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Public notice was given to *The Register-Guard* for publication on January 11, 2007.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, January 17, 2007
5:30 p.m.**

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Eyster _____ Gaydos _____ Kortge _____ Ban _____

Davis _____ Evans _____ Dubick _____

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

- | | |
|---|----|
| III. PRELIMINARY REMARKS BY BOARD PRESIDENT | |
| IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA | 04 |
| V. BOARD CALENDARS (5 minutes) | 05 |
| VI. DESIGNATION OF LTD NEGOTIATION TEAM (5 minutes) | 06 |
| VII. EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660(2)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations (50 minutes) | 08 |

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

- | | |
|---|----|
| VIII. EMPLOYEES OF THE MONTH – January and February 2007 (10 minutes) | 09 |
| IX. AUDIENCE PARTICIPATION | |
| ◆ Each speaker is limited to three (3) minutes. | |

X.	ITEMS FOR ACTION AT THIS MEETING	
A.	Consent Calendar (1 minute)	11
1.	Minutes of the November 10-11, 2006, Board strategic planning work session (Page 12)	
2.	Minutes of the November 15, 2006, regular Board meeting (Page 14)	
3.	Minutes of the December 11, 2006, special Board meeting (Page 20)	
4.	Minutes of the December 20, 2006, canceled regular Board meeting (Page 24)	
5.	Minutes of the January 8, 2007, canceled special Board meeting (Page 25)	
6.	Budget Committee Nomination (Page 26)	
B.	Approval, Public Hearing and Authorization for Public Transit Discretionary Grant 2007-2009 (10 minutes)	28
1.	Staff Presentation	
2.	Opening of Public Hearing by Board President	
3.	Public Testimony	
▪	Each speaker is limited to three (3) minutes.	
4.	Closing of Public Hearing	
5.	Staff Comments	
C.	Review and Adoption of the Lane Coordinated Public Transit Human Services Transportation Plan for 2006-07 (10 minutes)	40
D.	LTD Board Participation on LCOG Board (10 minutes)	42
E.	Strategic Plan Update (10 minutes)	49
F.	Board Committee Assignments (2 minutes)	59
XI.	ITEMS FOR INFORMATION AT THIS MEETING	
A.	Legislative Briefing (20 minutes)	61
B.	Franklin EmX Update (5 minutes)	68
C.	Board Member Reports (respond if questions)	69
1.	Meetings Held or Attended	
(a)	Metropolitan Policy Committee —January 11	
(b)	Board Finance Committee —January 10	

2.	No Meeting/No Report	
	(a) EmX Steering Committee	
	(b) Board HR Committee—January 23	
	(c) Board Service Planning & Marketing Committee	
D.	2006-07 Pricing Plan Discussion (5 minutes)	71
E.	2007 Annual Route Review (10 minutes)	77
F.	FY 2008 United Front Requests (5 minutes)	78
G.	Monthly Financial Report—December 2006 (5 minutes)	79
H.	Monthly Department Reports (respond if questions)	91
I.	Monthly Performance Reports (respond if questions)	98
XII.	ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	105
	A. Annual Performance Report	
	B. Commuter Solutions Annual Report	
	C. FY 2007-2008 Service Recommendation	
	D. FY 2007-2008 Pricing Plan	
	E. Capital Improvements Program Adoption	
	F. Pioneer Parkway EmX Update	
	G. Long-Range Financial Plan Adoption	
XIII.	ADJOURNMENT	

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



Eugene Station

Eugene Station

The background of the slide is a faded, light-colored photograph of Eugene Station. On the left, a prominent clock tower with two large circular clock faces is visible. To the right, a long, arched pedestrian bridge with a lattice-like railing spans across the scene. The overall image is semi-transparent, allowing the text to be clearly legible.

LTD Board of Directors

Labor Negotiations Briefing

Executive Session

January 17, 2007

What Happened in 2004

- Health Insurance
 - Created consumer driven model
 - Created “stop loss” program
- Mandatory Meal Breaks
 - Schedule paid 20 minute meal break in all shifts longer than 7.5 hours
- Overall personnel services increase of 5.4 percent

Outcome of 2004 Changes

- Held contract costs to 5.4% increase
- Provided comprehensive health plan with protections for high users
- Effectively controlled health care costs
- Met Labor Commissioner's requirements for compliance with state labor laws

2007 Negotiations Strategy

Roll over current contract

Why?

- Health care is “fixed”
- Meal break issue is “fixed”
- Retirement funding is “fixed”
- Recovery from past negotiations fast and strong
- Employees seem generally happy with changes
- Working with professional mediation trainer now
- No large, unresolved issues looming

Measures of Progress Since 2004

- Employee input
- *Looking to the Future* plan
- Communications Audit
- Employee attendance at District events
- Strong acceptance of new general manager

Progress Highlights

- Multiple connections created between LTD employees, administration and ATU leadership
- Accident reduction initiative underway
- Training specialist hired
- Maintenance skills program being developed
- Budget 101 classes held

More Highlights

- Retirement seminars held
- Comprehensive Rewards and Recognition program being developed
- Diversity Council active
- Diversity survey underway
- Communications Audit completed

Even More Highlights

- Employees surveyed on general manager performance
- Recognition barbecues held
- Service Celebration scheduled
- Safety Jackpot program introduced
- Health initiatives underway

Communications Audit

- General perception is that communication processes work pretty well at LTD
- Some specific recommendations were made
- Actions have been taken on most recommendations

Participation in District Events

- Rodeo – very high number of participants
- Barbecues – regularly attended
- Summer Picnic – very high attendance
- Service Celebration – first since 2002
- General Manager Award – highest number
- United Way – highest contribution and participation levels ever

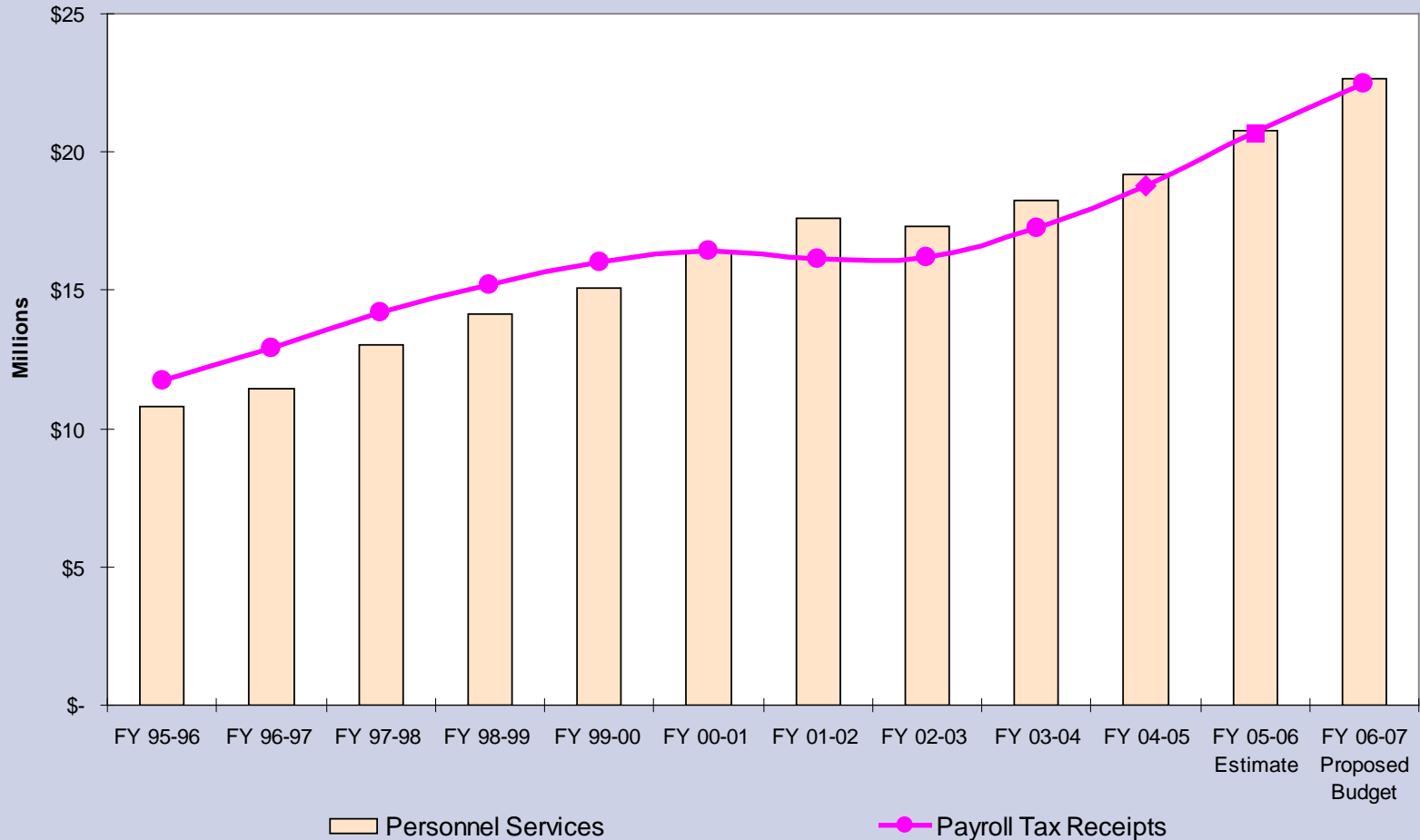
Response to General Manager Evaluation

- Board of Directors made the right decision to select Mark Pangborn
- Employees generally believe Mark communicates honestly and openly
- Employees generally believe they can bring issues forward
- Employees want negotiations to go well

Significant Financial Issues

- Board's direction to fully fund pension plans
- Fuel prices high and unstable
- Payroll tax receipt uncertainty

Payroll Taxes Compared to Personnel Services



Transit Contract Activity

- Salem Transit currently negotiating, major issue is health care
- TriMet agreed to six years of consistent health care benefits
- Regional Transit District (Denver) settled strike with additional \$20 employer contribution over three years, plus splitting any additional premium increases
- C-Tran (Vancouver, WA) currently negotiating health care and work rules

Transit Contract Activity

- Cleveland increased employee contribution from 10% to 12%
- New York City agreed to an “opt-out” option for those who have other coverage
- Washington DC moved from 100% employer funded plan to 93% on HMO and 83% on PPO plan

Legal Refresher

- Collective bargaining process is at the heart of the National Labor Relations Act (NLRA) and the Public Employees Collective Bargaining Act (PECBA)
- NLRA and PECBA favor direct communications between employer and union *at the table*
- Employer communications with employees/media/others during bargaining process is, therefore, circumscribed

Legal Refresher, Continued

- May only *report* on proposals *already* made at table
- Any communications regarding potential proposals or proposals not yet made = unlawful *direct dealing* or *bypassing designated bargaining representative*
- During 2004 negotiations, parties agreed not to involve media until mediation; LTD will seek similar agreement in 2007

Legal Refresher, Continued

- Recommend *no communications* regarding bargaining process outside bargaining except by designated communications representative
- If asked, note legal restrictions on communications outside of bargaining and on the agreement to limit communications to the bargaining table (if applicable)

Looking Ahead to 2007

- Significant work has been done to repair relationships with employees and union leadership
- Significant resources have gone into rebuilding morale
- It's time to keep the waters calm and continue down current path of rebuilding relationships



Eugene Station

Eugene Station

The background image shows a town square with a prominent clock tower on the left. The tower has two large circular clock faces. A pedestrian bridge with a decorative railing arches over the square. In the background, there are buildings and trees. The entire image is faded to serve as a background for the text.

LTD Citizens Budget Briefing

Labor Negotiations Update

April 10, 2007

What Happened in 2004

- Health Insurance
 - Created consumer driven model
 - Created “stop loss” program
- Mandatory Meal Breaks
 - Schedule paid 20 minute meal break in all shifts longer than 7.5 hours
- Overall personnel services increase of 5.4 percent

Outcome of 2004 Changes

- Held contract costs to 5.4% increase
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- Employees generally believe Mark communicates honestly and openly
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Transit Contract Activity

- Salem Transit just settled new three year contract with _____
- TriMet agreed to six year contract in 2004 with _____
- Regional Transit District (Denver) settled strike with additional \$20 employer contribution over three years, plus splitting any additional premium increases
- C-Tran (Vancouver, WA) currently negotiating health care and work rules

Looking Ahead to 2007

- Significant work has been done to build relationships with employees and union leadership
- Significant resources have gone into rebuilding morale
- Current contract expires June 30, 2007
- Negotiations open April 19, 2007

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2006

ITEM TITLE: 2006-07 PRICING PLAN DISCUSSION

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

ACTION REQUESTED: Discuss and direct staff regarding potential pricing plan changes

BACKGROUND: The Board Finance Committee reviewed potential changes to the District's pricing plan at their January 10, 2007, meeting. As a result of these discussions, the following fare changes are recommended for discussion by the full Board:

- Increase the adult monthly pass price from \$35.00 to \$38.00
- Increase the youth, senior, and half-fare monthly pass price from \$17.50 to \$19.00
- Increase the 3-month adult month pass price from \$95.00 to \$103.00
- Increase the 3-month youth, senior, and half-fare pass price from \$47.50 to \$51.50
- Increase 2008 group pass rates by 8.1 percent

Committee members will lead a discussion about these proposals and staff will provide additional background as requested.

RESULTS OF RECOMMENDED ACTION: Staff will prepare a formal pricing plan proposal for the February 21, 2007, Board meeting. Public hearing notices and other public information will be distributed to inform LTD customers of changes and provide a listing of opportunities to testify about the proposal.

ATTACHMENTS: Pricing Plan Proposal
Peer Group Charts
LTD Pricing History

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

2

DATE OF MEETING: January 17, 2007

ITEM TITLE: DECEMBER FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

Passenger fares were up 4.6 percent for the first six months of the current year over the same period last year. Ridership for the rolling twelve-month period, which ended December 31, increased by 9.7 percent. The year-to-year comparisons are valid since the Student Transit Pass Program began in October 2005. Ridership for December 2006 was down 1.6 percent compared to December 2005.

Payroll tax revenues are up 7 percent versus last year. The FY 2006-07 budget assumed 9 percent growth. It is a concern that distributions slowed after a strong first quarter and have not rebounded since. There are some indications that the local economy might be cooling, although major construction projects should continue to swell payrolls for the foreseeable future. This important resource is monitored closely.

Self-employment receipts coincide with State tax payment deadlines, none of which occurred in December. However, revenue was received in December for prior-year amounts owed. Receipts for the six-month period are up 59.6 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 December 31, receipts are up 4 percent.

Interest rates have leveled off after modest monthly increases. The Local Government Investment Pool rate remains at 5.1 percent. Interest earnings for the first six months of the current fiscal year are 43.2 percent higher than the same period in the last fiscal year.

Total personnel services expenditures, the largest category of operating expense, show 6 percent growth over the previous year, down from 6.5 percent reported in November. There are three reasons for growth:

additional bus operators and administrative employees were added in 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 October 2005, so 2006-07 six-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. Overall spending is within budget for the year to date.

Transfers to the Accessible Services Fund are up and now exceed 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, after a pre-election decline, rose steadily from mid-November to mid-December and then leveled off and started to decline again. 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. On December 22, LTD purchased fuel at \$2.0839 per gallon. The year-to-date average price through December was \$2.2694 per gallon, down from the five-month average of \$2.2708 per gallon.

The General Fund is stable through December despite concerns about payroll tax receipts and fuel costs.

The Commuter Solutions Fund's activities are generally as expected through the first six months of the current fiscal year. The Accessible Services Fund is experiencing higher demand for service and, therefore, higher costs requiring an increase in General Fund support.

In the Capital Projects Fund, \$3,000,000 was received from proceeds of interim debt financing. The funds are designated to temporarily replace a portion of federal formula grant funds. The grant funds have been delayed by the lack of a federal budget. The Board-approved interim financing was required to help cover the cost of twenty new 40-foot Gillig buses. The debt will be retired when federal formula funds become available. EmX vehicle expenditures were the majority of the Capital Projects Fund activity in December.

The Finance Committee met on January 10 to review the proposed revised Capital Improvements Program and other agenda items. The Capital Improvements Program is tentatively scheduled for consideration at the February 2007 Board meeting. The revised Long-Range Financial Plan is tentatively scheduled for the March 2007 Board meeting.

ATTACHMENTS:

Attached are the following financial reports for December for Board review:

1. Operating Financial Report - comparison to prior year

2. Comparative Balance Sheets
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund

3. Income Statements
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2006

ITEM TITLE: PUBLIC TRANSIT DIVISION DISCRETIONARY GRANT
APPLICATIONS FOR 2007 – 2009 BIENNIUM

PREPARED BY: Terry Parker, Accessible Services Manager

ACTION REQUESTED: (1) Hold a public hearing on grant applications
(2) Approve grant applications

BACKGROUND: The Oregon Department of Transportation (ODOT) Public Transit Division administers a grant program that combines several sources of discretionary funds into one application process. There is approximately \$28 million for distribution with \$4 million to be invested in innovative projects. Grant funding is expected in these program categories:

- Mass Transit vehicle replacements for urban fixed-route buses
- Rural and special needs fleet replacement
- Vanpool projects
- Intercity vehicles and connecting links
- Rural and Special needs transportation services

LTD, as the STF (Special Transportation Fund) Agency for Lane County is required to review, rank, and agree to accept funding for projects that potentially will be funded with money from this opportunity. LTD serves as the local coordinator for all discretionary project applications within Lane County. LTD will be submitting a consolidated application that reflects state and local priorities.

At its November 2006 meeting, the Accessible Transportation Committee (ATC) set the following funding priorities for Lane County projects, which were reviewed by the LTD Board in November:

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

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

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

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

A Notice of Fund Availability was placed in the legal section of the Eugene *Register-Guard* on November 30, 2006, and copies of a Preliminary Application for Lane County Projects were widely distributed, and were accepted at LTD until Friday, December 22, 2006. A public open house/grant workshop was held at LTD on December 6. A subcommittee of the ATC reviewed and ranked 12 projects that met program criteria and priorities. Several additional projects, including the replacement of Mass Transit vehicles, the preservation of the volunteer escort program, and the continued operation of the Diamond Express service, were identified but were not required to be ranked. There were two operational enhancement proposals that did not meet program priorities.

The attached list outlines the proposals that the ATC grant review subcommittee has recommended for inclusion in LTD's consolidated application to be submitted by January 31, 2007.

Please note that the ATC will be reviewing this same recommendation on January 16, 2007, just one day before the LTD Board meeting. If there are any modifications to the grant proposal, LTD staff will provide a written and verbal update at the Board meeting.

ATTACHMENT: Recommendation of the Accessible Transportation Committee Grant Review Subcommittee
Proposed Lane County Public Transit Division Discretionary Grant projects for 2007 – 2009 Biennium

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-003: It is hereby resolved that the LTD Board of Directors approves the LTD Public Transit Discretionary Consolidated Grant Application for FY 2007 through FY 2009 and authorizes the general manager to submit applications to the Oregon Department of Transportation Public Transit Division.



ACCESSIBLE TRANSPORTATION COMMITTEE

AGENDA ITEM SUMMARY

DATE: January 16, 2007

RE: Project Review for the 2007 – 2009 Public Transit Division
Discretionary Grant Program

BY: Terry Parker, Accessible Services Manager

Thank you to the members of the Review Committee: Dave Kleger, Bob Proctor, Ed Necker, Hugh Massengill, L.M. Reese, and Jane Boren, who spent time in meetings and on their own reviewing and discussing the preliminary applications for the Public Transit Division Discretionary Grant Program for Lane County projects. And thank you to Susan Hekimoglu for providing staff support.

This State program combines multiple sources of state and federal funding into one application process. Lane Transit District is the designated Special Transportation Fund (STF) Agency under STF Administrative Rules, 732-020-0005, and has a key role in managing the local process.

As the STF Agency, LTD is required to:

- Develop and adopt the Public Transit-Human Services Transportation Coordination Plan
- Coordinate the discretionary project applications and public comment processes for the local area
- Review and rank projects benefiting seniors, people with low income, and people with disabilities to ensure that projects are derived from the Coordinated Plan
- Review intercity bus, transit innovation, and vanpool applications and inform Public Transit Division if these projects are consistent with community needs
- Submit applications to Public Transit Division by January 31, 2007

LTD solicited preliminary applications for local projects and will submit a consolidated application based on deliberations of the Review Committee, the Accessible Transportation Committee, and the final decision of the Lane Transit District Board of Directors.

As required, proposals were considered in three separate groupings:

Group #1: Preservation Operations, Preservation Preventive Maintenance, and Vehicle Replacement Projects (does not include Intercity and Mass Transit projects)

Group #2: Enhancement Operations and Enhancement or New Capital Projects, Mobility Management, and Planning Projects (does not include Intercity projects)

Group #3: Intercity (both Operations and Capital), Vanpool Development, and Transit Innovation Projects ¹

The Review Committee began by identifying projects within Groups 1 and 3, since these only need to be reviewed and not ranked. There were three projects in Group 1:

■ Volunteer Escort (Preservation Operations)

FY2008	FY2009	Total Project	Grant Request	Local Match
\$116,300	\$122,120	\$238,320	\$119,160	\$119,160

This is a collaborative project with three volunteer programs: Special Mobility Services - **RideSource**, Senior & Disabled Services, and the Senior Companion Program. These programs pay for coordination and mileage reimbursements to volunteer drivers. This request is for the continuation of this long-standing, cost-effective program.

■ Rural & Special Needs Vehicle Replacement Purchase (Preservation Capital)

FY2008	FY2009	Total Project	Grant Request	Local Match
\$501,000	\$501,000	\$1,002,000		
\$ 76,000	\$ -0-	\$ 76,000		
\$577,000	\$501,000	\$1,078,000	\$967,290	\$110,710

This project includes 14 replacement vehicles for RideSource and one vehicle for Florence; does not include Intercity (Diamond Express) or Mass Transit replacement vehicles. Vehicle replacement is determined by age, condition, and accumulated mileage of the vehicle.

■ Rural & Special Needs Vehicle Preventive Maintenance (Preservation Capital)

FY2008	FY2009	Total Project	Grant Request	Local Match
\$58,500	\$70,500	\$129,000 - RideSource		
\$ 7,500	\$ 7,500	\$ 15,000 - Oakridge		
\$ 1,500	\$ 1,500	\$ 3,000 - Florence		
\$15,000	\$15,000	\$ 30,000 - South Lane		
\$82,500	\$94,500	\$177,500	\$158,820	\$18,180

This project includes preventive maintenance for vehicles used for RideSource, Oakridge, Florence, and South Lane; but does not include one Intercity (Diamond Express - Oakridge) vehicle. There are 55 vehicles to be maintained in the first year and 63 vehicles to be maintained in the second year of the grant as new vehicles reach mileage thresholds for servicing.

¹ Only those projects that are considered innovative and do not fit into another funding category are considered under Group 3.

There are six projects in Group 3:

- Salem/Keizer Transit Vanpool – This is a joint application from LTD and Commuter Solutions, Cherriots Rideshare, and Cascades West Rideshare programs that is being submitted through Salem Transit.

- Diamond Express Intercity Operations

FY2008	FY2009	Total Project	Grant Request	Local Match
\$125,750	\$129,250	\$255,000	\$127,500	\$127,500

This project is for the continuation of an intercity connection between Oakridge and the Eugene-Springfield metro area. There are three weekday round trips with curb-to-curb service in the metro area on the midday trip.

- Diamond Express Vehicle Replacement

FY2008	FY2009	Total Project	Grant Request	Local Match
\$ -0-	\$150,000	\$150,000	\$134,595	\$15,405

This project is to replace the Diamond Express vehicle, a 22 passenger small bus in FY2009.

- Diamond Express Preventive Maintenance

FY2008	FY2009	Total Project	Grant Request	Local Match
\$3,000	\$3,000	\$6,000	\$5,380	\$620

This project is to pay for vehicle preventive maintenance costs for two years. Due to high mileage (three weekday round trips between Oakridge and Eugene), this vehicle requires frequent tune-up and service checks.

- LTD Mass Transit Replacement Vehicles

FY2008	FY2009	Total Project	Grant Request	Local Match
\$720,000	\$ -0-	\$720,000	\$646,055	\$73,945

This project is to replace two 40' Gillig buses at a cost of \$360,000 each.

- Eugene Depot – Capital Project to Support Intercity Operations

FY2008	FY2009	Total Project	Grant Request	Local Match
\$285,000	\$665,000	\$950,000	\$282,905	\$677,095

This application from the City of Eugene Facility Management Division is for matching funds to make passenger improvements to the depot site entrance, parking lots, and bus holding and drop-off areas at the Eugene passenger rail station.

Projects in Groups 1 and 3 are not ranked by the Review Committee but can include comments and recommendations. The Committee recommends that all projects within Group 1 be considered high priority projects as they help preserve and maintain existing

services. Within Group 3, continuation of the Diamond Express, vehicle replacement, and preventive maintenance are considered a high priority for intercity service. There was discussion about where to place the Eugene Depot request. Subsequent direction from ODOT Public Transit staff places this project in Group 3 as an intercity project to be reviewed by ODOT. The Review Committee determined that this project was not reflected in the Lane Coordinated Plan, and therefore, did not meet the requirements of a Group 2 project.

Group 2 projects were discussed at length and assigned to one of three general priority categories, consistent with the Lane Coordinated Plan. Using additional criteria outlined in the *Sample Review Worksheet* provided in Public Transit Division’s instructions to STF Agencies, the Review Committee scored and made recommendations for the following ten projects, listed below in priority order. The first six projects were ranked high because each helps to maintain and enhance an existing service. Projects ranked 7th and 8th are integral to the development of the centralized call center and are important to the success of that coordination effort. These projects will be presented as *Transit Innovations* with a request for their consideration as model projects with potential statewide benefit.

RANK	PROJECT DESCRIPTION	GRANT REQUEST	NOTES
1	Eight (8) new RideSource vehicles	\$545,560	<ul style="list-style-type: none"> • Additional fleet vehicles needed due to more demand • higher average miles traveled per trip • integration of Medicaid medical trips
2	Screening, coordination, and purchased trips for persons with mental and emotional disabilities and persons who are homeless	\$65,000	<ul style="list-style-type: none"> • Services currently provided through White Bird Clinic • new emphasis on transportation services for people who are homeless • combines funding opportunities from federal New Freedom and City of Eugene • Transit Innovation
3	Non-emergency medical transportation for therapy and life-supporting services (such as dialysis and chemotherapy) between South Lane County and the Eugene-Springfield area	\$30,240	<ul style="list-style-type: none"> • responds to increased demand for service provided through South Lane Wheels • Rural to metro services for non-emergency • critical need medical treatment

RANK	PROJECT DESCRIPTION	GRANT REQUEST	NOTES
4	Fixed-route bus stop accessibility improvements	\$67,295	<ul style="list-style-type: none"> • Stop improvements for better accessibility at LTD fixed-route stops • Targets improvements at locations that are used by persons with disabilities • Priority given to stops that promote greater use of fixed-route
5	Pre-school transportation for children of disabled parents	\$65,075	<ul style="list-style-type: none"> • Supports Pearl Buck in a new partnership with Head Start for services to pre-schoolers • Unique program for children with parents with disabilities • Transit Innovation
6	Medicaid match for South Lane County non-medical transportation	\$15,200	<ul style="list-style-type: none"> • Project to support South Lane Wheels in providing non-medical transportation services to Medicaid eligible clientele • Collaboration between LTD, Senior & Disabled Services and South Lane Wheels • Leverages federal funds • Requires 60 percent local match
7	Integrated case managed screening and assessment for transportation services through Lane County	\$715,620	<ul style="list-style-type: none"> • Collaboration between LTD and Senior & Disabled Services to combine Medicaid, ADA, and other transportation eligibility assessments throughout Lane County • Program development and assessments for all Medicaid eligible clientele for start-up of Lane brokerage/call center • Mobility Management • Transit Innovation

RANK	PROJECT DESCRIPTION	GRANT REQUEST	NOTES
8	Lane centralized call center and integrated transportation billing, scheduling and dispatch	\$635,015	<ul style="list-style-type: none"> • Elements of call center that integrate Medicaid into RideSource services including facility renovation and furniture to co-locate • Medicaid software installation and configuration, user training, scheduling and dispatch software p • Project management; • Transit Innovations
9	LTD Coordination	\$66,400	<ul style="list-style-type: none"> • LTD staff support for coordination activities
10	Crisis intervention integrated with City of Eugene Public Safety under the CAHOOTS Program operated by White Bird Clinic	\$25,000	<ul style="list-style-type: none"> • Additional support for existing CAHOOTS service operated by White Bird Clinic with support from City of Eugene Public Safety • Requires better understanding of connection to Public Safety and commitment to continue to provide the service

The Review Committee determined that there were two projects that they would not recommend for funding due to (1) not being suited to the grant funding categories, (2) inability to meet federal matching fund requirements, and (3) insufficient project description and justification:

RANK	PROJECT DESCRIPTION	GRANT REQUEST	NOTES
N/A	Living Wage Request	\$158,500	<ul style="list-style-type: none"> • Request to increase staff wages and FTE • Important issue but not suited to two-year discretionary grant cycle • Comparability of other Lane County services not provided • Capability for meeting match requirements uncertain
N/A	Rural Services Transit Marketing Coordinator Position	\$38,735	<ul style="list-style-type: none"> • Does not fit criteria for Mobility Management project as submitted • Requires better understanding of the role and anticipated accomplishments within two-year grant cycle



LTD Public Transit Grant Project List for FY08 and FY09

	FY08	FY09	Total	Total Grant Request	Total Local Match	% Grant / Match Rate
GROUP 1 - PRESERVATION						
Preservation - Operations						
Volunteer Escort Expenses	116,300	122,120	238,320	119,160	119,160	
Subtotal	116,300	122,120	238,320	119,160	119,160	50 / 50
Preservation - Vehicle Replacement						
RideSource (14 vehicles)	501,000	501,000	1,002,000	899,095	102,905	
Rhody Express (1 vehicle)	76,000	-	76,000	68,195	7,805	
Subtotal	577,000	501,000	1,078,000	967,290	110,710	89.73 / 10.27
Preservation - Preventive Maintenance						
RideSource	58,500	70,500	129,000			
Oakridge	7,500	7,500	15,000			
Florence	1,500	1,500	3,000			
South Lane	15,000	15,000	30,000			
Subtotal	82,500	94,500	177,000	158,820	18,180	89.73 / 10.27
TOTAL - GROUP 1	\$ 775,800	\$ 717,620	\$ 1,493,320	\$ 1,245,270	\$ 248,050	

FY08	FY09	Total	Total Grant Request	Total Local Match	% Grant / Match Rate
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GROUP 2 - ENHANCEMENT OPERATIONS, CAPITAL, MOBILITY MANAGEMENT, AND PLANNING

In order of committee ranking

1. RideSource new vehicles (8)	304,000	304,000	608,000	545,560	62,445	89.73 / 10.27
2. Mental Health & Homeless Transportation	65,000	65,000	130,000	65,000	65,000	50 / 50
3. Life Sustaining Transportation - South Lane to Eugene	28,800	31,680	60,480	30,240	30,240	50 / 50
4. Fixed-route bus stop accessible improvements	37,500	37,500	75,000	67,295	7,705	89.73 / 10.27
5. Pre-school transportation (Pearl Buck & Head Start)	64,340	65,810	130,150	65,075	65,075	50 / 50
6. Medicaid Match (South Lane)	18,000	20,000	38,000	15,200	22,800	40 / 60
7. Lane County Brokerage - Integrated Eligibility Screening	475,915	321,615	797,530	715,620	81,910	89.73 / 10.27
8. Lane County Brokerage - Information Technology	531,000	176,700	707,700	635,015	72,685	89.73 / 10.27
9. LTD Coordination	33,000	41,000	74,000	66,400	7,600	89.73 / 10.27
10. Crisis Intervention / Public Safety Transportation	25,000	25,000	50,000	25,000	25,000	50 / 50

TOTAL - GROUP 2

\$ 1,582,555	\$ 1,088,305	\$ 2,670,860	\$ 2,230,405	\$ 440,460
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GROUP 3 - INTERCITY, VANPOOL DEVELOPMENT, TRANSIT INNOVATION PROJECTS

Diamond Express Operations	127,500	127,500	255,000	127,500	127,500	50 / 50
Diamond Express Vehicle Replacement	-	150,000	150,000	134,595	15,405	89.73 / 10.27
Diamond Express Preventive Maintenance	3,000	3,000	6,000	5,380	620	89.73 / 10.27
LTD Mass Transit Vehicle Replacement	360,000	360,000	720,000	646,055	73,945	89.73 / 10.27
City of Eugene - Depot Project	285,000	665,000	950,000	282,905	677,095	see memo
Salem-Keizer Transit Vanpool*	N/A	N/A	N/A	N/A	N/A	N/A

TOTAL - GROUP 3

\$ 775,500	\$ 1,305,500	\$ 2,081,000	\$ 1,196,435	\$ 894,565
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TOTAL DISCRETIONARY GRANT APPLICATION

FOR FY 2007-2009

\$ 3,133,855	\$ 3,111,425	\$ 6,245,180	\$ 4,672,110	\$ 1,583,075
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*Joint application with LTD Commuter Solutions being submitted by Salem-Keizer Transit

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

ITEM TITLE: DESIGNATION OF LTD NEGOTIATING TEAM

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None - Information only.

BACKGROUND: The Collective Bargaining Agreement between the Lane Transit District and the Amalgamated Transit Union, Division 757, expires June 30, 2007. Since agreement was reached on the current contract and LTD returned to normal operations, many positive things have happened to improve the work environment and atmosphere for LTD employees. Many employees have worked hard to make this happen. I fully anticipate that the upcoming negotiations will have a different feel. As we move forward, we will all be mindful both of the lessons learned in the last process, and the progress that has been made since then.

Oregon Public Meetings law authorizes the Board of Directors (the "Board") to hold an executive session "to conduct deliberations with persons designated by the governing body to carry on labor negotiations."

In my efforts to bring continuity to our processes, I am recommending that the Board (the "Board") designate the LTD Director of Human Resources and Risk Management (the "HR Director") as its permanent designee for the purpose of carrying on labor negotiations, and such people as the HR Director selects as its designated negotiating team (the "Negotiating Team") for the purpose of carrying on labor negotiations for each new labor contract, provided that the Board shall approve all Negotiating Team members selected by the HR Director prior to the Negotiating Team conducting any deliberations in executive session.

RESULTS OF RECOMMENDED ACTION: The Negotiating Team will work with the ATU to develop a schedule for negotiations.

ATTACHMENT: None

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2007-001: It is hereby resolved that the LTD Board of Directors (the “Board”) designates the LTD Director of Human Resources and Risk Management (the “HR Director”) as its permanent designee for the purpose of carrying on labor negotiations, and such people as the HR Director selects as its designated negotiating team (the “Negotiating Team”) for the purpose of carrying on labor negotiations for each new labor contract, provided that the Board shall approve all Negotiating Team members selected by the HR Director prior to the Negotiating Team conducting any deliberations in executive session.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

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:** January 17, 2007
- ITEM TITLE:** 2007 ANNUAL ROUTE REVIEW
- PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing
- ACTION REQUESTED:** None. Information only.
- BACKGROUND:** Every year staff consider changes to bus service as part of a process known as the Annual Route Review (ARR). The changes can include service additions or deletions; adjustments; or redesign of current service. The schedule for the 2007 ARR is as follows:
- January 17, 2007: Preliminary discussion with the Board of possible ARR service changes
 - February 12, 2007: Staff presentation on possible ARR service changes, to be followed by a public hearing on the possible changes
 - March 12, 2007: Staff presentation on proposed ARR service changes, followed by a public hearing on the proposed changes
 - March 21, 2007: Board decision on ARR service changes
 - September 23, 2007: ARR service changes implemented
- This schedule may be supplemented with meetings of the Board Service Planning and Marketing committee. The list of service changes under consideration for the 2007 ARR will be presented at the January 17 Board meeting. This will be a preliminary list and subject to modification as part of ongoing discussion, evaluation, and public comment. Staff will also review service changes made during the 2006 Annual Route Review process and provide a longer list of service items that reflects deletions made since 2002 and other service requests made over past years. Board reaction and comment on the possible service changes is encouraged.
- ATTACHMENT:** None
- 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**

January 17, 2007

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.

Board member Dean Kortge is nominating a community member to an unexpired three-year term, beginning immediately, to fill a Budget Committee term that will expire on January 1, 2008.

Peter Davidson has agreed to be appointed to the Budget Committee. Mr. Kortge's form nominating Mr. Davidson will be available at the January 17 Board meeting. The Board is asked to approve the nomination of Mr. Davidson in the Consent Calendar presented for approval by the Board at the January 17 Board meeting.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

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. **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 next MPC meeting is scheduled for January 11, 2007. Key items on the agenda include: Adoption of the Central Lane Metropolitan Planning Organization (MPO) Public Participation Plan; Approval of a letter prioritizing two Eugene projects on a short list for funding using state Transportation Enhancement funding; Approval of a letter commenting on the reallocation of funding originally programmed for use on the West Eugene Parkway; a presentation on the Willamette River Bridge Replacement Project; and an update on the MPO's "e-MPO" effort.
2. **Board Finance Committee:** The Board Finance Committee (Debbie Davis, Dean Kortge, and Mike Dubick) met on January 10 to discuss the revised Capital Improvement Program; the revised Pricing Plan; the 2007 United Front request and other federal funding issues; and the Long-Range Financial Plan assumptions.

NO MEETINGS HELD

1. **EmX Steering Committee:** Board President Gerry Gaydos and Board members Debbie Davis and Greg Evans are members of LTD's EmX Steering Committee, along with members of local units of government and community representatives. The committee meets quarterly. The last meeting was held on December 5, 2006. The next meeting is scheduled for March 6, 2007.
2. **Board HR Committee:** The Board HR Committee (Susan Ban, Mike Eyster, and Chair Gerry Gaydos) last met on November 11 2006. The Committee is scheduled to meet again on January 23, 2007, to discuss draft goals for the general manager and hear a report on the training work plan from LTD's training specialist.
3. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is comprised of Mike Eyster, Greg Evans and Mike Dubick. Prior members David Gant and Dean Kortge met on July 17, 2006. There is currently no meeting of the LTD Service Planning & Marketing Committee scheduled.

**LTD BOARD OF DIRECTORS
COMMITTEES AND SPECIAL ASSIGNMENTS**
(As of January 8, 2007)

BOARD OFFICERS

(Terms expire 6/30/08)

President – Gerry Gaydos
Vice President – Susan Ban
Secretary – Dean Kortge
Treasurer – Debbie Davis

**SERVICE PLANNING & MARKETING
COMMITTEE**

Mike Dubick
Greg Evans
Mike Eyster

HUMAN RESOURCES COMMITTEE

Susan Ban
Mike Eyster
*Gerry Gaydos

FINANCE COMMITTEE

Debbie Davis
Mike Dubick
*Dean Kortge

**EmX STEERING COMMITTEE – BOARD
REPRESENTATIVES**

Debbie Davis
Greg Evans
*Gerry Gaydos

**METROPOLITAN POLICY COMMITTEE
(MPC) REPRESENTATIVES**

Susan Ban
Gerry Gaydos
Alternate: Greg Evans

**WESTSIDE EmX EXTENSION
(if formed)**

Greg Evans
Gerry Gaydos
Dean Kortge

**LANE COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS**

(if approved)
Mike Dubick

* denotes Committee Chair

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

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

- December 6, 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

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, November 15, 2006

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

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

FRANKLIN EmX TOUR – The meeting commenced with a tour for Board members of the Franklin EmX corridor aboard a new EmX vehicle.

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

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos commented that the EmX tour and the new vehicle were wonderful and he commended the driver for an excellent tour. He noted that the design of the new vehicle was generating positive comments from the public.

EMPLOYEES OF THE MONTH – Transit Operations Manager Mark Johnson introduced Del and Carol Allred, bus drivers for LTD for more than 11 years and 10 years respectively. He said both had multiple nominations and were recognized for their dedication, positive attitude, and excellent customer service.

AUDIENCE PARTICIPATION – Fred Simmons, retired bus operator, spoke to the Board about the retiree plan, which was capped at \$125.00 per month. He said that a new plan—the Azuris Enhanced Plan—was available. He said the District currently contributed \$103.30, which was below the \$125.00 cap and he requested that the District allow retirees to sign up for the Azuris Enhanced Plan. He said that would cost slightly more than \$113.00 and that was well below \$125.00. He said there was a substantial difference in plans and the Azuris Enhanced Plan would be very helpful to retirees; the increased cost to the District would be \$120.00 annually for those employees who elected that plan.

Mr. Kortge asked why plans from other companies were not being considered. Ms. Neidig said Mr. Simmons had inquired about prescription drug benefits for retirees at the February 2006

Board meeting and staff had shared that inquiry with the Joint Insurance Committee and researched the matter; the conclusion was to stay with the current plans.

Mr. Gaydos asked that the matter also be referred to the Board's Human Resource Committee.

In response to a question from Mr. Kortge, Ms. Neidig explained that retirees currently could choose among three plans and each of those plans had a prescription drug benefit. She said there would be some additional administrative costs if other plans were added.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Ms. Ban moved adoption of LTD Board Resolution No. 2006-035: “It is hereby resolved that the Consent Calendar for November 15, 2006, is approved as presented.” Mr. Eyster provided the second. The Consent Calendar consisted of the minutes of the October 18, 2006, regular Board meeting and the Budget Committee nomination of Dwight Collins.

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

Independent Audit Report – Director of Finance & Information Technology Diane Hellekson introduced Charles Swank of Grove, Mueller and Swank, P.C., to present the independent audit report. She noted that the audited statements and auditor's opinion were contained in the *Comprehensive Annual Financial Report*.

Mr. Swank presented the annual report as of June 30, 2006. He commended the work of LTD staff and said the annual audit seldom identified any discrepancies or adjustments. He observed that LTD had received an award for outstanding financial reporting in each of the past ten years from the Government Finance Officers Association (GFOA). He reviewed the elements of the report and indicated that the area with the most clarification and additional information was cash and investments. He referred to the expanded section on cash and investments in the report. He said the District had met all requirements for disclosure.

Ms. Hellekson reminded the Board that the annual independent audit was required by both federal and state regulations and its acceptance should be a matter of public record.

MOTION **Acceptance of Audit Report** – Mr. Kortge moved adoption of LTD Board Resolution 2006-036: “Resolved, that the LTD Board of Directors accepts the Independent Audit Report for the fiscal year ending June 30, 2006. Mr. Eyster provided the second.

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

Approval of Supplemental Budget for FY 2006-2007 – Ms. Hellekson explained that the supplemental budget reflected two loans from the General Fund: one to the Accessible Services Fund and one to the Commuter Solutions Fund. She said supplemental budget would repay those two loans and additionally would make appropriations available for the Thurston Station repair work, which was done in July instead of June, by moving the funds to the appropriate fiscal year. She said the final piece of the supplemental budget would provide appropriations for the loan that the Board approved for short-term financing of 20 Gillig vehicles expected in December 2006.

Mr. Pangborn reported that repairs were necessary because some of the structure at the Thurston Station did not withstand the weight of the buses.

Public Hearing on Supplemental Budget for FY 2006-07: Mr. Gaydos opened the public hearing. There being no one wishing to speak, he closed the public hearing and called for comments from the Board.

Mr. Eyster asked when the Thurston Station was built and whether the contractor would have any liability. Assistant General Manager Stefano Viggiano said the station was built approximately ten years ago and he believed that the problems were more likely due to design than construction.

MOTION Mr. Eyster moved approval of LTD Board Resolution 2006-037, which amends the LTD Fiscal Year 2006-2007 budget as represented in the resolution (attached). Mr. Kortge provided the second.

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

Comprehensive Annual Financial Report for FY2005-2006 – Ms. Hellekson referred to the report executive summary of the report provided in the agenda packets. She reported that fiscal year 2005-2006 was a very good year, with strong results in most areas. She said the only negative was the increase of fuel costs, but revenues had increased faster than expenses. She said all revenues had record highs and the system productivity record was shattered. She highlighted ridership and farebox recovery statistics. She commended the efforts of finance staff Carol James and Todd Lipkin to prepare the report.

EmX Steering Committee Appointment – Mr. Viggiano explained that Springfield councilor Tammy Fitch had been a member of the committee for some time. He said that she had expressed an interest in remaining on the committee after her term on the council expired. He said Ms. Fitch had been a great asset on the committee and recommended making her the fourth at-large member.

Mr. Gaydos remarked that Ms. Fitch had been extremely supportive of LTD during the United Front trip.

MOTION Ms. Ban moved adoption of LTD Board 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. Ms. Davis provided the second.

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

Pioneer Parkway EmX Corridor Approval – Mr. Gaydos reported that the Springfield City Council and Lane County Board of Commissioners had approved the Pioneer Parkway EmX corridor.

Mr. Viggiano reviewed the decision-making process to date, including stakeholder meetings, technical analyses of potential corridors, extensive public outreach, and identification of a locally preferred alternative. He said the preferred alternative was approved by the Springfield City Council, the LTD Board, and the Metropolitan Policy Committee and then subjected to an environmental assessment. He said the next step was final approval by local jurisdictions, and the Board and both Lane County and Springfield had voted unanimously to approve the corridor.

Mr. Viggiano said that once the Board had granted its approval, the project would move into a design and engineering phase during 2007-2008, with construction beginning in 2008 and service starting in 2010 or possibly sooner. He said that funding was still a question and it would not be known until February 2007 whether the Small Starts application was successful, and funding amounts would not be known until October 2007. He said that \$5.4 million in ConnectOregon funds had been approved and were available to help fund the local match.

Mr. Viggiano referred to the executive summary for the environmental assessment and noted that comments received from the public were included. He said issues raised during a public hearing included Don Lutes' concern about loss of greenery in the median and proximity of the transit lane to the bike path, and Springfield Cleaners' concern about loss of parking along Pioneer Parkway. He said that staff were committed to trying to resolve those concerns.

Mr. Gaydos remarked that ConnectOregon was a special program to provide funding for transportation projects around the State and LTD had submitted a successful application for funds. He thanked the Oregon Transportation Commission for its support of the LTD project.

Mr. Eyster noted that in a letter Mr. Lutes had objected to guideways. Mr. Viggiano said that Mr. Lutes' objection related to the location in the median as he preferred lanes along the side of the roadway with the median remaining intact.

Mr. Gant asked if \$37 million was the original amount. Mr. Viggiano said that the original amount was \$38 million and the reduction occurred because of the mixed-traffic option in the Gateway/Harlow area where exclusive lanes were originally planned.

MOTION Mr. Eyster moved adoption of LTD Board Resolution 2006-039: "Resolved, that the LTD Board of Directors approves the Pioneer Parkway EmX for advancement to final design and engineering. Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Eyster, Gaydos, Kortge (5)
NAYS: Gant (1)
ABSTENTIONS: None
EXCUSED: None

Brokerage Update: Guiding Principles on Coordinated Plan and Priorities – Accessible Services Manager Terry Parker said that every two years the accessible services program had an opportunity to apply for State discretionary grants for capital and special projects funding. She said that LTD was also the coordinating agency for some of those funds and not only submitted grant applications, but also reviewed and ranked them. She said developing guiding principles and priorities would provide applicants with the information to propose successful projects. She said those principles and priorities would be incorporated into the *Lane 2006-07 Interim Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)*.

Ms. Parker reviewed the draft principles and priorities provided in the agenda packet and asked the Board for affirmation of the direction being taken. She said that formal approval by the Board would be requested at its January 2007 meeting.

Ms. Ban asked when the plan would be updated again. Ms. Parker replied that she was not certain, as there was little federal guidance. She anticipated that the plan would be updated within two years.

Ms. Ban remarked that there was a degree of conservatism in the priorities and urged a more assertive approach in the next update.

Ms. Parker reported that contracts had been signed for the Medicaid brokerage with the Department of Human Services and the Public Transit Division. She said recruitment for an employee would close at the end of November and she anticipated having that person on board in January 2007.

ITEMS FOR INFORMATION AT THIS MEETING

Pearl Buck Center Honors Accessible Services Manager Terry Parker – Mr. Pangborn announced that Ms. Parker was the recipient of an annual award from the Pearl Buck Center recognizing her contributions to the center.

Mr. Pangborn also announced that LTD would receive an award from Lane Independent Living Alliance (LILA) for the District's service to people with disabilities.

Mr. Gaydos added that Facility Services Manager Charlie Simmons had been nominated for an award from the American Institute of Architects recognizing construction and quality craftsmanship.

BOARD CALENDARS – Mr. Pangborn said there was sufficient business to hold a meeting in December and proposed moving the meeting from December 20 to December 11. There were no objections to December 11 as the meeting date. It appeared that this would be an informational meeting only.

Mr. Pangborn noted that Board members had been contacted by a person who complained about being cut off by a bus and wanted buses to have a telephone number on them that would allow people to call about driving. He had asked staff to research that issue, including checking the practices of other properties.

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Monthly Financial Report – Ms. Hellekson reported that everything was stable for the first four months of the fiscal year but there had been some slowing of payroll tax receipts. She said that fuel remained a concern, but there had been strong growth in ridership and improved investment returns.

Mr. Gaydos noted that December 11 would be outgoing Board member David Gant's last meeting.

ADJOURNMENT - The meeting adjourned at 7:27 p.m.

Board Secretary

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

Monday, December 11, 2006

Pursuant to notice given to *The Register-Guard* for publication on December 7, 2006, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special Board meeting on Monday, December 11, 2006, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

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

CALL TO ORDER – Mr. Gaydos called the meeting to order at 5:35 p.m. Greg Evans and Michael Dubick, who had been appointed to the Board for terms beginning on January 1, 2007, also were present. Mr. Evans and Mr. Dubick signed their oaths of office, to be filed with the Secretary of State's office prior to their first official Board meeting in January.

BOARD CALENDARS – Mr. Pangborn called the Board's attention to an executive session on labor negotiations scheduled for January 8, 2007, and the regular monthly meeting on January 17, 2007. He also told the Board that the EmX dedication was scheduled for noon on Sunday, January 14, and that the new administrator of the Federal Transportation Administration, James Simpson, was scheduled to attend, as was Congressman Peter DeFazio, the new chair of the House Transportation Subcommittee. The Board members also were invited to attend an employee appreciation and EmX celebration event on Sunday, January 21, from 5 p.m. to 9 p.m. at the Eugene Hilton.

EMPLOYEE OF THE MONTH – The January 2007 Employee of the Month, Bus Operator Margaret Lead, was unable to attend the meeting, so would be introduced to the Board in January.

AUDIENCE PARTICIPATION – There was no one present who wished to address the Board.

WORK SESSION

Franklin EmX Update – Director of Service Planning, Accessibility, and Marketing Andy Vobora began the presentation. He briefly discussed the public relations focus and advertising activities for the EmX corridor. He said that the initial corridor would be called the Green Line and the "tag line" for the first corridor would be "Green and Growing." Mr. Vobora also outlined the

promotional activities that were occurring, and said that a system map with EmX information would be available to give to the public.

Facilities Services Manager Charlie Simmons provided a construction update, stating that construction was almost complete. Signage would be installed in the next couple of weeks, and signal issues were being monitored and were working well for operator training.

Director of Maintenance George Trauger told the Board that the fourth EmX vehicle had arrived on December 6 and had been inspected. The fifth vehicle arrived on December 9, and the sixth was due soon. Mechanics would receive training from the manufacturer, New Flyer, at the end of January, and would be receiving local support before that time.

Director of Transit Operations Mark Johnson provided a training update. He said that following the training of the LTD instructors, the EmX operators had begun training the previous week. The operators were excited; some were very senior operators. Training was occurring from 6 a.m. to 11 p.m. Maintenance was working very hard to have three EmX vehicles available each day, and the operators were learning very fast. Some experimentation was occurring regarding how to handle certain areas of the corridor, how to save time, etc. The operators had not yet had the opportunity to train with a lot of people getting on and off, but the last week would involve people, including some training for people with special transportation training needs.

General Manager Announcements – Mr. Pangborn distributed copies of the latest edition of *Inside Lane*, the employee newsletter, noting that it included some good information to respond to employee questions and rumors about EmX. He called attention to information that LTD had completed an excellent United Way campaign and had received some very nice awards from local organizations. Mr. Pangborn also introduced Tom Schwetz, who had been hired to fill the vacant director of Planning and Development position.

Not-for-Profit Discount Program Update – Mr. Vobora explained that he wanted to touch base with the Board regarding extra money that had been received from the City of Eugene targeted for transportation services for the homeless. Of the \$50,000 in the City's 2006-07 budget, \$20,000 was allotted to purchase discount tokens. This allowed agencies to purchase twice as many discounted fares. Accessible Services Program Manager Terry Parker had suggested that half of the remaining \$30,000 be put into the program's contract with White Bird to meet critical needs to transport White Bird clients, who often needed taxi rides because they were difficult to accommodate on the bus, and that the other half be used as match for a New Freedoms grant. Mr. Vobora said that staff would continue to monitor these programs and report back to the Board.

Annual Charter Notification -- Mr. Vobora explained that LTD was required to notify area charter providers each year of the opportunity to provide charter services. If they wanted to provide those services, LTD would step aside. However, generally the local providers were not interested in local charter service; they wanted to keep their buses on the road to other places. If no one stepped forward to provide these local services, then LTD was permitted to provide charter services, but on a limited basis. This allowed the District to serve community events that otherwise would go unserved. The annual notification had been made, and no one had notified LTD of a desire to provide local charter service.

Monthly Financial Report – Director of Finance and Information Technology Diane Hellekson handed out the financial and performance reports for November 2006. She noted that ridership was very strong, with an 11 percent gain in the most recent twelve months. Concerns were that fuel costs were rising again and that the November payroll tax receipts were not what staff had hoped to see, but were 7.1 percent and trending upward, so staff would continue to monitor them. Payroll tax revenues were projected at 9 percent for the current year.

Celebration in Honor of Board Member David Gant – Mr. Gaydos noted that this would be Mr. Gant's last Board meeting. He stated that he had truly appreciated Mr. Gant's contribution to the Board from many perspectives. He said that Mr. Gant had done the best job of thinking about rural issues and an excellent job of reminding the Board to be stewards of the public money, especially in terms of EmX. He thought that because of Mr. Gant, the Board had had more robust discussions and a broader perspective, and those led to better decisions. Mr. Gaydos said that Mr. Gant also had recognized that LTD might not be contributing as much as it should in the area of pension funding, which he thought made the District better and more responsive. Mr. Gaydos told Mr. Gant that it had been a pleasure working with him on the Board and that he was sad that Mr. Gant would not be there for another four years.

Ms. Ban agreed with Mr. Gaydos' comments and added that she enjoyed the way Mr. Gant pushed the Board to think critically about things and still keep a sense of humor. Mr. Pangborn added that one of the joys of working at LTD was that the staff always felt supported by the Board, even when there were legitimate differences of opinions about issues. Ms. Davis said she wanted to be sure that people knew that Mr. Gant did not always disagree, but did bring robust debate to the table. Mr. Eyster added that Mr. Gant was a model of accountability in a public role.

Mr. Pangborn presented a plaque to Mr. Gant and thanked him for his four years of service on the Board. Mr. Gant said that he would be watching EmX and hoped that it would be a success. He stated that his objections had been in terms of timing, but he thought that EmX would be a good thing for the community. Regarding the pension plan, he said he hoped that the newest Board members heard that it was imperative to think ahead, because the people working at LTD were a good, forward-thinking group who deserved the Board's support for their futures. He thought the Board had done a good job. He also said that it was easy to understand LTD's budget and that he was very impressed with the staff and Board and their dedication, and that he would miss them all.

The Board took a break from 6:35 to 6:47 to serve cake in honor of Mr. Gant.

EXECUTIVE SESSION – Ms. Ban moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the LTD general manager. Mr. Eyster seconded, and the motion carried by unanimous vote, as follows:

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

The Board met in Executive session from 6:47 p.m. to 7:14 p.m. General Manager Mark Pangborn, Director of Human Resources and Risk Management Mary Adams, and Clerk of the Board Jo Sullivan also were present.

RETURN TO REGULAR SESSION – Upon a motion by Ms. Ban and seconding by Mr. Eyster, the Board returned to open session at 7:14 p.m. Following the executive session, Board members made comments in open session commending Mr. Pangborn for understanding the culture of the organization and for his efforts to work for positive change toward a culture that supported everyone. They also praised his honesty and integrity, which had gained respect from other governments and LTD employees. The Board also appreciated the thoroughness and breadth of the assessment process, stating that it evoked authentic comments from employees that helped the Board get a real picture of what was happening, and said that this picture was very, very positive. The Board commended Mr. Pangborn for his good work and stated that they truly appreciated his efforts and looked forward to many years of his continued service.

ADJOURNMENT - The meeting was adjourned at 7:15 p.m.

Board Secretary

MINUTES OF DIRECTORS
STRATEGIC PLANNING WORK SESSION

LANE TRANSIT DISTRICT

SPECIAL MEETING

Friday and Saturday, November 10 and 11, 2006

Pursuant to notice given to *The Register-Guard* for publication on November 6, 2006, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a strategic planning work session on Friday and Saturday, November 10 and 11, 2006, beginning at 11 a.m. on Friday, at the Lane Community College Center for Meeting and Learning at 4000 East 30th Avenue, Eugene.

Present:

Board

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

Absent:

David Gant
(one vacancy)

Also Present:

Michael Dubick
Greg Evans
(both appointed to Board
terms beginning January 1, 2007)

Staff

Mark Pangborn, General Manager
Mary Adams, Director of Human Resources and Risk
Management
Diane Hellekson, Director of Finance
Mark Johnson, Director of Transit Operations
Steve Parrott, IT Manager
Charlie Simmons, Facilities Services Manager
Jo Sullivan, Administrative Services Manager/Clerk
of the Board (Recording Secretary)
George Trauger, Director of Maintenance
Stefano Viggiano, Assistant General Manager
Andy Vobora, Director of Service Planning, Accessibility,
& Marketing

Also present:

John Daggett, Candidate for Director of Planning
& Development Position

CALL TO ORDER: The meeting was called to order by Board President Gerry Gaydos at 11:05 a.m. on Friday, November 10, 2006.

STRATEGIC PLANNING WORK SESSION: This work session was intended to focus on key strategic issues and to provide direction to staff on the development of the following year's budget. During the course of the two-day work session, the Board and staff discussed the following topics and their strategic impact on the District:

- **Productivity vs. Coverage:** The Board discussed the tradeoffs of service designed to maximize productivity as compared with service that is designed to maximize access to the service (coverage). The Board generally supported the current approach, which is to focus primarily on productivity-based service, with about 25 percent of the service allocated to provide coverage.
- **Bus Plus:** The Board discussed options for implementation of Bus Plus (formerly Progressive Corridor Enhancement) corridors. They agreed to a plan to implement the corridors in 2008 in

conjunction with the start of service to the new RiverBend Hospital. They also agreed that staff should have flexibility in determining appropriate Bus Plus elements and design.

- West 11th EmX Corridor: The Board reiterated their support for an integrated planning process with the City and for expecting City support in planning and funding of the corridor.
- Neighborhood Connector Service: Neighborhood connectors are an important element of the planned EmX system. The Board supports the concept, but is willing to consider using full-size (40-foot) buses for the connector service if the operating inefficiency of using small buses is too great. Staff will be developing additional information for the Board's consideration.
- Capital vs. Operations: The Board discussed the need to balance current operating needs with investments in future needs. They generally agreed with the balance that has been used up to this point, but directed staff to look for opportunities to increase the service level.
- Local Match for the Third EmX Corridor: The Board supported the staff recommendation to avoid or restrict use of a General Fund transfer to provide the local match for the third EmX corridor.
- Board Leadership in the Community: The Board recognized the need for an expanded role for Board members in supporting LTD in the community.
- LTD Sustainability Plan: The Board supported efforts to improve the sustainability of LTD operations, and also recognized that the most important contribution LTD makes to community sustainability is reducing automobile use by providing transit service.
- *Looking to the Future*: The Board was updated on actions regarding the *Looking to the Future Plan*, including new initiatives for injury reduction and a rewards and recognition program. They strongly support these efforts.
- Cultural Diversity Update: The Board was updated on the work of the Cultural Diversity Committee, including plans for an employee survey. Several Board members have a very keen interest in this issue and all Board members support this program.
- Communications Audit: The Board was updated on actions identified in the Communications Audit to improve LTD internal communications.
- Long-Range Financial Plan (LRFP) and Capital Improvements Program (CIP): The Board was provided with some preliminary information on an updated LRFP and CIP. Both of these documents will be discussed further during the next few months.

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

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING

Monday, January 8, 2007

The special meeting of the Board of Directors of the Lane Transit District scheduled for Monday, January 8, 2007, at 5:30 p.m., was canceled due to a decreased availability of Board members. The agenda items for this meeting were rescheduled to the regular Board meeting on January 17, 2007.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, December 20, 2006

The regular monthly meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, December 20, 2006, at 5:30 p.m., was canceled due to a lack of agenda items requiring Board action.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

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:** January 17, 2007
- 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 January 17, 2007:
1. Approval of minutes: November 10-11, 2006, Board strategic planning work session
 2. Approval of minutes: November 15, 2006, regular Board meeting
 3. Approval of minutes: December 11, 2006, special Board meeting
 4. Approval of minutes: December 20, 2006, canceled regular Board meeting
 5. Approval of minutes: January 8, 2006, canceled special Board meeting
 6. Budget Committee Nomination: Peter Davidson
- ATTACHMENTS:**
1. Minutes of the November 10-11, 2006, Board strategic planning work session
 2. Minutes of the November 15, 2006, regular Board meeting
 3. Minutes of the December 11, 2006, special Board meeting
 4. Minutes of the December 20, 2006, canceled regular Board meeting
 5. Minutes of the January 8, 2007, canceled special Board meeting
 6. Budget Committee Nomination for Peter Davidson
- PROPOSED MOTION:** I move that the Board adopt the following resolution:
- LTD Resolution No. 2007-002: It is hereby resolved that the Consent Calendar for January 17, 2007, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2006

ITEM TITLE: BOARD COMMITTEE ASSIGNMENTS

PREPARED BY: Gerry Gaydos, Board President

ACTION REQUESTED: None. Committee Assignments will be finalized.

BACKGROUND: On December 21, a tentative list of LTD Board committee assignments was e-mailed to Board members for review. No adverse comments were heard regarding the assignments, so those committee assignments are now finalized.

ATTACHMENT: LTD Board of Directors Committees and Special Assignments

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** January 17, 2007
- ITEM TITLE:** LANE COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN FOR 2006-07
- PREPARED BY:** Terry Parker, Accessible Services Manager
- ACTION REQUESTED:** Adoption of the Lane Coordinated Public Transit – Human Services Transportation Plan for 2006-07
- BACKGROUND:** With the success of a statewide initiative in 1985, the Oregon Department of Transportation (ODOT) Public Transit Division became the overseer of funds dedicated to providing transportation services for older adults and persons with disabilities in Oregon. In 2005, the Division launched the *Transportation Coordination Initiative* to help ensure that the Special Transportation Fund resources were being used wisely and strategically. This initiative established that agencies that receive money through the Special Transportation Fund must coordinate with other organizations, and projects must be reflected within a local service plan. Likewise, a federal directive prescribed by the most recent transportation authorization bill, requires that projects selected for funding under the Elderly Individuals and Individuals with Disabilities Capital Program §5310, Job Access and Reverse Commute program (§5316), and New Freedom program (§5317) come from a locally developed coordinated public transit-human services transportation plan.
- The *Lane Coordinated Public Transit-Human Services Transportation Plan for 2006-07* (Lane Coordinated Plan) is intended to show how local human service agencies work together with transportation providers to address the transportation needs of people with disabilities, older adults, and people with limited incomes. The description of transportation services and the connections and relationships represented in the Lane Coordinated Plan are drawn from discussions with transportation and human services staff, stakeholder interviews, focus groups, meetings with human service case managers, and input from the Accessible Transportation Committee; a consumer-based group advisory to Lane Transit District.
- RESULTS OF RECOMMENDED ACTION:** State and federal laws now require planning as a condition of receiving certain funds included in the Oregon Public Transit Division Discretionary Grant Program. As the designated Special Transportation Fund Agency for Lane County, LTD must develop and adopt a local Coordinated Plan. In order for projects to be eligible for funding, they must be reflected in the plan and a copy submitted with grant applications that are due by January 31, 2007.

ATTACHMENTS: Draft Lane Coordinated Public Transit - Human Services Transportation Plan for 2006-07

NOTE: The Draft Coordinated Plan is being included as an attachment to the LTD Board agenda packet to Board members only. Interested others may obtain a copy on the LTD Website at www.ltd.org or by calling LTD.

PROPOSED MOTION: I move the following resolution, LTD resolution No. 2007-004: Be it resolved that the LTD Board of Directors hereby adopts the Lane Coordinated Public Transit - Human Services Transportation Plan for 2006-07.



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

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

MONTHLY DEPARTMENT REPORTS

January 17, 2007

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PIONEER PARKWAY CORRIDOR

Anita Yap, Transit Development Planner

Environment Assessment (EA):

The Federal Transit Administration (FTA) Region 10 Administrator Rick Krochalis signed the Finding of No Significant Impact for the Environmental Assessment on December 22, 2006. The notice will be published in the *Federal Register* next month. LTD has pre-award authority to start final design, right-of-way acquisition, and utility relocation.

Project Development Approval:

On December 11, 2006, the Federal Transit Administration approved LTD to enter project development. With this approval, LTD has pre-award authority to incur costs for preliminary engineering on the corridor.

METROPOLITAN PLANNING

Anita Yap, Transit Development Planner

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

At their meeting on December 14, 2006, the MPC received a report from the Citizen Advisory Committee (CAC) in which CAC outgoing member Jan Spencer requested the MPC to consider Peak Oil in transportation decision making and adopt the Public Participation Plan (PPP) in January. The MPC appointed Mayor Piercy as the MPC Liaison to the CAC and recommended that the CAC appoint a liaison to the MPC. Oregon Department of Transportation (ODOT) Area Manager Jane Lee reported on the reallocation of the West Eugene Parkway (WEP) funds and indicated that the Oregon Department of Transportation is recommending that \$3.5 million of the remaining \$12 million remain in Lane County. A final decision from the OTC is expected next year. A joint meeting with the Metropolitan Policy Committee and the Lane Council of Governments Board Executive Committee is scheduled for February 1, 2007.

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Deleted: Stefano Viggiano, Assistant General Manager

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Graham Carey, BRT Project Engineer¶

MARTIN LUTHER KING JR. PARKWAY ¶

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

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Project Approval: Project approval is completed. The Springfield City Council approved the project November 6, 2006, and Lane County Board of Commissioners endorsed the project November 8, 2006, and the LTD Board of Directors approved the project November 15, 2006.¶

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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. L...

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METROPOLITAN PLANNING¶

Razor Park Mixed-Use Planning:

The Razor Park Mixed-Use Center planning effort continues with technical advisory committee meetings. Transportation improvement concepts for the area will be presented at the first open house on January 16, 2007, at the River Road Annex. This area is within the Bus Plus corridor on River Road.

West 11th Transportation Planning:

Discussions continue on the West Eugene Transportation Study. LTD staff have named the EmX corridor the "West Eugene EmX Extension". Eugene transportation staff are meeting with several interest groups--including the Round Table group, the West Eugene Transportation group, the Jefferson/Westside Neighbors, and the Citizens for Responsible Rapid Transit. LTD staff will be scoping the EmX project and will coordinate with the City on public involvement, traffic analysis, and alternative development.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Programs and Services:

CarPool/VanPool/Emergency Ride Home Program (ERH):

- Surveyed all commuters in Rideshare database via online or mailed survey: 186 responses out of 763 records--after purging 473 commuters in the active database.
- Enrolled seven new work sites in the Emergency Ride Home (ERH) program and 12 new commuters.
- Completed first quarterly report on Vehicle Miles Traveled (VMT) and Emissions Reductions based on survey and vanpool National Transit Database (NTB) reporting for the Rideshare database.
- Completed Valley VanPool subsidy grant application for second biennium ODOT Special Transportation Fund (STF) Discretionary grants in the amount of \$255,000.
- PeaceHealth has committed to subsidize the per-seat cost of a new Valley VanPool pilot that will operate between Cottage Grove/Creswell and the International Way area, targeting employees at the RiverBend Annex. Any empty seats will be offered to employees of nearby businesses.
- Initiated pilot "Be Smart, Be Seen" program to provide bicycle lights to low income bicyclists, in cooperation with Paul's Bicycle Way of Life. Will be applying for \$5000 bicycle mini grant for ongoing program in cooperation with the City of Eugene.

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Smart Ways to School Program (SWTS):

- Smart Ways to School received a \$5,000 grant from ACTS Oregon (Alliance for Community Traffic Safety) to conduct a middle school pilot project to promote alternative travel modes. Partners include the City of Eugene Public Works, Crime Prevention, Traffic Engineering, and Traffic Enforcement departments; Bicycle Transportation Alliance; Paul's Bicycle Way of Life; and the Eugene 4J School District. The school will be selected soon and the project will be conducted during Spring 2007.
- Lisa VanWinkle was named chair of the Oregon Safe Routes to School Advisory Committee.
- SWTS, parents, and staff of Roosevelt Middle School conducted a traffic observation to document safety issues associated with the school commute. This is part of an overall effort to promote alternative travel modes to/from school and improve safety.

Student Transit Pass Program (STPP):

Student ridership measured during December 3-9 showed there were 35,292 boardings during the seven-day period. More than 90 percent occurred on school days; of these, about 64 percent of the boardings occurred during the before- and after-school commute time periods. While this includes only one week of travel, it represents a 35 percent increase over the average school day boardings measured last year. We can assume that the inclusion of students attending rural schools accounts for a portion of the increase, but more likely, the increase represents greater usage among students attending urban schools this year compared to last year.

Education and Awareness:

Staff participated on the Gateway Development Committee Meeting, reporting on the preliminary research findings for the Gateway transportation surveys being conducted.

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 EmX block signaling and the signal priority are functional in all areas of the EmX service. The EmX signals have experienced the "red-flash" only twice in the last month, which is a safety function if there are any problems with the traffic signal controller. The City of Eugene staff are troubleshooting the problem, but unless it happens while they are there, it is difficult to fix. We are making progress with optimizing the signal timing and reducing our run times. Operator training will be completed at the end of the first week of January in preparation for the January 14 opening. All other work—including painting, electrical work on the additional shelters, and installation of a pedestrian signal at Dad's Gates Station, will be 100 percent complete by Friday, January 5.

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**SERVICE PLANNING,
ACCESSIBILITY, AND
MARKETING**

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

SERVICE

Along with EmX service, there are a couple of minor adjustments to the fixed-route system that will take place on January 14. These are primarily Eugene Station bay assignment changes. The staff is working on the annual route review process and is in the process of updating the five-year transportation development plan. This plan outlines the focus of service changes for the coming five years.

MEDIA

It's all about EmX! Good coverage by all of the major networks and *The Register Guard* has helped get the message out about the coming of EmX service. A big emphasis on safety is taking place now. Signage along key sections of the route has been placed, a mailing to residents along E. 11th Avenue went out early this month, and paid media is highlighting the "Look Both Ways" message. An editorial board meeting at *The Register Guard* will occur on January 9. This will be an opportunity to catch the editorial board up on a number of key activities occurring at LTD and give them an idea of what the coming year has in store.

OUTREACH

The Rider's Digest update is back from the printer and in distribution. It highlights the minor bid changes and includes the EmX Green Line schedule as well as the revised number 11 schedule.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

On December 6, an Open House and Grant Workshop was held at LTD to receive public review and comment on the Draft Lane Coordinated Public Transit - Human Services Transportation Plan for 2006-07 (The Lane Coordinated Plan) and to provide information and training on the 2007-2009 Public Transit Division Discretionary Grant Program. Jean Palmateer, Special Transportation Program Manager at ODOT Public Transit Division, was present to provide assistance with grant applications. The Accessible Transportation Committee held a public hearing during its December 19 meeting to receive comments on The Lane Coordinated Plan. The public comment period closed on December 22, and comments received are being incorporated. A copy of the Lane Coordinated Plan will be sent to the ODOT Public Transit Division, along with the completed consolidated grant application, at the end of January. In addition, the Accessible Transportation Committee appointed a grant review subcommittee to review and rank the discretionary grant funding requests that were received at LTD from Lane County providers. The list of projects to be incorporated into LTD's consolidated application will be presented to the Board at its January 17, 2007, meeting.

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[LTD contracted with Alternative Work Concepts to provide EmX training for area human services transportation trainers and for people with disabilities during the four weeks leading up to the start of EmX service.](#)

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

EmX Operator Training:

[Operator training on the EmX is nearly complete. The operators feel confident about their training and are ready to operate the system. There will be a system test the week of Jan 7 where the system will operate as if it is in regular service. During this time, people with disabilities and others will be encouraged to try the system out but not to depend on it since it is still in testing mode.](#)

New Operator Class:

[Just to make sure that the operations training supervisor and instructors don't get bored, we are having a new group of six bus operators begin in February. These are replacement operators to compensate for normal turnover.](#)

MAINTENANCE

George Trauger, Director of Maintenance

EmX Vehicles:

[All EmX vehicles have been delivered to Lane Transit. LTD and New Flyer personnel are combining efforts to make them ready for service, e.g., fine tuning radios and Siemens items. The contract inspector has issued the inspection documents in compliance with the FTA's post delivery audit. Additional audit documents should be in route soon.](#)

Gillig Buses:

[Currently three buses are on the property with another three arriving Thursday, January 4. These arrivals are in line with the contract time frame of January 31. While these buses are going through the post delivery process, graphic installations are being arranged. The In-service date is planned for the end of February.](#)

RideSource Build:

[Trip arrangements have been made for representatives from LTD maintenance, RideSource, and South Lane Wheels, to travel to El Dorado's production plant in Salina, Kansas and, along with the Schetky Northwest representative, inspect and review the first of 11 vehicles being built. The group will travel January 8 and return January 11. An on-site inspector is in contact with Schetky Northwest and LTD maintenance.](#)

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New GSW:

The new employee is going through the training process.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

Three hundred five (305) vendor checks and Automated Clearing House (ACH) deposits totaling \$4,228,480 were processed during the month of December--including a total of \$1,321,957 to New Flyer of America, Inc. as a progress payment on the first six BRT vehicles; and \$109,319 to Gillig Corporation as a progress payment on the first of 20 new revenue vehicles. Twenty more vendors were moved to ACH processing.

Eighty-five (85) payroll checks and 945 payroll direct deposits totaling \$803,413 were made in December 2006. These numbers reflect two pay dates in December.

Twelve (12) cash fare deposits totaling \$119,858 were made in December 2006.

In December, Finance staff also completed the necessary paperwork to allow the District to issue short term debt totaling \$3.0 million. Net proceeds of \$2,996,400 were received on December 19, 2006.

PURCHASING

Jeanette Bailor, Purchasing Manager

Proposals were received for banking services and a contract was awarded to Bank of America. Nelson/Nygaard Consulting Associates, located in Portland, was awarded the contract for consulting services to develop a Lane County Coordinated Public Transit/Human Services Transportation Plan. Proposals are being reviewed for general electrical services. Documents are being prepared and revised to request proposals for environmental assessment services, and for the RideSource contract currently held by Special Mobility Services.

INFORMATION TECHNOLOGY

Steve Parrott, IT Manager

(There is no Information Technology report this month.)

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AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

ITEM TITLE: JANUARY AND FEBRUARY 2007 EMPLOYEES OF THE MONTH

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

BACKGROUND: **January 2007 Employee of the Month:** Bus operator Margaret Lead was selected as the January 2007 Employee of the Month. Margaret has been a bus operator for LTD since 1994. She has impeccable attendance and safety records, and is careful and efficient when operating her bus. She has earned the Safe Driver Award nine times. Margaret also served as the United Way Loaned Executive during its 2005 campaign. She was nominated for Employee of the Month by a rider who was very grateful for Margaret's recent assistance when the rider had misplaced a very valuable portfolio. When Margaret was advised of the situation, she responded quickly and cheerfully, resulting in the prompt recovery of the rider's personal effects. The customer noted her appreciation of Margaret's consistent courtesy in all situations.

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

Margaret is always smiling and it is infectious to all who know her, and even those who don't. She's kind, compassionate, understanding, and friendly. She will speak to you and you feel her concern for whatever you have to say. Margaret is a real people person. She takes the time to get to know people individually and they appreciate her for that. Comments from passengers include, 'She always smiles,' and, 'That was a very comfortable and safe ride.'

It is a pleasure to work with Margaret. She really does care about people and people really care about her. That is a great thing to see.

February 2007 Employee of the Month: Bus operator Dorothy Libby was selected as the February 2007 Employee of the Month. Dorothy has been a bus operator for LTD since 1996. She has received the Safe Driver award seven times during her tenure at LTD. She was nominated by a rider who commented that Dorothy is "always nice," and takes special care to lower the step when she stops at the curb.

This award is especially timely since Dorothy is officially retiring this month. After ten years with LTD, Dorothy celebrated her last day on Thursday, January 11.

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

It has been my pleasure to work with Dorothy as both a bus operator and as her evaluation supervisor. Dorothy has always projected a friendly and professional demeanor throughout her career as a bus operator. One young student rider commented that Dorothy always has a pleasant demeanor and treats the students with respect. A long-time senior rider told us that Dorothy, 'makes sure senior passengers are seated before driving and is always in a good humor.' Another customer tells of her appreciation to Dorothy for 'going above and beyond the call of duty' when she allowed the customer to return to her home for medications while Dorothy waited for her while driving the #19 route.

These are just a few examples of the positive comments received regarding Dorothy's service. Her selection as the February Employee of the Month is well deserved.

Our congratulations to Margaret and Dorothy on their selection as the January and February 2007 Employees of the Month!

AWARD:

Margaret and Dorothy will attend the January 17, 2007, meeting to be introduced to the Board and receive their awards.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

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

PREPARED BY: Mark Pangborn, General Manager

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

ATTACHMENT: None

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

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: January 17, 2006

ITEM TITLE: FRANKLIN EmX UPDATE

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: The Franklin EmX corridor is scheduled to begin operating on January 14, 2007. The dedication event, featuring Congressman DeFazio and other dignitaries, has been scheduled for that same day. The week prior to the actual start of service, a week-long “dress rehearsal” will be held, with EmX operating as it would when in service. The #11 Thurston will continue operating between the Eugene Station and Springfield Station during that week.

The Board will be provided an update on the project. Included in the update will be information on construction, vehicles, training, system testing, and marketing/promotional activities. There is also an opportunity to provide some initial operational feedback, both from the first few days of service and the simulated service the prior week.

ATTACHMENTS: None

PROPOSED MOTION: N/A

AGENDA ITEM SUMMARY

- DATE OF MEETING:** January 17, 2007
- 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 a semi-annual performance report covering the first half of FY 2006-07 to present to the Board in February 2007.
 - B. **Commuter Solutions Annual Report:** The annual Commuter Solutions report to the Board will be on the agenda in February 2007.
 - C. **FY 2007-08 Service Recommendation:** Public hearings on proposed changes to routes and schedules are scheduled for February 12 and March 12, 2007, at the Eugene Public Library. The Board will be asked to approve the final recommended service package at the March 21, 2007, regular Board meeting.
 - D. **FY 2007-08 Pricing Plan:** Public hearings on any proposed changes to the pricing plan are scheduled for February 12 and March 12, 2007, with final approval at the March 21, 2007, regular Board meeting.
 - E. **Capital Improvements Program Adoption:** Approval of the FY 2007-08 Capital Improvements Program will be on the agenda for the February 21 or March 21, 2007, regular Board meeting.
 - F. **Pioneer Parkway EmX Update:** An update on the Pioneer Parkway EmX project will be provided at the February 21 or March 21, 2007, regular Board meeting.
 - G. **Long-Range Financial Plan Adoption:** Approval of the FY 2007-08 Long-Range Financial Plan will requested at the March 21, 2007, regular Board meeting.

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: January 17, 2006

ITEM TITLE: LEGISLATIVE BRIEFING

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: The Oregon State Legislature convened on January 8 for the 2007 Session. Staff will provide LTD legislative priorities for this session to the Board for discussion and review. These priorities are described in the attached document.

As with the last session, The Ulum Group will be under contract with LTD to monitor legislative activities and advocate for LTD's interests. Doug Barber and Kelly Brooks of The Ulum Group will attend this legislative briefing for the Board.

ATTACHMENTS: Lane Transit District 2007 Legislative Priorities

PROPOSED MOTION: None.

Lane Transit District 2007 Legislative Priorities

Elderly and Disabled Transit

Background

LTD provides both fixed-route service and demand-response or paratransit. Fixed-route service consists of the scheduled bus system that most of the community recognizes as public transportation.

Paratransit provides transportation options for those unable to access the fixed-route system due to a disability. It primarily serves older adults and people with disabilities throughout Lane County. It is often referred to as E & D service for “elderly and disabled”.



Access to complementary paratransit service that is equivalent to fixed-route service is a requirement of the federal Americans with Disabilities Act (ADA).

Lane Transit District provides paratransit services through several different programs and through collaborative agreements with a variety of human service agencies. These services are offered under LTD's RideSource program:

- RideSource curb-to-curb transportation is for those unable to use regular bus service because of a disabling condition.
- RideSource Shopper is a once-a-week shopping service that provides transportation for grocery shopping on a regularly scheduled neighborhood route.
- RideSource Escort is a door-to-door, volunteer-based service for people who need more help than the regular RideSource curb-to-curb offers. This service is available primarily for medical appointments and extends into the rural areas of the county.

Future Demand

Oregon's senior population is growing rapidly. Within the next decade 15 percent of Oregon's total population will be over the age of 65, compared with 12 percent in 2005. By 2025, one out of every five Oregonians will be over age 65.

Last year, RideSource trips increased by more than 9.4 percent, a trend that is expected to continue. Without additional state support, LTD will be unable to meet the rising demand without making cuts to fixed-route service.

Cost

Paratransit rides generally cost nearly seven times that of fixed route. A curb-to-curb ride provided through RideSource using a paid driver costs on average \$23.50 per one-way trip, compared to \$3.50 per ride on the fixed-route system. On fixed route, additional trips can be added at no cost until the capacity of the vehicle is reached, while on paratransit, trips are individualized. Even with efforts to group trips and to coordinate services, only two or three trips can be provided per service hour. Trips are also taking longer, compounding the issue of decreased productivity.

Revenue

In Fiscal Year 2007, the tobacco tax is expected to generate \$636,340 for LTD's ADA paratransit service, while the LTD general fund contribution to the service is budgeted at \$1,555,000. Over the years, the LTD contribution has increased substantially while the tobacco tax revenues have stayed flat.

**Accessible Service Funding
FY 1987, FY 1997, FY 2007**

	1986-87	1996-97	2006-07 (est.)
Tobacco Tax	\$271,395	\$373,772	\$636,340
LTD General Fund	\$0	\$572,036	\$1,555,000

Cost Saving Efforts

LTD encourages all passengers to utilize fixed bus service whenever possible. This reduces costs for LTD and provides greater mobility for users. Screening for RideSource and other services is based on the inability to use a more cost-effective mode of travel. LTD has been innovative in developing programs that help Lane County residents access the fixed-route system:

- **Bus Buddy Program:** A one-on-one orientation and training program for seniors.
- **Lift-Use Training:** Operators train passengers with mobility devices to get on and off the bus using the lift.
- **Transit Host Program:** Provides staff at the Eugene station to facilitate transfers between buses for people with disabilities. Transit hosts also provide general assistance and information to all passengers.
- **One-on-One Individualized Training:** Provides specialized bus training for people with severe or multiple disabilities.
- **Hailing Kits:** Assists people with visual disabilities to communicate with operators what bus they are waiting for or what destination they are traveling to.



Solution

As part of the Oregon Transit Association, LTD will be asking the legislature for a modest increase in Elderly and Disabled Transit funding through the tobacco tax. Transit currently receives two cents of the cigarette tax for Elderly and Disabled transportation services. LTD and our partners ask that the Oregon Legislature increase support for E & D transportation by three cents, thereby bringing the total tax to five cents.

Bus Replacement

LTD Fleet

LTD maintains a fleet of 100 buses. The heavy-duty buses used for transit should be replaced after 12 years of operation to keep maintenance costs low and protect passenger safety. The LTD fleet serves over 9.4 million boardings annually on 43 different service routes.

LTD currently owns 51 buses that need to be replaced within the next five years. While funding through the Federal Transit Administration can be used, there are many other capital needs that compete for those funds. Any additional funding for bus replacement is very valuable and will reduce the overall age of the fleet. LTD's oldest buses were built in 1991 (they will be 16 years old in 2007) and have more than 700,000 miles.

State Support

For the past two legislative sessions, the State has funded bus replacement by flexing federal funds in the Oregon Department of Transportation (ODOT) budget. Approximately \$4 million in the ODOT budget was available for bus replacement during the last biennium. LTD received funding to replace two buses as a result of the 2003 legislative session, and funding to replace one bus after the 2005 session. Bus replacement funds are expected to be included in the proposed ODOT budget.

ConnectOregon 2

ConnectOregon is a lottery bond-based \$100 million legislative initiative to invest in air, rail, marine, and transit infrastructure. SB 71, the legislative vehicle for ConnectOregon, passed during the 2005 Oregon Legislative Session with bipartisan support in both chambers.

In 2006, LTD applied for and received \$5.4 million in ConnectOregon funding for the Pioneer Parkway extension of our bus rapid transit system, EmX.

It is expected that a second ConnectOregon bill will be introduced in the 2007 Legislative Session. LTD and the Oregon Transit Administration strongly support state investment in public transit and passage of ConnectOregon 2.

Although LTD received funding through ConnectOregon, transit statewide did not fare well in the allocation of funding through the program, receiving only approximately 12 percent of the total funds. There is a concern among transit agencies that the project selection criteria did not match well with transit projects. If ConnectOregon 2 is approved by legislators, transit agencies will likely make an attempt to amend the project selection criteria. An alternative approach, which could make sense given the difficulty of comparing project benefits across modes, would be a minimum funding guarantee for each mode in the bill.



Eminent Domain (Measure 39)

Measure 39 was passed by voters in November. The measure's primary focus was to eliminate the ability of public agencies to transfer property acquired through eminent domain to private parties.

Another change created by this measure that was not well publicized is that public agencies would be liable for the private party's legal fees and court costs in eminent domain trials if the eventual court-determined price exceeded the initial offer. The law had been that a private party's legal fees and court costs would be compensated only if the court verdict exceeded the highest settlement offer. The change resulting from passage of Measure 39 will have the effect of significantly increasing property acquisition costs and increasing the likelihood of property acquisitions going to court.

Under current practice, an initial offer is made that, by law, is based on an appraisal (the appraisal is made available to the property owner) and reflects the market value of the property. If the property owner disagrees with the appraised value, there is an opportunity to negotiate a settlement, since it is in the best interests of both the property owner and the public agency to avoid litigation. The property owner must weigh the settlement offer against the risk of going to court and having to pay legal fees and court costs if the court-determined amount is not higher than the settlement offer. The change in Measure 39 makes it much more likely that the property owner's legal fees are compensated, if for no other reason than the property will have appreciated above the initial offer by the time that the case reaches the court.

Solution

LTD and the Oregon Transit Association will join cities, counties, and other public agencies to seek a remedy to this problem. One remedy could be that the Legislature changes the law to revert to the pre Measure 39 condition for the reimbursement of property owner legal fees.

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Lane Transit District

January 3, 2007

MEMORANDUM

TO: LTD Board of Directors

FROM: Tom Schwetz, Planning and Development Director

RE: LTD Board Participation on LCOG Board

Summary

At its November retreat, the Board expressed interest in pursuing a relationship with the Lane Council of Governments' Board of Directors. Toward that end, LTD staff have discussed the concept with LCOG staff. George Kloeppe, LCOG's Executive Director, has put the item on the January 18 meeting agenda of the LCOG Board's Executive Committee. Following discussion at the Executive Committee meeting, the item would be taken up at the LCOG Board's February 22 meeting in Veneta.

Background

The LCOG Board is currently comprised of 28 member agencies within Lane County. Attachment 1 provides a general description of the LCOG Board's roles and responsibilities and a listing of the 2006 Member Agencies and their LCOG Board representatives. The LCOG Board's Charter specifies that formal membership requires a member (public agency) to have a "policy-level governing body comprised of officials elected directly to that body by popular vote." While the LTD Board does not meet this requirement, it is envisioned that the Board could participate in an ex-officio capacity at LCOG Board meetings. While not having a vote, a member of the LTD Board would receive full meeting materials and could participate in LCOG Board discussions. A similar provision currently exists for the Lane County legislative delegation.

Analysis

Obviously, participation at LCOG Board meetings represents an additional commitment for an LTD Board member. However, in 2005 the LCOG Board made the decision to move from monthly meetings to meeting six times per year. The LCOG Board's Executive Committee continues to meet on a monthly basis. The LCOG Board meetings are held throughout the county over the course of the year.

Recent local, state, and federal actions and efforts point to the continued importance of public transit in regional growth and livability. Examples include:

- The Region 2050 process
- The discussion of broader regional transportation issues surrounding the West Eugene Parkway project
- The recent update to the Oregon Transportation Plan
- New transit provisions in SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act)

This broad and extensive array of policy discussions suggest that there are definite implications for LTD and argues for the Board's participation in broader regional policy discussions. The potential value of the Board's participation is particularly evident in the LCOG Board's 2006 Goal Setting Session held in July 2006. Attachment 2 provides a summary of the session. At this session, the LCOG Board identified several regional issues of interest to LTD:

- Transportation: Valley-wide, including the ability to help seniors and disabled be more self sufficient by providing transportation to access medical, educational, and recreational services.
- Reliable funding
- Coordinate, link, network, plan, and streamline regional services--especially for smaller jurisdictions (reduce duplication and minimize reinventing the wheel)
- Coordinate major infrastructure for use by multiple jurisdictions (e.g., sewer and water)
- Coordinate county-wide library services
- Technology services
- Coordination of county-wide law enforcement
- Water Rights (a time sensitive "window of opportunity" was emphasized)
- Promote and strengthen regional partnerships

The final portion of the session was used to identify shared regional issues that would be presented and discussed at future Board meetings, throughout the year. The following topics have been forwarded to the Executive Committee, which will be responsible for refining and scheduling the monthly programs:

1. Regional Approach to Transportation (a series of two to three meetings)
 - Reliable, timely, doable, practical public transportation (to access medical and educational facilities, jobs, recreation, entertainment, etc., valley-wide and local)
 - Political and technical roadblocks and opportunities
 - Presentations on creative regional transportation systems and models from outside the region, as well as from LTD
 - Infrastructure and funding
2. Water Rights and Regional Opportunities (one meeting)
3. Enriching Opportunities in Small Communities: Enhancing a Sense of Place (one meeting) (include jurisdictional; identify and revitalization through economic development, libraries, etc.)
4. Impact of Education on Economy: What is coming down the pike? (K-12 and LCC) (one meeting)

Next Steps

At its January 18 meeting, the LCOG Board Executive Committee is expected to endorse the concept of the LTD Board's ex-officio participation on the LCOG Board. Because a Charter amendment is not required, the LCOG Board could approve the LTD Board's participation as soon as the February 22 meeting.

Attachment 1
Description of LCOG Board Roles and Responsibilities

The governing body of Lane Council of Governments (LCOG) is its Board of Directors, comprised of local elected officials designated to represent member governments.

It is the role and responsibility of the Board of Directors to establish the policies of LCOG. Included are the power to:

- Adopt plans, policies, and position statements on behalf of the region;
- Annually adopt a work program, prescribing the activities of Lane Council of Governments;
- Annually adopt a budget, setting forth the fiscal expectations and limitations for a 12-month period;
- Appoint or remove an Executive Director; and
- Establish and charge advisory committees or councils to assist in the performance of work program tasks.

The LCOG Board meets six times per year: the fourth Thursday of February, April, June, July, and September; and the first Thursday in December.

2006 LCOG Board members

City of Coburg: Judy Volta
City of Cottage Grove: Gary Williams, LCOG Board Chair
City of Creswell: Ron Petitti
City of Dunes City: John Scott
City of Eugene: Gary Papé, Executive Committee Member
City of Florence: Phil Brubaker
City of Junction City: Dwight Coon
City of Lowell: Warren Weathers, Executive Committee Member
City of Oakridge: Sue Bond
City of Springfield: Sid Leiken
City of Veneta: Darrell Carman
City of Westfir: Diana Tonkin
Emerald People's Utility District: Patti Chappel
Eugene Water & Electric Board: Patrick Lanning, LCOG Board Vice-Chair

Fern Ridge Library District: Keyte Hladky
Lane Community College: Susie Johnston
Lane County: Anna Morrison, Executive Committee Member
Lane County: Bill Dwyer
Lane Education Service District: Sherry Duerst-Higgins
Lane Library District: Rotation
Port of Siuslaw: Vacant
School District 4J: Anette Spickard, Executive Committee Member
School District 19: Al King
School District 52: Alan Laisure, Executive Committee Member
School District 68: Vacant
Siuslaw Public Library: Mary Lehman
Western Lane Ambulance District: Bob Sneddon
Willamalane Park & Recreation District: Greg James, Executive Committee Member

Attachment 2
Summary of Lane Council of Governments' Board of Directors
2006 Annual Planning Session Summary

Board Members: Vice Chair Patrick Lanning, Carol Campbell, Darrell Carman, Mike Fleck, Keyte Hladky, Susie Johnston, Alan Laisure, Gary Pape, Judy Volta, Helen Wagner Nola Xavier

LCOG Staff: George Kloeppel, Kay Metzger, Ann Mortenson, Bob Swank, Byron Vanderpool

Recorder: C. Daniel Lindstrom

Other Guests: Ric Ingham, Joe Xavier

Facilitator: Sylvia Rose Taylor

Following a buffet dinner, Vice Chair Lanning convened the meeting at 6:30 p.m., Thursday, July 27, 2006, at the City of Cottage Grove Community Center (700 East Gibbs). On behalf of the City of Cottage Grove, Councilor Fleck welcomed the group. Facilitator Sylvia Rose Taylor reviewed the purpose and objectives of the meeting, which were to participate in LCOG Board's annual planning session, to explore future opportunities that are aligned with LCOG mission and supported by the collective membership, and to identify and select regional issues of common interest to the membership, and that will be presented and discussed in more depth at Board meetings throughout the year. The facilitator also reviewed the meeting agenda and ground rules with the participants. The warm-up consisted of two exercises.

For the first exercise, attendees formed pairs and interviewed one another. Then, each pair introduced his or her neighbor to the entire group by 1) name, 2) position, and 3) profession. The fourth interview question was, "What LCOG attribute, service or program do you most value?"

The responses to this question follow:

- Senior & Disabled Services (S&DS)
- Planning and Facilitation
- Planning Services
- Transportation
- S&DS
- Old folks stuff (S&DS)
- Flexibility
- Facilitate cooperation among the various jurisdictions
- All services – particularly City Attorney services; interim services
- Planning and Mapping
- RLID – mapping
- Ability to facilitate cooperation and problem solving
- Training on how to write and obtain grants
- GIS – mapping
- Planning
- Venue for organizations/jurisdictions to work together
- Role in coordination
- S&DS
- GIS
- S&DS
- Transportation

The second exercise engaged the group in visioning 15-20 years into the future. Participants were asked to identify one major accomplishment that they would hope their successor Board of Directors would be able to attribute to the efforts of LCOG. Responses were shared following the recap of the June orientation. Executive Director George Kloeppel provided a brief recap of the orientation presented at the June Board Meeting. The purpose of the mini-orientation was to prepare the Board to actively participate in this evening's meeting, by providing adequate background, including LCOG's mission, objectives, its array of programs, services and diverse client base, as well as the role of the Board and staff. Five handouts were generated from the June meeting:

- *LCOG Mission Statement*

- *Future Issues and Challenges*
- *Board Planning Session: LCOG Orientation – Q&A*
- *LCOG Membership Survey Responses*
- *Organizational Chart*

Returning to the Visioning Exercise, Board members clearly identified how LCOG could have a positive impact on local jurisdictions and the quality of life in the Lane County region in 15-20 years:

- Establish a metro-County law enforcement format to improve public safety (less costly; more effective)
- Facilitate the establishment of county-wide public library services for all Lane County citizens
- LCOG is made up of 2050 members; there is no MPC, but several vital, vibrant sub-committees that do the heavy lifting!
- LCOG facilitated the cooperation between members to create a viable and useful 2050 Plan (maintained the quality of life we enjoyed in 2006).
- Link all land use data bases of County and Cities to know (real time) a parcel's use and zoning.
- Keeping and maintaining services for Lane County's most vulnerable citizens.
- A dependable, permanent funding source to help Seniors with services that help them be independent as long as possible.
- LCOG has helped bring many partners together to find solutions to many transportation issues.
- Coordinated Transportation.
- Florence connected to the Valley with regular, reliable Public Transportation.
- I-5 between Eugene and Cottage Grove expanded to 6 lanes.
- A new scenic and efficient transportation system between Veneta and Eugene.

Viewed as a whole, the hopes for the future clearly echo a "quality of life" message. Exploring Future Opportunities

Next, Board members challenged to explore future opportunities. To focus the conversation, the facilitator asked, "With an eye towards the future, what are the opportunities and outcomes that will require interjurisdictional cooperation and collaboration? Given LCOG's mission, assets and the world in which we find ourselves, consider both programs and services that benefit the collective membership, as well as LCOG's service relationship with individual members and contractual relationships with other clients and customers (i.e., S&DS).

After brainstorming and discussing many possible opportunity areas, Board members developed a short list. The numbers indicate the areas this group favored.

- **Transportation – Valley-wide (7)**
Including the ability to help seniors and disabled to be more self sufficient by providing transportation to access medical, educational, and recreational services.
- **Reliable funding (6)**
- **Coordinate, link, network, plan and streamline regional services, especially for smaller jurisdictions (reduce duplication and minimize re-inventing the wheel). (6)**
- **Coordinate major infrastructure for use by multiple jurisdictions (i.e. sewer and water) (3)**
- **Coordinate county-wide library services (2)**
- **Technology services (2)**
- **Coordinate of county-wide law enforcement (2)**
- **Pool insurance (1)**

- **Animal control** (1)
- **Park acquisition** (0)

After the list was developed, two areas were emphasized and added:

- **Water Rights** (a time sensitive “window of opportunity” was emphasized)
- **Promote and strengthen regional partnerships**

Since there was not a quorum, this list will be considered, discussed and refined further, at a future Board Meeting.

Identification of Shared Regional Issues

The final portion of the agenda was used to identify shared regional issues that would be presented and discussed at future Board meetings, throughout the year. The following topics will be forwarded to the Executive Committee, which will be responsible for refining and scheduling the monthly programs.

1. Regional Approach to Transportation (a series of 2-3 meetings)
 - Reliable, timely, doable, practical public transportation (to access medical, educational, jobs, recreation, entertainment, etc. – valley-wide and locally)
 - Political and technical roadblocks and opportunities
 - Presentations on creative regional transportation systems and models from outside the region, as well as from LTD.
 - Infrastructure and funding
2. Water Rights and Regional Opportunities (1 meeting)
3. Enriching Opportunities in Small Communities: Enhancing a Sense of Place (1 meeting) (include jurisdictional identify and revitalization through economic development, libraries, etc.)
4. Impact of Education on Economy: What is coming down the pike? (K-12 and LCC) (1 meeting)

A fifth topic was proposed, “Multi-cultural awareness/training”; however, it was not discussed by the entire group.

Having achieved the objectives of the meeting, Vice Chair Lanning adjourned the meeting at 8:50 p.m.

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: January 17, 2007

ITEM TITLE: LTD BOARD PARTICIPATION ON LCOG BOARD

PREPARED BY: Tom Schwetz, Planning and Development Director

ACTION REQUESTED: Approve LTD Board Member Participation on LCOG Board

BACKGROUND: At its November retreat, the Board expressed interest in pursuing a relationship with the Lane Council of Governments' (LCOG) Board of Directors. Toward that end, LTD staff have discussed the concept with LCOG staff. It is proposed that LTD's participation on the LCOG Board would be in an ex-officio capacity. George Kloeppel, LCOG's executive director, has put the item on the January 18 meeting agenda of the LCOG Board's Executive Committee. Following discussion at the Executive Committee meeting, the item would be taken up at the LCOG Board's February 22 meeting in Veneta.

ATTACHMENTS: Memorandum with attachments

PROPOSED MOTION: LTD Resolution No. 2007-005: The LTD Board of Directors hereby approves LTD Board Member participation on the Lane Council of Governments Board of Directors, following discussion and approval by the LCOG Board.

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

ITEM TITLE: MONTHLY PERFORMANCE 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: December 2006 Performance Report
November 2006 RideSource Activity and Productivity Report

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

May 19

DATE OF MEETING: January 17, 2006

ITEM TITLE: STRATEGIC PLAN UPDATE

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Approve Update of Strategic Plan

BACKGROUND: The Board is asked to approve an update of the Strategic Plan. This is a "minor" update to the plan. The vision, mission statement, core values, guiding principles, and five key goals remain unchanged. The only changes are to the short and long term strategies, and the performance goals.

The strategies in this updated plan reflect Board direction provided at the November 2006 Strategic Planning Work Session and will be used to develop the FY 2008 budget. The performance goals replace the listing of performance measures that were included in the previous plan. Twice per year, staff will provide the Board with an assessment of District performance relative to these goals.

ATTACHMENTS: Draft January 2007 LTD Strategic Plan

PROPOSED MOTION: I move adoption of Resolution 2007-006: Resolved, that the LTD Board of Directors approves the January 2007 LTD Strategic Plan.

AGENDA ITEM SUMMARY

K

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

AGENDA ITEM SUMMARY

DATE OF MEETING: January 17, 2007

ITEM TITLE: FY 2008 UNITED FRONT REQUESTS

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: Every year, LTD participates with Lane County; the cities of Eugene, Springfield, and Coburg; and Springfield Public Schools to develop a package of federal priorities. This effort, called the United Front, is intended to provide a coordinated set of local priorities for federal funding. Staff and officials representing each of the participating agencies travel to Washington, D.C. to present these priorities to the Oregon Congressional delegation. This year's United Front trip is scheduled for February 26-28, 2007.

LTD will have three funding requests this year: The first is a request for \$29.59 M in Small Starts funds for the Pioneer Parkway EmX. This request would fund 80 percent of the estimated project design and construction cost. This project has been approved by the Springfield City Council, Lane County Board of Commissioners, and the LTD Board, and has federal approval to advance to final design.

The second request is for \$2 M in Federal Transit Administration discretionary funds to help pay for an upgrade of LTD's radio frequency communications and related integrated systems. The upgrade includes replacement of mobile radio units, installation of base/control stations, installation of new equipment at transmitter sites, and improvements to dispatcher stations. These improvements are necessary to allow communication with Lane County's Emergency Coordinators during public safety emergencies.

The third request is for \$500,000 to conduct Alternatives Analysis for the third EmX corridor. Alternatives Analysis is a required initial step for projects that expect to use FTA New Starts or Small Starts funds.

ATTACHMENTS: None

PROPOSED MOTION: None.