT staff attended the TransitMaster Owner's Conference on June 12-13. Staff members were invited by Siemens VDO to present an overview of LTD's efforts to develop performance reporting and trend analysis systems using TransitMaster data.

HUMAN RESOURCES

Mary Neidig, Human Resources Director

HEALTH CARE

At its May meeting, the Joint Insurance Committee heard presentations from two local vendors for employee health screenings and educational sessions. The committee discussed a schedule of events for the remainder of the year, concluding with the annual employee benefits fair in November.

Health plan utilization on the average has been low this plan year. The month of March was exceptionally high, which drove up the annual average by about 15 percent. If the last two months remain low, LTD should expect favorable bids from carriers on next year's contract. If utilization spikes again, the bids will be much less favorable.

SELECTION AND HIRING

Hiring continues to be very strong. Interviews for 12 new bus operators were held the week of May 22. Reference checks are being done now. New classes for operators will begin in July and August.

The application period for the assistant general manager and the director of maintenance positions closed on June 2. An executive search firm has sourced at least five viable candidates for the director of maintenance position. Interviews are scheduled for July. Interviews for the assistant general manager are scheduled for June 26.

The application period for the training specialist has closed. There were more than 50 applications received. Screening has begun, with a target interview date of some time after the Board adoption of the 2006-07 budget.

ATU OFFICER ELECTIONS

ATU elections were held in early June. At LTD, by a margin of about 2 to 1, the following employees were elected to office:

Executive Board Officer:	Walt Boynton (prior Chairperson)
Chairperson:	Deb Bitterlich (prior Extra Board Liaison)
Secretary	Tom Shackelford (new officer)
Maintenance Liaison:	Lee Lasse (re-elected to same position)

At the ATU Local office in Portland, the following officers were elected:

President:	Jon Hunt (prior Vice President)
Vice President:	Sam Schwartz (prior TriMet officer)
Financial Secretary/ Treasurer:	Tom Wallace (re-elected to same position)

The new officers take their positions on July 1.

OTHER ACTIVITIES

- Implementation of key areas of the *Looking to the Future* plan is well under way.
- The new training specialist will begin the job analysis process in July, which will be the framework for the new, comprehensive training and development program.
- A District-wide committee is forming to make recommendations on incentives for outstanding performance.
- The Facilities Safety Committee has taken a more active role in accident prevention.
- A budget class is being offered for all interested employees.
- Several employees have signed up for the Rodeo.

The summer should be a busy one for employees and staff.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: ELECTION OF BOARD OFFICERS

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

ACTION REQUESTED: That the Board elect a president, vice president, secretary, and treasurer to fill two-year terms beginning July 1, 2006.

BACKGROUND: In accordance with ORS 267.120(1), the Board of Directors must elect from among its members, by majority vote, a president, vice president, secretary, and treasurer, to serve two-year terms beginning and ending on July 1 of even-numbered years. Elections were held in June 2004 for terms ending June 30, 2006.

The current officers are Gerry Gaydos, president; Susan Ban, vice president; David Gant, secretary; and Debbie Davis, treasurer. One Board member's term on the Board will expire in December 2006 (David Gant) and none end in 2007.

The Board's Communication and Process Committee will discuss Board officer succession at its meeting on June 15. The Committee may have a recommendation to present to the Board on June 21.

ATTACHMENT: None

NOMINATION: I nominate _____ as the LTD Board (office), for a two-year term beginning July 1, 2006. (Nominations do not require a second.)

After closing the nominations, the presiding officer will take the vote on each candidate or on a slate of candidates, by either roll call or voice vote.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: JUNE AND JULY 2006 EMPLOYEES OF THE MONTH

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

BACKGROUND: **June 2006 Employee of the Month:** Bus Operator Shannon Alpers was selected as the June 2006 Employee of the Month. Shannon was hired by LTD in April 2005. During her first year, she was nominated for this award four times by customers who appreciate her good driving and excellent customer service skills.

When asked to comment on Shannon's selection as Employee of the Month, Transit Operations Supervisor Shawn Bradley said:

Shannon's dedication to duty, her ability to operate her bus safely under pressure, and her ability to smile and be pleasant to her customers are the reasons Shannon was nominated for Employee of the Month. As her supervisor, I appreciate the fact that she takes the time to ensure that her bus is safe for her customers and operates it safely. Recently, I was given a letter written to Shannon by a fellow employee. The letter said, "I was returning from the Lane County Youth Fair, which involved talking with 2,200 high school kids. I started the morning on empty and entered your bus in the afternoon on fumes. Thank you for an exceptional ride home. Your acceleration was very smooth. Your stops were even smoother and you never crowded the vehicle or intersection in front of your bus. You handled the vehicle with confidence and your passengers were able to relax and ride comfortably." This was very refreshing to hear, and I thank Shannon for doing her job well.

Shannon recently came to work after a weekend riding BMX bikes with her son, having a bruised elbow and a tooth through her lip from a head-over-heels handlebar crash in the "soft" dirt of Autzen Stadium's BMX course. That's dedication to life's duties. We congratulate Shannon on a job well done and look forward to her future with Lane Transit District.

July 2006 Employee of the Month: Bus Operator Gary Levy was selected as the July 2006 Employee of the Month. Gary was first hired by LTD in April 1985 as a survey taker. He became a bus operator in August of 1985 and most recently received an award for 20 years of safe driving. Gary was nominated by a rider who wanted to acknowledge the professional and sensitive attitude Gary always

displays and Gary's sincerity in working with and helping people with disabilities. This person said, "If there is a four-star rating, I recommend at least eight."

When asked to comment on Gary's selection as Employee of the Month, Transit Operations Supervisor Rick Thompson said:

Gary is one great guy: loyal, trustworthy, friendly, and kind. I think he may have sported a Boy Scout's uniform long before his current bus driving apparel. He brings to work the type of attitude that lifts customers and coworkers to a higher level. Gary has worked for LTD for over 21 years, yet he still strives to improve on the way he does business. As an example, during the winter bid, Gary came to Jill Howard and requested a CD with the operator timecards. On his own time, he made copies and made them available for his coworkers. Gary is always looking for ways to improve his work environment for fellow employees and for LTD. Gary is very reliable, and he never turns down the opportunity to help out in an emergency situation. He is an OPS "go to guy." As Gary's evaluating supervisor, I am proud of his accomplishments and believe he is well deserving of this award.

Our congratulations to Shannon and Gary on their selection as the June and July 2006 Employees of the Month!

AWARD:

Shannon and Gary will attend the June 21, 2006, meeting to be introduced to the Board and receive their awards.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: WORK SESSION: CUSTOMER EXCLUSION AND REINSTATEMENT

PREPARED BY: Mark Johnson, Director of Transit Operations

ACTION REQUESTED: None. Information only.

BACKGROUND: The Leadership Council recently discussed the manner in which security staff and supervisors handle various unwanted or unlawful behaviors aboard LTD buses and at LTD facilities, and proposed a Board update on this topic. The primary focus of the security program is to keep employees and customers safe while using LTD services.

Ordinance 36 is the Board-approved document that regulates behaviors and defines activity that can take place on LTD property. LTD has a "No Tolerance" policy with regard to Ordinance 36 violations. When a violation occurs, it is addressed by first informing customers of the rule. In circumstances where the violation is serious or repeated, a person may receive a citation with a notice of exclusion. When an individual is excluded, the process for reinstatement is explained. The process for exclusion and reinstatement is outlined in Ordinance 36. The ordinance has served LTD well over time and there are very few appeals that go beyond the LTD security manager.

LTD excludes between twenty and thirty people each month and performs between five and twenty exclusion reviews. Reasons for exclusions are varied, but include drug dealing, drunk and disorderly conduct, verbal abuse, and loitering.

ATTACHMENT: None

PROPOSED MOTION: None

Finance Dept report for June 2006 Board meeting

Two hundred eighty-one (281) vendor checks, totaling \$3,030,100, were processed during the month of May, including \$1,460,165 to Wildish Building Company for work related to the EmX Franklin Corridor.

Seventy-eight (78) payroll checks and 895 payroll direct deposits totaling \$649,105 were made in May 2006. These numbers reflect two pay dates in May.

Thirteen cash fare deposits totaling \$121,323 were made in May 2006.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 21, 2006
- 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. **Joint Meeting with Springfield City Council/Special LTD Board Meeting:** The LTD Board and Springfield City Council will hold a joint meeting on Monday, July 10, at 5:30 p.m. at Springfield City Hall. Following the joint meeting, the LTD Board will adjourn to another location to hold a brief special meeting.
 - B. **Communications Audit:** At the July 10, 2006, special meeting, Bev Mayhew of the Ulum Group will join staff and present findings and recommendations regarding internal communications. The Board HR Committee discussed the communications audit on June 14.
 - C. **Pioneer Parkway Environmental Assessment:** The Environmental Assessment (EA) is scheduled to be released to the public in mid-July 2006.
 - D. **Pioneer Parkway Decision Process:** A final decision on the project is expected in September 2006, following public review and comment on the Environmental Assessment.
 - E. **Alternate Mobility Standards:** Tom Schwetz of LCOG will be discussing alternate mobility standards with local units of government during the late summer/early fall of 2006. Time will be scheduled for this presentation to the LTD Board, likely in September 2006.
 - F. **Annual Performance Report:** Staff will prepare an annual performance report to present to the Board during the fall of 2006.
 - G. **Third EmX Corridor:** Discussions on a Eugene EmX corridor will be scheduled for late Fall 2006, possibly at the Board's annual strategic planning work session.
 - H. **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. 2006- 022

Be it resolved that appropriations for the FY 2005-2006 budget adopted by the Board of Directors be adjusted as indicated below.

Summary of Supplemental Budget #2

	Adopted	Increase (Decrease)	Amended
General Fund			
Appropriations			
Personnel Services	20,899,300	(300,000)	20,599,300
Materials and Services	6,417,900	410,000	6,827,900
Transfer to Commuter Solutions Fund	5,000	250,000	255,000
Transfer to Accessible Services Fund	1,486,620	184,000	1,670,620
Contingency	1,500,000	<u>(544,000)</u>	956,000
 Increase in Appropriations - General Fund		 <u>-</u>	
 Commuter Solutions Fund			
Additional Resources			
Transfer from General Fund	5,000	<u>250,000</u>	255,000
 Increase in Resources - Commuter Solutions Fund		 <u>250,000</u>	
 Accessible Services Fund			
Appropriations			
Materials and Services	2,793,650	<u>184,000</u>	2,977,650
 Increase in Appropriations - Accessible Services Fund		 <u>184,000</u>	
Additional Resources			
Transfer from General Fund	1,486,620	<u>184,000</u>	1,670,620
 Increase in Resources - Accessible Services Fund		 <u>184,000</u>	

Adopted by Lane Transit District Board of Directors on the _____ day of June, 2006.

Date

Board Secretary



LTD General Manager's Report to the Board of Directors

February 2006

Prepared by Mark Pangborn, Interim General Manager

FUTURE DATES TO REMEMBER

February 20, 2006	Presidents' Day – administrative offices closed (regular service)
February 21, 2006	Presentation to Springfield City Council (Davis, Eyster)
March 13, 2006	Special LTD Board Meeting/public hearing on fares and service (at Eugene Library)
March 15, 2006	Regular LTD Board Meeting
April 10, 2006	Special LTD Board Meeting/Work Session (tentative)
April 19, 2006	Regular LTD Board Meeting

ACTIVITIES

STRATEGIC GOALS

Service Reliability

The winter bid began on February 5th with the short-term fixes to improve the tight runs. While still early in the bid, it appears that we have been able to address the most pressing needs. We still need to do some fixes in Gateway service. Due to a change in shift schedules at Royal Caribbean and Oregon Medical Labs, our new service does not exactly meet their needs. The Planning staff is working on a solution.

Fleet

- The contract for the twenty 40-foot replacement buses has been signed with Gillig Corporation and those buses will start arriving in December 2006. The contract for articulated buses is almost complete and as soon as we receive final approval on state funding, we will sign that contract with New Flyer.
- Tom Brush is now working with LTD Maintenance staff on finalizing a plan for maintaining the fleet until the replacement buses arrive. Since Tom is new and was brought in to cover for the sudden departure of the former Maintenance director, I am attaching a short version of his resume to give you a sense of his background.

Facilities

Facilities Services is moving forward on hiring a maintenance specialist. Interviews will be conducted in the next two weeks.

Employee Relations and Health

Communications—Internal

Communication Audit—LTD has contracted with The Ulum Group to conduct an internal audit of LTD. In this process, which will begin immediately, the Ulum group will talk directly with all levels of the organization to help us assess the best methods for improving two-way communication between employees and supervisors at all levels of the organization. The results of the audit will be shared with the Board and all employees and become the blueprint for internal communications. The Union will participate in and is supportive of the process.

Union—I established a regular monthly meeting with Carol Allred. The first two meetings have been very productive. We are working with the Union on finding a method to improve working relationships. The Union has a number of layers of approval, so when they have had a chance to discuss and agree upon our next joint effort, I will report that back to the Board.

Written Material Provided To All Employees:

- A formal written response to the issues raised at the Board and GM listening session (also sent to Board)
- A summary of the FY 2006-07 Board strategic goals and requests for comment
- An expanded monthly edition of *Inside Lane*, a publication intended to cover LTD human interests and operational news (The Board will receive a copy.)

Employees—In the past month I have at least greeted a majority of the LTD employees in a variety of venues. I also have had longer discussions with employees who have expressed discontent in the past or wanted to talk in more detail about the District. I am now working with the department staff on how I can continue this process in a way that works for both my and the employee's work schedule.

Communications—External

Governmental Relations—I have assumed Ken's role in meeting with other local governmental staff on a regular basis to discuss issues of common interest. As issues arise, staff will keep the Board informed.

Training—Human Resources has requested the staffing and funds to implement a comprehensive training program at LTD. The program, if funded, would begin in July 2006 with the start of the new fiscal year.

Incentive And Rewards—Funding for this program has been requested to begin in July 2006.

Health Programs—In cooperation with the Union, LTD has implemented a health assessment program for all employees. The program is voluntary, but includes a \$70 financial incentive for all employees who complete the first year. The purpose of the program is to make employees and their medical benefits dependents more aware of their personal health issues and give them tools to improve their health. A flyer is attached with further information.

EmX – The good weather has been great for moving the project forward. Wildish construction is making excellent progress on the improvement on Franklin Boulevard

next to the University of Oregon. Board members are on the mailing list for weekly updates. The prototype vehicle is out of production and soon to be off to Altoona for testing. LTD staff were in Crookston, Minnesota, to inspect the vehicle. Our driver trainer was able to drive the vehicle and was very pleased to discover that it drove just like our current articulated buses, which handle well, simplifying training for EmX service.

UNITED FRONT—The United Front document is done. The local delegation will be in Washington, D.C., beginning February 26, 2006. Gerry Gaydos and Linda Lynch will be representing LTD. Linda will make a presentation on the LTD agenda at the February 15th meeting.

attachment

Q:\Reference\Board Packet\2006\02\Regular Mtg\GM Report to Bd Feb 06.doc

June 15, 2006

Peggy I. Gordon
2370 W. 21st Ave.
Eugene, OR 97405

Dear Ms. Gordon,

On June 7, 2006 we received a certified letter from you requesting information related to prior disciplinary actions. Since the Amalgamated Transit Union local 757 represents you on this matter, I am forwarding your letter to Al Zullo, President of Local 757, for his review of your request.

Sincerely,

Mary Neidig
Etc.



Lane Transit District

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Internet: www.ltd.org*

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: GRANT APPLICATIONS

PREPARED BY: Todd Lipkin, Grant Administrator

ACTION REQUESTED:

- (1) Hold a public hearing on the grant applications
- (2) Approve grant applications

BACKGROUND: LTD funds its Capital Improvements Program (CIP) through a combination of federal, state, and local funds. LTD receives federal funds appropriated on an annual basis through the 5307 formula program which are awarded through the Federal Transit Administration (FTA). LTD receives federal discretionary funds through the 5309 bus program and the 5339 alternatives analysis program. These federal discretionary programs are funded at 80 percent, with a 20 percent match provided by LTD.

2006 Urbanized Area Formula Funds (5307)

This grant request is for \$1,824,000 in 2006 Urbanized Area Formula funds (5307). This grant funds the purchase of bus-related equipment, passenger boarding improvements, computer hardware and software, support vehicles, miscellaneous equipment, facilities improvements, and transit enhancements.

2006 Bus Discretionary Funds (5309)

This grant request is for \$564,147 in 2006 Bus Discretionary funds (5309) for Progressive Corridor Enhancement (PCE). These funds will be used for the purchase of one hybrid electric articulated bus for use on the proposed River Road-LCC PCE corridor.

2006 Alternatives Analysis Funds (5339)

This grant request is for \$495,000 in 2006 Alternatives Analysis funds (5339) for Pioneer Parkway Alternatives Analysis. Activities funded with this grant include the evaluation of possible alignment and design alternatives, selection of a Locally Preferred Alternative, preparation of a New Starts funding application, and preparation of an Environmental Assessment.

EFFECT OF RECOMMENDED ACTION:

LTD will be able to execute grant agreements with the Federal Transit Administration so that expenses for the applicable projects can be reimbursed immediately at the 80 percent rate of federal participation.

ATTACHMENTS:

2006 Urbanized Area Formula Funds (5307) – OR-90-X137
2006 Bus Discretionary Funds (5309) – OR-04-0002
2006 Alternatives Analysis Funds (5339) – OR-39-0001

PROPOSED MOTION:

I move approval of the following resolution:

LTD Resolution No. 2006-024: It is hereby resolved that the LTD Board of Directors approves the proposed grant applications listed below which total \$2,883,147 in federal funds and authorizes the general manager to submit these applications to the Federal Transit Administration for approval.

- (1) 2006 Urbanized Area Formula Funds (5307) - \$1,824,000
- (2) 2006 Bus Discretionary Funds (5309) - \$564,147
- (3) 2006 Alternatives Analysis Funds (5339) - \$495,000

**2006 Urbanized Area Formula Funds (5307)
OR-90-X137**

		STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>111-00 Bus Rolling Stock</u>						
11.12.40	Bus Related Equipment	14340	2006 5307	80%:20%	<u>176,000</u>	<u>220,000</u>
	111-00 Bus Rolling Stock Total				176,000	220,000
 <u>113-00 Bus Stations Stops & Terminals</u>						
11.33.20	Passenger Boarding Improvements	14340	2006 5307	80%:20%	<u>40,000</u>	<u>50,000</u>
	113-00 Bus Station Stops & Terminals Total				40,000	50,000
 <u>114-00 Bus Support Equip / Facilities</u>						
11.42.07	Hardware	14340	2006 5307	80%:20%	200,000	250,000
11.42.08	Software	14340	2006 5307	80%:20%	720,000	900,000
11.42.11	Support Vehicles	14340	2006 5307	80%:20%	64,000	80,000
11.42.20	Miscellaneous Equipment	14340	2006 5307	80%:20%	152,000	190,000
11.43.03	Improvements	14340	2006 5307	80%:20%	<u>432,000</u>	<u>540,000</u>
	114-00 Bus Support Equip / Facilities Total				1,568,000	1,960,000
 <u>119-00 Bus Transit Enhancements</u>						
11.93.02	Shelters	13448	2006 5307	80%:20%	28,000	35,000
11.92.04	EmX Station Art	13285	2006 5307	80%:20%	<u>12,000</u>	<u>15,000</u>
	119-00 Bus Transit Enhancements Total				40,000	50,000
	Total				<u>\$1,824,000</u>	<u>\$2,280,000</u>
 <u>Source of Federal Assistance</u>						
	2006 5307				<u>\$1,824,000</u>	
	Total				<u>\$1,824,000</u>	

**2006 Bus Discretionary Funds (5309)
OR-04-0002**

		STIP Key #	Earmark	Match Ratio	Federal Grant	Project Total
<u>111-00 Bus Rolling Stock</u>						
11.12.06	Hybrid Electric Articulated Bus	14606	E-2006-BUSP-811	83%:17%	<u>564,147</u>	<u>679,695</u>
	111-00 Bus Rolling Stock Total				564,147	679,695

Source of Federal Assistance

E-2006-BUSP-811	\$ 564,147
Total	<u>\$ 564,147</u>

**2006 Alternatives Analysis Funds (5339)
OR-39-0001**

		STIP Key #	Earmark	Match Ratio	Federal Grant	Project Total
<u>112-00 Bus Transitways/Lines</u>						
11.21.01	BRT Alternatives Analysis	14604	E-2006-ALTA-011	80%:20%	<u>495,000</u>	<u>618,750</u>
112-00 Bus Transitways/Lines Total					495,000	618,750

Source of Federal Assistance

E-2006-ALTA-011	\$ 495,000
Total	<u>\$ 495,000</u>

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: FLEET REPLACEMENT

PREPARED BY: Thomas J. Brush, Interim Director of Maintenance

ACTION REQUESTED: None

BACKGROUND: In December 2005, the LTD Board of Directors, via LTD Resolution Number 2005-038, directed "staff to begin the procurement process for twenty-five (25) low-floor, diesel-powered buses to replace buses that have met or exceeded their design life." As originally outlined, five (5) of these will be 60-foot articulated buses.

In line with ongoing efforts to increase operational efficiencies while remaining alert to community, environmental, and energy issues, District staff have reviewed the various potential benefits of current proven drive technologies and elected to move from our traditional diesel/transmission to an ultra-low diesel electric hybrid drive on these five 60-foot buses. This is the same technology to be utilized on the EmX coaches due this fall. Staff will be available at this meeting should any additional clarification/discussion be helpful.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: MONTHLY PERFORMANCE AND LABOR TRENDS REPORTS

PREPARED BY: Mark Pangborn, 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 monthly *Eugene/Springfield Metro Labor Trends* publication from the Oregon Employment Department also is included for the Board's information.

ATTACHMENTS: May 2006 Performance Report
April 2006 RideSource Performance Report
June 2006 *Eugene/Springfield Metro Labor Trends*

PROPOSED MOTION: None

As a member of Lane Transit District's group pass program, many of your employees regularly use LTD to get to work or school. The Governor is currently recruiting for people interested in serving on the Board of Directors of LTD who reside in Subdistrict 6. The subdistrict was well represented for twelve years by Dave Kleger, who is not eligible to be reappointed. Dave is also a regular transit user. As you may know from the discussion in the media about this vacancy, the Board is required to have at least one regular rider. We know that members of LTD Board use the service but none describes him or herself as a "regular" rider. The law does not define this word either, but we hope to find a suitable applicant who is both a transit commuter and a transit advocate, someone who is committed to LTD's future.

A map of the subdistrict can be accessed electronically through LTD's web site. Generally, the subdistrict includes all of Junction City up to

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: RESPONSES TO SERVICE SUGGESTIONS

PREPARED BY: Stefano Viggiano, Director of Development Services

ACTION REQUESTED: None. Discussion only.

BACKGROUND: During the last couple of months, there have been two suggestions for LTD service that have appeared in the Eugene *Register-Guard*. One suggestion was that LTD install EmX lanes along the proposed West Eugene Parkway (WEP). A second suggestion was that a "TaxiBus" system be created to help meet the community's transportation needs.

Attached is a response to these two suggestions.

ATTACHMENT: Memorandum responding to suggested WEP transit lanes and a TaxiBus system, with related news articles attached

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 21, 2006

ITEM TITLE: JOINT MEETING WITH SPRINGFIELD CITY COUNCIL

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None. Discussion only.

BACKGROUND: On July 10, 2006, the LTD Board is scheduled to meet in joint session with the Springfield City Council. The meeting will begin at 5:30 p.m. and needs to end by about 6:45 p.m. in order to allow the Springfield City Council to attend another meeting at 7:00 p.m.

Possible agenda items for the joint LTD/Springfield meeting are:

- LTD Ridership and Service Overview (focus on Springfield)
- Bus Routes and Stops
- Pioneer Parkway EmX
 - Decision process and schedule
 - Key Issues
 - Consideration of transit priority as part of Springfield Gateway Study
- Bus Plus (formerly Progressive Corridor Enhancement)
- Future EmX Corridors

Board discussion and direction to staff on these and other possible agenda items is requested.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

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DATE OF MEETING: June 21, 2006

ITEM TITLE: NEWS ARTICLES ABOUT TRANSIT ISSUES AROUND THE COUNTRY

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

BACKGROUND: As begun in 2004, each month's Board packet includes 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.

This month staff have included an article on EmX that was published in the American Public Transportation Association publication, *Passenger Transport*.

ATTACHMENTS: See news articles

PROPOSED MOTION: None