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Public notice was given to *The Register-Guard* for publication on November 9, 2006.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING
AND EmX TOUR**

**Wednesday, November 15, 2006
5:30 p.m.**

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

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
 - Eyster _____ Gant _____ Gaydos _____ Kortge _____
 - Ban _____ Davis _____ (Vacancy) _____
- III. PRELIMINARY REMARKS BY BOARD PRESIDENT
- IV. FRANKLIN EmX TOUR

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

- V. ANNOUNCEMENTS AND ADDITIONS TO AGENDA
- VI. BOARD CALENDARS (5 minutes)
- VII. EMPLOYEE OF THE MONTH – December 2006 (5 minutes)
- VIII. AUDIENCE PARTICIPATION
 - ◆ Each speaker is limited to three (3) minutes.
- IX. ITEMS FOR ACTION AT THIS MEETING
 - A. Consent Calendar (1 minute)
 1. Minutes of October 18, 2006, Regular Meeting (Page 10)
 2. Budget Committee Nomination (Page 16)

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- B. EmX Updates
 - C. General Manager Performance Evaluation
 - D. Discount Token Program Report
 - E. Annual Notification to Private Charter Operators
 - F. Debt Financing
 - G. FY 2007-2008 Service Recommendation
 - H. FY 2007-2008 Pricing Plan
- XII. ADJOURNMENT

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Alternative formats of printed material and or a sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, please call 682-6100 (voice) or 1-800-735-2900 (TTY, through Oregon Relay, for persons with hearing impairments).

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Lane Transit District
COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30, 2006

EXECUTIVE SUMMARY

Prepared by Diane Hellekson,
Director of Finance and Information Technology
November 15, 2006

The *Comprehensive Annual Financial Report* for the most recently completed fiscal year was distributed to the Board of Directors with the packet materials for the November 15 LTD Board meeting. At the November 15 meeting, Charles Swank of the accounting firm Grove, Mueller and Swank will provide a positive report of LTD's financial position and controls. LTD has received an unqualified audit opinion, which is included in the report document.

There are several aspects of the financial performance that should be noted. Highlights include the following.

Operating Revenue

- **Fixed-route transportation revenue** increased 14.8 percent as compared to the previous fiscal year. This increase was the result of implementation of the Student Transit Pass Program and increased ridership due to the high cost of vehicle fuel.
- **Employer payroll tax revenue** increased 6.2 percent due to local economic recovery and a continued boom in local construction. Receipts were \$1,247,045 above the previous fiscal year and \$2,157,421 over annual budget.
- **Self-employment tax revenue** increased 31.1 percent versus the previous year. Receipts exceeded annual budget by \$254,819, a robust rate of growth. Some of the increase may be due to a special Oregon Department of Revenue collection effort begun last spring directed at insurance agents who also sell or provide non-insurance products or services.
- **State-in-lieu revenue** increased 0.8 percent, a rate of growth for which an explanation has not been determined. Revenue was below budget by \$22,028.

Total operating revenue increased 13.4 percent as compared with a 1.1 percent increase in the prior year. This result reflects the growth of fare revenue. **Total operating and nonoperating revenues increased 10.6 percent.**

Operating Expense

- **Personnel services** increased 4.9 percent. Growth in this expense category was slowed by the implementation of new health insurance plans in January 2005 for administrative

employees and in February (modified in April 2005) for ATU-represented employees. The plans, which are calendar-year contracts, had zero percent premium increases in January 2006.

- **Materials and services** increased by 17.5 percent due to the continued volatility and high cost of fuel.
- **Insurance** decreased 17.1 percent due to a decrease in claims as compared to the previous fiscal year.

Total operating expense (including accessible services) increased 8.4 percent. Last year, the annual increase was 11.5 percent. **Total expense less depreciation increased 7.1 percent.** The previous-year increase was 8.3 percent. The slowing of expense growth coupled with the fact that revenue growth was greater than expense growth are indicators of financial health.

Farebox Recovery

Ratios were as follows for the last ten fiscal years:

1996-97	25 percent	2001-02	21 percent
1997-98	24 percent	2002-03	24 percent
1998-99	23 percent	2003-04	22 percent
1999-00	22 percent	2004-05	21 percent
2000-01	21 percent	2005-06	22 percent

The normal farebox recovery ratios for public transit agencies of comparable size to LTD are in the range of 20 to 30 percent.

System Productivity

System productivity, which is expressed as boardings per hour, was as follows for the last ten years:

1996-97	27.654
1997-98	25.895
1998-99	26.104
1999-00	25.706
2000-01	27.008
2001-02	25.421
2002-03	26.627
2003-04	26.555
2004-05	28.644
2005-06	31.377

Fiscal year 2005-06 system productivity was the highest of the last twenty years due to ridership increases. The previous high was 28.710 boardings per hour set in FY 1990-91.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: PRESENTATION OF *COMPREHENSIVE ANNUAL FINANCIAL REPORT* FOR FY 2005-2006

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

ACTION REQUESTED: None

BACKGROUND: The *Comprehensive Annual Financial Report* (CAFR) for the fiscal year ending June 30, 2006, is included with the agenda packet as a separate document for Board members. This report includes audited statements and the opinions of the independent audit firm of Grove, Mueller and Swank, P.C. Charles Swank, representing LTD's auditors, will attend the November 15 meeting to discuss the audit results. An overview of Lane Transit District's financial position at June 30, 2006, will be presented by staff at the November 15 Board meeting.

Board acceptance of the independent audit report for the fiscal year ending June 30, 2006, is scheduled during the Items for Action portion of this meeting.

ATTACHMENTS:

1. Comprehensive Annual Financial Report: Executive Summary
2. *Comprehensive Annual Financial Report* for the year ended June 30, 2006 (included as a separate document)

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

2

DATE OF MEETING: November 15, 2006

ITEM TITLE: OCTOBER FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

Passenger fares were up 7 percent for the first four months of the new year over the same period last year. Ridership for the rolling twelve-month period, which ended October 31, increased by 11.9 percent. Ridership for October 2006 was 6 percent higher than for October 2005. Since the Student Transit Pass Program began in October 2005, the comparison is now of two periods in which the program existed.

Payroll tax revenues are up 4.3 percent versus last year. The FY 2006-07 budget assumed 9 percent growth. It is a concern that distributions slowed significantly after a strong first quarter, but it is too early to draw conclusions about what annual results are likely to be. It is possible, and even likely, that the distribution pattern is different this year versus last year. Receipts through the first week of November are up 5 percent over last year.

Self-employment receipts coincide with State tax payment deadlines, none of which occurred in October. However, revenue was received in October for prior-year amounts owed. Receipts for the four-month period are up 56.4 percent over last year due to a special collection effort on the part of the Oregon Department of Revenue aimed at insurance agents who also sell non-insurance products and services.

State-in-lieu receipts are distributed quarterly. Through the quarter ended September 30, receipts are up 11.2 percent.

Interest rates have improved in the last year and continue to inch upward. The Local Government Investment Pool rate is now at 5.090 percent. Interest earnings for the first four months of the current fiscal year are 59 percent higher than the same period in the last fiscal year.

Total personnel services expenditures, the largest category of operating expense, show 6.5 percent growth over the previous year, down from the

7.1 percent reported last month. There are three reasons for growth: 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 four-month 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 four 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 October Board meeting. The current-year budget assumed \$2.25 per gallon. After a high of \$2.8643 per gallon on August 23, the low price of the current fiscal year was attained on October 6, 2006, of \$1.7469 per gallon. However, the price has since started to drift upwards again. On October 26, LTD purchased fuel at \$1.9179 per gallon. The year-to-date average price through October was \$2.296 per gallon. The current-year budget assumes an average of \$2.25.

The General Fund is stable through October.

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

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

ATTACHMENTS:

Attached are the following financial reports for October 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

September-06	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	11,180	10,601	5.5%	33,776	31,918	5.8%	134,861	130,462	3.4%
RideSource(All Modes)	8,093	7,305	10.8%	25,233	22,201	13.7%	98,776	89,630	10.2%
Shopper	490	572	-14.3%	1,621	1,809	-10.4%	6,505	7,487	-13.1%
Escort Volunteers-Metro	821	781	5.1%	2,275	2,465	-7.7%	9,324	12,251	-23.9%
Escort Volunteers-Rural	1,776	1,943	-8.6%	4,647	5,443	-14.6%	20,256	21,094	-4.0%
RideSource Cost per Ride	\$ 18.34	\$ 16.85	8.8%	\$ 18.83	\$ 16.01	17.6%	\$ 17.47	\$ 15.37	13.7%
RideSource(All Modes)	\$ 24.46	\$ 23.57	3.8%	\$ 24.45	\$ 22.20	10.1%	\$ 23.08	\$ 21.66	6.6%
RideSource Shopper	\$ 8.78	\$ 7.65	14.8%	\$ 8.78	\$ 7.65	14.8%	\$ 8.78	\$ 7.65	14.8%
RideSource Escort	\$ 2.72	\$ 2.35	15.7%	\$ 2.75	\$ 2.27	21.3%	\$ 2.58	\$ 1.91	35.3%
Ride Reservations	8,994	8,394	7.1%	28,029	25,455	10.1%	111,041	103,588	7.2%
Cancelled Number	732	760	-3.7%	2,423	2,312	4.8%	10,254	9,906	3.5%
Cancelled % of Total	8.14%	9.05%		8.64%	9.08%		9.23%	9.56%	
No-Show Number	121	94	28.7%	306	270	13.3%	1,158	1,113	4.0%
No-Show % of Total	1.35%	1.12%		1.09%	1.06%		1.04%	1.07%	
Ride Refusals Number	6	0	#DIV/0!	16	8	100.0%	48	55	-12.7%
Ride Refusals % of Total	0.07%	0.00%		0.06%	0.03%		0.04%	0.05%	
Service Hours	4,306	3,768	14.3%	13,121	11,260	16.5%	50,783	44,427	14.3%
Agency Staff	4,047	3,537	14.4%	12,358	10,600	16.6%	47,412	41,893	13.2%
Agency SMS Volunteer	259	231	12.1%	763	660	15.6%	3,371	2,534	33.0%
Avg. Trips/Service Hr.	1.99	2.09	-4.8%	2.05	2.13	-3.8%	2.07	2.19	-5.5%
RideSource System Miles	67,238	54,542	23.3%	197,240	164,031	20.2%	745,353	637,817	16.9%
Avg. Miles/Trip	7.83	6.92	13.1%	7.34	6.83	7.5%	7.08	6.57	7.8%
Miles/Vehicle Hour	15.61	14.48	7.9%	15.03	14.57	3.2%	14.68	14.36	2.2%

Special Mobility Services: RideSource Activity and Productivity Information

<u>September-06</u>	<u>Current Month</u>	<u>Prior Year's Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Previous YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Prior 12 Month</u>	<u>% Change</u>
On-Time Performance %	95.7%	89.5%	6.9%	92.5%	90.5%	2.3%	91.6%	90.3%	1.4%
Sample	7,042	6,710		22,519	19,873		87,455	80,412	
On-Time	6,737	6,005		20,834	17,981		80,096	72,601	

- 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.

AGENDA ITEM SUMMARY

2

DATE OF MEETING: November 15, 2006

ITEM TITLE: OCTOBER FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

ATTACHMENTS: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

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

ACTION REQUESTED: None

BACKGROUND: This agenda item provides a formal opportunity for Board members to make announcements or to suggest topics for current or future Board meetings.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: ACCESSIBLE SERVICES - GUIDING PRINCIPLES AND PRIORITIES

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PREPARED BY: Terry Parker, [Accessible Services Manager](#)

ACTION REQUESTED: Board direction. Formal approval will be sought in January 2007.

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BACKGROUND:

Attached are proposed *Guiding Principles and Priorities* that the Accessible Transportation Advisory Committee is forwarding to the Board for review and comment. These principles and priorities are to be incorporated into the *Lane 2006-07 Interim Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)*. The *Coordinated Plan* is being developed in order to comply with new Federal Transit Administration requirements. It will serve as a comprehensive strategy for identifying and addressing transportation needs of older adults, people with disabilities, and individuals with limited incomes, and must include a prioritization of services.

The Coordinated Plan will undergo a public review in December and will be presented to the Board in January 2007 for formal approval.

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The *Guiding Principles and Priorities* also will be considered in the review and ranking of projects for the Oregon Department of Transportation Public Transit Division's Discretionary Grant Program for 2007-2009. Grant applications are due by the end of January 2007. As in years past, Lane Transit District will submit a consolidated application for Lane County, and the application will be presented to the Board for approval at its January meeting.

The proposed principles and priorities are based on previous grant application reviews and discussion with the Accessible Transportation Advisory Committee, and are based on the State of Oregon's Management Plan for Public Transportation Programs.

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RESULTS OF RECOMMENDED ACTION

The Guiding Principles and Priorities will be included in the draft Interim Lane Coordinated Public Transit-Human Services Transportation Plan 2006, and will be used to rank funding priorities for the FY 2007-09 ODOT Discretionary Grant Application.

ATTACHMENT:

Proposed Guiding Principles and Priorities
Coordinated Plan and Grant Timeline

PROPOSED MOTION:

None. Staff are requesting Board direction only.

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- Deleted: **Proposed Guiding Principles and Program Priorities)**
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The Accessible Transportation Committee in its meeting of .
November 7, 2006, formally recommended that the principles
and priorities be approved by the LTD Board in preparation for
the public review of the Draft Interim Coordinated Plan and in
preparing the Discretionary Grant Application.¶
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Program Priorities and Guiding Tenets as presented.¶
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Interim Lane Coordinated Public Transit-Human Services Transportation Plan 2006 - Draft

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GUIDING PRINCIPLES AND PRIORITIES

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The development of a range of transportation services within Lane County reflects the underlying principles and priorities that have guided change and directed decision making. Providing transportation for people with limited resources and options has been a guiding principle. Efficiency and cost effectiveness is another tenet, and in times of budget reductions, has been paramount. Offering a range of services that meet different transportation needs has led to the creation of community and population-based services. The promotion of independent travel opportunities has supported broader values of self-empowerment and integration consistent with contemporary special education and employment models for people with disabilities and has led us to innovative training and support services.

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Lane County's accessible public transportation network has grown under these guiding principles:

Resourcefulness – To use a mix of resources (human, monetary, equipment, contractual) to create and sustain services that meet different transportation needs; to apply innovative thinking and cultivate community relationships to address issues.

Independence - To promote and maintain the independence of older adults, people with disabilities, and others with limited resources by encouraging and supporting the use of transportation options that foster independence and allow for individual choice whenever possible.

Accessibility - To provide access to transportation services throughout Lane County that are open to seniors and people with disabilities and not limited to a specific group of clients or customers; to connect communities and their residents to transportation services that are integrated and open to the general public.

Efficiency - To evaluate services based on productivity and measures of cost effectiveness that exemplify good stewardship of public resources; seek out cost sharing opportunities and partnerships in order to extend the usefulness of transportation resources; develop cost effective solutions and avoid duplication.

Interaction - To utilize the expertise and experience of people who use and rely on accessible public transportation services; encourage open communication and interactive discussions about how resources are distributed, about policies, and about service options. Make connections and communicate with staff, consumers, advocates, agencies, and other interested parties about changes, emerging developments, opportunities, and challenges.

Every two years, the *Public Transit Discretionary Grant Program* the Oregon Department of Transportation (ODOT) makes grants available to public and private non-profit transportation providers from combined multiple sources of federal and state funding. To encourage coordination, the Special Transportation Fund Agencies, like LTD, are asked to review and rank local projects. In Lane County, the Accessible Transportation Committee establishes priorities and conducts the review of requests for funding from local agencies. Priorities typically are consistent with those

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Proposed Guiding Principles and Priorities

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stated in the grant solicitation and funding requirements. In March 2005, the Committee set the following program priorities for the 2005-07 application process:

1. Vehicle Preservation – replace vehicles that are operated within a coordinated transportation service network;
2. Rural Community Transportation – preserve services that provide the most open access and least restrictive environment;
3. Fleet Maintenance – through preventive maintenance investments; and
4. Community Transit – new vehicles and projects that improve and promote the use of community transit such as travel training, marketing, and passenger amenities.

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To adhere to guiding principles and respond to emerging issues and opportunities, the following priorities will determine project selection in the FY2007-09 Discretionary Grant Program:

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First Priority: Maintain existing service levels of viable operations – Ensure transportation services and connections remain at their current level for people who depend on public transportation services in Lane County.

This supports existing transportation providers' projects that:

- Have shown to be effective in meeting community transportation needs
- Require on-going capital and operating assistance to maintain current level of service
- Continue to demonstrate effective transportation operations within Lane County's coordinated network

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Second Priority: Respond to growth within existing services – Allow for measured increases where demand points to an unmet need within the current limits of the service.

This supports existing providers' projects that:

- Require capital and operating assistance to meet growing demand for service within present boundaries
- Are able to improve efficiency and functionality by building on existing infrastructure

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This supports potential new providers or services by:

- Allowing for growth but not automatically extending new service without a careful evaluation of transportation needs in different locations or by other providers

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Third Priority: Respond to emerging community needs – Take action on opportunities to coordinate and expand service by developing new partnerships and reacting to newly identified transportation needs and gaps.

This supports projects that:

- Are under development and bring new resources
- Address identified transportation needs and gaps and/or focus on an underserved group of individuals
- Improve efficiency and effectiveness of the overall system
- Provide an added benefit to the transportation services network and riders

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11/07/06 Page 2¶

Proposed Guiding Principles and Priorities

- Are innovative in their approach in reaching out to new riders or geographic areas

These priorities will be used to rank projects in a priority order and to evaluate decisions for future investment.

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¶ Lane County's accessible public transportation network has grown under these guiding principles: ¶

¶ **Resourcefulness** – To use a mix of resources (human, monetary, equipment, contractual) to create and sustain services that meet different transportation needs; to apply innovative thinking and developing community partnerships to address issues; to utilize the expertise and experience of people who use and rely on public transportation services ¶

¶ **Independence** - To promote and maintain the independence of older adults, people with disabilities, and others with limited resources by encouraging and supporting the use of transportation options that foster independence and allow for individual choice whenever possible. ¶

¶ **Accessibility** - To provide access to transportation services throughout Lane County that are open to seniors and people with disabilities and not limited to a specific group of clients or customers; to connect communities and their residents to transportation services that are integrated and open to the general public. ¶

¶ **Efficiency** - To evaluate services based on productivity and measures of cost effectiveness that exemplify good stewardship of public resources; seek out cost sharing opportunities and partnerships in order to extend the usefulness of transportation resources; develop cost effective solutions and avoid duplication. ¶

¶ Every two years, the Public Transit Discretionary Grant Program the Oregon Department of Transportation (ODOT) makes grants available to public and private non-profit transportation providers from combined multiple sources of federal and state funding. To encourage coordination, the Special Transportation Fund Agencies, like LTD, are asked to review and rank local projects. In Lane County, the Accessible Transportation Committee establishes those priorities and conducts the review of requests for funding from local agencies. Priorities typically are consistent with those stated in the grant solicitation and funding requirements. In March 2005, the Committee set the following program priorities for the 2005-07 application process:¶

Deleted: ATC Meeting¶
11/07/06 Page 2¶

**Timeline/Process Review for
Coordinated Plan and Discretionary Grant Application**

The following is the timeline that has been developed with regard to submitting the Fiscal Year 2007-2009 Discretionary Grant Application for Lane County funding, which includes the completion of the Interim Lane Coordinated Public Transit-Human Services Transportation Plan 2006 (draft interim plan).

November

- 7: ATC reviews and approves Guiding Principles and Priorities
- 15: LTD Board reviews Guiding Principles and Priorities
- 27: Draft Interim Plan finalized and distributed for public review
Public Notice of available grant funding

December

- 4 – 22: Public Review of Draft Interim Plan
- 6: Public Workshop on Draft Interim Plan and Grant Application Solicitation of funding requests – 12:30 – 3:30 p.m., in the Board Room at LTD, Glenwood.
- 19: ATC Meeting – Public Hearing and appoint grant funding request review committee
- 22: Funding Requests due to LTD

January

- 16: ATC Meeting – Review and approve Draft Interim Plan and Grant Application
- 17: LTD Board Meeting – Review and approve Draft Interim Plan and Grant Application
- 26: Grant Application submitted (with Interim Plan) to ODOT Public Transit Division

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AGENDA ITEM SUMMARY

- DATE OF MEETING:** November 15, 2006
- ITEM TITLE:** ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2006
- PREPARED BY:** Diane Hellekson, Director of Finance & Information Technology
- ACTION REQUESTED:** That the Board accept the independent audit report for the fiscal year ending June 30, 2006
- BACKGROUND:** At the conclusion of each fiscal year, an independent audit of Lane Transit District's financial statements and internal controls is performed. The results of the independent audit are incorporated into the District's *Comprehensive Annual Financial Report* (CAFR). The completed FY 2005-2006 CAFR is enclosed for Board members with the November 15 meeting agenda packet.
- Staff have submitted the previous ten CAFRs to the Government Finance Officers Association of the United States and Canada (GFOA) for consideration of the award for excellence in financial reporting. The award was granted to LTD for all ten reports. After Board acceptance, staff will submit the FY 2005-2006 CAFR to GFOA in an attempt to continue a tradition of reporting excellence as evidenced by the financial reporting award. Special recognition should be given to Carol James, accounting manager, for her work on the current CAFR.
- Charles Swank of Grove, Mueller and Swank, P.C., will attend the November Board meeting to make a presentation and answer any questions Board members may have about the audit process or results. There is no formal management letter this year.
- ATTACHMENT:** None. (The audit report and audited statements are wholly contained in the Comprehensive Annual Financial Report.)
- PROPOSED MOTION:** I move the following resolution:
- LTD Resolution No. 2006-036: Resolved, that the LTD Board of Directors accepts the Independent Audit Report for the fiscal year ending June 30, 2006.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2006

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

ACTION REQUESTED: None

BACKGROUND: At the conclusion of each fiscal year, an independent audit of Lane Transit District's financial statements and internal controls is performed. The results of the independent audit are incorporated into the District's *Comprehensive Annual Financial Report* (CAFR). The completed FY 2005-2006 CAFR is enclosed for Board members with the November 15 meeting agenda packet.

Charles Swank of Grove, Mueller and Swank, P.C., will attend the November 15 Board meeting work session to make a presentation and answer any questions Board members may have about the audit process or results. There is no formal management letter this year.

ATTACHMENT: (The audit report and audited statements are wholly contained in the *Comprehensive Annual Financial Report*.)

PROPOSED MOTION: None



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

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

**CONSENT CALENDAR ITEM:
BUDGET COMMITTEE NOMINATION**

November 15, 2006

The LTD Budget Committee is comprised of the seven Board members and seven community members who are nominated and approved by the Board and serve for three-year terms. The non-Board Budget Committee members must reside within the District's service boundaries, but are not required to live in the same subdistrict as the Board member making the appointment.

The term of Budget Committee member Dwight Collins will expire on January 2, 2007. Board member Gerry Gaydos has nominated Mr. Collins to a new three-year term, beginning January 2, 2007, and ending on January 2, 2010.

Dwight Collins has agreed to be reappointed to the Budget Committee. Mr. Gaydos' form nominating Mr. Collins is included in the Consent Calendar for approval by the Board at the November 15 Board meeting.



Lane Transit District

LANE TRANSIT DISTRICT NOMINATION FOR BUDGET COMMITTEE

BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . . (5) The appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member: Gerry Gaydos

Date of Nomination: November 15, 2006

Term of Budget Committee Appointment: January 2, 2007 January 2, 2010
Effective Date Term Expiration Date

Approved by Board: _____
Date

NOMINEE'S NAME: DWIGHT COLLINS

Home Address: 1600 Orchard Street, Eugene, 97403

Telephone Number: 683-2712

Business Address: Newman's Fish Company, 1545 Willamette Street, Eugene, 97401

Telephone Number: 344-2371

PREFERRED MAILING/DELIVERY ADDRESS: work

Occupation: Owner, Newman's Fish Company

Brief statement of nominee's background that is relevant to budget committee appointment:

Mr. Collins is a business owner and native Eugenician who has seen the historical changes at LTD through the years. He has served as the treasurer of the Eugene Education fund and was on that board for six years. He was on the UO Library board for six years and served as its president for one year. He has served as treasurer for the HIV Alliance and served on the Advisory Committee for the Museum of Natural History. He also has served one term on the LTD Budget Committee, beginning in January 2004. As a business owner and community member, he is interested in how money flows in transit and how it can best be spent for the most efficient service.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 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 October 17, 2006. The primary agenda for that meeting was to review the proposed Pioneer Parkway EmX and recommend to the Springfield City Council and the LTD Board whether the project should be approved. The Committee voted unanimously that the project be approved. The Committee also discussed the selection of the third EmX corridor and had an update on the Franklin EmX.
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. The MPC was scheduled to meet November 9. A report from that meeting can be provided at the Board meeting

3. **Board HR Committee:** The Board HR Committee (Susan Ban, Mike Eyster, and Chair Gerry Gaydos) was scheduled to meet on November 14. Agenda for the meeting includes a report on the General Manager Evaluation and schedules related to labor negotiations.
4. **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. The Regional Policy Advisory Board met October 30, 2006 to discuss next steps in the process. This may be the last meeting of the Policy Advisory Board.
5. **Review Board Strategic Planning Work Session:** At this meeting, the Board may wish to have a follow-up discussion about the November 10-11 strategic planning work session.

NO MEETINGS HELD

1. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is comprised of Mike Eyster, David Gant, and Dean Kortge. Members Gant and Kortge met on July 17, 2006. The next meeting of the LTD Service Planning & Marketing Committee will occur in the fall or winter of 2006.
2. **Board Finance Committee:** The Board Finance Committee (Debbie Davis, David Gant, and Dean Kortge) last met on March 7, 2006. The committee will meet again in the fall or winter of 2006.
3. **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: November 15, 2006

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

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

- October 19, 2006, letter from Board President Gerry Gaydos to Mayor Kitty Piercy and the City Council, City of Eugene, regarding studying the West 11th corridor as the next EmX line, and response from Michelle Mortensen with the City Manager's Office.

PROPOSED MOTION: None

NAME OF MEETING: LTD Special Board Meeting
DATE OF MEETING: October 18, 2006
TO: Jo Sullivan
RECORDED BY: Lynn Taylor
MINUTES FILE NAME: M:\2006\Lane Transit District\Board Of Directors\BDMIN 10-18-06.Doc

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ROUTING INFORMATION

10/31/06 lt Draft to staff
(Date and initials)

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

Wednesday, October 18, 2006

Pursuant to notice given to *The Register-Guard* for publication on October 13, 2006, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Tuesday, October 18, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

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

Absent: Debbie Davis

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

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos said he was continually impressed with the EMX facility on Franklin Boulevard and it will be even more impressive when the art work is installed.

WORK SESSION

2008 Olympic Trials Service Request – Director of Service Planning, Accessibility and Marketing Andy Vobora introduced members of the Local Organizing Committee (LOC) for the 2008 U.S. Olympic Team Trials—Track and Field to discuss ways to partner with LTD. The members introduced were Tom Jordan, Barbara Kousky, Greg Erwin and Kari Westlund.

Mr. Erwin stated that a year ago Eugene submitted the winning bid to host the 2008 Olympic Trials. He said one of the selling points was the support of the entire community for the event and the LOC was now asking for commitments from local partners. He said that LTD's partnership would be significant as a shuttle to move many people around efficiently and effectively was an essential component. He showed a short video used to promote Eugene and Hayward Field as the site for the event.

Mr. Erwin said that the cities of Eugene and Springfield and Lane County had contributed in aggregate \$500,000 and discussions were being held with the State for assistance. He said the LOC was looking to LTD to be a major player and the Trials would be an opportunity to showcase LTD's services at an international event. He said the Trials would cover the period from June 27 to July 6, 2008.

Mr. Eyster asked if staff had discussed what LTD's contribution might be. Mr. Vobora replied that a specific level of service had not been discussed. He said the Board might wish to have a work session to discuss the special events policy implications and value of a level of service.

Mr. Gaydos noted that bus rapid transit (BRT) service would be free at the time of the Trials.

Mr. Jordan said that the committee was particularly interested in shuttle service between the airport and hotels, and hotels and venues (Hayward Field and the practice track at South Eugene High School); transportation back to the airport for athletes; and shuttle service for spectators.

In response to several questions from Board members, Mr. Vobora said that there were not concerns with availability of equipment and staffing in the summer or conflicts with other events during the Trials. He expected the service impact of the Trials to be less than that experienced with previous events.

Ms. Ban asked if staff had any concerns about managing the workload associated with planning for the Trials. Mr. Vobora said that two staff members were assigned to work with the committee.

Mr. Pangborn said it was the District's position that special service like this was supported by the community and LTD had the unique ability to move a lot of people quickly and efficiently. He said the advantage in this instance was the time available to plan and timing of the event in the summer. He said the question of cost would be discussed as part of the budget process and a decision could be made in the summer of 2007. He thought the Trials would be a great opportunity to showcase the District.

Mr. Gaydos thanked the LOC members for their efforts.

Commuter Solutions Program – Mr. Pangborn announced that Commuter Solutions received an award for transit options of the year at the October 12, 2006, Oregon Transportation Conference. He said the award was made in recognition of a remarkable program advocating transportation options, including the student transit pass, across the Eugene-Springfield metropolitan area.

Commuter Solutions Director Connie Bloom-Williams thanked the Board for its support and encouragement.

Alternative Mobility Standards – Lane Council of Governments (LCOG) Transportation Planner Tom Schwetz delivered a PowerPoint presentation entitled *Balancing Regional Mobility with a Vibrant Local Economy*. He explained that the Oregon Highway Plan (OHP) contained standards for mobility on the state highway system. When those standards could not be met, the OHP provided for the development of Alternative Mobility Standards (AMS). He said development of AMS required local commitment to specific actions and many of those were included in the Central Lane Metropolitan Policy Organization (MPO) Regional Transportation Plan (RTP). He said congestion related to an excess of vehicles on a portion of roadway resulted in speeds that were slower than normal at certain times and could be characterized as both "good" and "bad" congestion. He reviewed the positive and negative effects of congestion and said that congestion was a consequence of growth in the economy and the resulting increases in dwelling units and employment; and growth in urban levels of development in surrounding areas.

Mr. Schwetz identified a number of variables that contributed to daily congestion such as special events, poor signal timing, bad weather, work zones, and traffic incidents. He used a series of maps to illustrate geographic, population, employment, dwelling unit density, and vehicle trip growth in the Eugene-Springfield metropolitan area. He also illustrated the mobility dependence of area roadways, both state and local, and the locations of congestion currently and in 20 years. He said the next phase would be to discuss ways in which congestion could be addressed.

Mr. Schwetz presented a comparison of mobility among Portland, Salem and Eugene-Springfield. He said that the Eugene-Springfield area had half the congestion of most cities of comparable size and Portland, which was seven times larger, had 33 times the congestion of the Eugene-Springfield area. He identified congestion implications as set forth in the *Statewide Congestion Overview for Oregon*. He said that next steps included:

- Compile results from assessment of alternative solutions
- Develop proposal for possible changes to State's mobility standards
- Identify possible local commitments to include in proposal

Mr. Gaydos asked Mr. Schwetz to elaborate on "good" congestion. Mr. Schwetz said that Oak Street was a good example of a local facility that could probably (with some changes) become comparable to N.W. 23rd Street in Portland that was congestion tolerant. He said the challenge was how to move trips through without damaging the quality of the area.

ANNOUNCEMENTS AND ADDITIONS TO AGENDA – Mr. Pangborn pointed out that LTD was featured on the cover of a quarterly BRT publication by the University of South Florida Center for Transportation Research. He said the City of Springfield had sent a note of thanks for LTD's participation in the opening of the Martin Luther King Boulevard extension and roundabout.

Mr. Pangborn announced that former LTD general manager Ken Hamm would become the new transit system director for the City of Fresno, California on November 6, 2006. He said that the monthly department reports included in agenda packets took some effort to produce, but if the Board found them useful, staff would continue to provide them.

Ms. Ban remarked that the reports were useful but if there was nothing of particular interest from a department, staff should just indicate there was nothing to report. Board members agreed with Ms. Ban's suggestion.

In response to a question from Mr. Kortge, Transit Operations Manager Mark Johnson explained that a bus driver was the victim of an unprovoked attack by a passenger. He said the driver was shaken up but not seriously injured and would return to work; the passenger was arrested and now permanently banned from the transit system.

Mr. Kortge said he appreciated receiving monthly ridership data.

ITEMS FOR INFORMATION AT THIS MEETING

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson said she was concerned about the 20 percent growth in payroll tax receipts as it seemed unrealistic; although some increase was realized from the State's collection efforts. She said that fuel prices were now below the budgeted amount. She noted that the very large increases in ridership resulted from implementation of the student pass program and those numbers might not continue. She said the Board would receive the independent audit report in December.

Board Member Reports

EMX Steering Committee – Mr. Gaydos reported that committee member Tammy Fitch had expressed an interest in continuing her service on the committee even though her term on the Springfield City Council was ending. He said the Board would likely appoint her.

Metropolitan Policy Committee – Ms. Ban reported that the MPC met jointly with the Citizen Advisory Committee (CAC) and reviewed the draft Public Participation Plan. She said there was also discussion of the CAC's role and the MPC's expectations. Mr. Gaydos asserted that the CAC needed to feel that the MPC valued its opinions and recommendations. He said CAC members requested that joint meetings be regularly scheduled with the MPC.

Board Human Resource Committee – Director of Human Resources and Risk Management Mary Adams said general manager evaluation process surveys were being distributed to Board members, LTD employees, and members of the Leadership Council. She said that the survey for employees was new and somewhat different from the Board and Leadership Council Survey; responses were due October 31, 2006. She noted that the survey instruments had been modified from the earlier generic version.

EMPLOYEES OF THE MONTH – Director of Transit Operations Mark Johnson introduced Customer Service Representative Natalie Lillie who was nominated by a co-worker. He said that Ms. Lillie was originally hired as a bus driver and became a customer service representative in August 2004. He commended her efforts to enter and maintain data for the EZ Access program.

After receiving her award, Ms. Lillie thanked the Board and indicated how much she enjoyed her job and being part of the community.

AUDIENCE PARTICIPATION – There was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Ms. Ban moved adoption of LTD Board Resolution No. 2006-033: "It is hereby resolved that the Consent Calendar for October 18, 2006, is approved as presented." Mr. Kortge provided the second. The Consent Calendar consisted of the minutes of the September 19, 2006, special Board meeting and the September 20, 2006, canceled Board meeting.

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

Third EMX Corridor – Mr. Pangborn stated that the Eugene City Council had asked LTD to consider participating in a joint study of West Eugene transportation solutions. Assistant General Manager Stefano Viggiano reported that the Eugene City Council had identified West 11th Avenue for study as the next EMX corridor. He said the matter was referred to the EMX Steering Committee and shared the following comments from committee members:

- George Poling – emphasized the need to connect Veneta to the metropolitan area and how that might fit with EMX and cautioned that the planning process would take some time
- Steve Gordon – a long east/west corridor made sense; Region 2050 population growth projections should be considered in the planning process along with land use/transportation connections; explore railroad right-of-way opportunities; land use issues
- Tammy Fitch – consider a secondary corridor in case West 11th Avenue does not work out
- Dave Jewett – the original plan was for a long east/west corridor and that was still viable; consider a connection to Thurston; avoid the West Eugene Parkway quagmire

Mr. Viggiano said the staff recommendation was to concur with the City of Eugene's selection of West 11th Avenue as the next EMX corridor but clarify LTD's expectations of the partnership. He distributed a draft letter from the LTD Board to Mayor Kitty Piercy and the City Council stating the Board's endorsement and outlining issues such as access, parking, funding for local match, and requesting a joint meeting to reach mutual agreement on those issues.

Mr. Eyster urged that the letter emphasize the importance of the City taking leadership of pursuing preferred design and resolving private property concerns--noting the challenges those issues had presented on other routes.

Mr. Gant suggested that the letter also incorporate a reference to the fact that improving traffic problems in West Eugene had been on the table for a very long time, and emphasize the importance of moving any joint effort with LTD forward smoothly to take advantage of federal funding cycles.

Mr. Schwetz pointed out that wetlands issues would be a part of a West 11th Avenue transportation solution and suggested that the City be encouraged to coordinate with critical federal partners at the beginning of the process.

Mr. Gaydos determined there was consensus to include in the letter emphasis on the City's leadership role; federal funding cycles and timelines; and the need to consider wetlands issues at the inception of planning activities.

MOTION Mr. Eyster moved adoption of LTD Board Resolution 2006-034: "Resolved, that the LTD Board of Directors selects the West 11th Avenue corridor as the next EMX corridor to be studied, subject to the conditions set forth in the letter the Eugene City Council."

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

Mr. Gant noted his ongoing concerns about bus rapid transit for the record.

Report on Budget Priorities – Mr. Pangborn provided an update on current year budget priorities in anticipation of the Board's strategic planning workshop. He reviewed strategies developed in the priority areas of service improvement, fleet maintenance, workplace environment and facility preservation and the status of preliminary results. He said that on-time performance was at the 90 percent level and those statistics included unavoidable delays due to things such as accidents. He said that capacity continued to be an issue and 20 new Gillig vehicles had been ordered, and five New Flyer articulated vehicles would arrive in 2007. He described the challenges of hiring skilled diesel mechanics and the internal training programs LTD had developed to address the problem. He distributed a chart of preventive maintenance inspections and noted the significant improvement in 2006.

In response to a question from Mr. Eyster, Director of Fleet Maintenance George Trauger said problems with the particulate trap had mostly been resolved by Detroit Diesel.

Continuing, Mr. Pangborn reviewed the new workplace programs and incentives that had been implemented. He said that while LTD would continue to recruit outside of the organization, he hoped that all positions would have strong internal candidates.

BOARD CALENDARS – Mr. Pangborn distributed a draft agenda for the Board's strategic planning retreat and reviewed the discussion topics. He said that if new Board members were known by the time of the retreat, they would be invited to participate.

Ms. Ban asked that Jeff Wright of *The Register Guard* be sent a copy of the University of South Florida publication featuring LTD.

Mr. Pangborn said a delay in delivery of EMX vehicles had moved the start-up date back but the dedication was still scheduled for January 4, 2007.

Mr. Trauger conveyed the apologies of New Flyer for the delay and said they were doing their best to get the EMX vehicles delivered as soon as possible.

Mr. Viggiano noted that the Springfield City Council was scheduled to make a decision on the Pioneer Parkway EMX on November 6, and the Lane County Board of Commissioners would take action on November 8, 2006.

The meeting adjourned at 7:18 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 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 fall and winter vacation dates.

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 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 November 15, 2006:

1. Approval of minutes: October 18, 2006, regular Board meeting
2. Budget Committee Nomination: Dwight Collins

ATTACHMENTS:

1. Minutes of the October 18, 2006, regular Board meeting
2. Form nominating Dwight Collins to new three-year term on LTD Budget Committee

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

LTD Resolution No. 2006-035: It is hereby resolved that the Consent Calendar for November 15, 2006, is approved as presented.



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

(541) 682-6100
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MONTHLY DEPARTMENT REPORTS

November 15, 2006

PLANNING AND DEVELOPMENT

Stefano Viggiano, Assistant General Manager

PIONEER PARKWAY CORRIDOR

Anita Yap, Transit Development Planner

Environment Assessment (EA): The comment period for the EA closed October 20. LTD is requesting FTA to issue a Finding of No Significant Impact (FONSI).

Project Approval: Project approval is expected this month. Springfield City Council action is scheduled for November 6, 2006 (following a work session and a public hearing), and Lane County action is scheduled for November 8, 2006. LTD Board approval is requested at tonight's meeting.

Small Starts Submittal: LTD requested approval from FTA to enter project development for the Pioneer Parkway project. As soon as this approval is granted, design and engineering can begin for the Gateway Station project. Approval is expected by the end of 2006.

ConnectOregon: The contract has been signed and the funds are now available. The first expenditure of funds will be for the Gateway Mall Station.

METROPOLITAN PLANNING

Anita Yap, Transit Development Planner

Region 2050: The Region 2050 Technical Advisory Committee and Policy Advisory Board met this month. The committees discussed the future of Region 2050. The cities of Springfield, Eugene, and Cottage Grove decided to not participate in the regional planning process, while several other fast growing communities are interested in pursuing the regional growth strategies. At the October 30 meeting, the Policy Advisory Board requested that the LCOG Board continue the discussions with all the member communities for regional planning efforts--particularly the issues regarding planning and financing transportation, water, and wastewater facilities for the region.

Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC):

The MPC is scheduled to take action on several Metropolitan Transportation Improvement Program (MTIP) amendments, designating LTD as direct recipient for Job Access Reverse Commute (JARC) and New Freedom program funds; prioritizing Transportation Enhancement grant applications; discussing the draft Public Participation Plan; and discussing programming of the FY 07-09 Surface Transportation Program-Urban (STP-U) Funds for preservation, modernization, and project development.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management & Administration

Two Commuter Solutions staff presented information at the Eugene Bike/Ped Summit October 7, 2006 at the University of Oregon.

Commuter Solutions staffed an information booth at the Eugene Chamber of Commerce's Business to Business Expo.

ODOT and LTD/Commuter Solutions have entered into an Intergovernmental Agreement (IGA). Commuter Solutions will provide public outreach for ODOT's 1-5/Beltline Interchange project as part of our Congestion Mitigation services that are offered to partner jurisdictions.

Oregon Transportation Conference – Seaside

Commuter Solutions received an award for best Transportation Options Program in the state at the Oregon Transportation Conference in Seaside. Two staff members made presentations at the conference.

Group Pass / ETC Programs

Commuter Solutions hosted an Employee Transportation Coordinator (ETC) quarterly luncheon. Joshua Skov of Good Company, and Stacy Bierma of Harlequin Beads & Jewelry, presented information on sustainability and transportation. ETCs representing 13 companies and six members of the Transportation Options Advisory Committee (TOAC) attended.

Cascade Manor enrolled in the Commuter Club Transit Voucher program. Five businesses made inquiries of the Group Pass Transit Program.

CarPool/VanPool/Emergency Ride Home Program (ERH)

Twenty-seven individuals have registered for ERH in the Rideshare database and four companies have joined the Emergency Ride Home program:

- PacificSource Healthcare
- Invitrogen
- Lane County Catholic Workers
- Mobility International

Enterprise Rent-A-Car will be added as a new vendor for Valley VanPool. A presentation on the Emergency Ride Home program was made to Lane Council of Governments Senior & Disabled Services.

Smart Ways to School Program (SWTS)

SWTS collaborated with Gilham Elementary School for International Walk to School Day on Oct 4. Mayor Piercy, City of Eugene employees, and UO athletes joined the event to encourage students to walk, bike, carpool, or ride the bus to school. The event generated positive media coverage on KEZI-TV and KPNW 1120 AM radio.

There are 159 schools and programs participating in SWTS. Approximately 360 families are registered for the SchoolPool (carpool match) service.

Education and Awareness

Commuter Solutions staffed transportation information booths at the PeaceHealth Benefit Fair, reaching over 1000 employees. Commuter Solutions co-hosted the Business Commute Challenge Coffee Event with PeaceHealth at the Lane County Fairground's Park & Ride.

Staff participated on the Gateway Development Committee Meeting.

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:

The service start date for Franklin EmX has been scheduled for Sunday, January 14, 2007, four weeks later than the previously scheduled date of Sunday, December 17, 2006. The postponement is due to a delay in the delivery of vehicles, which has created a delay in system testing and operator training.

The EmX block-signaling and the signal priority are critical items that remain to be done. The EmX signals from the Walnut Station to the Dads' Gate Station were tested on Wednesday, November 1, and that segment is now ready for operator training. The final segment of EmX signals is scheduled to be operational by Friday, November 10. Other work scheduled for November is the installation of the additional shelters, furniture, and artwork.

EmX Vehicle:

The first EmX vehicle arrived on Monday, October 23. It was sent out for application of the EmX logo and is scheduled back on site for testing by Monday, November 6. The second EmX vehicle is scheduled to arrive by November 3, and the remaining vehicles should arrive in two-week increments, with the last vehicle to arrive by the middle of December. A vehicle "unveiling" event with Congressman DeFazio is scheduled for Thursday, November 9, 2006.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

SERVICE

- On-time performance so far in the month of October is running at 90.9 percent, versus 89.7 percent in October 2005. While this is an improvement over last fall, the number reflects a slide from the 92-93 percent on-time performance we were experiencing last spring after the winter bid service additions. As part of the preparation for the 2007 Annual Route Review (ARR) proposal, planners will monitor this situation and will investigate further to determine which route trips are experiencing running time problems.
- Bidding by bus operators for the EmX Bid has been postponed and now will be held the week of November 6.

MEDIA

- **Earned Media.** Pieces included coverage of the bus operator assault; Smart Ways to School Walk to School Day; an EmX background piece; an EmX editorial regarding the delay in EmX start-up; selection of West 11th Avenue as the third corridor to study; and filling LTD Board vacancies. Several great media opportunities are coming as the EmX corridor testing begins, the vehicle is unveiled, and art work is installed, etc.
- **Paid media.** The *Powered by the People* campaign concludes in mid-November. LTD will go “almost dark” for about six weeks until the EmX campaign launch in January.

OUTREACH

- Presentations by Mark Pangborn and Andy Vobora continue. Mark spoke to Lane leaders and Andy spoke to the McKenzie Business Association in October.

INTERNAL COMMUNICATIONS

- *Fast Lane*, a one-page flyer, debuted in October. The flyer is posted to inform employees of breaking news items prior to seeing this information reported in the media. The latest posting included information about the implementation date change for EmX and the November 9 visit by an Israeli delegation studying transportation.

EVENT SERVICES

- Football shuttles continue to operate well; however, the I-5/Beltline project is causing some complications for the final home game. Staff have worked out the routing and will be ready. Basketball shuttles also started this month!

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services Program staff are gearing up for the 2007-2009 Discretionary Grant Application, which is due to the Oregon Department of Transportation (ODOT) Public Transit Division the end of January 2007. The Draft Interim Lane Coordinated Public Transit-Human Services Transportation Plan 2006 also is in the final stages of preparation for public review and comment. Staff will be present at the November and January Board meetings seeking approval on elements of both the Coordinated Plan and the Discretionary Grant Application.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

EmX Training

Our two primary trainers for the EmX system are Nancy Neilson and Gaylene Shrope. They have been anxious to get on the system with the EmX vehicle and the signals in working order. They are happy to report that everything is working as planned. They will continue to work hard during the first two weeks of November to ensure that the training program is ready when the bus operators who sign the EmX work are ready to train.

EmX Bid

The EmX operator bid will begin on November 6. There is a lot of excitement among the operators about the new service and new vehicles. It appears that there will be some very experienced senior operators who will be signing EmX work.

MAINTENANCE

George Trauger, Director of Maintenance

The first EmX vehicle arrived on October 23, and has been test driven and inspected by LTD. Repairs are being made by the onsite New Flyer inspector. Currently it is at the paint shop until November 6, when it will be back on the premises for installation of the decal logo.

The Gillig pilot bus arrived on October 25, and has been inspected by LTD. The Gillig inspector is on property making necessary repairs. The equipment and amenities on this bus will be reviewed for changes and suggestions affecting the remaining 19 buses.

The newly formed maintenance committee actively participated in the interview process for maintenance supervisor and is working on a training program.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

There is no Finance Department report this month.

PURCHASING

Jeanette Bailor, Purchasing Manager

Proposals were received for miscellaneous architectural services and for design of the new Gateway Station. Three firms were chosen for the miscellaneous services contract, and one firm was selected for the Gateway Station design. All firms responding and chosen were local.

Interviews have occurred and selection is near completion for a security assessment. Bid documents for electrical services are being refined for distribution this month. Requests for proposals have gone out for banking services and consulting services for a coordinated transportation plan.

A document for training new employees on the purchasing function is being developed. It will be an introduction on the basics of how to buy different types of goods and services, the work flow, and what processes need to occur.

INFORMATION TECHNOLOGY

Steve Parrott, IT Manager

There is no Information Technology report this month.

HUMAN RESOURCES

Mary Adams, Human Resources Director

HEALTH CARE

The Joint Insurance Committee got great news this month on health care premiums for 2007! Three bids were received on the medical plan. The Committee chose to renew the plan with PacificSource Health Plans, at an increase of 8.65 percent overall. This, combined with the zero percent increase in 2006, makes the overall increase for the past two years at less than 10 percent--total.

SELECTION AND HIRING

Hiring continues as a result of several internal promotions that were announced last month. A new director of planning and development will be announced soon, filling the position vacated when Stefano Viggiano became assistant general manager. A journey mechanic position is currently posted to fill the position created when Aaron Melnychuk was promoted to maintenance supervisor. A facilities maintenance generalist position closed on October 27. This opening was created when Kelly Staines was promoted to facilities maintenance supervisor. In addition, interviews were held on October 26 for the .75 FTE administrative secretary position, and a general service worker position is currently open in the Maintenance Department. The new Medicaid brokerage will be hiring a human services transportation coordinator this month.

LOOKING TO THE FUTURE PLAN

The first meeting of the newly formed Rewards and Recognition Task Force will be October 31. This group will work with a facilitator this fall to craft a draft comprehensive rewards and recognition program that will be presented to the Leadership Council in late January.

The Accident Prevention Program will be kicked off with a meeting of the Risk Oversight Committee, followed by a full day of training for the new Safety Committee members. The goal is for the Committee to create a work plan for reducing accidents and incidents in 2007.

OTHER ACTIVITIES

The Human Resources Department is busy preparing for the 2006 Benefits Fair, entitled "Tune Up Your Health." This year employees will receive free health screens and free consultations with health coaches, along with visits from all of LTD's health-related vendors. It will be a fun learning day for all!

COMMENTS RECEIVED DURING THE COMMENT PERIOD FOR THE PIONEER PARKWAY EmX CORRIDOR ENVIRONMENTAL ASSESSMENT SEPTEMBER 20 TO OCTOBER 20, 2006

Date	Name/Type	Comments	Response
10/3/2006	Oral comment at open house	Wants more fixed-route service in various areas of Springfield.	<i>The Pioneer Parkway EmX service will complement the fixed route services in Springfield. Participation in LTD's Annual Route Review (ARR) will provide the opportunity to submit comments about fixed-route service.</i>
10/3/2006	Oral comment at open house	General question about type of artwork at the EmX stations.	<i>Art will be incorporated into the project. The decision on the location of the art and the selection of artists will be made by an artwork committee during the project design phase.</i>
10/3/2006	Oral comment at open house	Concern about how employees will get to the new RiverBend Hospital.	<i>Since the RiverBend Hospital will open prior to the start of the Pioneer Parkway EmX route, LTD will begin service to the hospital site with conventional transit routes.</i>
10/3/2006	Oral comment at open house	Questions about pedestrian movements at the Martin Luther King Jr. Parkway roundabout.	<i>The pedestrian crossings are located prior to entering the roundabout at each street. There are pedestrian median islands to provide refuge between lanes. The EmX vehicles will be in mixed traffic at this location, so it does not impact the pedestrian crossing. The City of Springfield printed a brochure entitled "Roundabout - General Information and Driving Tips" that provides additional information.</i>
10/3/2006	Oral comment at open house	Discussion with the City of Springfield Fire and Life Safety Marshal regarding managing incidents in the exclusive EmX facilities.	<i>Fire, life, and safety issues take precedent over EmX service, and EmX vehicles will be rerouted around the incident.</i>
10/16/2006	Tom Boyatt, City of Springfield, oral comment at TAC	Has parking concerns on Pioneer Parkway East and West been addressed?	<i>Yes. On-street parking has been retained on Pioneer Parkway East between Main and North "A" Streets and a parking bay will be added on Pioneer Parkway East between "E" and "F" Streets. These are the two locations where the loss of parking created a concern for adjacent property owners.</i>
10/16/2006	Mike Spaeth, ODOT, oral comment at TAC	Centennial Blvd. & Pioneer Parkway and "Q" Street & Pioneer Parkway are congested intersections and may not be able to accommodate any additional green time for transit.	<i>Transit signal priority is evaluated on an intersection-by-intersection basis. Some intersections may not be able to accommodate transit priority. The signal phasing at the "Q" Street and Pioneer Parkway intersection may have to be modified to accommodate EmX or a separate EmX phase will need to be added.</i>
10/16/2006	Mike Spaeth and Jane Lee, ODOT, oral comment at TAC	The signage for lane designations at Pioneer Parkway and Highway 126 will need to be altered to accommodate EmX.	<i>This issue will be addressed as part of future design work.</i>
10/16/2006	Mike Spaeth, ODOT, oral comment at TAC	The lane markings on the Environmental Assessment (EA) drawings at Pioneer Parkway and Highway 126 are incorrect. They indicate turns available from only one lane, while two lanes are allowed to make left turns.	<i>The turn designations will be corrected on future drawings.</i>
10/16/2006	Chris Henry, City of Eugene, oral comment at TAC	Accepting mixed-traffic operations on Harlow Road and Gateway Street could set a precedent for future corridors. Mixed-traffic operation will impact travel time and reliability.	<i>Approximately 70 percent of the Pioneer Parkway corridor is in exclusive right-of-way. While it is LTD's goal to have 100 percent of every EmX corridor in exclusive right-of-way, it is recognized that there are constraints that make mixed-traffic options the preferred choice in certain sections. Overall, the transportation model predicts that the Pioneer Parkway EmX will provide significant travel time savings and achieve a high ridership increase. LTD also will look to add exclusive right-of-way along Gateway Street and Harlow Road as part of future plans, projects, and redevelopment.</i>
10/16/2006	Ed Moore, ODOT, oral comment at TAC	Requests that LTD provide information on the City of Springfield and Lane County review and approval meetings on the LTD Web site.	<i>We will add this information to the Web site.</i>
10/16/2006	Ed Moore, ODOT & Fred Tepfer, UO, oral comment at TAC	A combination bicycle/pedestrian path on International Way may not be preferred by some cyclists. Will cyclists be able to ride on the street? It may be wise to create a differentiation in the path to separate pedestrians from bicyclists.	<i>We can look at options that segregate pedestrians and bicyclists as part of the detailed design that will follow. Bike use on streets generally is allowed and would likely be allowed on International Way, even if there were a separate bike path.</i>
10/16/2006	Ed Moore, ODOT, oral comment at TAC	The crossing of the bike path and the EmX lane just north of "F" Street needs to be designed carefully. ODOT recommends a stop sign for cyclists.	<i>The design calls for the bike/pedestrian path to cross EmX at a 90-degree angle to provide better visibility of oncoming buses. The stop sign can be considered part of the detailed design work that will follow.</i>
10/17/2006	Gary McKenney, City of Springfield, e-mail comment	Requested verification that he has reviewed the supporting documentation for traffic impacts and his questions have been answered.	<i>Comment noted.</i>
10/18/2006	Don Lutes, written comment	The Franklin Corridor has destroyed the visual aspects of the boulevard by not replacing landscaping.	<i>The landscaping has not been completed along Franklin Blvd. Grass will be planted in the median of the transitways and additional trees will be planted both in the median and along the sides of the street. The project will result in a net addition of trees.</i>

COMMENTS RECEIVED DURING THE COMMENT PERIOD FOR THE PIONEER PARKWAY EmX CORRIDOR ENVIRONMENTAL ASSESSMENT SEPTEMBER 20 TO OCTOBER 20, 2006

10/18/2006	Don Lutes, written comment	Pioneer Parkway is an important open space and it has a unique collection of trees. It provides north/south bike-pedestrian connections. The introduction of guideways within a few feet of the path destroys the usefulness and visual viability of the path.	<i>Maintenance of the green median, and particularly the more mature trees in the median, was a key objective during the alternatives analysis phase of the project. This objective led to a decision to deviate the road toward the school property between Centennial Blvd. and Highway 126. This preserves almost all of the green median in this stretch. The alternative selected also placed the northbound lane adjacent to the median and created separation between the bicycle/pedestrian path and the southbound lane. Under the proposed design, the bicycle/pedestrian path stays in its present location except for some minor adjustments near intersections.</i>
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WRT	1

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Comment
Concerned about loss of parking
Concerned about noise
Concerned about bus not stopping for people that cross the street mid-block
Availability of customer parking is a concern
Likes short-term parking
City parking lot is poorly signed
Open to looking at alternative parking arrangements
Do not support project
Loss of left-turns would impact business thirty to fifty percent
Narrowing of driveway would be bad as it is shared by other businesses
Suggest just improving current bus stops
Support a no-build option
Opposed to eliminating left-turn movements into business as it will impact by twenty percent
Bike path must be saved
Grass and trees must be saved
Likes the option of using the school property to save median trees
Don't want aesthetics of Pioneer Parkway changed for the worse
Supports a TSM treatment as a preferred option
Concerned about fair-market value of acquired property
Alternative 1 is our second choice
Property acquisition would remove landscaping required by the City
Alternative 2 would restrict access and could put us out of business
TSM alternative would provide adequate coverage for all areas
Alternative 1 and Alternative 2 would add pollution and noise
Alternative 2 would restrict emergency response vehicles
Expanding the roadway by eleven-feet is grandiose overkill
No concerns
Property acquisition would impact landscaping
Not concerned about medians on Gateway Street
Traffic signal at Best Buy will benefit his property
Prior experience with LTD at the Downtown Taco Time location was positive
Currently difficult to cross Gateway Street as a pedestrian and in a vehicle
Supports the project
Traffic signal at Postal Way would benefit his property
Concerned that property acquisition may reduce on-site parking
Likes the idea of removing shrubs along Pioneer Parkway West
Concerned that property acquisition may impact on-site circulation
About thirty-percent of residents currently use LTD services
A station nearby will benefit several residents
Would like to see transit service along Pioneer Parkway extended into late evening
Supports the project
Would like a sound wall to shield house from noise
Concerned about relocation of mail boxes and utility meters
Would like to keep existing narrow driveway
Very supportive of proposed system
The project will benefit their business
No concern about loss of property on southern side
Supports the project
May benefit bank business
Does not support the loss of parking outside his residence
Would be okay with inset parking

No concerns with project near his duplexes
Neither alternative will impact access to business
Supports the project
Expansion of right of way will not impact business
Likes the idea of new sidewalks and landscaping in the area
Supports the project
Has two employees that currently have to walk far to catch the bus
Emx service may benefit day schools summer programs
Wants to be sure utility meters are considered during design
No concerns about project
Likes to see that truck access is maintained to property
No concerns about project
Current parking capacity is low and would like to maintain as much as possible
Want to explore joint access with property to the east
Does not support anything LTD does
Supports a mono-rail along I-5
No concerns
No concerns with LTD's project
Currently many vehicle crashes occur at apartment complex driveway
Currently difficult for pedestrians to cross Gateway Street
Would like to see more lighting along Gateway
Supports installation of signal at Postal Way
Loss of left-turn access may be an issue for residents
No impact to property
Likes that access is maintain to property
Is supportive of a station nearby for employees
No concerns about project
Would like to see joint access with property to the east
Concerned about traffic impacts to business
Raised medians in roadway would be worst option for his business
Proposed project won't make existing safety issues around school any worse
A median station will provide a refuge for children crossing Harlow
Left-turn ingress and egress is important for truck delivery to business
Driveway is currently shared with three other businesses
Some concerns about access restrictions
Happy to see front row of trees removed
Not overly concerned about street widening
Installation of traffic signal at Pheasant Blvd. would be welcome
Right of way expansion would impact landscaping and trees
Very important to maintain business sign
Concerns about sign relocation
Supports traffic signal
Loss of property for road-widening would not affect business
Feel that any issues could be worked out with LTD
New business trying to get established
Support transit
Impact to left turn access would be detrimental to business
Not concerned about property loss
Prefer alternative 1 with provisions for left turns
Like current noise barrier of hedge that would be removed
Likes how alternative 2 will reduce illegal activity currently occurring in center turn lane
Left turn access must be maintained

Expanding the right of way is a concern
If roadway is widened the it is important the driveway maintain its current width
Likes the idea of a traffic signal at Pheasant
Not concerned with reduction of left turn access
Parking lot may need to be re-striped to accommodate the loss of property
Some concern about loss of left turn access
Not opposed to project
Supports the development of the EmX system
Any loss of landscaping and parking would be negative for business
Would prefer to maintain existing parking capacity at expense of landscaping
Currently don't have enough off-street parking for apartment complex
There are several residences that rely on transit service
Supports the project
Several residents rely on transit service
There are some disabled residents in the apartment complex that would benefit from the project
Wants to be sure Head Start bus routing coordinates with the project
No concerns about loss of parking

Comment
Stop at Gateway Mall is important
Prefer Alternative 1
Station at Hayden Bridge should be named Rosa Parks Station
Prefer Alternative 2
A transportation solution is needed now in the Gateway area
Prefer Alternative 2
Prefer Alternative 2
Reduce per ride cost to attract more riders
Stations need wind protection
Need to build/ plan for future growth
2 lanes good - 1 lane bad
Just run buses from Springfield Station to International Way
Buses on Harlow and Gateway will just increase traffic problems
Looking forward to improved bus service
Don't see a significant difference between the alternatives
The traffic will be horrific
People hate to ride the bus
Consider least impact on existing residences
Focus on the businesses and reducing their auto trips
First stop on International Way should be closer to Pacific Source
Taxi drop off access needed around stations
A no-build option would not serve the area very well
TSM option is better than no-build, but closer access to system is needed for Pacific Source and OML
Prefer Alternative 1 or 2
Would like to see station on International Way closer to the main entrance to OML

Comment
Thrilled that Pioneer Parkway EmX may open earlier than originally announced

No-build is not an option
The TSM option does not achieve much
More of the project should use dual-lanes except in areas of significant property impacts
Upset about loss of left turn lane
Route on Harlow was removed because of low ridership
Don't want to lose left turns from my residences
Pleased with the development of this project
Many in the neighborhood use the LTD bus system as their primary means of transportation
Would like station at Pioneer Parkway and Hayden Bridge to be named in honor of Rosa Parks
Not sure if this route will attract riders
This project is not needed right now
This project is not needed right now

Comment
Property north of State Police may potentially be used for a park and ride lot for the short-term
Prefer northbound station on Pioneer Parkway East to be on the far side of E Street
No concerns regarding loss of on-street parking as it causes conflicts
Need to maintain standard lane widths on State facilities
Concern that left turns using the EmX lane would slow the EmX service
A connection between Les Schwab and Court Sports parking lots doesn't require City approval
Link between RiverBend Dr. and International Way to be decided soon

Comment
Prefer alternative 1
Prefer leaving street as is and relocating bike path
Would prefer the a station be located between Pacific Source and RiverBend Annex
Chamber supports options that maintain existing access to businesses
Center turn lane is important to property owners - consider using TSM
People use the bus and will benefit from this service
Concern about distance from bike/ ped path to EmX lanes
Concerns about signal locations and their approval by ODOT
Will bus lanes cause travel delays for automobiles
EmX should use couplet configuration near Beltline
Concern about need for this project
Concern about need for this project
Prefer wider sidewalk option
Caution on station placement/ conflict with employee parking lot
Only use EmX service to serve RiverBend and International way

Comment
Concerned about how rapid transit stops will impact traffic flows
Things that interfere with automobile transportation are a concern
Road narrowing can increase the possibility of accidents
Not positive about business and right of way impacts along Gateway and Harlow
Disruption to citizens in the Harlow area was noted

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**BUS RAPID TRANSIT SYSTEM IMPROVEMENTS
FOR THE
PIONEER PARKWAY CORRIDOR
SPRINGFIELD, OREGON**

ENVIRONMENTAL ASSESSMENT

Bus Rapid Transit System Improvements for the Pioneer Parkway Corridor

Prepared in Accordance with the
National Environmental Policy Act of 1969, as amended
42 U.S.C. 4332
and the
Federal Transit Act of 1964, as amended
49 U.S.C. 1601 eq. seq.

By the
Federal Transit Administration
U.S. Department of Transportation

For Rick Krochalis
Regional Administrator

September 2006

Executive Summary

Introduction

This Environmental Assessment (EA) discusses the environmental effects of extending Lane Transit District's Emerald Express (EmX) bus rapid transit (BRT) system into the Pioneer Parkway Corridor from downtown Springfield, Oregon to the Gateway area, north of downtown. The EmX system, including the Pioneer Parkway BRT, is shown in Figure E-1. This EA describes potential impacts and benefits of the two alternatives under consideration for the proposed project: the No-Build Alternative and the Locally Preferred Alternative (LPA). The LPA is illustrated in Figure E-2.

This EA was prepared by the Federal Transit Administration (FTA) in conjunction with LTD in compliance with the National Environmental Policy Act (NEPA) of 1969.

The conceptual long-range plan for the EmX system envisions high-frequency, fast service along five major corridors. Franklin EmX, the initial four-mile segment, which will operate between downtown Eugene and downtown Springfield, is currently under construction, and is scheduled to begin operating in early 2007.

On November 5, 2001, the Springfield City Council unanimously concurred with the EmX Steering Committee's recommendation that LTD move forward with the evaluation of alternatives and project development activities that would extend the EmX system from the downtown Springfield Station north into the Gateway area. On November 19, 2001, through its adoption of Resolution # 2001-041, the LTD Board of Directors directed staff to pursue an extension of the EmX system from the Springfield Station to the Gateway area.

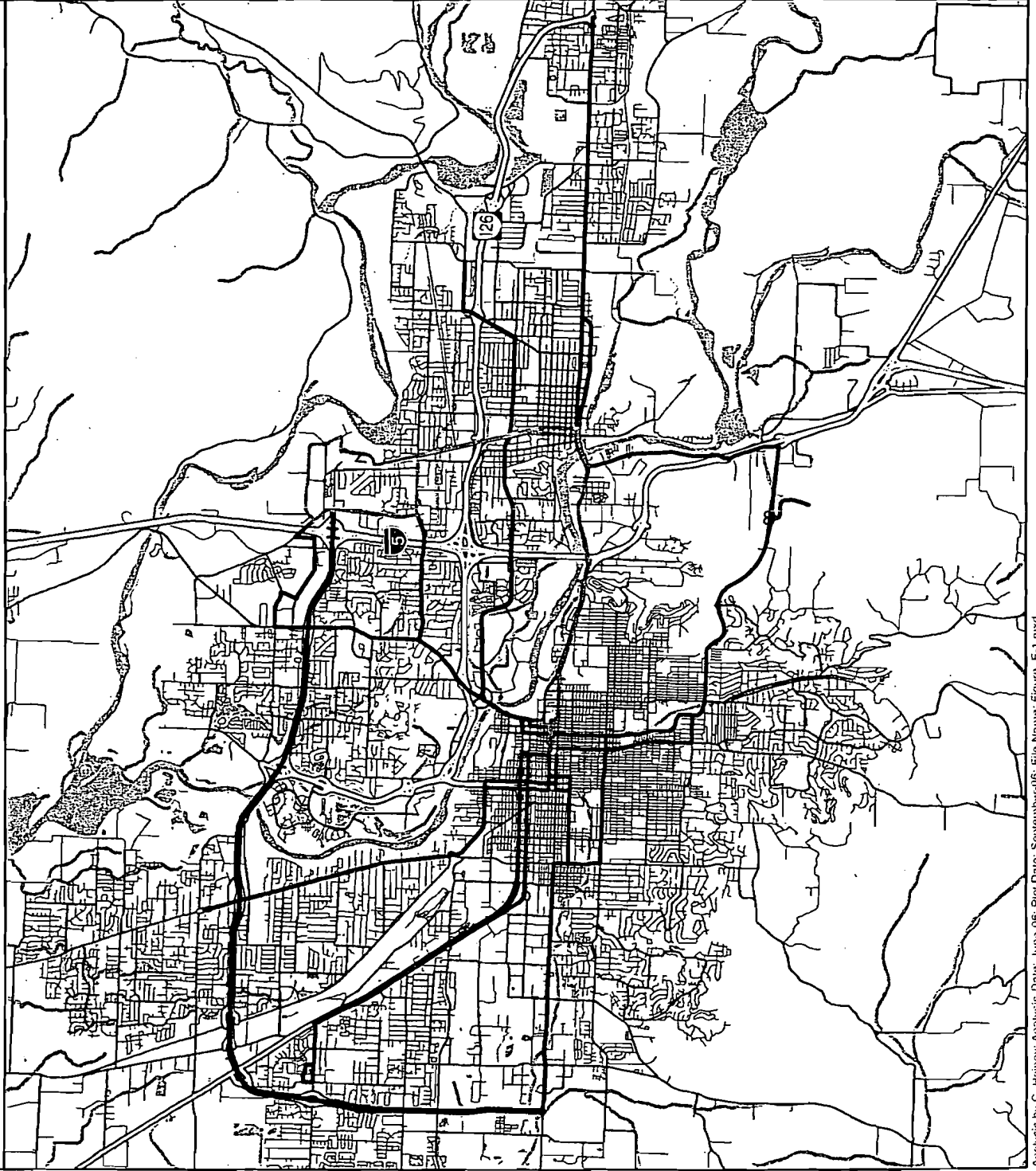
BRT is a rubber-tired transit system that uses a combination of transit lanes, guideways, and traffic priority measures to provide high-frequency, fast and reliable service that emulates light rail, but at a substantially lower cost and with fewer adverse impacts. BRT emerged as the region's preferred strategy through a Major Investment Study (MIS), and during the development of the Eugene-Springfield TransPlan, adopted in 2001. BRT continues to be supported by the 2004 Regional Transportation Plan (RTP). The RTP guides metropolitan transportation system planning, and establishes a framework for participating public agencies to coordinate planning decisions on inter- and intra-jurisdictional transportation.

Purpose and Need for the Action

The purpose of the Pioneer Parkway Corridor Project is to provide a high quality, cost-effective transit improvement in the Pioneer Parkway Corridor that will support the community's land use and transportation goals, improve the efficiency and operation of the transportation system, provide environmental benefits, and reflect community values.

The need for a major transit investment in the Pioneer Parkway Corridor results from: 1) A high level of historic and projected population and employment growth in the Pioneer Parkway Corridor that has strained and will further strain the transportation infrastructure; 2) Increasing levels of traffic congestion and travel delay that result in a deterioration of travel conditions and EmX transit operations; The need for significant improvements in transit service to meet local and state transportation and land use policies.

Figure E-1. LTD BRT System Plan



Pioneer Parkway Corridor

Franklin Corridor

BRT Routes



0 0.5 1 1.5
Miles

Geographic Data Standards:
Projected Coordinate System:
State Plane Oregon South (feet)

Data Sources:
LTD, LCOG

September 2006

This product is for informational purposes
and may not have been prepared for legal,
engineering or surveying purposes.
Users of this information should review or
consult the primary data and information
source to ascertain the usability of this
information.

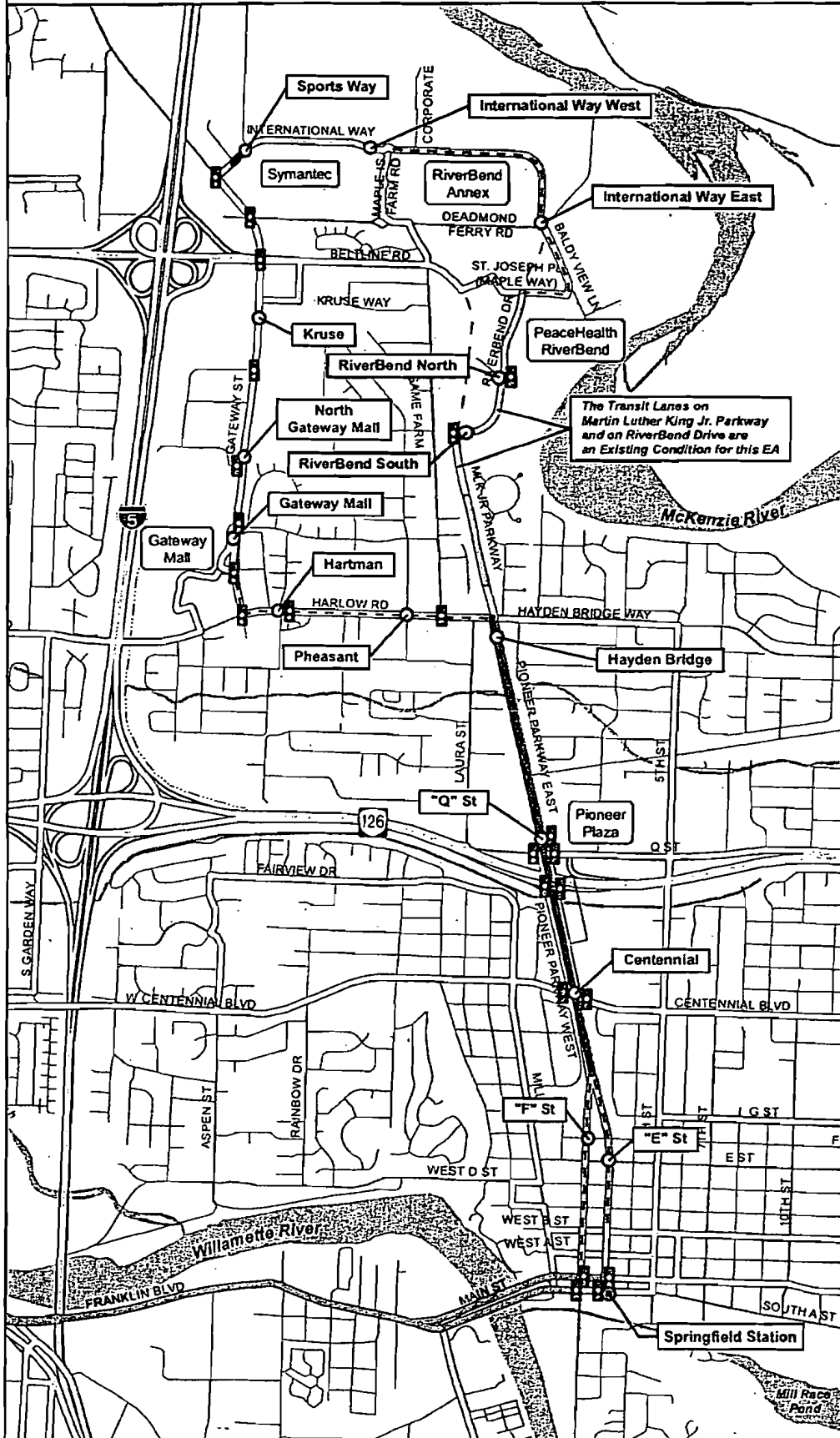
Lane Transit District



Pioneer Parkway



Figure E-2. Pioneer Parkway Corridor Locally Preferred Alternative



LPA: Pioneer Parkway EmX Operating Environment

- Mixed Traffic
- Transit Lane
- Transitway

Stations

- Proposed Stations
- Existing Station

Traffic Signal Priority



LTD Fixed Route Service



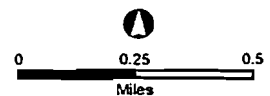
EmX Franklin Corridor



Gaps In Existing Service



The Transit Lanes on Martin Luther King Jr. Parkway and on RiverBend Drive are an Existing Condition for this EA



Geographic Data Standards:
 Projected Coordinate System:
 State Plane Oregon South (feet)

Data Sources:
 LTD, LCOG

September 2006

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Lane Transit District



The Eugene-Springfield region anticipates a high level of population and employment growth over the next two decades. Between 2002 and 2025, congested miles of travel may increase from 4.1 percent to 15.4 percent of total miles traveled. Vehicle miles traveled (VMT) per capita may also increase from 11.46 to 11.75. Such a change would not only increase the cost of travel, but would reduce the efficiency of the region's roadway network.

The Gateway area in north Springfield is one of the most rapidly developing parts of the Eugene-Springfield metropolitan area. Between 1980 and 2002, employment within the Gateway area more than doubled, and the population increased by 12 percent. Employment in this area may double again by the year 2030. The major planned development for this area, the RiverBend complex, will include a major hospital, medical office buildings, commercial and retail uses, residential areas, and assisted living developments. It will house 4,000 employees and 800 residential units. The International Way area in the northern portion of the Gateway area is also expected to have considerable new development over the next 20 years. At full development, this area may house up to 5,000 employees.

The Pioneer Parkway EmX project was identified as the next extension in LTD's EmX system because it provides a cost-effective transit solution for easing the strain of growth on the transportation infrastructure between downtown Springfield and the Gateway area, would slow the deterioration of transit operations resulting from traffic congestion and delay, and would meet the goals of transportation and land use policies. With BRT, the peak hour transit mode share on congested corridors - a key plan performance measure - would increase from 7.9 percent to 10.1 percent. The percentage of drive-alone trips would decrease from 44.21 percent in 2002, to 40.21 percent in 2025. Along with other strategies, BRT will help provide a more balanced transportation system.

Alternative Screening and Selection Process

LTD implemented a five-phased process that progressed from selecting the Pioneer Parkway Corridor as the region's next priority for developing the planned EmX BRT system to selection of the LPA. Following is a brief description of the first four phases of project development that have led to the preparation of this EA, which constitutes the project's fifth phase:

- **Priority Corridor Selection.** During the priority corridor selection phase, which spanned from 2001, the City of Springfield LTD selected the Pioneer Corridor from among three alternatives to be pursued as the region's second EmX BRT corridor.
- **Alternative Alignment Selection.** During the alignment selection phase of project development, which included the project's first Federal Scoping Process, LTD worked with the public, stakeholders and the City of Springfield to narrow the range of possible alignments for the Pioneer Parkway EmX extension. This phase spanned from September 2002 through 2004.
- **Operational Options Selection.** During the operational options selection phase in 2005, LTD developed and applied seven different operational configurations for BRT service and applied them to five segment alignments within the Pioneer Parkway Corridor, ultimately selecting one or more of those operational options for each segment. This phase also included the project's second Federal Scoping Process, which resulted in using

the various operational options and segments to form two distinct BRT alternatives to be evaluated in the project's alternatives analysis.

- **Alternatives Analysis.** Alternatives analysis was used by LTD to analyze and evaluate five alternatives: the No-Build Alternative; the Transportation Systems Management (TSM) Alternative; BRT Alternative 1 and BRT Alternative 2 – the BRT alternatives were the result of the operational options phase and the second Federal Scoping Process. During spring 2006, LTD conducted an extensive public and agency outreach effort as part of the alternatives analysis process to solicit public and agency comments on the proposed EmX project and the technical analyses findings. This phase concluded in May 2006, with the selection of the project's LPA by the City of Springfield, the LTD Board of Directors and the Metropolitan Planning Committee. The LPA was formed by selecting the preferred option for each of the several segments that make up the Pioneer Parkway Corridor Project.

Alternatives Considered in the EA

As a result of the project's alternative's analysis process, this EA evaluates the transportation benefits, environmental impacts and financial implications of two alternatives: the LPA; and the No-Build Alternative.

LPA. Under the LPA, the proposed project would include: 7.8 total new route miles (round trip); 5.2 route miles of exclusive transit right-of-way (4.7 miles would be new); 14 new EmX stations (single median stations or pairs of one-way stations); new transit priority treatments at 23 traffic signals; and four additional BRT vehicles. The capital cost estimates for the LPA in year 2005 dollars would be approximately \$31.255 million. Of that total, approximately \$3.97 million would be associated with the procurement of BRT vehicles. The LPA is projected to cost approximately \$1.054 million to operate and maintain in 2030 (in 2005 dollars), approximately \$239,000 less than the No-Build Alternative, which would cost approximately \$1.293 million to operate annually.

No-Build Alternative. The No-Build Alternative is included in the EA analysis to provide a basis for comparison for the LPA. The corridor's bus route structure would remain similar to the existing system, with some increase in frequency as needed to maintain schedule reliability and avoid peak overloads. There would be no transit capital improvements or expansion of the existing fixed-route bus fleet with the No-Build Alternative.

Financial Considerations

Construction of the Pioneer Parkway LPA is estimated to begin in 2008 and operations of the new Pioneer Parkway EmX are anticipated to begin in 2010. Based upon that proposed construction schedule, LTD estimates that the project cost in inflated year-of-expenditure dollars would be \$36,986,000. The budget for the Pioneer Parkway EmX includes local match (20 percent) of \$3,397,000, which is made up of a \$5.4 million Connect Oregon Grant and \$1,997,000 from the LTD Capital Improvement Program, both of which are fully committed to this project. The proposed Federal share (80 percent) of \$29,589,000 would come from a Section 5309 New/Small Starts funds.

Implementation of the funding plan would depend on successfully obtaining the following:

- Finalizing the cost estimates, based on further engineering and stakeholder negotiations to finalize the major elements of the project design;
- FTA and Congressional Authority; and
- A Full Funding Grant Agreement or its equivalent between LTD and FTA, which would provide sufficient Section 5309 New Starts/Small Starts funds to finance opening day costs of the BRT component (if any) of the LPA.

Environmental Consequences and Mitigation

This EA reports on the potential environmental effects associated with the No-Build Alternative and the LPA. Each of the resources and issues reported on in this EA are summarized below and, unless specifically noted, the No-Build Alternative is not anticipated to cause impacts. A summary of environmental effects and possible mitigation measures also appears in the table at the end of this section.

Transportation

The No-Build Alternative would increase the operating expenditures required to maintain existing levels of transit service.

The LPA would provide increased connectivity and destination options in the project area, while reducing travel times. The LPA would improve or install traffic signals that would enhance vehicular, bicycle, pedestrian and transit safety. It could eliminate a total of 64 on-street parking spaces and 45 off-street parking spaces; however, LTD is committed to working with businesses, residents and the design team to minimize the total number of parking spaces eliminated.

Land Use and Economic Activity

The LPA supports the implementation of the Statewide Planning Goals and the Transportation Planning Rule. It is anticipated that the LPA would have beneficial effects on land use and economic activity by increasing accessibility between two significant nodal development areas in Springfield.

Land Acquisitions, Displacements and Relocation of Existing Uses

The LPA includes partial land acquisitions only, ranging in size from 50 square feet to approximately 16,000 square feet, and resulting primarily from the acquisition of small strips of right-of-way for road widening. It includes no full property acquisitions, and no displacements.

A total of 64 on-street and 45 off-street parking spaces would also be eliminated, however, LTD is committed to working with businesses, residents and the design team to minimize the total number of parking spaces eliminated. The LPA design would not have any impacts to driveway access.

Neighborhoods and Communities

Under the No-Build Alternative, there would not be service along Pioneer Parkway or on Hayden Bridge Road (Harlow Road) between Gateway Street and Pioneer Parkway. Residents along and near Pioneer Parkway could access transit service on 5th Street. All but two of the neighborhood areas considered in this evaluation have rates for transit use that equal or exceed the average rate for the Eugene-Springfield MSA. The No-Build Alternative would not offer improved service to a population that is more transit-dependent than the metropolitan area as whole.

With the addition of BRT, neighborhoods in the corridor would not only have greater access to transit, but also have access to a transit mode that is faster and more dependable than traditional bus service. The addition of public transportation along Pioneer Parkway would allow residents easier access to employment centers and community facilities.

Noise and Vibration

Noise from this project is not expected to increase noticeably, nor is it expected to meet or exceed FTA noise impact criteria.

Air Quality

The LPA is projected to reduce regional VMT when compared with the No-Build Alternative, would result in a reduction of regional air pollution emissions, and would meet regional conformity requirements.

Energy

Compared to the No-Build Alternative, the LPA is estimated to use approximately 79 x 10⁶ Btu less total energy. Additionally, the LPA would reduce fuel use over the No-Build Alternative.

Visual and Aesthetic Qualities

Under the LPA, some existing trees would be removed in the South Segment, and likely in the Martin Luther King Jr. Parkway – International Way Segment. The removal of the trees and potential impacts to visual and aesthetic qualities would range from low to high. Mitigation measures would be employed to avoid tree impacts where practicable and replace trees that are removed.

The introduction of EmX stations, which are larger in footprint and more noticeable than traditional bus stops, may have low to moderate adverse visual impacts. A northbound EmX station is proposed on the corner of Pioneer Parkway East and South E Street; this station is inside the Washburne Historic District. A southbound EmX station is proposed at the corner of Pioneer Parkway West and South F Street; this station is located outside but proximate to the Washburne Historic District boundary. The two EmX stations in this area have been designed to be small in scale and to use natural brown and green colors that blend in with the natural surroundings, thereby, creating no effect to the Washburne Historic District.

Hazardous Materials

A total of 33 sites with recognized environmental conditions are proximate to the proposed LPA alignment. None of the identified sites will be displaced and 4 properties may involve a partial acquisition. To reduce the risk of liability, a Phase I Environmental Site Assessment (ESA) should be completed at each of the acquisition sites.

Historic, Archaeological and Cultural Resources

Along the South Segment, four potentially significant historic resources and the Washburne Historic District have been identified. The LPA, including the station in this District and the station near this District, would not adversely effect the historic district or its resources. The two project stations in this area have been designed to be small in scale and to use natural brown and green colors that blend in with the natural surroundings, thereby, creating no effect to the Washburne Historic District. The LPA would have no effect on the remaining four resources. A February 13, 2006 letter from the Springfield Historic Commission indicates their approval of the project, given the design conditions indicated (Appendix 3-5).

Parklands and Recreation Areas

The sports field complex associated with Hamlin Middle School and Moffitt Elementary School would be affected by the widening of Pioneer Parkway East. In a letter dated February 28, 2006, the School District has indicated that the Moffitt Elementary/Hamlin Middle School grounds do not qualify as a Section 4(f) Resource because these grounds are not considered generally open to the public, nor are they considered a public park or recreation area (Appendix 3-7). With a safe and substantially built barrier between the transit facility and the school grounds, the School District does not anticipate any adverse affect to attributes or use of the property.

Ecosystems

Under the No-Build Alternative, without the proposed improvements of the mass transit system it is anticipated that additional infrastructure (roads and other impervious surfaces) would need to be constructed to accommodate increased traffic volumes. The cumulative effects to wetlands and waterways over time from this type of development could increase stormwater discharge and habitat destruction, thereby increasing pollutant loading and causing harm to these resources.

The impact to wetlands and waterways, vegetation, wildlife, and fisheries caused by increased runoff and pollution could be expected to be less under the LPA than under the No-Build Alternative.

No construction or operational impacts to aquatic species or designated critical habitat are anticipated because none of the species or habitat occurs within the project corridor. Any project effects would not extend to areas occupied by these species. No in-water work or other construction activities would impact the nearby Willamette and McKenzie Rivers containing critical habitat. All stormwater runoff from project areas will be retained and/or treated to meet water quality standards.

Given the location, the type of work proposed, impact avoidance measures, and lack of presence in the project area, no effect on steelhead, Chinook salmon, bull trout or Oregon chub, would occur. No effect on Chinook EFH, or designated critical habitat for steelhead and Chinook

salmon would occur. Effects to Threatened, Endangered and sensitive species are expected to be minimal to none.

Water Quality and Hydrology

It is anticipated that the LPA would decrease vehicular traffic, thereby reducing the generation of pollutants on the roadways. Along with the likely addition of stormwater quality treatment facilities, the LPA's anticipated decrease in pollutant loading would reduce overall water quality impacts in the corridor to a level below those anticipated as a result of the No-Build Alternative.

Evaluation of Alternatives

LTD evaluated the effectiveness, equity and major trade-offs for the No-Build Alternative and the LPA for the Pioneer Parkway Corridor. Evaluation of the effectiveness of the Pioneer Parkway Corridor was based on six criteria (described in greater detail in Chapter 6). Key findings of this evaluation include:

- The LPA would result in 10,240 residential units that would have quarter-mile access to a transit stop in 2025, compared to 9,840 residential units under the No-Build Alternative.
- The LPA would result in 21,260 jobs in 2025 that would have quarter-mile access to a transit stop, compared to 20,610 jobs under the No-Build Alternative.
- The average percentage reduction of in-vehicle transit travel times with the LPA would be 33.4% compared to the No-Build Alternative.
- By providing approximately 5.2 miles of exclusive transit right-of-way, transit service in the Pioneer Parkway corridor under the LPA would tend to operate more quickly and more reliably than under the No-Build Alternative.
- Under the No-Build Alternative there would be approximately 2,730 rides originating in the corridor on an average weekday in 2030, compared to approximately 3,890 rides under the LPA, an increase of approximately 1,160 rides, constituting a 42.5% increase.
- The LPA would be the least costly to operate, with annual corridor operating costs in 2030 of approximately \$1.05 million (2005 dollars), compared to the No-Build Alternative, which would cost approximately \$1.2 million to operate per year, a savings of approximately \$238,900 per year.

Social equity is a measure of the adverse impacts and benefits of the project to minority and low-income neighborhoods and the provisions of LTD's Disadvantaged Business Enterprise (DBE) program for contracts that would be used to construct the project. Key findings include:

- According to the 2000 US Census, 10 out of 12 neighborhoods in the Pioneer Parkway Corridor have percentages of their population that are minority, Hispanic and/or low-income that are greater than the regional average.
- There would be no significant noise and vibration impacts.
- The LPA would reduce regional VMT when compared with the No-Build Alternative and would result in a reduction of regional air pollution emissions.

- LTD administers a Federal DBE program consistent with the policies and requirements set forth in 49 CFR Part 23.

The project alternatives were evaluated for significant trade-offs between the alternatives as well as benefits of one alternative over the other. Key findings include:

The No-Build Alternative would:

- avoid the expenditure of approximately \$31.3 million (2005 dollars) in capital expenditures to construct EmX improvements and to buy BRT vehicles associated with the LPA.

LPA would:

- avoid inconsistencies with local land use plans that call for constructing a BRT system connecting major activity centers in the Pioneer Parkway Corridor that would occur with the No-Build Alternative;
- save \$238,900 in annual operating costs that would occur under the No-Build Alternative;
- reduce in-vehicle and total transit travel times between select major activity centers by an average of 33.4 percent and 30.4 percent, respectively,
- increase average weekday P.M. peak period transit mode share from the corridor's three major activity centers by 0.19 to 2.28 percentage points,
- add 4.7¹ lane miles of exclusive right-of-way for transit use resulting in 9,660 average weekday transit passenger miles in the corridor that would use that exclusive transit right-of-way,
- increase corridor transit ridership by 42.5 percent (an additional 1,160 linked trips),
- increase average weekday corridor place miles and passenger miles by 66.0 percent and 75.4 percent, respectively.
- the LPA would avoid inconsistencies with local land use plans that call for constructing an EmX system connecting major activity centers in the Pioneer Parkway Corridor and the expenditure of an additional \$238,900 in annual operating costs that would occur under the No-Build Alternative; while the No-Build Alternative would provide no significant benefit to transit operations and service in the corridor.

Summary of Impacts and Mitigation

The following table summarizes impacts, benefits and possible mitigation measures associated with the No-Build Alternative and the LPA under consideration for the Pioneer Parkway Corridor.

¹ The No-Build Alternative includes 0.5 miles of exclusive right-of-way. The LPA adds an additional 4.7 miles for a total of 5.2 miles of exclusive right-of-way.

Summary of Impacts, Benefits and Mitigation Measures of the No-Build Alternative and the LPA in the Pioneer Parkway Corridor

Technical Discipline	Potential Impacts		
	Adverse	Beneficial	Possible Mitigation
Air Quality			
No-Build	None	None	None required
LPA	None	Expected to reduce regional VMT and result in reduction of regional air pollution emissions	None required
Noise & Vibration			
No-Build			
LPA	None	None	None required
Transportation – Vehicular			
No-Build			
LPA	None	None	None required
Transportation – Non-vehicular, Vehicular (Transit, Pedestrian, Bicycle, Parking, Freight, Emergency Services)			
No-Build	Increased operating expenditures required to maintain existing level of transit service.	Transit would be added to serve the new medical facility at RiverBend	None required
LPA	A total of 64 on-street parking spaces and 45 off-street parking spaces would be eliminated.	<ul style="list-style-type: none"> o Existing LTD routes in the area will be redesigned to provide increased connectivity and destination options. o BRT build alternatives are projected to offer reduced travel times. o Existing traffic signals will be improved or new traffic signals or other transit-actuated traffic controls will be installed to enhance vehicular, bicycle, pedestrian and transit safety. 	Conduct further analysis of LPA operations with project design team to determine if possible to retain parking through alignment changes.
Land Use and Economics			
No-Build	<ul style="list-style-type: none"> o Does not offer the basis for future nodal development within the corridor. o Does not implement the policies found in local, regional and state plans. 	None	None required
LPA	Loss of up to 64 on-street parking spaces and 45 off-street parking spaces could have adverse economic impacts on businesses	<ul style="list-style-type: none"> o Provides a basis for future nodal development within the corridor, particularly in the RiverBend area. o Permanence of stations will help promote compact, pedestrian-oriented development reinforcing ridership and implementing state and regional goals to minimize impacts to farms. 	<ul style="list-style-type: none"> o Avoid parking loss through redesign, where feasible. o Replace parking if necessary and where feasible.
Energy			
No-Build	None	None	None required

Summary of Impacts, Benefits and Mitigation Measures of the No-Build Alternative and the LPA in the Pioneer Parkway Corridor

Technical Discipline	Potential Impacts		Possible Mitigation
	Adverse	Beneficial	
LPA	None	<ul style="list-style-type: none"> LPA would save approx. 67,280 gallons of gasoline and 77,430 gallons of diesel compared to No-Build Alternative LPA would use approximately 79×10^6 Btu less total energy 	None required
Utilities			
No-Build	None	None	None required
LPA	None	None	None required
Neighborhoods and Communities			
No-Build	<ul style="list-style-type: none"> Limited potential for sufficient mode shifts away from motor vehicle travel to transit to improve congested conditions 	None	None
LPA	<ul style="list-style-type: none"> During construction, temporary short-term impacts could result from increased traffic, noise, vibration, and dust during construction as well as reduced access. Mature vegetation, including trees, would be removed from some areas to accommodate construction of the project 	LPA could increase connectivity between existing and future neighborhoods, and existing employment areas, services, community facilities and commercial areas (e.g., Hamlin Sports Complex, Gateway Mall, International Way, Meadow Park) as well as newly established areas, such as RiverBend.	<ul style="list-style-type: none"> Special construction signage and advertising and promotions will be used to maintain businesses' customer base during construction and to inform neighborhood residents of construction timing. Replace vegetation where applicable.
Acquisitions & Displacements			
No-Build	None	None	None required
LPA	<ul style="list-style-type: none"> 35 partial acquisitions totaling approximately 2.7 acres. The potential acquisitions are not anticipated to result in significant cumulative effects. The anticipated acquisitions are along existing roadways and will not result in any business or residential displacements or loss of shoulders or sidewalks used by pedestrians, bicycles, or in emergency situations. 64 on-street parking spaces and 45 off-street parking spaces would be eliminated 	None	<ul style="list-style-type: none"> In final design considerations, use existing right-of-way wherever possible, and if operationally feasible, use a single, bi-directional lane to minimize land acquisition. Avoid parking loss through redesign, where feasible. Replace parking if necessary and where feasible.
Visual and Aesthetic Qualities			
No-Build	None	None	None required

Summary of Impacts, Benefits and Mitigation Measures of the No-Build Alternative and the LPA in the Pioneer Parkway Corridor

Technical Discipline	Potential Impacts		Possible Mitigation
	Adverse	Beneficial	
LPA	<ul style="list-style-type: none"> o Tree removal, introduction of new transitways, and construction of new EmX stations could negatively affect the visual quality of the Pioneer Parkway median, south of Highway 126. o Potential low to moderate level of impact associated with changes to Pioneer Parkway median north of Highway 126. 	None	<ul style="list-style-type: none"> o Use appropriate context sensitive design for new EmX stations and street landscaping based on local design standards to avoid or minimize impacts. o Replace vegetation where applicable.
Historic, Archaeological & Cultural Resources			
No-Build	None	None	None required
LPA	None	Beneficial effects may include improved access to Washburne Historic District and its historic resources.	None required
Parklands and Recreation Areas			
No-Build	None	None	None required
LPA	Acquisition of a strip of land from the Moffitt Elementary School and Hamlin Middle School sports field complex	None	<ul style="list-style-type: none"> o Construct a safe and substantial barrier between transit facility and school grounds
Ecosystems			
No-Build	None	None	None required
LPA	<ul style="list-style-type: none"> o Removal of approximately 166 trees along Pioneer Parkway between F Street and Hayden Bridge Way (Harlow Road) o Net new impervious area is approximately 211,000 square feet 	Decreased traffic volumes would result in less need for new infrastructure improvements and ultimately fewer impacts to wetlands, waterways, vegetation, wildlife and fisheries compared to the No-Build Alternative	<ul style="list-style-type: none"> o All stormwater runoff from project areas will be retained and/or treated to meet water quality standards o No in-water work would occur where listed fish are present o BMPs would be used to control water quality impacts
Water Quality & Hydrology			
No-Build	None	None	None required
LPA	Net new impervious area is approximately 211,000 square feet potentially increasing the volume and rate of stormwater runoff, and decreasing infiltration during storm events.	Addition of stormwater quality and detention facilities could improve groundwater infiltration and water quality.	<ul style="list-style-type: none"> o All stormwater runoff from project areas will be retained and/or treated to meet water quality standards o BMPs would be used to control water quality impacts

Summary of Impacts, Benefits and Mitigation Measures of the No-Build Alternative and the LPA in the Pioneer Parkway Corridor			
Technical Discipline	Potential Impacts		Possible Mitigation
	Adverse	Beneficial	
Hazardous Materials			
No-Build	None	None	None required
LPA	The LPA would require the disturbance of subsurface material during construction and may require the partial acquisition of property that contains recognized environmental conditions.	Because any discovery of a hazardous material during construction is likely to be remediated, development of the LPA could result in reduced hazardous materials exposure to the general public.	<ul style="list-style-type: none"> o A Phase II Environmental Site Assessment may be required as part of due diligence to further evaluate the presence of hazardous substances and/or petroleum hydrocarbons on property that would be partially acquired as part of the LPA. o Level of potential exposure to hazardous material could be minimized through a soil management plan. o Direct short-term impacts should be mitigated during construction activities. Mitigation actions will vary depending on site conditions, the nature and extent of contamination, the affected media, and potential receptors. o An environmental response contingency plan should be used to help mitigate indirect impacts from potential releases of hazardous substances and petroleum products.
Soils & Geology			
No Build	None	None	None required
LPA			

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: November 15, 2006

ITEM TITLE: EmX STEERING COMMITTEE APPOINTMENT

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Approve appointment of Tammy Fitch as an at-large member of the EmX Steering Committee

BACKGROUND: The EmX Steering Committee (formerly called the BRT Steering Committee) was formed in 1998 to provide guidance on EmX system development. The Committee reviews major EmX issues, such as corridor selection and corridor design, and makes recommendations on those issues to the LTD Board, the two City Councils, and the County Board. The Steering Committee includes representation from the City of Eugene, City of Springfield, Lane County Board of Commissioners, and the Oregon Department of Transportation. There are also three LTD Board representatives and three at-large positions.

Councilor Tammy Fitch is currently the Springfield representative on the Steering Committee. Since her tenure on the City Council will end at the end of the year, she will be replaced as the Springfield representative by another City Councilor. Staff recommend appointing Ms. Fitch as an additional at-large member of the committee once her role as the official Springfield representative terminates.

Ms. Fitch has been a tremendous asset to EmX system planning. Her combination of experience with the City of Springfield, LTD (former Board member), and the business community provides her with a unique blend of experiences and expertise that are very beneficial to EmX discussions. Her continued participation with EmX would be very valuable. Ms. Fitch has said that she would be very interested in continuing to participate on the Committee.

ATTACHMENTS: None.

PROPOSED MOTION: I move adoption of Resolution 2006-038: Resolved, that the LTD Board of Directors approves the appointment of Tammy Fitch as an at-large member of the EmX Steering Committee.

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EmX Technical Advisory Committee (TAC)

October 16, 2006
Meeting Notes

Attendance:

Celia Berry, Lane County
Tom Schwetz, Lane Council of Governments
Tom Boyatt, City of Springfield
Len Goodwin, City of Springfield
Chris Henry, City of Eugene
Emily Proudfoot, City of Eugene
Jane Lee, Oregon Department of Transportation (ODOT)
Ed Moore, Oregon Department of Transportation (ODOT)
Mike Spaeth, Oregon Department of Transportation (ODOT)
Graham Carey, Lane Transit District
Dan Tutt, Lane Transit District
Stefano Viggiano, Lane Transit District

1. Pioneer Parkway EmX

Graham Carey provided an overview of the Locally Preferred Alternative (LPA) and summarized the Environmental Assessment (EA) report.

Questions and comments:

- Have parking concerns on Pioneer Parking East and West been addressed? (Tom Boyatt)

LTD response: Yes. On-street parking has been retained on Pioneer Parkway East between Main and North "A" Streets and a parking bay will be added on Pioneer Parkway East between "E" and "F" Streets. Those are the two locations where the loss of parking created a concern for adjacent property owners.

- Centennial Blvd. & Pioneer Parkway and "Q" Street & Pioneer Parkway are congested intersections and may not be able to accommodate any additional green time for transit. (Mike Spaeth)

LTD response: Transit signal priority is evaluated on an intersection-by-intersection basis. Some intersections may not be able to accommodate transit priority. The signal phasing at the "Q" Street and Pioneer Parkway intersection may have to be modified to accommodate EmX or a separate EmX phase will need to be added.

- ❑ The signage for lane designations at Pioneer Parkway and Highway 126 will need to be altered to accommodate EmX. (Mike Spaeth, Jane Lee)

LTD response: This issue will be addressed as part of future design work.

- ❑ The lane markings on the Environmental Assessment (EA) drawings at Pioneer Parkway and Highway 126 are incorrect. They indicate turns available from only one lane, while two lanes are allowed to make left turns. (Mike Spaeth)

LTD response: This will be corrected in future drawings.

- ❑ Accepting mixed-traffic operations on Harlow Road and Gateway Street could set a precedent for future corridors. Mixed-traffic operation will impact travel time and reliability. (Chris Henry)

LTD response: Concern regarding precedent is understood. LTD's intent is to continue to pursue exclusive treatment on Harlow Road and Gateway Street as part of ongoing studies of that area, as well as during redevelopment.

- ❑ Request that LTD provide information on the City of Springfield and Lane County review and approval meetings on the LTD Web site. (Ed Moore)

LTD response: We will add this information to the Web site.

- ❑ A combination bicycle/pedestrian path on International Way may not be preferred by some cyclists. Will cyclists be able to ride on the street? It may be wise to create a differentiation in the path to separate pedestrians from bicyclists. (Ed Moore, Fred Tepfer)

LTD response: We can look at options that segregate pedestrians and bicyclists as part of the detailed design that will follow. Bike use of streets is generally allowed and would likely be allowed on International Way, even if there were a separate bike path.

- ❑ The crossing of the bike path and the EmX lane just north of "F" Street needs to be designed carefully. ODOT recommends a stop sign for cyclists. (Ed Moore)

LTD response: The design calls for the bike/pedestrian path to cross EmX at a 90-degree angle to provide better visibility of oncoming buses. The stop sign can be considered as part of the more detailed design work that will follow.

- ❑ Will the roundabout on International Way be able to accommodate the EmX vehicle?

LTD response: Forty-foot buses use that roundabout now, and the 60-foot articulated buses have a smaller turning radius than the 40-footers.

2. Third EmX Corridor Selection

Stefano Viggiano provided an update regarding the selection of the third EmX corridor. It was reported that the Eugene City Council has selected West 11th Avenue to be the next EmX corridor to study. The EmX Steering Committee will discuss that recommendation on October 17, 2006, and the LTD Board of Directors will decide whether to endorse that corridor selection on October 18, 2006. In general, the TAC members supported the corridor that has been recommended.

3. Franklin EmX Update

Stefano Viggiano provided an update of the status on the Franklin EmX Corridor, the first bus rapid transit corridor. The scheduled service start date of December 17, 2006, will likely be delayed two to four weeks due to a delay in the delivery of the EmX vehicles.

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AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: DECEMBER 2006 EMPLOYEES OF THE MONTH

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

BACKGROUND: **December 2006 Employees of the Month:** Bus operators Del and Carol Allred were selected as the December 2006 Employees of the Month. Del and Carol have been bus drivers for LTD for more than 11 years and 10 years, respectively. Both were nominated by a rider who reports that they are always in good humor and very nice to all passengers; and that it is, “always a pleasure to ride the bus.”

Carol has been nominated for the Employee of the Month on numerous occasions. She worked tirelessly representing her co-workers as the Union Executive Board Officer for three years, and currently serves on the Safety Committee. She has earned her Safe Driving Award for eight years.

This is the second time Del has been honored as the Employee of the Month and the tenth time he has been nominated. Del has an excellent attendance record and the service he provides to customers is stellar. He has earned his Safe Driving Award for eleven consecutive years and is responsible for the clever safety and motivational posters located around the District. He has also been honored with the General Manager’s Award for Excellence.

Del is the official articulated bus trainer and will be training the operators on the new articulated buses for the EmX project. Prior to working for LTD, he worked for a transit company in Spokane where he gained his experience with articulated buses. He also worked in Seattle for their paratransit system, which is similar to our RideSource. He was instrumental in starting the Rodeo at LTD, winning the state championship in Seattle, and winning the Greenhorn division as a part-time employee for LTD.

When asked to comment on Del and Carol’s selection as Employees of the Month, Supervisor Charlett Sessions said:

It has been such a pleasure to work with Carol. She is truly a friend to all who cross her path. She is always willing to go the extra mile in the service she provides to her customers and co-workers. Carol is known for her kindness and compassion and is admired and respected by all her fellow employees. I cannot think of anyone who deserves this recognition more than Del and Carol. The two of them set a great example for all of us in the professional and compassionate way they perform their jobs.

Supervisor Rick Thompson adds:

Del comes to work with an attitude that lifts everyone’s spirits—both his co-workers and his customers. He is very in tune with his

customers' needs, and goes the extra mile to make their experience with LTD a positive one. Del is an excellent choice for the Employee of the Month and is a great representative of our company. He will have to deal with sharing the limelight with his wife, Carol. They are both very deserving of this award.

Our congratulations to Del and Carol on their selection as the December 2006 Employees of the Month!

AWARD:

Del and Carol will attend the November 15, 2006, meeting to be introduced to the Board and receive their awards.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** November 15, 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. **Annual Performance Report:** Staff will prepare an annual performance report to present to the Board during the fall or winter of 2006.
 - B. **EmX Updates:** Information about the EmX opening will be presented at each Board meeting this fall, beginning in September 2006.
 - C. **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.
 - D. **Discount Token Program Report:** Staff will provide an update on the use of funds provided by the City of Eugene as part of their agenda addressing the homeless. Additional agencies have been added during the first six months of the program and amounts purchased have varied widely.
 - E. **Annual Notification to Private Charter Operators:** Staff will report on any responses to the annual charter notification required by the Federal Transit Administration.
 - F. **Debt Financing:** Additional action may be required to finalize debt financing of new vehicles.
 - G. **FY 2007-08 Service Recommendation:** Public hearings on proposed changes to routes and schedules will be scheduled for February 12 and March 12, 2007. The Board will be asked to approve the final recommended service package at the March 14, 2007, regular Board meeting.
 - H. **FY 2007-08 Pricing Plan:** Public hearings on any proposed changes to the pricing plan will be scheduled for February and March, 2007, with final approval at the March 14, 2007, regular Board meeting.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** November 15, 2006
- ITEM TITLE:** APPROVAL OF SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2006-2007
- PREPARED BY:** Diane Hellekson, Director of Finance and Information Technology
- ACTION REQUESTED:**
- Hold a public hearing.
 - Approve the resolution adjusting the FY 2006-2007 General Fund, Commuter Solutions Fund, Accessible Services Fund, and Capital Projects Fund budgets as described below.

BACKGROUND: In order to make up for delayed receipt of anticipated grant proceeds, the Board, at its June 21, 2006, meeting, approved Resolution No. 2006-022 authorizing an interfund loan of up to \$250,000 from the General Fund to the Commuter Solutions Fund. This action was required in compliance with Oregon Budget Law. The repayment of this loan now requires supplemental budget action in the 2006-07 fiscal year.

In addition, Resolution No. 2006-022 authorized an interfund loan of up to \$184,000 from the General Fund to the Accessible Services Fund. This action was required to comply with Oregon Budget Law in order to fund the prepayment of FY 2006-2007 local share of a developmentally disabled grant as required by the intergovernmental agreement for the grant. Because the authorization of the loan required supplemental budget action, the repayment now also requires supplemental budget action.

Repair work to the Thurston Station that was originally scheduled for June 2006 was delayed until July 2006. This work was anticipated in the experience estimates for FY 2005-2006. It is now necessary to include the \$110,000 expense in the FY 2006-2007 materials and services budget.

Finally, delays in the appropriation by Congress of grant funds will necessitate a short-term loan to provide funds for the 20 replacement buses due to arrive in December. Borrowing authority for this purpose was approved by the Board in December 2005. Appropriations for principal and interest are now required in order to repay this loan when Congressional action is taken.

RESULTS OF RECOMMENDED ACTION:

The FY 2006-2007 Adopted Budget will be modified for the noted changes and the annual independent audit of fiscal year 2006-2007 will not note budget anomalies.

ATTACHMENTS:

LTD Resolution No. 2006-037

PROPOSED MOTION:

I move approval of Resolution No. 2006-037, which amends the LTD fiscal year 2006-2007 budget as represented in the resolution.



Lane Transit District

Pioneer Parkway EmX Corridor Environmental Assessment Open House Summary October 3, 2006

Lane Transit District conducted a public open house on Tuesday, October 3, 2006, at the City of Springfield Library Meeting Room to provide an opportunity for the public to review and comment on the Pioneer Parkway EmX Environmental Assessment (EA).

A notice was published in *The Register-Guard* on Wednesday, September 20. A postcard (see attached) was mailed to approximately 7,000 property and business owners regarding the availability of the EA for review, public comment period, and the date of the open house. In addition, a Notice of Availability letter was sent to individuals that expressed interest in the project. The EA is available for review at the Springfield Library, Springfield City Manager's office, Eugene Public Library, and LTD Glenwood administrative offices. The EA also can be viewed on the Web at www.ltd.org.

At the open house, approximately 14 community members attended (see attached sign-in sheet), along with City of Springfield staff from Transportation, Economic Development, and the Fire Department. A sign language and Spanish language interpreter were available for assistance at the meeting.

A copy of the EA was available for review, along with the Executive Summary, as a handout. Comment forms were distributed to attendees.

LTD did not receive written comments at the open house. Discussions with staff raised issues that were not directly related to the EA. The general issues discussed at the meeting included:

- Wanting more fixed-route service in various areas of Springfield.
- A question about the type of art that may be incorporated at EmX stations.
- Concerns about how employees will get to the new RiverBend Hospital when it opens.
- Questions regarding pedestrian movements around the Martin Luther King Jr. Parkway roundabout.
- Discussion with City of Springfield Fire and Life Safety Marshall, Al Garrard, about managing incidents in the exclusive EmX facilities. He was informed by LTD staff that fire and life safety issues take precedent over EmX service and that the EmX vehicles would be rerouted around an incident. He indicated that this will meet the department's needs.

A Technical Advisory Committee (TAC) meeting is scheduled for Monday, October 16.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 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: October 2006 Performance Report
September 2006 RideSource Activity and Productivity Report

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: November 15, 2006

ITEM TITLE: PIONEER PARKWAY EmX CORRIDOR APPROVAL

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Approve the Pioneer Parkway EmX Corridor.

BACKGROUND: The Pioneer Parkway EmX project is scheduled for approval this month. The Springfield City Council and the Lane County Commissioners are expected to approve the project on Monday, November 6, 2006 and Wednesday, November 8, 2006, respectively. With approval by those two bodies and approval by the LTD Board of Directors, the project would be advanced into the final design and engineering stage and eventually, into construction. Under the current schedule (assuming federal funding approval) service on the Pioneer Parkway corridor would start in late 2009 or 2010.

The corridor design that is proposed is virtually identical to the one that was selected as the "Locally Preferred Alternative" by the Springfield City Council, the LTD Board of Directors, and the Metropolitan Policy Committee (MPC) last spring. The attached information provides additional detail on the corridor design, information on the planning process, and on comments received during the Environmental Assessment (EA) comment period.

The EmX Steering Committee reviewed the proposed Pioneer Parkway EmX project and unanimously recommends its approval.

ATTACHMENTS: 1. Memorandum that provides information on the Pioneer Parkway corridor planning process (with attachments).

PROPOSED MOTION: I move adoption of Resolution 2006-039: Resolved, that the LTD Board of Directors approves the Pioneer Parkway EmX for advancement to final design and engineering.



November 15, 2006

MEMORANDUM

TO: LTD Board of Directors
FROM: Stefano Viggiano, Assistant General Manager
RE: Pioneer Parkway EmX

Lane Transit District is requesting approval from the Springfield City Council on Monday, November 6, 2006, and the Lane County Board of Commissioners on Wednesday, November 8, 2006, for the Pioneer Parkway EmX project. The LTD Board of Directors is requested to approve the Pioneer Parkway EmX project on Wednesday, November 15, 2006.

This action is the culmination of many work sessions, public hearings, and other meetings regarding the project that have been held since the corridor was selected in 2001 by unanimous votes of the Springfield City Council and the LTD Board of Directors. This project approval request also follows the extensive public outreach that occurred during the five years since the corridor was selected. LTD has had extensive direct contact with many property owners, business owners, and residents who may be affected by the project, in addition to more traditional public outreach efforts including mailings, open houses, and posters.

The design of the EmX corridor that the Board is asked to approve this evening is identical to the design that the Board approved as the Locally Preferred Alternative (LPA) on April 26, 2006. You may recall that the LPA was determined following extensive public comment, and that the LPA design--particularly the mixed-traffic operation on Gateway Street and Harlow Road, was the direct result of that public comment.

If approved, the project will advance to the design and engineering stage. During this phase LTD staff will work closely with partner agencies and the public to make detailed design decisions.

Project Status

The Federal Transit Administration (FTA) authorized LTD to publish the Pioneer Parkway EmX Environmental Assessment (EA) on September 14, 2006. LTD opened the comment period for the EA from September 20 to October 20, 2006. During the comment period, LTD:

- Mailed approximately 7,000 postcards to property owners, business owners, and residents in the corridor, advertising a public open house, the availability of the EA for review, and soliciting comments (attached).
- Published notice in the local newspapers regarding the availability of the EA for review.
- Held a public open house on October 3, 2006, that was attended by approximately 14 individuals (summary attached).
- Provided copies of the EA for public viewing at the Springfield Library, the City Manager's office at Springfield City Hall, the Eugene Library, and the LTD Administration office. An electronic version is available on LTD's Web site, at www.ltd.org. A copy of the Executive Summary is attached.

- Sent CD copies of the EA to interested parties and members of the Technical Advisory Committee (TAC).
- Held a Technical Advisory Committee (TAC) meeting on October 16, 2006 (summary attached).
- Held a meeting of the EmX Steering Committee on October 17, 2006. The committee recommended approval of the Pioneer Parkway EmX corridor to the Springfield City Council, the LTD Board of Directors, and the Lane County Board of Commissioners.

Public Comments

There were relatively few comments submitted during the comment period. A matrix, summary of comments, and responses are attached. Comments were made on the following issues:

- The loss of the median open space and landscaping
- Bike lanes along International Way
- Parking impacts on Pioneer Parkway East and West between Main Street and North "A" Street
- Multi-modal paths crossing the EmX lane

LTD staff have coordinated closely with the City of Springfield, the Oregon Department of Transportation (ODOT), and the Environmental Resource Agency to evaluate possible impacts to the environment. No significant environmental issues were raised. Consequently LTD will request that the FTA issue a Finding of No Significant Impact (FONSI) for the project.

TIMELINE

If the project is approved this month, design work would begin in early 2007. Construction of the Gateway Mall Station could occur as early as 2007 using *ConnectOregon* funds. Full construction is not expected to start until 2008, with service beginning in late 2009 or early 2010.

SV/kp

LANE TRANSIT DISTRICT RESOLUTION NO. 2006-037

Be it resolved that appropriations for the FY 2006-2007 budget adopted by the Board of Directors be adjusted as indicated below.

Summary of Supplemental Budget

	Adopted	Increase (Decrease)	Amended
General Fund			
Changes in Appropriations			
Materials and Services	7,990,700	110,000	8,100,700
Working Capital Reserves	3,854,500	<u>434,000</u>	4,288,500
Increase in Appropriations - General Fund		<u>544,000</u>	
Additional Resources			
Beginning Working Capital	6,413,800	110,000	6,523,800
Transfer from Commuter Solutions Fund	-	250,000	250,000
Transfer from Accessible Services Fund	-	<u>184,000</u>	184,000
Increase in Resources - General Fund		<u>544,000</u>	
Commuter Solutions Fund			
Changes in Appropriations			
Transfer to General Fund	-	<u>250,000</u>	250,000
Increase in Appropriations - Commuter Solutions Fund		<u>250,000</u>	
Additional Resources			
Beginning Working Capital	180,500	250,000	430,500
Increase in Resources - Commuter Solutions Fund		<u>250,000</u>	
Accessible Services Fund			
Changes in Appropriations			
Transfer to General Fund	-	<u>184,000</u>	184,000
Increase in Appropriations - Commuter Solutions Fund		<u>184,000</u>	
Additional Resources			
Beginning Working Capital	-	184,000	184,000
Increase in Resources - Commuter Solutions Fund		<u>184,000</u>	
Capital Projects Fund			
Changes in Appropriations			
Debt Service	-	3,160,000	3,160,000
Capital Reserves	3,534,700	<u>(3,160,000)</u>	374,700
Increase in Appropriations - Capital Projects Fund		<u>-</u>	

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

Board President

AGENDA ITEM SUMMARY

DATE OF MEETING: November 15, 2006

ITEM TITLE: TERRY PARKER HONORED BY PEARL BUCK CENTER

PREPARED BY: Andy Vobora, Director of Service Planning, Accessibility, and Marketing

ACTION REQUESTED: Information Only

BACKGROUND: Terry Parker, the District's accessible services manager, was recently honored by The Pearl Buck Center with the Elisabeth (Lisl) Waechter Award. This annual award recognizes an individual who is committed to serving people with physical, emotional, or developmental disabilities.

Terry has been instrumental in the development of LTD's model paratransit service, RideSource, and has brought a new level of understanding of accessible services to LTD. Terry joined LTD in 2001, but worked previously as the District's RideSource contract manager through Lane Council of Governments for many years.

This comment from the Pearl Buck Center's Annual Report sums up Terry's commitment and quality service: "She does everything she can to ensure that not only our preschool children, but all adults and seniors with challenges can be a part of the community. Terry personifies Lisl's vision, and we extend her our respect and gratitude."

RESULTS OF RECOMMENDED ACTION: None

ATTACHMENT: None

PROPOSED MOTION: Information only.

AGENDA ITEM SUMMARY

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DATE OF MEETING: November 15, 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