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## LANE TRANSIT DISTRICT REGULAR BOARD MEETING

Wednesday, October 18, 2006  
5:30 p.m.

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

### A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Eyster \_\_\_\_\_ Gant \_\_\_\_\_ Gaydos \_\_\_\_\_ Kortge \_\_\_\_\_  
Ban \_\_\_\_\_ Davis \_\_\_\_\_ (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. 2008 Olympic Trials Service Request (25 minutes) 06

B. Alternative Mobility Standards—Tom Schwetz (25 minutes) 09

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

VII. EMPLOYEE OF THE MONTH – November 2006 (5 minutes) 28

VIII. AUDIENCE PARTICIPATION

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

IX.	ITEMS FOR ACTION AT THIS MEETING	
A.	Consent Calendar (1 minute)	29
	1. Minutes of September 19, 2006, Special Meeting (Page 30)	
	2. Minutes of September 20, 2006, Canceled Regular Meeting (Page 40)	
B.	Third EmX Corridor (20 minutes)	41
X.	ITEMS FOR INFORMATION AT THIS MEETING	
A.	Board Member Reports (respond if questions)	47
	1. Meetings Held or Attended	
	(a) EmX Steering Committee—October 17	
	(b) Metropolitan Policy Committee and Citizen Advisory Committee—October 12	
	(c) Board HR Committee—October 3	
	2. No Meeting/No Report	
	(a) Region 2050 Policy Advisory Board Report	
	(b) Board Service Planning & Marketing Committee	
	(c) Board Finance Committee	
	(d) Board Communication & Process Committee	
B.	Report on Budget Priorities for FY 2006-07 (20 minutes)	49
C.	Monthly Financial Report—September 2006 (5 minutes)	50
D.	Monthly Department Reports (respond if questions)	62
E.	Monthly Performance Reports (respond if questions)	70
XI.	ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	77
A.	Pioneer Parkway Decision Process	
B.	Annual Performance Report	
C.	EmX Updates	
D.	Annual Strategic Planning Work Session	
E.	General Manager Evaluation	

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).**

Q:\Reference\Board Packet\2006\10\Regular Mtg\bdagenda.doc

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** **Strategic Goals Status Report**

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** Discussion and comment from the Board.

**BACKGROUND:** During the 2005 Board workshop four primary emphasis areas emerged as priorities for fiscal 2006-07. These emphasis areas are:

1. Service Reliability
2. Fleet Reliability
3. Facilities Preservation
4. Employee Morale and Health

During the October 18<sup>th</sup> meeting, staff will present a status report covering each of these areas.

**RESULTS OF RECOMMENDED ACTION:** To be determined based on Board comment and direction.

**ATTACHMENT:** None.

**PROPOSED MOTION:** None.

## AGENDA ITEM SUMMARY

2

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** SEPTEMBER FINANCIAL STATEMENTS

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

**ACTION REQUESTED:** None

**BACKGROUND:** Financial results for the first three months of the FY 2006-07 fiscal year are summarized in the attached reports.

Passenger fares were up 11.1 percent for the first three months of the new year over the same period last year. Ridership for the rolling twelve-month period, which ended September 30, increased by 12.2 percent. The success of the Student Transit Pass Program accounts for much of the increase.

Payroll tax revenues are up 20.5 percent versus last year, despite a \$350,000 distribution mistake corrected in late September. Strong performance may be due to the continued health of Lane County's economy and also the large construction payrolls associated with the major projects in the Eugene-Springfield area. Given the distribution errors on the part of the Oregon Department of Revenue, staff will conduct research to determine that all of the receipts posted year to date actually belong to LTD.

Self-employment receipts coincide with State tax payment deadlines, none of which occurred in September. However, revenue was received in September for prior-year amounts owed. Tax payments are reported on a cash basis in monthly reports to simplify the information. For audit purposes, the amounts are accrued back to the previous year.

State-in-lieu receipts are up 11 percent for the first quarter after four quarters in which they were flat.

Interest rates have improved in the last year and continue to inch upward. The Local Government Investment Pool rate is now above 5 percent. Returns, therefore, have also improved. Interest earnings for the first three months of the current fiscal year are almost 62 percent higher than the same period in the last fiscal year.

Total personnel services expenditures, the largest category of operating expense, show 7.1 percent growth over the previous year. There are three

reasons: additional bus operators and administrative employees were added in the FY 2006-07; a program allowing employees to cash out one or two weeks of accrued leave when the same amount of time is taken off was implemented last October, so 2006-07 first quarter activity is not comparable to 2005-06; and contributions to both pension plans were increased in accordance with Board direction to reduce unfunded liabilities.

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

Transfers to Accessible Services are up, in accordance with the FY 2006-07 plan. There are no transfers from the General Fund to the Capital Projects Fund scheduled in FY 2006-07.

Fuel prices have come down significantly continuing the downward trend noted at the September Board meeting. The current year budget assumed \$2.25 per gallon. On September 28, LTD purchased fuel at \$1.8004 per gallon.

The General Fund is stable through September.

The Commuter Solutions and Accessible Services Funds' activities are generally as expected through the first three months of the current fiscal year.

EmX expenditures were the majority of the Capital Projects Fund activity in September. EmX vehicle payments represented the largest outlay.

In November, Board members will receive the FY 2005-06 Comprehensive Annual Financial Report (CAFR). A representative of Grove, Mueller and Swank, LTD's independent audit firm, will attend the November Board meeting and present audit results.

**ATTACHMENTS:**

Attached are the following financial reports for September 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

## Special Mobility Services: RideSource Activity and Productivity Information

August-06	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>RideSource Ridership</b>	11,875	11,225	5.8%	22,596	21,317	6.0%	134,282	130,374	3.0%
RideSource(All Modes)	9,156	7,872	16.3%	17,140	14,896	15.1%	97,988	89,397	9.6%
Shopper	628	685	-8.3%	1,131	1,237	-8.6%	6,587	7,563	-12.9%
Escort Volunteers-Metro	747	831	-10.1%	1,454	1,684	-13.7%	9,284	12,585	-26.2%
Escort Volunteers-Rural	1,344	1,837	-26.8%	2,871	3,500	-18.0%	20,423	20,829	-1.9%
<b>RideSource Cost per Ride</b>	\$ 18.99	\$ 15.58	21.9%	\$ 19.07	\$ 15.59	22.4%	\$ 17.35	\$ 15.26	13.7%
RideSource(All Modes)	\$ 23.97	\$ 21.45	11.8%	\$ 24.44	\$ 21.53	13.5%	\$ 23.00	\$ 21.55	6.8%
RideSource Shopper	\$ 8.78	\$ 7.65	14.8%	\$ 8.78	\$ 7.65	14.8%	\$ 8.78	\$ 7.65	14.8%
RideSource Escort	\$ 2.88	\$ 2.26	27.6%	\$ 2.77	\$ 2.23	24.5%	\$ 2.55	\$ 1.88	35.3%
<b>Ride Reservations</b>	10,083	8,945	12.7%	19,035	17,061	11.6%	110,441	103,285	6.9%
Cancelled Number	830	753	10.2%	1,691	1,552	9.0%	10,282	9,899	3.9%
Cancelled % of Total	8.23%	8.42%		8.88%	9.10%		9.31%	9.58%	
No-Show Number	100	83	20.5%	185	176	5.1%	1,128	1,101	2.5%
No-Show % of Total	0.99%	0.93%		0.97%	1.03%		1.02%	1.07%	
Ride Refusals Number	9	0	#DIV/0!	10	8	25.0%	42	57	-26.3%
Ride Refusals % of Total	0.09%	0.00%		0.05%	0.05%		0.04%	0.06%	
<b>Service Hours</b>	4,727	3,914	20.8%	8,815	7,492	17.7%	50,245	44,031	14.1%
Agency Staff	4,422	3,662	20.8%	8,311	7,063	17.7%	46,902	41,496	13.0%
Agency SMS Volunteer	305	252	21.0%	504	429	17.5%	3,343	2,535	31.9%
Avg. Trips/Service Hr.	2.07	2.19	-5.5%	2.07	2.15	-3.7%	2.08	2.20	-5.5%
<b>RideSource System Miles</b>	69,397	57,334	21.0%	130,002	109,489	18.7%	732,657	633,096	15.7%
Avg. Miles/Trip	7.09	6.70	5.9%	7.12	6.79	4.8%	7.01	6.53	7.3%
Miles/Vehicle Hour	14.68	14.65	0.2%	14.75	14.61	0.9%	14.58	14.38	1.4%



## Special Mobility Services: RideSource Activity and Productivity Information

August-06	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
<b>On-Time Performance %</b>	91.6%	90.5%	1.2%	91.1%	91.0%	0.1%	91.1%	90.4%	0.8%
Sample	8,280	7,096		15,477	13,163		87,123	80,035	
On-Time	7,586	6,424		14,097	11,976		79,364	72,346	

- RideSource (All Modes) includes rides done by taxi and SMS volunteers.
- Escort Volunteers-Metro includes in-district volunteer rides and SMS volunteer escort rides.
- Escort Volunteers-Rural is out of district volunteer rides.

- RideSource cost per Ride (All Modes) does not include volunteer mileage reimbursement.
- Shopper cost per ride is from the most recent quarterly cost model.
- Escort cost per ride is mileage reimbursement to all volunteers.

- RideSource System Miles includes miles by volunteers in agency vehicles.

- On-Time Performance reflects a 100% sample of all rides with scheduled pickup times, plus will-call rides. The standard is +/- 10 minutes for scheduled pickups and within 30 minutes of will-call request.

ADDENDUM TO  
SEPTEMBER 19, 2006,  
BOARD MEETING AGENDA PACKET

1. July 2006 Financial Statements
2. August 2006 Financial Statements
3. July 2006 Ride*Source* Performance Reports
4. (August 2006 Performance Reports will be handed out at the meeting.)

## AGENDA ITEM SUMMARY

May 19

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** WORK SESSION: ALTERNATIVE MOBILITY STANDARDS

**PREPARED BY:** Stefano Viggiano, Assistant General Manager

**ACTION REQUESTED:** None. Information only.

**BACKGROUND:** Tom Schwetz of the Lane Council of Governments will attend the meeting to provide the Board with information on Alternative Mobility Standards (AMS). Included in this packet is a memorandum from Mr. Schwetz that provides background on the issue.

**ATTACHMENTS:** Memorandum, "ODOT Alternative Mobility Standards Overview," to the LTD Board from Tom Schwetz

**PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 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

**West 11th/th and Highway 99 Corridors  
Transit Ridership, Population, and Employment Data**

	West 11th/13th to Bertelsen	6th/7th/Hwy. 99/Barger to Beltline
Length of Corridor (miles)	3.7	5.4
Total Boardings (per day)	2,371	1,653
Boardings per Mile	641	306
Total Population	8,130	11,620
Population per Mile	2,197	2,152
Year 2020 Population	8,330	12,960
Year 2020 Population per Mile	2,251	2,400
Total Employment	15,725	17,629
Employment per Mile	4,250	3,265
Year 2020 Employment	18,275	20,542
Year 2020 Employment per Mile	4,939	3,804

- \* Data is from 2001, except for ridership data which is from 2006
- \* Population and employment data is for a 1/2 mile band along each corridor
- \* Population and employment data is from the Lane Council of Governments



# MEMORANDUM

City of Eugene  
858 Pearl Street  
Eugene, Oregon 97401  
(541) 682-5291  
(541) 682-5032 FAX

**Date:** October 5, 2006

**To:** Mayor Piercy and City Council

**From:** Mark Schoening, 682-5243  
City Engineer, Public Works Engineering

**Subject:** Transportation Priorities for North and West Eugene

The purpose of this memo is to provide additional information on the proposed transportation priorities for North and West Eugene and to respond to specific questions raised at and subsequent to the work session held on September 25, 2006.

## Beltline Corridor – River Road to Coburg Road and Roosevelt Boulevard to West 11<sup>th</sup>

The study of the Beltline Corridor – River Road to Coburg Road is included in Financially Constrained Project List in both the Transportation System Plan (Transplan) and the Regional Transportation Plan (RTP) with construction identified in the Future Project List in Transplan and the Illustrative Project List in the RTP. There is an opportunity to move construction of this project to the Financially Constrained Project List with the current update of the RTP. Funding of \$1 million for environmental documentation is included in the development section of the FY06-09 State Transportation Improvement Program (STIP). An additional \$1.5 million is included in the draft FY08-11 STIP. The Oregon Department of Transportation has the financial and staff resources committed to initiating the transportation system planning for this project this year.

To quantitatively determine the increase in mobility in west and north Eugene resulting from improvements to the Beltline – River Road to Coburg Road would require substantial effort to update the regional traffic model. This effort will be undertaken as part of the update to the RTP. However, even with the congestion and safety issues on this section of roadway, it carries in excess of 82,000 vehicles per day and connects major residential, commercial and industrial development to the regional and state transportation systems. Therefore, improvement to this section of Beltline will benefit north and west Eugene and the entire region.

The Beltline – Roosevelt Boulevard to West 11<sup>th</sup> is identified in the Future Project List in Transplan and the Illustrative Project List in the RTP. (This is contrary to what I stated at the work session held on Monday, September 25, 2006.) The project that has been developed for this section of Beltline was dependent upon the construction of the West Eugene Parkway (WEP). The project included grade separation at Roosevelt Boulevard, an interchange with the WEP, and an at-grade intersection with West 11<sup>th</sup>. Without the WEP the project must be completely reformulated. At this time there is not any funding identified to initiate the transportation system planning to reformulate this project.

However, if the City Council identifies this project as a separate project priority, there is an opportunity to move the study of this project to the Financially Constrained Project List with the current update of the RTP and subsequent update of Transplan. This would position the City to request Surface Transportation Program – Urban (STP-U) planning funds for FY09.

Through the development of the FY06-09 STIP and draft FY08-11 STIP the Metropolitan Policy Committee (MPC), Lane County acting in lieu of an Area Commission on Transportation (ACT) and ODOT Region 2 have identified Beltline Road – River Road to Coburg Road as a priority project. The project is physically separated from the section of Beltline between Roosevelt Boulevard and West 11<sup>th</sup> by four miles and is independent of a project being developed between Roosevelt Boulevard and West 11<sup>th</sup>. The intervening section of Beltline does not have an identified transportation problem or an identified project in either the Financially Constrained or Future Project Lists in Transplan or the RTP.

### West 11<sup>th</sup> EmX Corridor Study

There are two regional transportation planning needs identified in Transplan and the RTP. The first is the transportation system planning for West 11<sup>th</sup> between Terry Street and Greenhill Road. This section of West 11<sup>th</sup> is an ODOT facility. The second planning need is an EmX corridor study between the Eugene Station and Beltline. By integrating these two studies into a larger corridor study of West 11<sup>th</sup> between the downtown station and Greenhill Road the City's regional partners can be brought into process. There would be synergy in all phases of the project from study through future implementation. LTD will bring staff and financial resources to the corridor study that will complement and leverage City staff resources and STP-U planning funds. Two regional partners moving forward with an integrated study will bring other regional partners such as LCOG, Lane County, ODOT and the University of Oregon into the process. An integrated study can lead to an integrated project with the ability to attract both Federal transportation and transit funding for project implementation.

A successful transportation corridor study of West 11<sup>th</sup> cannot exclude the consideration of EmX as one of the components of a multi-modal transportation system. LTD staff have stated to their Board that they do not have the staff and financial resources to conduct two EmX corridor studies simultaneously. Similarly, the Public Works Department does not have the staff resources to participate in two EmX corridor studies simultaneously.

LTD is completing the construction of EmX on the Franklin corridor and is nearing completion of the Pioneer Parkway EmX corridor study. Although in different stages of development, these two projects illustrate the disadvantage of pursuing an EmX corridor study independently and the advantage and synergy of pursuing an EmX corridor study as part of an integrated multi-modal transportation study. The development of EmX on Franklin Boulevard proceeded well in advance of the Walnut Mixed-Use study. As a result, the construction of EmX on Franklin Boulevard has severely constrained the opportunity for the development of a multi-way boulevard concept for the same section of roadway. Conversely, the integration of the planning of the Pioneer Parkway EmX corridor, the extension of Pioneer Parkway and the transportation improvements associated with the Riverbend Hospital has resulted in a set of coordinated, multi-modal transportation improvements.

Developing a multi-way boulevard concept or other transportation solution on West 11<sup>th</sup> without the consideration of EmX would severely constrain the future development of EmX on West 11<sup>th</sup>. The only way to successfully develop a multi-modal transportation solution for West 11<sup>th</sup> is to proceed with an integrated study that considers all modes of transportation.

## Roosevelt Boulevard

There are two major constraints that limit Roosevelt Boulevard from fully functioning as an east-west arterial. The first constraint is the intersection of Roosevelt Boulevard and Highway 99. The left turn movement from northbound Highway 99 to westbound Roosevelt currently operates at a level of service F. Level of Service (LOS) is the ratio of the volume of traffic on a street to its design capacity and is a measure of mobility. LOS ranges from A to F with LOS D identified in Transplan as the acceptable level of service for the City outside of the boundaries of the Central Area Transportation Study. In addition to the lack of capacity, at times, the left turn queue extends into the through lane creating a safety hazard. Highway 99 is a state facility and eligible for funding under the Highway Safety Program element of the STIP. The City could pursue the development of a project at this location with ODOT either through existing ODOT resources or STP-U project development funds.

The second major constraint is the uncompleted section of Roosevelt Boulevard extending from Terry Street through the Royal Node to the intersection of Legacy Street and Avalon Street. Completion of this roadway would provide an alternative east – west arterial for a large area of growing residential development. This project has not been forwarded in the City’s Six-Year Capital Improvement Program (CIP) because adding new facilities is the lowest priority under Transplan Policy #6: Eugene – Specific Finance Policy. The Council could prioritize this project when it adopts the CIP in early 2007.

## Access Management

The development of an access management policy through amendments to the land use code and an associated administrative rule provides the tools necessary to manage access for new development or redevelopment.

Currently, access management is a design element of capital projects implemented by the City through the Six-Year CIP and annual capital budget. Transportation improvements to Garden Way and Shelton-McMurphy Boulevard (3<sup>rd</sup>- 4<sup>th</sup> Connector) are examples of recent City projects that integrated access management into the road design.

For existing arterial and collector streets a comprehensive transportation corridor study provides the opportunity to outreach to affected stakeholders, weigh the benefits, costs and impacts of access management and to development specific access management measures. Access management projects identified as part of a transportation corridor study could be advanced for consideration as part of the City’s Six-Year CIP process. Access management measures may be one of the outcomes of the West 11<sup>th</sup> Corridor Study. Specific projects could be advanced in the City’s Six-Year CIP more quickly than the process for securing state or federal funds.

## Attachments:

1. LTD Ridership, Population and Employment Data
2. Transplan Constrained Roadway Project List ( Study)
3. Transplan Future Roadway Project List (New Arterial Link or Interchange)
4. Transplan Future Roadway Project List (Added Freeway Lanes or Major Interchange Improvements)
5. Transplan Future Roadway Project List (Arterial Capacity Improvements)
6. RTP Constrained Roadway Project List (Arterial Capacity Improvements)
7. RTP Illustrative Roadway Project List (New Arterial Link or Interchange)
8. RTP Illustrative Roadway Project List (Added Freeway Lanes or Major Interchange Improvements)
9. FY06-09 STIP (OR69 (Beltline) – River Road to Coburg Road)
10. Draft FY08-11 STIP (OR69 (Beltline) – River Road to Coburg Road)



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 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 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. **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, meeting was canceled due to a lack of agenda items. The next meeting is scheduled for October 17, 2006. A verbal report of that meeting can be provided at the October 18 Board meeting.
2. **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. Ms. Ban and Mr. Gaydos attended a joint Citizen Advisory Committee (CAC)/MPC meeting on October 12, 2006. At that meeting, the CAC and MPC held a public hearing for the draft Public Involvement Plan and discussed topics from a recent CAC

retreat. The MPC meeting continued with approval of a Metropolitan Transportation Improvement Program (MTIP) amendment for the programming of STP-U funds for planning and TDM/TO for FY 2007 and FY 2008. Commuter Solutions' and LTD's proposal for a coordinated Public Transit Human Service Plan were part of the package of amendments. The MPC reviewed options for an alternative MPO dispute resolution mechanism and provided information on transportation cost trends.

3. **Board HR Committee:** The Board HR Committee (Susan Ban, Mike Eyster, and Chair Gerry Gaydos) last met on October 3. Based on direction from the prior meeting, staff presented recommended changes to the General Manager Evaluation process. Staff also gave progress reports on the Communications Audit and the *Looking to the Future* Plan. The next meeting will be held on November 14.

#### **NO MEETINGS HELD**

1. **Region 2050 Policy Advisory Board:** Susan Ban is the Board's representative on the Region 2050 Policy Advisory Board (Policy Board); Mike Eyster is the alternate. There was no meeting this month.
2. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is comprised of Mike Eyster, David Gant, and Dean Kortge. Members Gant and Kortge met on July 17, 2006. The next meeting of the LTD Service Planning & Marketing Committee will occur in Fall 2006.
3. **Board Finance Committee:** The Board Finance Committee (Debbie Davis, David Gant, and Dean Kortge) last met on March 7, 2006. The committee will meet again in the fall of 2006.
4. **Board Communication & Process Committee:** This *ad hoc* committee is comprised of Mike Eyster, David Gant (chair), and Gerry Gaydos. The committee last met on June 15.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** September 19, 2006

**ITEM TITLE:** CORRESPONDENCE

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** None

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

- Letter from Governor Kulongoski to Board President Gerry Gaydos expressing support for LTD following the Governor's ConnectOregon funding announcement

**PROPOSED MOTION:** None

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

Tuesday, September 19, 2006

Pursuant to notice given to *The Register-Guard* for publication on September 14, 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 Tuesday, September 19, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

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

Absent: David Gant  
Debbie Davis, Treasurer  
(One vacancy, Subdistrict 6)

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

**PRELIMINARY REMARKS BY BOARD PRESIDENT** – Mr. Gaydos announced that David Grant had indicated he would not apply for a second term on the Board. He said there were some individuals who were interested in being appointed and he hoped to have two new members after the first of the year.

Mr. Kortge said the Cottage Grove City Council had discussed candidates from that area to replace Mr. Gant.

Mr. Gaydos thanked Board members for their efforts as ambassadors for the District.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA** – Mr. Pangborn asked that two resolutions be added to action items to designate Stefano Viggiano as general manager pro tempore and himself at the Lane Transit District (LTD) registered agent. There were no objections to the additions.

**BOARD CALENDARS** – Ms. Ban noted that the next Metropolitan Policy Committee (MPC) meeting was scheduled for October 12, 2006, at 5:30 p.m. and would be a joint meeting with the Citizen Advisory Committee (CAC).

Mr. Pangborn announced that the City of Springfield was planning a grand opening for the Martin Luther King Boulevard extension roundabout on October 4, 2006, at 10 a.m. and Mr. Eyster had

volunteered to speak on behalf of LTD. He invited all Board members to attend and reminded them that tours of the RiverBend complex were available.

Mr. Pangborn said that a retirement party for Linda Lynch would be held on September 25 at 5 p.m.

Mr. Kortge asked if another joint meeting with the Springfield City Council was scheduled. Assistant General Manager Stefano Viggiano replied that the council would meet on November 6 to discuss the Pioneer Parkway project but no joint meeting was planned.

Mr. Pangborn polled Board members and determined that a December 20, 2006, meeting was acceptable. He said the Board's strategic planning retreat was scheduled on November 10-11 and a schedule and agenda items would be discussed later in the meeting.

## **WORK SESSION**

**November 2006 Ballot Measures** – Doug Barber of the Ulum Group discussed measures on the November ballot that could impact LTD. He said Measure 39, related to eminent domain/condemnation, was originally thought to exclude transportation projects. He said another provision was discovered that would subject those projects, including transit projects, to the requirement to pay the property owner's costs and attorney fees if the case went to court and the court ruled for any amount above the original written offer.

Mr. Barber indicated that under that scenario most parties were likely to take a case to court and given the time between when the initial offer was made and the court ruled it was probable that property values would have increased and the ruling would be higher than that first offer. He said that jurisdictions would be paying appraisal costs and attorney fees in most cases; the estimated cost to the State annually would be \$8 million to \$17 million and to local governments between \$8 million and \$13 million a year. He said it would be difficult to mount a campaign to defeat the ballot measure at this point, but because it was a statute and not a constitutional amendment, the Legislature could be asked to fix the problem or a legal challenge could be made.

Mr. Barber said there were two significant measures attacking the State's funding stream: Measure 41 dealt with revenue and Measure 48 dealt with expenditures. He explained that Measure 41 would allow people to substitute their federal personal tax exemption instead of using the State deduction, which would cost the State approximately \$800 million in the next biennium. He said Measure 48 would impose spending limits by establishing a formula based on population and inflation. He said a similar law was passed in Colorado in the 1990s and two years ago was repealed because of the devastating impact on necessary infrastructure. He said the estimate was that spending in the next biennium would be reduced by \$2.2 billion and if the courts determined that the law applied to the current biennium, spending would be reduced by \$2.5 billion in the current biennium and \$4.9 billion in the next biennium.

Mr. Barber said that Measure 48 would have a direct impact on LTD as all State spending was covered and funds for transportation would be reduced. He briefly reviewed several other measures that were of interest but had no direct impact on LTD, including Measure 45 related to term limits and measures 46 and 47 related to campaign contributions, Measure 42 related to insurance rates and Measure 40 related to electing judges. He indicated that there was no

polling data on ballot measures yet but that he would forward that information when it was available.

Mr. Gaydos encouraged people to consider seriously whether they wanted to vote in favor of Measure 40. He said one of the concepts of the judiciary was that they were impartial, unbiased and did not represent a particular interest or area. He said that would be undercut by requiring regional judges and limit voters' ability to vote for all judges.

**Franklin EmX Update** – Facility Services Manager Charlie Simmons provided an update on the Franklin EmX corridor construction. He said that construction was about 98 percent complete. He used drawings to illustrate retrofitting of the Eugene Station and expected it to be completed within a week. He said a cost reduction exercise two years ago removed a number of shelters but a recent budget review indicated that most of the project's contingency was unused and so the shelters were added back, including at the Hilyard, Walnut, Dad's Gate, Agate, and McVay Stations. He said the capability for real-time information at some future point was also being added and he anticipated that close to \$250,000 would remain in the budget once the additions were completed.

Mr. Simmons said that a 60-foot vehicle was taken through the transit lanes on a test run. He said it went extremely well and only one change—to the curb alignment at the Hilyard Station—would be made as a result of the test run. He showed a short video of the run.

Continuing, Mr. Simmons said that a total of 25 trees over two segments of the route were removed during the project and LTD was working with the City to identify opportunities to add trees. He said that development of signal software, to control signal priority and the block signaling, was close to being completed and staff were pushing to implement it by the end of September 2006. He anticipated that real-time information to be in place in 2007.

Mr. Pangborn stated that New Flyer had informed the District that it was behind schedule on production of the EmX vehicles. He said the first vehicle would come off the production line on September 26 and staff would travel to the New Flyer facility to inspect the vehicle. He said the major concern was how quickly the remaining vehicles could be produced and cautioned that service startup on December 17, 2006, might not be achievable. He said that the dedication would still occur on January 4, 2007.

Director of Maintenance George Trauger said the partnership with New Flyer was a new experience for the company as well as the District. He showed photographs of the New Flyer production line and an EmX vehicle being assembled. He anticipated conducting an audit review October 2-3 and accepting delivery of the first bus between October 10 and 12, 2006. He said once the vehicle was delivered, a post-delivery inspection would be conducted, remaining interior and exterior logos applied, and a vehicle signal priority transponder installed. He said that operator and maintenance training was scheduled to begin October 22.

Mr. Eyster asked about the status of Altoona testing and what the original delivery date had been. Mr. Trauger replied that Altoona testing was about 57 percent completed. Mr. Pangborn said the first bus was originally scheduled to be delivered on June 12, that date slipped to August 21, and it now was October 10. He added that New Flyer's normal production of an articulated bus was one per week, but New Flyer had informed LTD that the EmX vehicles would be completed every two weeks.

Director of Service Planning, Accessibility, and Marketing Andy Vobora said he would conclude the presentation at a later point in the meeting so the Board could take up the next agenda item.

**EMPLOYEE OF THE MONTH** – Transit Operations Manager Mark Johnson introduced Bus Operator Dawn Wrigley, October 2006 Employee of the Month. He said that Ms. Wrigley was hired by LTD in February 2004 and had received an award for two years of safe driving. She was nominated for Employee of the Month by a co-worker because her positive and caring attitude was such an asset in the workplace.

Ms. Wrigley thanked the Board for her award. She told the Board that its recognition of employees through the Employee of the Month program was greatly appreciated and those employees who received the award were very proud of it.

**AUDIENCE PARTICIPATION** – There was no one wishing to speak

**Franklin EmX Update (continued)** – Mr. Vobora demonstrated LTD's advertising campaign "Powered by the People." He said the campaign's objectives were to reinforce LTD's strengths in the community and establish a foundation for a successful launch of EmX. He said the target audiences included:

- General public
- Bus riders and potential riders
- Key EmX potential customers such as University of Oregon and PeaceHealth employees
- EmX key stakeholders
- Business community
- Payroll taxpayers
- Elected officials
- Media

Mr. Vobora reviewed the campaign materials and indicated that television and newspapers were relied upon heavily. He said a major media initiative was planned for the December EmX launch but timing would depend upon the actual EmX start date. He said there were a number of events that would generate media coverage such as art in stations, unveiling the EmX vehicle, testing, and the dedication ceremony.

Mr. Gaydos suggested that previous Board members and others who had been involved in the EmX project over the years should be invited to the dedication. Mr. Vobora said that staff were developing an extensive invitation list.

There were no objections to Mr. Pangborn's request to take up the West Eugene Transportation Study before proceeding to action items.

## **ITEMS FOR INFORMATION AT THIS MEETING**

**West Eugene Transportation Study** – Mr. Viggiano said that following the termination of the West Eugene Parkway (WEP) project, the Eugene City Council had directed its staff to review West Eugene transportation issues again. He said that City and LTD staff agreed that the District should be a part of that study to explore a multi-modal solution through the West 11<sup>th</sup>

Avenue corridor. He reminded the Board that an extensive process for selecting the third EmX corridor had been agreed to with the Eugene City Council and the question now was how the transportation study would fit into that process. He said there were three options:

1. The City Council and LTD Board select the West Eugene corridor to be the next EmX corridor and decide not to go through a corridor selection process.
2. The City Council and LTD Board proceed with the EmX corridor selection process, and if the selected corridor is not West Eugene, pursue the different corridor instead.
3. The City Council and LTD Board proceed with the EmX corridor selection process, and if the selected corridor is not West Eugene, pursue that corridor and the West Eugene corridor.

Mr. Viggiano pointed out that the third option was not realistic because of lack of resources, so the viable options were 1 and 2. He said the Eugene City Council would discuss the issue at its September 25, 2006, meeting and staff were suggesting that the Council recommend West 11<sup>th</sup> Avenue to LTD as the third EmX corridor. He indicated that any thoughts the Board had on the subject could be carried forward to the Council.

Eugene City Engineer Mark Schoening stated that the Council's direction to staff was to come back with transportation priorities for North and West Eugene, including both capital projects, regulation, and a corridor study that would integrate EmX corridor planning along with system planning that the Oregon Department of Transportation typically did for West 11<sup>th</sup> Avenue between Terry Street and Greenhill Road and the overall corridor from the Eugene Station to Greenhill Road.

Mr. Eyster asked if it was likely that the Council would choose West 11<sup>th</sup> Avenue as the next EmX corridor and noted that it would be a very challenging route because of the intense commercial development along it. Mr. Schoening replied that West 11<sup>th</sup> Avenue was the recommendation from the city manager.

Mr. Ban asked why West 11<sup>th</sup> Avenue had not been chosen as a corridor previously. Mr. Viggiano explained that the earlier process had gone through the Planning Commission and included public comment. He said the Commission recommended three corridors for further study: West 11<sup>th</sup> Avenue, Coburg Road, and Highway 99. He said the Council eliminated West 11<sup>th</sup> Avenue from consideration when the matter came before it. He mentioned that the District had begun some planning work in West Eugene four or five years earlier and identified some good options to get as far west as Chambers Street or Garfield Street, but it would be challenging to proceed west beyond Garfield Street.

Mr. Eyster questioned how much support there would be from the City Council for a West 11<sup>th</sup> Avenue corridor and expressed concern that LTD would be attempting to sell it to the public, particularly the business community, without the City's participation.

Mr. Gaydos pointed out that the corridor did not need to be limited to West 11<sup>th</sup> Avenue and could be broader. He agreed that it was important to have a long-term commitment from the City that was formalized in a written agreement, as the project would not be implemented for 10 to 12 years.



Ms. Ban commented that there was also the issue of the City's contribution to matching funds. She said councilors had discussed the need for other jurisdictions to invest in transportation solutions and suggested that be a part of the study.

Mr. Gaydos said that conceptually West 11<sup>th</sup> Avenue made sense as it provided an east/west route, which was why it was explored earlier.

Ms. Ban said that the corridor selection criteria that were in place would be useful to help Board members articulate why a particular corridor was chosen. She was also concerned that the partnership relationship with the jurisdiction was clear that there was shared accountability for the project.

Mr. Gaydos urged City staff to share the corridor selection criteria with the Council.

Mr. Pangborn summarized the following elements of the Board's discussion:

- Emphasize partnership with the City
- Need for a long-term commitment from the City
- Determine costs and contributions of financial support

Mr. Schoening asked if cost sharing related to the transportation study. Mr. Viggiano indicated that the study cost could be shared by LTD but local match for construction was the biggest cost-sharing issue.

#### **ITEMS FOR ACTION AT THIS MEETING**

**MOTION** **Consent Calendar** – Ms. Ban moved adoption of LTD Board Resolution No. 2006-027: “It is hereby resolved that the Consent Calendar for September 19, 2006, is approved as presented.” Mr. Eyster provided the second. The Consent Calendar consisted of the minutes of the June 12, 2006, special Board meeting; June 21, 2006, regular Board meeting; July 10, 2006, special Board meeting/work session with the Springfield City Council; July 10, 2006, special Board meeting; July 19, 2006, canceled Board meeting; August 16, 2006, canceled Board meeting; and FY 2006-07 Disadvantaged Business Enterprise Policy and Program.

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

**EmX Vehicle Debt Resolution** – Director of Finance & Information Technology Diane Hellekson directed the Board's attention to the background information provided in the Agenda Item Summary. She said to protect the District's liquidity it was necessary to borrow up to \$6 million on a short-term basis to finance the EmX vehicles and the debt would be retired as early as possible in 2007. She explained that the Altoona report would not be available until January 2007 at the earliest and, while the Federal Transit Administration had approved putting the vehicles into service in advance of receipt of the report, grant reimbursement could not be made

until after the report was received, although the District would be required to pay for the vehicles before delivery under the terms of the New Flyer contract.

Mr. Kortge stressed the importance of making it clear that the need to borrow funds for the EmX vehicles was not the District's fault.

**MOTION** Mr. Kortge moved approval of LTD Board Resolution 2006-029, authorizing debt financing of six Franklin EmX corridor vehicles. Mr. Eyster provided the second.

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

**Not-for-Profit Discount Program Update** – Mr. Vobora said the impetus for bringing the proposed revisions to the Board was to index the monthly dollar limit on token purchases to token price increases so that the buying power of agencies remained the same. He said the \$20,000 received from the City of Eugene under its homeless initiative was intended to get more tokens and passes into the system to serve more people but the way the policy was written meant that agencies could buy same amount of tokens but pay less. The revisions to the policy emphasized the amount that could be spent, not the value of the fare instruments, and provided the District with greater flexibility while accomplishing the program's objective.

In response to a question from Mr. Kortge, Ms. Ban said that when the cap was identified by the dollar amount, agencies could not buy as many tokens when the price was increased.

Mr. Pangborn said the program was a real success; before it existed, agencies had come to the District for discounts for their clients but there was no process for responding equitably to those requests. He said the program not only established a uniform cap, but it also brought agencies in to share the cost, creating a shared responsibility for the program.

Ms. Ban said another benefit of the program was that agencies' clients were not using other transportation resources like taxis and ride services as long as people could use the bus. She said tokens were used to get people to doctor appointments and interviews, take children to day care, and participate in other essential activities.

**MOTION** Mr. Eyster moved approval of LTD Board Resolution 2006-030: "Be it resolved that the LTD Board of Directors hereby adopts revisions to the Not-for-Profit Program as presented on September 19, 2006." Mr. Kortge provided the second.

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

Mr. Vobora explained that the City of Eugene had made homelessness a priority and allocated \$50,000 for transportation assistance. He said that LTD had suggested putting \$20,000 into the

Not-for-Profit Program and the City identified agencies to use those resources. He said the remaining \$30,000 was being withheld for purposes of leveraging other grants in order to expand the program. He hoped the City would continue to allocate funds to the program.

**MOTION Designation of LTD Registered Agent** – Ms. Ban moved approval of LTD Board Resolution 2006-032, designating LTD General Manager Mark Pangborn as the Registered Agent for Lane Transit District. Mr. Eyster provided the second.

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

**MOTION Designation of General Manager Pro Tempore** – Mr. Kortge moved approval of LTD Board Resolution 2006-031, designating LTD Assistant General Manager Stefano Viggiano as the general manager pro tempore for Lane Transit District. Mr. Eyster provided the second.

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

## **ITEMS FOR INFORMATION AT THIS MEETING (continued)**

### **Board Member Reports**

**Metropolitan Policy Committee** – Mr. Gaydos reported that the MPC was developing a website that would assist the public to understand transportation projects in their neighborhood or routes of travel. He said the MPC's Citizen Advisory Council (CAC) was involved in making recommendations for better ways to involve the public in transportation planning and had provided input on the website design. He said the CAC had also developed a Public Participation Plan that was out for public comment and suggested the Board review the document at its retreat.

**Board Human Resource Committee** – Mr. Gaydos congratulated Director of Human Resources and Risk Management Mary (Neidig) Adams on her recent marriage and wished her and her husband well.

**Board Two-Day Strategic Planning Work Session** – Mr. Viggiano referred to the draft work session agenda and background materials provided in the agenda packet and suggested that issues the Board wished to discuss be framed in the context of the Strategic Plan goals. He said that topics were listed under the individual goals. He said another purpose of the work session was to develop budget priorities for the next year. He reviewed the proposed topics and asked for comments.

Mr. Gaydos indicated an interest in discussing productivity vs. coverage under Goal 1. He said that there had been discussion of service to outlying communities such as Veneta, Junction City, and Florence and it was important to have a policy framework for making those decisions. He was not certain that productivity vs. coverage was suited to that purpose. Mr. Viggiano agreed that there could be a work session on that issue.

Ms. Ban asked if demographics played a role in coverage or whether that was a separate factor. Mr. Viggiano said that a productivity model meant that service was put where it carried the most people; that meant that some areas might not be served at all. He said a coverage model attempted to provide coverage to as much of the area as possible even though service might not be good because resources were spread too thinly; however, everyone had the option to take transit. He said the Board's current position was to focus on productivity but not ignore coverage.

Mr. Vobora said the Leadership Council was discussing the same issue.

Mr. Eyster suggested that a work session on the issue be postponed until the new members had joined the Board. Mr. Pangborn asked that the Board have an initial discussion at the strategic planning workshop to give staff direction.

Mr. Gaydos requested a discussion of the different levels of service from basic to EmX under Goal 2. He said Goal 2 could include a discussion of how to involve other jurisdictions. He said that Goal 4 would be an appropriate place to discuss the citizen involvement component and review some of the recommendations from the Metropolitan Policy Committee (MPC) Citizen Advisory Committee (CAC). He commented that the City of Eugene was asking significantly more of LTD on the West 11<sup>th</sup> Avenue issue and it was important for the District to give some consideration to what partnerships meant, including funding and accountability.

Ms. Ban agreed that it was important to assure that all partners were sending a consistent message. She said it would be worthwhile to review some of the recommendations and implications of Region 2050 transportation planning efforts.

Mr. Gaydos asked to have a discussion of the condition of the District's fleet during the strategic planning work session. Mr. Eyster expressed interest in the ramifications of the last service adjustments. These topics actually would be covered at the October Board meeting.

Mr. Gaydos also encouraged a discussion of sustainability and comparison of LTD's efforts to those of other public entities.

Following a discussion, Mr. Pangborn determined that there was agreement with the following schedule for the Strategic Planning Work session:

Friday, November 10, 2006 – 11 a.m. to 5:30 or 6 p.m. with a working lunch

Saturday, November 11, 2006 – 8 a.m. to noon

Mr. Kortge asked if the communications audit under Goal 5 would include an update on the status of union negotiations and labor relations. Mr. Pangborn said that this would be a separate discussion.

Following a general discussion of cultural privilege training under Goal 5, there was consensus to focus the strategic planning work session in November on planning activities and consider another work session, perhaps to discuss broader philosophical issues, in February or March after new Board members had been appointed.

**LTD Sustainability Plan** – Mr. Pangborn related that the District was working with the City of Eugene on its Sustainable Business Initiative. He said while LTD had always attempted to be “green,” it had not developed a formal sustainability plan. He said staff would present the Board with information, including cost vs. benefit, to help it decide whether the resources should be committed to sustainability.

**Monthly Financial Report** – Ms. Hellekson noted that the July and August 2006 financial statements were provided in an addendum to the agenda packet. She cautioned that fuel costs were still a concern but starting to move down; everything else was on target. She said that fare revenues were up in part because of the infusion of \$20,000 for homeless fares.

Ms. Hellekson alerted the Board to a Department of Revenue collection program initiated by TriMet aimed at insurance agents. She said insurance agents by statute were exempt from self-employment taxes but the definition of insurance agent was not clear. She said there were instances where individuals who claimed to be insurance agents did not pay taxes and the collection efforts were aimed at them. She was attempting to get as much information from the State as possible to be able to respond to inquiries. She estimated that 300 people in Lane County could be affected and it was important to point out that Lane Transit District had not prompted the collections.

Mr. Pangborn remarked that the effort was driven by TriMet and could involve hundreds of thousands of dollars in revenue.

**ADJOURNMENT:** The meeting adjourned at 7:55 p.m.

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Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, September 20, 2006

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, September 20, 2006, at 5:30 p.m., was canceled for lack of a quorum. Instead, a special meeting was held at 5:30 p.m. on Tuesday, September 19, 2006.

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Board Secretary

The background image shows Eugene Station, a historic building with a prominent clock tower. A modern pedestrian bridge with a lattice structure arches over the street in front of the station. The scene is captured in a slightly faded, light blue tone. The text is overlaid on this image.

# Report on FY 2006-07 Budget Priorities

October 18, 2006

# **FY 2006-07 Budget Priorities**

- **Service Improvements**
- **Fleet Maintenance**
- **Workplace Environment**
- **Facility Preservation**



# **Service Improvement Strategies**

- **Service adjustment in February 2006 to correct schedule problems**
- **Service increased 2 percent in September 2006**
- **Included annual service increases in Long-Range Financial Plan**

# **Service Improvement Current Status**

- **On-time performance**
  - **Low of 89 percent in September 2005**
  - **High of 94.4 percent in March 2006**
  - **20 Minute Breaks Instituted**
    - **10 of 65 had issues in Fall 2005**
    - **4 of 70 had issues in Winter 2006**
- **Overloads**
  - **Continue to be an issue**
    - **More “White-line” Loads**
    - **Rise is “Wheelchairs Not Accommodated”**

# **Fleet Maintenance Strategies**

- **Replace all 1990 buses and as many 1994 buses as possible**
- **Add a position to the department**
- **Create a “training and advancement” program within the department**
- **Focus on meeting PM schedules**

# Bus Replacement Plan

- 20 New 40 foot Gillig buses are in production and will be received within the next three months.
- Five New Flyer articulated buses should arrive in 2007 (contract not yet signed)
- Once new buses arrive:
  - All 1990 buses will be retired
  - Ten of the “high-maintenance” 1994 buses have been placed in the contingency fleet.

# Maintenance Staffing

- Staffing changes to date
  - July 2006: Two General Service Workers promoted to Journeyman Mechanic
  - August 2006: Two General Service Workers hired
  - August 2006: Promotion of supervisor to permanent Maintenance Director
  - October 2006: Promotion of Journeyman Mechanic to Supervisor
- Staffing Changes to come:
  - Internal posting for Journeyman mechanic position
  - December 2006: Recruit for possible open General Service Worker position
  - January 2007: Define and fill added department position

# Training and Advancement

- July 2006 – Joint Maintenance Committee
  - Working on mission statement
  - Established ground rules for committee
  - participated in staffing open Journeyman mechanic and GSW positions
  - Developing training and standard operating procedures
  - Working closely with training specialist to design program to fit our needs
  - Create a path for advancement

# Preventative Maintenance

- August 2005 – implemented new PM scheduling program
- Installed hub odometers on all buses to record miles accurately
- 12,000 mile increments for various tasks
- Implemented weekly Pit inspections for every bus
- Developed new method for monitoring and scheduling PM's
- Initiate new reports to monitor PM schedules

# Preventative Maintenance Inspections

	2005												2006									
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Completed within specified mileage range	3	11	10	6	7	4	12	21	8	27	26	35	24	27	39	27	37	21	26	25	30	13
Completed within 10% of scheduled mileage	12	8	12	12	14	10	9	7	13	6		1								6	3	1
Not completed within 10% of scheduled milaage	5	7		11	6	11	5		1											2	1	
Percent more than 10% late	25%	27%	0%	38%	22%	44%	19%	0%	5%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	6%	3%	0%



# **Workplace Environment Strategies**

- **Looking to the Future Plan**
  - **Develop Comprehensive Rewards and Recognition Program**
  - **Hire Training Specialist**
  - **Develop Comprehensive Training and Development Strategy for all LTD Employees**
  - **Develop Comprehensive Accident Prevention Plan**
  - **Enhance Employee Health and Wellness Programs**
- **Communications Audit**

# Workplace Environment Outcomes and Progress

- Weight Loss Programs Resulted in 275 + Pounds Lost
- Training Specialist Hired
- Maintenance Skills Program in Development
- Improved Communication Methods Being Used
- Rewards and Recognition Program Proposals Being Drafted by Employee Task Force
- Increased Internal Promotions
- Comprehensive Accident Prevention Program Being Implemented
- On-line Health Risk Assessment Voluntarily Completed by 150 People
- Healthy Eating Sessions Conducted

# **Facility Preservation Strategies**

- **Reallocate funds from contract maintenance to a new position**
- **Pursue staff training in key functional areas**

# **Facility Preservation Current Status**

- **Budget funds reallocated from contract services to personnel allowed hiring of Facilities Specialist**
- **Full staffing not yet achieved**
  - **Injury (off the job) to Facilities Laborer**
  - **Retirement of Facilities Supervisor**
  - **Expect to be at full staff in December**

## AGENDA ITEM SUMMARY

May 19

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** REPORT ON BUDGET PRIORITIES FOR FY 2006-07

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** None. Information only.

**BACKGROUND:** During the 2005 Strategic Planning Workshop, the LTD Board established the following priorities for the FY 2007 budget:

- Scheduling and maintaining efficient and effective fixed-route service
- Investing more in the maintenance of the fixed-route fleet
- Investing in employee relations and development
- Maintaining the investment in facilities and the preservation of assets

At the Board meeting, staff will provide a report on the specific programs and budget expenditures that were implemented as a result of this policy direction. Preliminary results will be provided as available.

This meeting is the last Board meeting prior to the Strategic Planning Workshop on November 10-11, 2006. The agenda for the workshop was discussed last month. The Board can take this opportunity to provide any further direction to staff regarding the workshop.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 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:** October 18, 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 October 18, 2006:

1. Approval of minutes: September 19, 2006, special Board meeting
2. Approval of minutes: September 20, 2006, canceled regular Board meeting

**ATTACHMENTS:**

1. Minutes of the September 19, 2006, special Board meeting
2. Minutes of the September 20, 2006, canceled regular Board meeting

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

LTD Resolution No. 2006-033: It is hereby resolved that the Consent Calendar for October 18, 2006, is approved as presented.



**Lane Transit District**  
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## MONTHLY DEPARTMENT REPORTS

October 18, 2006

### PLANNING AND DEVELOPMENT

*Stefano Viggiano, Assistant General Manager*

#### **EmX PLANNING**

*Graham Carey, BRT Project Engineer*

#### **MARTIN LUTHER KING JR. PARKWAY**

A dedication ceremony was held on Wednesday, September 27, 2006 for the Martin Luther King, Jr. Parkway and Roundabout. Springfield Mayor Sid Leiken, NAACP President Henry Luvert, Lane County Commissioner Bobby Green, Vice President of Hospital Operations for PeaceHealth Jill Hoggard Green, and Board Member Mike Eyster addressed the gathering. The new transportation facility was opened to the public on October 4, 2006.

#### **PIONEER PARKWAY CORRIDOR**

*Anita Yap, Transit Development Planner*

**Environment Assessment (EA):** The EA has been released for the public comment period from September 20 to October 20. Copies are available on LTD's Web site and at the LTD Glenwood offices, Springfield City Hall and Library, and Eugene Public Library. A public open house was held October 3 at Springfield City Hall. LTD anticipates that the Federal Transit Administration (FTA) will issue a Finding of No Significant Impacts after the end of the comment period.

The Springfield City Council will hold a work session and public hearing and consider approval of the corridor on November 6, 2006. The Lane County Board of Commissioners will hold a meeting to consider approval of the corridor on November 7, 2006.

**Small Starts Submittal:** The submittal package for Pioneer Parkway was accepted by FTA on September 15. Twelve Small Starts and Very Small Starts projects were submitted to FTA. The applications will be reviewed for completeness and assigned ratings, and projects



will be recommended for funding to Congress in the Annual Report on New Starts in February 2007.

**ConnectOregon:** The grant agreement for the ConnectOregon funding has arrived, has been signed by LTD, and was returned to the State for signatures.

### **METROPOLITAN PLANNING**

*Anita Yap, Transit Development Planner*

**Region 2050:** The Region 2050 committees did not meet this month.

**Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC):** A joint meeting with the Citizen Advisory Committee (CAC) and the MPC is scheduled for October 12, 2006. This meeting includes a public hearing on the draft Public Participation Plan. A separate MPC meeting that same evening will review the following issues: MTIP amendments and programming for FY 2006-09 MTIP for STP-U funds for planning and TDM/TO activities in FY 2007 and FY 2008. LTD's application for funding the Public Transit Human Services Coordinated Plan is part of this package.

### **COMMUTER SOLUTIONS**

*Connie B. Williams, Program Manager*

### **PROGRAMS AND SERVICES**

**Program Management & Administration:** Two Commuter Solutions staff spoke at the Eugene Bike/Ped Summit October 7, 2006, at the University of Oregon.

**Oregon Transportation Conference – Seaside:** Commuter Solutions has been chosen as the best Transportation Options Program in the state. An award was presented at the conference in Seaside on October 12. Two Commuter Solutions staff made presentations at the conference.

**Congestion Mitigation Services:** More than 4,500 instructional brochures describing how to use the MLK Roundabout were distributed in the Gateway area.

**Group Pass / ETC Programs:** Staff have participated in a 2008 Olympic Trials Transportation meeting, the Eugene Chamber's Business Sustainability Luncheon, and the PeaceHealth TDM meeting. Cameron McCarthy-Gilbert and Scheibe Landscape Architects LLP has joined the Group Pass program.

**CarPool/VanPool/Emergency Ride Home Program (ERH):** Sixty individuals have registered for ERH in the Rideshare database and eight companies have joined the Emergency Ride Home program:

- City of Eugene – Coburg Road Library
- City of Eugene Fire and EMS
- Cameron McCarthy-Gilbert and Scheibe Landscape Architects LLP
- Harrang Long Gary Rudnick PC
- Lane County Legal Aid & Advocacy Center
- Lane Transit District

- Sperry Tree Service
- Sperry Tree Care

**Smart Ways to School Program (SWTS):** Gilham Elementary School agreed to be the “media” site for the October 4 International Walk to School Day. Organizers prepared for the event and their month-long project to promote walking, biking, carpooling, and riding a bus for school transportation.

Many parents have contacted SWTS to find carpool partners and to seek assistance in forming groups of students to walk or bike to school together.

Information tables were staffed for back-to-school events at Oak Hill School, Ridgeline Montessori, and Roosevelt Middle School.

Distribution of fliers and September LTD passes to 27,000 students went very smoothly, in partnership with staff of the 110 participating schools.

**Education and Awareness:** Commuter Solutions staffed transportation information booths at the University of Oregon, Semperian, and the OML Benefit Fair.

### **CAPITAL PROJECTS**

*Charlie Simmons, Facilities Services Manager*

**Shelter Replacement:** This multi-year project to replace older shelters with new shelters is proceeding. No significant problems have been encountered.

### **FRANKLIN EmX**

*Sue Viggiano, EmX Communications*

The redesign at Hilyard Station was completed this month. A portion of the south curb and sidewalk was moved, and a wider EmX lane was built to make way for a straighter approach for eastbound docking. Prior to the final concrete pour, an early-morning test was held on October 4. An articulated vehicle was used to simulate the EmX vehicle while Operations staff tested the approach. Everyone was pleased with the results and staff gave the go-ahead to Wildish to complete the work.

Additional finishing work had Wildish crews widening the EmX lane on East 11<sup>th</sup> Avenue near Mill Street and adding some aesthetic enhancements of curbs and gutters between Patterson Street and Ferry Street.

Testing the signal software is next. Staff are working closely with City of Eugene staff to finalize the software. It has been determined that the Franklin Boulevard segment will be the first to have the software activated and tested. A progress report to the Board will be forthcoming.

**EmX Vehicle:** The first EmX vehicle is scheduled to arrive on October 17, 2006. This is a couple weeks later than recent schedules. Subsequent vehicles will be arriving every week or two.

## **SERVICE PLANNING, ACCESSIBILITY, AND MARKETING**

*Andy Vobora, Director of Service Planning, Accessibility, and Marketing*

### **SERVICE**

- UO and LCC are back in session, which provides the best test of how the system is operating following implementation of fall service. So far there have been a few overloads, but no major developments in terms of timing issues. Staff will provide the Board an update of the service investments made over the past year and how effective these have been in addressing the issues identified as objectives in last year's strategic plan update.
- Work on the EmX bid is nearing completion. Timetables have been developed and scheduling and runcutting processes are wrapping up. The bid will have been posted by the time of the Board meeting, and bidding by operators will occur the week of October 23.

### **MEDIA**

- Earned media – News media coverage focused on EmX, but also included stories on the Board vacancies and KVAL did a segment on the Google Transit module under development. A joint guest editorial from Susan Ban and Mayor Piercy was printed in *The Register-Guard*. The focus of this piece was the partnership around transportation for the homeless.
- Paid media – The Powered by the People campaign got into full swing in September and will continue through the first part of November. The television and newspaper ads are generating positive comments from employees and the general public.

### **OUTREACH**

- Communication opportunities are being scheduled throughout October and into the winter. These are with civic groups and will provide Mark Pangborn and the Leadership Council an opportunity to communicate about LTD and specifically generate excitement around the launch of EmX.
- LTD is partnering with the Eugene Police Department (EPD) to promote Crime Prevention and Awareness Month. On October 21<sup>st</sup> EPD substations will host open houses. To make the downtown substation stand out, LTD is partnering to provide multiple venues of activity in the Eugene Station. Youth and families are encouraged to come between 10 a.m. and 2 p.m. to learn about crime prevention and to take part in activities such as bike registration and stamping. Prizes and refreshments will be available to all participants.

- Stuff the Bus is coming October 20 and 21. LTD will partner with KDUK and Bi-Mart to assist in collecting food and toys at area Bi-Mart stores. The articulated bus will be rotated to four different Bi-Mart locations over the two days.
- The Annual Route Review process will kick off in October. Solicitation of service changes and additions will begin with employees, customers, and the general public. No significant changes are anticipated for Fall 2007, which will give the staff an opportunity to focus on more significant changes for Fall 2008.
- Many EmX activities are in the works and will become firmer as the vehicle delivery schedule becomes known. These activities include employee, VIP, and general public activities.
- The Eugene Chamber Business Expo will be held on October 19. LTD and Commuter Solutions both will have booth space. Mark Pangborn and Stefano Viggiano will staff the booth, and Board members are welcome to join them.
- A number of staff and Board members attended activities such as the Eugene Chamber Emerald Awards and the Springfield Chamber/UO auction over the past month.

## INTERNAL COMMUNICATIONS

- Implementation of the Communications Audit recommendations continues. A major clean-up of District bulletin boards has occurred and staff have been asked to follow posting guidelines to keep information fresh. A new tool named *Fast Lane* has been developed to communicate breaking news. This has not been used to date, but is ready to go.

## EVENT SERVICES

- The District's annual notification to private bus operators will go out in October. This FTA requirement is intended to find out if there are private operators "willing and able" to provide area charter services. If any one of the area operators responds, LTD is excluded from providing charter services except in a limited number of circumstances. In recent years there have been no responses, which has given LTD the freedom to provide charter service. The District provides very few charters throughout the year. Charters are different from Event Services, such as UO shuttles, which are open to the general public.
- Following minor modifications after the Stanford game, football shuttle service went very well during the Oklahoma game. Early season ridership is remains strong.
- Believe it or not, basketball shuttle service is not that far off as both the UO men's and women's teams gear up for the exhibition schedule. Work is ongoing to prepare for these event shuttles.

**ACCESSIBLE SERVICES**

*Terry Parker, Accessible Services Manager*

Accessible Services has been involved in fall training this past month to provide a review of the American’s with Disabilities Act (ADA) and LTD accessibility policies and practices. We developed “ADA Jeopardy,” which provides a fast-paced overview of some of the basics of the ADA and of LTD policy. We also are showing our appreciation to the operators for the great service they provide by giving out Fast Lane Coffee coupons as prizes during the Jeopardy game. So far, the session has been well liked and well received by the operators who have participated in training. In early October, we hosted visitors from Easter Seals Project Action Training and Technical Assistance Program. Karen Wolf-Branigin is the manager of the program and Dan Dalton is a specialist. They are very interested in learning what LTD is doing to plan for the training of people with disabilities on the EmX (BRT) system. We also visited the travel training and transit host programs as well as the RideSource service and facility.

**TRANSIT OPERATIONS**

*Mark Johnson, Director of Transit Operations*

There is no Transit Operations report this month.

**MAINTENANCE**

*George Trauger, 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 forty-nine vendor checks and ACH deposits, totaling \$1,899,986, were processed during the month of September, including \$605,306 to Wildish Building Company for construction on Franklin EmX corridor.

One hundred thirty-three payroll checks and 1,384 payroll direct deposits totaling \$1,202,499 were made in September 2006. These numbers reflect three pay dates in September.

Eleven cash fare deposits totaling \$160,075 were made in September 2006. This total included \$46,345 in special service fares for two football games.

## **PURCHASING**

*Jeanette Bailor, Purchasing Manager*

Proposals have been received for design services for the Gateway Transit Station and for miscellaneous architectural services. Evaluation and selection of firms should be completed by the end of October. Proposals have also been received for a security assessment, and a contract should be awarded by the end of October.

Currently in process are bid requests for banking services and miscellaneous Facilities Services contracts.

## **INFORMATION TECHNOLOGY**

*Steve Parrott, IT Manager*

The IT group has been very busy these past summer months with a number of technology-related projects. IT and Maintenance staff implemented a significant upgrade to the software application that manages vehicle maintenance for LTD's fleet. This upgrade improves LTD's ability to track technician time in the shop, preventive maintenance activities, and parts inventory movement. A local business partner is assisting with vehicle equipment installations for the next step of this project. In the coming months, LTD will bring a new automated fluid tracking system on line to assist Maintenance staff with the task of tracking fluid consumption by individual vehicles and updating vehicle mileage for preventive maintenance management. Also included in this work is the installation of Opticom emitters, which are used by vehicles to request transit priority actions from local traffic control systems. Completion of this work in late October will allow LTD's Planning & Development staff to begin work with local jurisdictions on a traffic signal priority test project. IT infrastructure improvements continue to move forward with the implementation of additional backup system features and replacement of the District's e-mail server.

A notable achievement is being realized with the rollout of the newly announced Google Transit project. IT staff spent the last 11 months working with Google to carry forward development of a standardized format for exchanging route data from a transit property. For LTD, this is the information that is typically found within the *Rider's Digest*. By electronically sharing this data with Google, LTD becomes one of a handful of transit agencies—TriMet was the first—whose route information can be accessed via the Internet to plan a travel itinerary within LTD's service boundary. The new Google service is considered a pilot project and will no doubt undergo improvements as input is processed from the people who use the service and provide feedback. A cross-section of LTD staff and customers are actively participating in the pilot phase of the Google project. The hope is that Google's efforts will create a transit travel planning service of a quality sufficient to meet any transit user's everyday needs.

## HUMAN RESOURCES

*Mary Adams, Human Resources Director*

### HEALTH CARE

The Request for Proposal for LTD's health care plan renewal has been sent out. All bids are due on October 1. The Joint Insurance Committee will meet on October 19 to review the quotes and select a carrier for 2007. In addition, plans are fully underway for the November 16 Employee Health and Benefits Fair. This year's theme will be health improvement, and will feature free health screenings for all employees who attend.

### SELECTION AND HIRING

The hiring activity level remains exceptionally high. Interviews were conducted for a Maintenance supervisor to fill the vacancy created when George Trauger became Maintenance director, and a Facilities Maintenance supervisor to fill the vacancy created by Jim Hurst's resignation. Aaron Melnychuk was selected to fill the Maintenance supervisor position. Aaron has worked in LTD's Maintenance Department for 12 years. Kelly Staines, a nine-year member of the Facilities staff, will be the new Facilities Maintenance supervisor. Congratulations to both! Interviews for the director of Planning and Development, previously held by Stefano Viggiano, were conducted on October 5. Applications are currently being reviewed for an administrative secretary position currently open in the front reception area. This is a .75 FTE position.

### LOOKING TO THE FUTURE PLAN

Important initiatives are underway as a result of the *Looking to the Future* Plan, LTD's human resource plan. An accident-prevention program was approved by Leadership Council in late September and will begin in November. A reward and recognition task force will be formed in late October to consider a comprehensive program for recognizing and rewarding excellent and improved performance. Implementation of the recommendations from the Communications Audit are under way. A six-month project plan has been developed by Training Specialist Pat Rather to address LTD's highest-priority training needs.

### OTHER ACTIVITIES

Pension trustees for both trusts attended the International Foundation of Education, Benefits and Compensation's annual meeting in early October. New trustees attended a two-day workshop for new trustees, other trustees attended sessions for experienced trustees, and Diane Hellekson attended a two-day certification program. The conference is attended by more than 8,000 people every year and provides an excellent opportunity to learn and network.



*Lane Transit District  
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Eugene, Oregon 97401*

*(541) 682-6100  
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## **EmX Corridor Selection Criteria (Used for the Pioneer Parkway Selection Process)**

- ❑ Existing transit ridership: High existing ridership indicates high demand for transit service along the corridor.
- ❑ Level of development or redevelopment activity: Corridors should serve areas that established development and are experiencing significant new development activity.
- ❑ Link to planned major transportation and/or development projects: Implementing EmX in conjunction with new roads and development provides opportunities for coordinated planning and construction.
- ❑ Service to planned nodes and mixed-use areas: EmX will be most effective when serving development that is transit-oriented.
- ❑ Link with existing EmX corridors: Creating a coordinated EmX system will provide improved connections for customers and increase ridership.



## AGENDA ITEM SUMMARY

May 19

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** THIRD EmX CORRIDOR

**PREPARED BY:** Stefano Viggiano, Assistant General Manager

**ACTION REQUESTED:** Approve selection of the Third EmX Corridor.

**BACKGROUND:** On October 9, 2006, the Eugene City Council voted to recommend the West 11<sup>th</sup> corridor as the next EmX line to study in Eugene. The primary reason for the Council's selection of this corridor is to coordinate EmX planning with a transportation study that is planned for that corridor. Recall that the LTD Board and Eugene City Council had agreed on a process for the selection of the third EmX corridor at a joint meeting on June 12, 2006. If supported by the LTD Board, the selection of West 11<sup>th</sup> as the third EmX corridor eliminates the need for that corridor selection process.

Staff support the selection of West 11<sup>th</sup> as the next EmX corridor. The West 11<sup>th</sup> corridor is a logical westerly extension of Franklin EmX, has a relatively high level of population and employment to support EmX, and is a rapidly developing part of the community. Since West 11<sup>th</sup> is a designated EmX corridor in the Regional Transportation Plan, it is logical to consider EmX as part of a West 11<sup>th</sup> corridor study. To proceed with a corridor study that does not consider EmX could lead to partial and less effective transportation solutions. There is also efficiency in combining City and LTD planning grants into a single corridor study.

Staff recommend that the Board endorse the Eugene City Council's selection of the West 11<sup>th</sup> corridor for EmX on the condition that the City of Eugene and LTD partner in supporting appropriate EmX corridor design solutions and in identifying and securing funding for the construction of the corridor, should the project proceed to that stage.

**ATTACHMENTS:**

1. Memorandum from Mark Schoening to Eugene City Council, with data table
2. EmX corridor selection criteria

**PROPOSED MOTION:** I move adoption of Resolution 2006-034: Resolved, that the LTD Board of Directors selects the West 11<sup>th</sup> corridor as the next EmX corridor to be studied.

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 2006

**ITEM TITLE:** NOVEMBER 2006 EMPLOYEE OF THE MONTH

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

**BACKGROUND:** **November 2006 Employee of the Month:** Customer Service Representative Natalie Lillie was selected as the November 2006 Employee of the Month. Natalie originally was hired by LTD as a bus operator, and became a customer service representative in August 2004. She was nominated for this award by a co-worker, who said that Natalie is a very hard-working and dedicated employee who has almost single-handedly created and maintained all of the almost 5,400 files for the EZ Access program, including most of the data entry from the original forms into the new database. The co-workers also said that Natalie is a very joyful and caring person who makes coming to work fun, and that she deserves to be recognized for all her hard work for LTD.

When asked to comment on Natalie's selection as Employee of the Month, Transit Services Manager Sue Quick said:

From the time Natalie Lillie began her career with LTD in June 1997 as a bus operator, she has set customer service as a top priority. Nat (as her co-workers like to call her) is never in too big of a hurry to offer a word of encouragement or information when requested. She possesses a "can do" attitude, which is a pleasure to be around. Customers often comment on her positive attitude.

In 2004 she decided to exit the bus seat and move into the customer service center. The people she works with in the CSC appreciate her proactive and collaborative way of looking at tasks. An example of this is when she took the lead with the creation of the database for the new EZ Access cards. She discovered an efficient manner to input the information, and got the job done quickly. With her forward thinking, our customers were able to receive the benefit of the passes quickly, and a current database of contact information has resulted.

Our congratulations to Natalie on her selection as the November 2006 Employee of the Month!

**AWARD:** Natalie will attend the October 18, 2006, meeting to be introduced to the Board and receive her award.

Two hundred forty nine vendor checks and ACH deposits, totaling \$1,899,986, were processed during the month of September, including \$605,306 to Wildish Building Company for construction on Franklin EmX corridor.

One hundred thirty-three payroll checks and 1,384 payroll direct deposits totaling \$1,202,499 were made in September 2006. These numbers reflect three pay dates in September.

Eleven (11) cash fare deposits totaling \$160,075 were made in September 2006. This total included \$46,345 in special service fares for two football games.

Q:\Reference\Board Packet\2006\10\Regular Mtg\Finance Dept report for Sept 06.doc

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** October 18, 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. **Pioneer Parkway Decision Process**: A final decision on the project is expected in November 2006, following public review and comment on the Environmental Assessment.
  - B. **Annual Performance Report**: Staff will prepare an annual performance report to present to the Board during the fall or winter of 2006.
  - C. **EmX Updates**: Information about the EmX opening will be presented at each Board meeting this fall, beginning in September 2006.
  - D. **Annual Strategic Planning Work Session**: The Board's annual strategic planning work session has been scheduled for 11 a.m. to 6 p.m. on Friday, November 10, and 8:30 a.m. to noon on Saturday, November 11, at Lane Community College.
  - E. **General Manager Performance Evaluation**: The Board HR Committee will schedule the Board's evaluation of the general manager's performance for the December Board meeting, followed by a recommendation for the general manager's compensation and benefits for FY 2007-08.

## AGENDA ITEM SUMMARY

- DATE OF MEETING:** October 18, 2006
- ITEM TITLE:** WORK SESSION: 2008 OLYMPIC TRIALS SERVICE REQUEST
- PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing
- ACTION REQUESTED:** Following a discussion of the 2008 Olympic Trials bus service needs, staff would like direction from the Board regarding how to proceed in developing bus service contracts.
- BACKGROUND:** Earlier this year, Eugene-Springfield was successful in securing the bid to host the 2008 Olympic Track and Field Trials. This was quite an accomplishment and was possible only through the combined efforts of many individuals and organizations in the community and some from outside the community. The economic impact generated by hosting such an event will be significant. Thousands of athletes and support staff, media, and spectators will descend upon Eugene-Springfield in late June 2008 for more than the ten scheduled event days.
- The Local Organizing Committee (LOC) has been working with private and public partners in an effort to make this Olympic Trials the best ever. The vision includes major upgrades to facilities that will serve our community for many years to come. It also includes creating an experience for both participants and spectators that is something unique in the world of track and field.
- In securing the bid to host this event, an important factor was the experience of LTD in the event shuttle arena. The total hours of service are unknown at this time; however, it likely will total in the hundreds to a thousand or more hours. The District's direct cost is estimated to be \$94.00 per service hour in 2008. Since this is the rate currently charged for event services, it is easy to see that the total cost to the LOC will be significant.
- LOC representatives will join LTD staff during the work session to more fully describe the vision.
- RESULTS OF RECOMMENDED ACTION:** With Board direction staff will continue working with the LOC on the development of a bus service package for the Trials.
- ATTACHMENT:** LTD Special Service Policy
- PROPOSED MOTION:** None

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** October 18, 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.

**ATTACHMENTS:** September 2006 Performance Report  
August 2006 RideSource Activity and Productivity Report

**PROPOSED MOTION:** None

## Preventative Maintenance Inspections

	2005												2006										
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	
Completed within specified mileage range	3	11	10	6	7	4	12	21	8	27	26	35	24	27	39	27	37	21	26	25	30	13	
Completed within 10% of scheduled mileage	12	8	12	12	14	10	9	7	13	6		1								6	3	1	
Not completed within 10% of scheduled milaage	5	7		11	6	11	5		1											2	1		
Percent more than 10% late	25%	27%	0%	38%	22%	44%	19%	0%	5%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	6%	3%	0%



# MEMORANDUM

City of Eugene  
858 Pearl Street  
Eugene, Oregon 97401  
(541) 682-5291  
(541) 682-5032 FAX

**Date:** October 5, 2006

**To:** Mayor Piercy and City Council

**From:** Mark Schoening, 682-5243  
City Engineer, Public Works Engineering

**Subject:** Transportation Priorities for North and West Eugene

The purpose of this memo is to provide additional information on the proposed transportation priorities for North and West Eugene and to respond to specific questions raised at and subsequent to the work session held on September 25, 2006.

## Beltline Corridor – River Road to Coburg Road and Roosevelt Boulevard to West 11<sup>th</sup>

The study of the Beltline Corridor – River Road to Coburg Road is included in Financially Constrained Project List in both the Transportation System Plan (Transplan) and the Regional Transportation Plan (RTP) with construction identified in the Future Project List in Transplan and the Illustrative Project List in the RTP. There is an opportunity to move construction of this project to the Financially Constrained Project List with the current update of the RTP. Funding of \$1 million for environmental documentation is included in the development section of the FY06-09 State Transportation Improvement Program (STIP). An additional \$1.5 million is included in the draft FY08-11 STIP. The Oregon Department of Transportation has the financial and staff resources committed to initiating the transportation system planning for this project this year.

To quantitatively determine the increase in mobility in west and north Eugene resulting from improvements to the Beltline – River Road to Coburg Road would require substantial effort to update the regional traffic model. This effort will be undertaken as part of the update to the RTP. However, even with the congestion and safety issues on this section of roadway, it carries in excess of 82,000 vehicles per day and connects major residential, commercial and industrial development to the regional and state transportation systems. Therefore, improvement to this section of Beltline will benefit north and west Eugene and the entire region.

The Beltline – Roosevelt Boulevard to West 11<sup>th</sup> is identified in the Future Project List in Transplan and the Illustrative Project List in the RTP. (This is contrary to what I stated at the work session held on Monday, September 25, 2006.) The project that has been developed for this section of Beltline was dependent upon the construction of the West Eugene Parkway (WEP). The project included grade separation at Roosevelt Boulevard, an interchange with the WEP, and an at-grade intersection with West 11<sup>th</sup>. Without the WEP the project must be completely reformulated. At this time there is not any funding identified to initiate the transportation system planning to reformulate this project.



However, if the City Council identifies this project as a separate project priority, there is an opportunity to move the study of this project to the Financially Constrained Project List with the current update of the RTP and subsequent update of Transplan. This would position the City to request Surface Transportation Program – Urban (STP-U) planning funds for FY09.

Through the development of the FY06-09 STIP and draft FY08-11 STIP the Metropolitan Policy Committee (MPC), Lane County acting in lieu of an Area Commission on Transportation (ACT) and ODOT Region 2 have identified Beltline Road – River Road to Coburg Road as a priority project. The project is physically separated from the section of Beltline between Roosevelt Boulevard and West 11<sup>th</sup> by four miles and is independent of a project being developed between Roosevelt Boulevard and West 11<sup>th</sup>. The intervening section of Beltline does not have an identified transportation problem or an identified project in either the Financially Constrained or Future Project Lists in Transplan or the RTP.

### West 11<sup>th</sup> EmX Corridor Study

There are two regional transportation planning needs identified in Transplan and the RTP. The first is the transportation system planning for West 11<sup>th</sup> between Terry Street and Greenhill Road. This section of West 11<sup>th</sup> is an ODOT facility. The second planning need is an EmX corridor study between the Eugene Station and Beltline. By integrating these two studies into a larger corridor study of West 11<sup>th</sup> between the downtown station and Greenhill Road the City's regional partners can be brought into process. There would be synergy in all phases of the project from study through future implementation. LTD will bring staff and financial resources to the corridor study that will complement and leverage City staff resources and STP-U planning funds. Two regional partners moving forward with an integrated study will bring other regional partners such as LCOG, Lane County, ODOT and the University of Oregon into the process. An integrated study can lead to an integrated project with the ability to attract both Federal transportation and transit funding for project implementation.

A successful transportation corridor study of West 11<sup>th</sup> cannot exclude the consideration of EmX as one of the components of a multi-modal transportation system. LTD staff have stated to their Board that they do not have the staff and financial resources to conduct two EmX corridor studies simultaneously. Similarly, the Public Works Department does not have the staff resources to participate in two EmX corridor studies simultaneously.

LTD is completing the construction of EmX on the Franklin corridor and is nearing completion of the Pioneer Parkway EmX corridor study. Although in different stages of development, these two projects illustrate the disadvantage of pursuing an EmX corridor study independently and the advantage and synergy of pursuing an EmX corridor study as part of an integrated multi-modal transportation study. The development of EmX on Franklin Boulevard proceeded well in advance of the Walnut Mixed-Use study. As a result, the construction of EmX on Franklin Boulevard has severely constrained the opportunity for the development of a multi-way boulevard concept for the same section of roadway. Conversely, the integration of the planning of the Pioneer Parkway EmX corridor, the extension of Pioneer Parkway and the transportation improvements associated with the Riverbend Hospital has resulted in a set of coordinated, multi-modal transportation improvements.

Developing a multi-way boulevard concept or other transportation solution on West 11<sup>th</sup> without the consideration of EmX would severely constrain the future development of EmX on West 11<sup>th</sup>. The only way to successfully develop a multi-modal transportation solution for West 11<sup>th</sup> is to proceed with an integrated study that considers all modes of transportation.

## Roosevelt Boulevard

There are two major constraints that limit Roosevelt Boulevard from fully functioning as an east-west arterial. The first constraint is the intersection of Roosevelt Boulevard and Highway 99. The left turn movement from northbound Highway 99 to westbound Roosevelt currently operates at a level of service F. Level of Service (LOS) is the ratio of the volume of traffic on a street to its design capacity and is a measure of mobility. LOS ranges from A to F with LOS D identified in Transplan as the acceptable level of service for the City outside of the boundaries of the Central Area Transportation Study. In addition to the lack of capacity, at times, the left turn queue extends into the through lane creating a safety hazard. Highway 99 is a state facility and eligible for funding under the Highway Safety Program element of the STIP. The City could pursue the development of a project at this location with ODOT either through existing ODOT resources or STP-U project development funds.

The second major constraint is the uncompleted section of Roosevelt Boulevard extending from Terry Street through the Royal Node to the intersection of Legacy Street and Avalon Street. Completion of this roadway would provide an alternative east – west arterial for a large area of growing residential development. This project has not been forwarded in the City's Six-Year Capital Improvement Program (CIP) because adding new facilities is the lowest priority under Transplan Policy #6: Eugene – Specific Finance Policy. The Council could prioritize this project when it adopts the CIP in early 2007.

## Access Management

The development of an access management policy through amendments to the land use code and an associated administrative rule provides the tools necessary to manage access for new development or redevelopment.

Currently, access management is a design element of capital projects implemented by the City through the Six-Year CIP and annual capital budget. Transportation improvements to Garden Way and Shelton-McMurphy Boulevard (3<sup>rd</sup> - 4<sup>th</sup> Connector) are examples of recent City projects that integrated access management into the road design.

For existing arterial and collector streets a comprehensive transportation corridor study provides the opportunity to outreach to affected stakeholders, weigh the benefits, costs and impacts of access management and to development specific access management measures. Access management projects identified as part of a transportation corridor study could be advanced for consideration as part of the City's Six-Year CIP process. Access management measures may be one of the outcomes of the West 11<sup>th</sup> Corridor Study. Specific projects could be advanced in the City's Six-Year CIP more quickly than the process for securing state or federal funds.

## Attachments:

1. LTD Ridership, Population and Employment Data
2. Transplan Constrained Roadway Project List ( Study)
3. Transplan Future Roadway Project List (New Arterial Link or Interchange)
4. Transplan Future Roadway Project List (Added Freeway Lanes or Major Interchange Improvements)
5. Transplan Future Roadway Project List (Arterial Capacity Improvements)
6. RTP Constrained Roadway Project List (Arterial Capacity Improvements)
7. RTP Illustrative Roadway Project List (New Arterial Link or Interchange)
8. RTP Illustrative Roadway Project List (Added Freeway Lanes or Major Interchange Improvements)
9. FY06-09 STIP (OR69 (Beltline) – River Road to Coburg Road)
10. Draft FY08-11 STIP (OR69 (Beltline) – River Road to Coburg Road)

**West 11th/th and Highway 99 Corridors  
Transit Ridership, Population, and Employment Data**

	West 11th/13th to Bertelsen	6th/7th/Hwy. 99/Barger to Beltline
Length of Corridor (miles)	3.7	5.4
Total Boardings (per day)	2,371	1,653
Boardings per Mile	641	306
Total Population	8,130	11,620
Population per Mile	2,197	2,152
Year 2020 Population	8,330	12,960
Year 2020 Population per Mile	2,251	2,400
Total Employment	15,725	17,629
Employment per Mile	4,250	3,265
Year 2020 Employment	18,275	20,542
Year 2020 Employment per Mile	4,939	3,804

- \* Data is from 2001, except for ridership data which is from 2006
- \* Population and employment data is for a 1/2 mile band along each corridor
- \* Population and employment data is from the Lane Council of Governments

Name	Geographic Limits	Description	Jurisdiction	Estimated Cost	Length	Number
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### *Project Category: Study*

#### *Status: Programmed*

I-5 @ Beltline Study & Design	@ Interchange	Project development work	ODOT	\$3,375,000 --		606
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***Status Sub-Total***      ***\$3,375,000***

#### *Status: Unprogrammed*

I-5 Interchange Study	Willamette River south to 30 <sup>th</sup> Avenue	Comprehensive study of I-5 interchanges	ODOT	\$750,000 --		250
18th Avenue	Bertelsen Road to Agate Street	Corridor study to determine improvements	Eugene	\$250,000	4.71	118
Chambers Street	8th Avenue to 18th Avenue	Corridor Study to determine improvements	Eugene	\$250,000	0.8	136
Coburg Road	Crescent Avenue to Oakway Road	Access management/ safety-operational study	Eugene	\$100,000	2.24	619
Ferry Street Bridge	Oakway Road to Broadway	Long-Range Capacity Refinement Plan	Eugene	\$250,000	1.08	139
South Bank Street Improvements	Mill Street to Hilyard Street	Develop refinement plan for street system	Eugene, ODOT	\$250,000	1	178
W 11th Avenue	Beltline Road to Chambers Street	Access Management, Safety, and Operational Study	Eugene	\$100,000	2.74	332
Willamette Street/Amazon Parkway/Patterson Street/Hilyard Street	13th Avenue to 33rd Avenue	Corridor study to determine improvements	Eugene	\$250,000	5.55	187
Main Street/ Highway 126	I-5 to UGB	Access management plan	ODOT/Springfield	\$100,000	6.0	838
Eugene-Springfield Hwy.	I-5 to Main	Corridor Study	ODOT/Springfield	\$150,000	6.5	835
Main St. and 52nd St./Hwy 126 Int.	52nd to Main	Interchange Plans	ODOT/Springfield	\$100,000	1.5	96
Beltline	River Rd to Coburg Rd	Facility Plan Study	ODOT	\$500,000	3.46	555

***Status Sub-Total***      ***\$3,050,000***

***Project Category Sub-Total***      ***\$6,425,000***

## ***Chapter 3: Table 1b-Future (Beyond 20-Years) Capital Investment Actions: Roadway Projects***

Name	Geographic Limits	Description	Jurisdiction	Estimated Cost	Length	Number
<b><i>Project Category: New Arterial Link or Interchange</i></b>						
<b><i>Status: Future</i></b>						
Beaver Street Arterial	Hunsaker Lane to Wilkes Drive	R.O.W Acquisition. General construction.	Lane County	\$1,700,000	0.84	503
Eugene-Springfield Highway (SR-126)	at Main Street	Construct interchange	ODOT	\$9,000,000	0	27
Division Avenue	Delta Highway to Beaver Street	New frontage road w/ Willamette River Bridge	Lane County	\$4,005,000	0.89	512
Eugene-Springfield Highway (SR-126)	at 52nd Street	Construct interchange	ODOT	\$9,000,000	0	30
Beltline Highway	West 11th Avenue to Roosevelt Boulevard	Continue widening to 4 lanes; new RR Xing, interchange @ WEP, grade separation @ Roosevelt and turn lanes on West 11th Ave (ODOT: West 11th North City Limits Stage 3)	ODOT	\$17,000,000	1.14	312

***Status Sub-Total***      ***\$40,705,000***

***Project Category Sub-Total***      ***\$40,705,000***

<b>Name</b>	<b>Geographic Limits</b>	<b>Description</b>	<b>Jurisdiction</b>	<b>Estimated Cost</b>	<b>Length</b>	<b>Number</b>
I-5	I-105 to Highway 58 (Goshen)	Widen remaining sections to 6 lanes	ODOT	\$35,000,000	5.66	260
I-5	@ Glenwood Interchange	Reconfigure interchange, address weaving, provide 6 lanes on freeway	ODOT	\$10,000,000		256
I-5	@ Willamette River/Franklin Boulevard Interchange	Interchange reconstruction to create one full interchange to improve operations and safety, reconstruct ramps and bridges to modern standards, and provide for 6 lanes on I-5	ODOT	\$25,000,000		150
Beltline Highway	River Road to Delta Highway	Widen to 6 lanes; construct new or widen existing Willamette River Bridges; revise Division/River Ave ramps; reconstruct/relocate Division Ave from Division Place to Beltline	ODOT	\$13,390,200	1.73	506
I-105	Washington/Jefferson Street Bridge	Add lane to 6 <sup>th</sup> Ave. off-ramp	ODOT	\$4,300,000	0.25	151

***Status Sub-Total***                      ***\$164,672,000***

***Project Category Sub-Total***                      ***\$164,672,000***

<b>Name</b>	<b>Geographic Limits</b>	<b>Description</b>	<b>Jurisdiction</b>	<b>Estimated Cost</b>	<b>Length</b>	<b>Number</b>
<b><i>Project Category: Arterial Capacity Improvements</i></b>						
<b><i>Status: Future</i></b>						
W. 11th Avenue	Green Hill Road to Danebo Avenue	Upgrade to 5-lane urban facility	ODOT, Eugene, Lane County	\$4,530,000	1.51	333
				<b><i>Status Sub-Total</i></b>	<b><i>\$4,530,000</i></b>	
				<b><i>Project Category Sub-Total</i></b>	<b><i>\$4,530,000</i></b>	

Name	Geographic Limits	Description	Jurisdiction	Estimated Cost	Length	Number
<b><i>Project Category: Arterial Capacity Improvements</i></b>						
Beltline	River Rd to Coburg Rd	D-STIP Development Work	ODOT	\$1,000,000	3.46	555
42 <sup>nd</sup> Street at Highway 126 Westbound Ramp	42 <sup>nd</sup> St/Hwy 126	Traffic control improvements	Springfield	\$200,000		799
South 42 <sup>nd</sup> Street at Jasper Road	S. 42 <sup>nd</sup> St/Jasper Road	Traffic control improvements	Springfield	\$200,000		999
South 42 <sup>nd</sup> Street at Daisy Street	S. 42 <sup>nd</sup> St/Daisy Street	Traffic control improvements	Springfield	\$200,000		951
Airport Road Realignment	Greenhill Road to Airport Road	Realign Airport Road and possible reconfiguration of Airport Rd/Greenhill Rd/Airport entrance intersection	Eugene/ Lane County	\$2,400,000		499
42nd Street	@ Marcola Road	Traffic control improvements	Springfield	\$248,000	0	712
Beltline Highway	@ Coburg Road	Construct ramp and signal Improvements	ODOT	\$4,100,000	0	622
Centennial Boulevard	@ 28th Street	Traffic control improvements	Springfield	\$248,000	0	924
Centennial Boulevard	@ 21st Street	Traffic control improvements	Springfield	\$248,000	0	927
Centennial Boulevard	Prescott Lane to Mill Road	Reconstruct section to 4-5 lanes	Springfield	\$1,238,000	0.3	818
Eugene-Springfield Highway (SR-126)	@ Mohawk Boulevard Interchange	Add lanes on ramps	ODOT	\$310,000	0.68	821
Harlow Road	@ Pheasant Boulevard	Traffic control improvements	Springfield	\$248,000	0	744
Irving Road @ NW Expressway	Gansborough entrance to Prairie Road	Construct overpass over NW Expressway and railroad. Signalize access on north side.	Lane County	\$4,000,000	0.3	530
Main Street	@ 48th Street	Traffic control improvements	Springfield	\$248,000	0	69
Main Street	@ Mountaingate Drive	Traffic control improvements	Springfield	\$248,000		75
Q Street	@ Pioneer Parkway	Traffic control improvements	Springfield	\$248,000	0	774
Q Street Intersection Improvements	Intersection of Q Street and 5 <sup>th</sup>	Intersection improvements	Springfield	\$200,000	0.5	828
Traffic Control Improvements	Various Locations	Traffic signals, intersection upgrades, turn pockets, etc.	Eugene	\$2,477,000	--	
Gateway/Beltline Intersection Improvements	Postal Way to International Way	Improve intersections and realign Gateway	Springfield	\$8,000,000		789

***Project Category Sub-Total***

***\$26,061,000***



## ***RTP Table 1b-Illustrative Capital Investment Actions: Roadway Projects***

<b>Name</b>	<b>Geographic Limits</b>	<b>Description</b>	<b>Jurisdiction</b>	<b>Estimated Cost</b>	<b>Length</b>	<b>Number</b>
<b><i>Project Category: New Arterial Link or Interchange</i></b>						
Beaver Street Arterial	Hunsaker Lane to Wilkes Drive	R.O.W Acquisition. General construction.	Lane County	\$2,105,000	0.84	503
Eugene-Springfield Highway (SR-126)	at Main Street	Construct interchange	ODOT	\$11,144,000	0	27
Division Avenue	Delta Highway to Beaver Street	New frontage road w/ Willamette River Bridge	Lane County	\$8,000,000	0.89	512
Eugene-Springfield Highway (SR-126)	at 52nd Street	Construct interchange	ODOT	\$11,144,000	0	30
Beltline Highway	West 11th Avenue to Roosevelt Boulevard	Continue widening to 4 lanes; new RR Xing, interchange @ WEP, grade separation @ Roosevelt and turn lanes on West 11th Ave (ODOT: West 11th North City Limits Stage 3)	ODOT	\$21,050,000	1.14	312
Interstate 5 at Coburg	At interchange	Interchange improvements	ODOT	\$12,500,000		1003

***Project Category Sub-Total***

***\$65,943,000***

<b>Name</b>	<b>Geographic Limits</b>	<b>Description</b>	<b>Jurisdiction</b>	<b>Estimated Cost</b>	<b>Length</b>	<b>Number</b>
I-5	I-105 to Highway 58 (Goshen)	Widen remaining sections to 6 lanes	ODOT	\$43,339,000	5.66	260
I-5	@ Glenwood Interchange	Reconfigure interchange, address weaving, provide 6 lanes on freeway	ODOT	\$12,383,000		256
I-5	@ Willamette River/Franklin Boulevard Interchange	Interchange reconstruction to create one full interchange to improve operations and safety, reconstruct ramps and bridges to modern standards, and provide for 6 lanes on I-5	ODOT	\$30,956,000		150
Beltline Highway	River Road to Delta Highway	Widen to 6 lanes; construct new or widen existing Willamette River Bridges; revise Division/River Ave ramps; reconstruct/relocate Division Ave from Division Place to Beltline	ODOT	\$16,581,000	1.73	506
I-105	Washington/Jefferson Street Bridge	Add lane to 6 <sup>th</sup> Ave. off-ramp	ODOT	\$5,325,000	0.25	151

***Project Category Sub-Total***

***\$203,908,000***

Name: OR58: WILLAMETTE RELIEF-LOGGING RD BUNDLE 218

AMENDED

Hwy: WILLAMETTE

Route: OR-58

	Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
Planning:	\$0									
Milepoints: 1.96 to 37.09	Design: \$1,227,000	2006	OTIA III	\$1,177,920	STATE	\$49,080				
ACT: Land Purchase:	\$38,000	2006	OTIA III	\$38,000						
LANECO Utility Reloc:	\$0									
MPO: Construction:	\$19,688,000	2007	OTIA III	\$19,294,240	STATE	\$393,760				
Non-MPO Other:	\$0									

Total: \$20,953,000 Applicant: ODOT

Status: Const. scheduled to begin in 2007

Description: REPLACE BR# 05287B, 07171, 07110, 06768, REPAIR BR# 07894

Work type: Bridge

Key: 14039

Amendment No: 06-09-01A\_Part3

Requested Action: Change name, remove MPO designation

Approval Date: 2/6/2006

Name: OR69: RIVER ROAD-COBURG RD DEVELOPMENT

AMENDED

Hwy: BELTLINE

Route: OR-69

	Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
Planning:	\$0									
Milepoints: 8.47 to 11.66	Design: \$1,000,000	2008	NHS	\$897,300						
ACT: Land Purchase:	\$0									
LANECO Utility Reloc:	\$0									
MPO: Construction:	\$0									
CENTRAL LANE MPO Other:	\$0									

Total: \$1,000,000 Applicant: ODOT

Status: Env Doc sched. to begin in 2009

Description: DEVELOPMENT WORK TO PREPARE FOR FUTURE MODERNIZATION

Work type: Modernization

Key: 13669

Amendment No: 06-09-36

Requested Action: Add to STIP per MTIP

Approval Date: 9/22/2006

Name: OR69: BELTLINE HWY @ COBURG ROAD INTERCHANGE

AMENDED

Hwy: BELTLINE

Route: OR-69

	Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
Planning:	\$0									
Milepoints: 11.35 to 11.94	Design: \$326,000	2004								
ACT: Land Purchase:	\$1,803,000	2007	OTIA III	\$1,803,000						
LANECO Utility Reloc:	\$111,000	2007	OTIA III	\$111,000						
MPO: Construction:	\$2,157,000	2008	OTIA III	\$2,157,000						
CENTRAL LANE MPO Other:	\$0									

Total: \$4,397,000 Applicant: ODOT

Status: Const. scheduled to begin in 2008

Description: MODERNIZE INTERCHANGE

Work type: Modernization

Key: 12836

Amendment No: 06-09-36

Requested Action: Add Const phase to project per MTIP

Approval Date: 9/22/2006

Name: OR99: BARGER-WASHINGTON/JEFF PRES/SAFETY (EUGENE)

AMENDED

Hwy: PACIFIC WEST

Route: OR-99

	Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
Planning:	\$0									
Milepoints: 119.42 to 123.39	Design: \$304,000	2006	STPSFTY	\$273,600						
ACT: Land Purchase:	\$765,000	2007	STPSFTY	\$688,500						
LANECO Utility Reloc:	\$0									
MPO: Construction:	\$5,261,000	2009	STP	\$2,690,796	STPSFTY	\$1,041,678	BIKPED	\$683,930	HSIP	\$388,136
CENTRAL LANE MPO Other:	\$0									

Total: \$6,330,000 Applicant: ODOT

Status: Const. scheduled to begin in 2009

Description: OVERLAY; SAFETY IMPROVEMENTS AT GARFIELD, FAIRFIELD, ROYAL; SIDEWALKS

Work type: Pavement Preservation

Key: 14559

Amendment No: 06-09-01

Requested Action: Combine of 14118 & 14533 per MTIP (appr 9/15/05)

Approval Date: 2/16/2006

Name: I-5: WILLAMETTE RIVER-MARTIN CREEK

Hwy/St: PACIFIC

Route: I-5

Milepoints: Planning:

169.20 to 192.52

ACT/AREA: Land Purchase:

LANECO Utility Reloc:

MPO: Construction:

CENTRAL LANE MPO Other:

Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
\$0									
\$691,000	2008	IM	\$637,240						
\$0									
\$0									
\$14,622,000	2010	IM	\$13,484,408						
\$0									
Total: \$15,313,000									

Applicant: ODOT

Status: Const. scheduled to begin in 2010

Description: PAVEMENT PRESERVATION

Work type: Pavement Preservation

Key: 14848

Name: OR58: EAGLE CREEK-SALT CREEK TUNNEL

Hwy/St: WILLAMETTE

Route: OR-58

Milepoints: Planning:

48.30 to 56.00

ACT/AREA: Land Purchase:

LANECO Utility Reloc:

MPO: Construction:

Non-MPO Other:

Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
\$0									
\$179,000	2008	NHS	\$160,617						
\$5,000	2010	NHS	\$4,487						
\$0									
\$3,768,000	2011	NHS	\$3,381,026						
\$0									
Total: \$3,952,000									

Applicant: ODOT

Status: Const. scheduled to begin in 2011

Description: OVERLAY

Work type: Pavement Preservation

Key: 14752

Name: OR69: BELTLINE HWY @ COBURG ROAD INTERCHANGE

Hwy/St: BELTLINE

Route: OR-69

Milepoints: Planning:

11.35 to 11.94

ACT/AREA: Land Purchase:

LANECO Utility Reloc:

MPO: Construction:

CENTRAL LANE MPO Other:

Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
\$0									
\$501,000	2004								
\$2,566,000	2007								
\$111,000	2007								
\$3,428,000	2008	OTIA III	\$3,428,000						
\$0									
Total: \$6,606,000									

Applicant: ODOT

Status: Const. scheduled to begin in 2008

Description: MODERNIZE INTERCHANGE

Work type: Modernization

Key: 12836

Name: OR69: RIVER ROAD-COBURG RD DEVELOPMENT

Hwy/St: BELTLINE

Route: OR-69

Milepoints: Planning:

8.47 to 11.66

ACT/AREA: Land Purchase:

LANECO Utility Reloc:

MPO: Construction:

CENTRAL LANE MPO Other:

Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
\$0									
\$2,500,000	2008	NHS	\$2,243,250						
\$0									
\$0									
\$0									
\$0									
Total: \$2,500,000									

Applicant: ODOT

Status: Env Doc sched. to begin in 2009

Description: DEVELOPMENT WORK TO PREPARE FOR FUTURE MODERNIZATION

Work type: Modernization

Key: 13669

Name: OR99W @ 4TH AND 9TH SIGNALS (COTTAGE GROVE)

Hwy/St: GOSHEN-DIVIDE

Route: OR-99

Milepoints: Planning:

14.75 to 15.36

ACT/AREA: Land Purchase:

LANECO Utility Reloc:

MPO: Construction:

Non-MPO Other:

Total Cost:	Year:	1st Fund:	Share:	2nd Fund:	Share:	3rd Fund:	Share:	Prior Yr:	Share:
\$0									
\$65,000	2009	STP	\$58,325						
\$55,000	2009	STP	\$49,352						
\$0									
\$592,000	2011	STP	\$531,202						
\$0									
Total: \$712,000									

Applicant: ODOT

Status: Const. scheduled to begin in 2011

Description: MODIFY SIGNAL AT 4TH; REPLACE SIGNAL AT 9TH

Work type: Operations

Key: 14781

# *Special Service Policy*

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## **Service to Community Events**

### **Definition**

Public transit service that is organized by LTD or an event organizer to address transportation needs arising from an event, with a sufficient number of participants to cause negative impacts on the community's transportation network or on the neighborhood adjacent to the event site.

### **Access**

Access to the community event transit service must be open to all persons.

### **Restrictions**

1. Operating service for community events should not have a negative impact on regular service. There should not be a reduction in scheduled regular service levels. There also should not be a significant degradation in service capacity or scheduled timing of regular service.
2. Consideration will be given to the availability of buses and the type of bus appropriate for the event.
3. Consideration will be given to the availability of staff.
4. Consideration will be given to the availability of bus operators.
  - a. Service expected to use ten (10) or more bus operators must be scheduled in advance and accounted for in the bus operator vacation bid.
  - b. Service planning and marketing staff shall produce a service analysis for proposed special events not accounted for in the bus operator vacation bid. Transit Operations and Maintenance must agree to the proposed service package before the District contracts with the event organizer.

### **Fees**

The District will charge fees based upon the level of LTD resources required to plan and implement the shuttle service. Level One event pricing will be based upon the sum of direct variable and direct fixed operating costs, plus one-half of the indirect costs as outlined in the District's Fully Allocated Cost Plan. Level Two event pricing will be based upon the sum of all direct and indirect operating costs, measured at a rate per schedule hour of service (rounded up to the nearest whole dollar) as outlined in the District's Fully Allocated Cost Plan. Events that are not clearly identified as Level One or Level Two will be priced through an in-depth review of all associated costs.

Level One events are charged the District's direct cost rate plus one-half of the indirect cost rate and require the following:

1. A minimal level of planning is required. Some events require a higher level of planning the first year, but remain relatively unchanged in future years and therefore require fewer planning resources.

2. Operations oversight is conducted by the on-duty field supervisor and a minimal number of transportation coordinators.
3. LTD marketing resources are not used to provide paid media promotion.
4. Vehicle needs are minimal.

Level Two events are charged the District's fully-allocated cost rate and require the following:

1. Extensive planning is required to develop and maintain the service package each year. This may include LTD's involvement in securing Park & Ride locations for the event.
2. Operations oversight is extensive and may involve contracting for outside resources.
3. LTD marketing staff develop and implement marketing plan components in order to promote the event shuttles.
4. Vehicle needs are significant and may require that contingency vehicles be used in service.

The event organizer will determine the fare charged.

## **Service Provided Through Charter Agreements**

### **Definition**

Transit service that is organized to meet a transportation need of a private party or organization.

### **Access**

The contracting party or organization will determine access to chartered service.

### **Restrictions**

Charter service will be directed to local private providers to determine the availability and willingness of these providers to provide the desired service. The District will consider contracting, through subcontracting agreements with private providers, when service on fixed routes is not compromised and when bus operators are available.

The only exception will be for organizations that are exempted in FTA 49 CFR Part 604, which allows the District to contract directly with a government entity that is a qualified social service agency, or a private, non-profit organization serving seniors or people with disabilities.

### **Fees**

The District will charge fees equaling the sum of all direct variable and fixed operating costs, as well as indirect fixed costs (measured at a rate per schedule hour of service), rounded up to the nearest whole dollar, as outlined in the District's Fully Allocated Cost Plan.

The event organizer will determine the fare charged.

## **Maintenance of the Charter and Community Events Service Policy**

The Marketing and Communications Department is responsible for maintaining this policy and recommending changes to the policy as necessary.

## AGENDA ITEM SUMMARY

K

**DATE OF MEETING:** September 19, 2006

**ITEM TITLE:** NEWS ARTICLES ABOUT TRANSIT ISSUES AROUND THE COUNTRY

**PREPARED BY:** Mark Pangborn, General Manager

**ACTION REQUESTED:** None

**BACKGROUND:** 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.

**ATTACHMENTS:** See news articles

**PROPOSED MOTION:** None