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**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, May 16, 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

Gaydos _____ Evans _____ Dubick _____ Ban _____

Davis _____ Eyster _____ Kortge _____

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. EXECUTIVE (NON-PUBLIC) SESSION PURSUANT TO ORS 192.660 (1)(e),
to conduct deliberations with persons designated by the governing body to
negotiate real property transactions | 06 |

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

- | | |
|--|----|
| VII. EMPLOYEE OF THE MONTH – May 2007 (10 minutes) | 07 |
| VIII. AUDIENCE PARTICIPATION | |
| ◆ Each speaker is limited to three (3) minutes. | |

IX. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|----|---|----|
| A. | Consent Calendar (1 minute) | 08 |
| 1. | Minutes of the March 21, 2007, regular Board meeting (Page 09) | |
| 2. | Minutes of the April 25, 2007, special Board meeting (Page 16) | |
| B. | Transportation Financing Proposal (10 minutes) | 22 |
| C. | River Road Station Site Purchase (5 minutes) | 27 |
| D. | Human Resources Committee Recommendation: General Manager's Goals and Objectives (10 minutes) | 29 |

X. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
|-----|---|----|
| A. | Legislative Update (5 minutes) | 32 |
| B. | West Eugene EmX Corridor Transportation Planning Process (10 minutes) | 34 |
| C. | Board Member Reports (respond if questions) | 36 |
| 1. | Meetings Held or Attended | |
| (a) | Walnut Station Steering Committee—April 16 | |
| (b) | LCOG Board of Directors—April 26 | |
| (c) | Board Service Planning & Marketing Committee—May 9 | |
| 2. | No Meeting/No Report | |
| (a) | Metropolitan Policy Committee | |
| (b) | EmX Steering Committee | |
| (c) | Board HR Committee | |
| (d) | Board Finance Committee | |
| D. | Monthly Financial Report—April 2007 (5 minutes) | 38 |
| E. | Monthly Department Reports (respond if questions) | 50 |
| F. | Board Correspondence | 58 |
| G. | Monthly Performance Reports (respond if questions) | 62 |

XI. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

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- A. UO Economics Students' Presentation on Payroll Tax Forecasting
- B. FY 2007-08 Budget Adoption
- C. Resolution Reaffirming LTD Boundaries
- D. Olympic Trials Service Request
- E. Labor Negotiations
- F. Pioneer Parkway EmX Design and Budget
- G. West Eugene EmX
- H. Park & Ride Program
- I. Student Transit Pass Program

XII. ADJOURNMENT

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

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AGENDA ITEM SUMMARY

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DATE OF MEETING: May 16, 2007

ITEM TITLE: APRIL FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

Passenger fares were up 2.2 percent for the first ten months of the current year over the same period last year. Boardings for the rolling twelve-month period, which ended April 30, were 6.8 percent over the previous year. Of particular note is the fact that April boardings at 942,089 were the highest for any month in LTD's history, beating the record set last October of 930,000. In fact, in the past October has typically been the highest ridership month of each year. Transfers onto EmX at Springfield Station account for some of the increase in boardings.

Payroll tax receipts increased 5.4 percent, an improvement over the 5.1 percent growth reported last month, but are still below the growth anticipated by the current-year budget. Year to date, the slower growth has resulted in a negative variance of \$840,000. This variance has been more than offset by a higher-than-anticipated beginning working capital balance and stronger-than-anticipated self-employment tax receipts and interest income. The growth rate should increase in May when the first disbursements that include the payroll tax rate increase are received.

Self-employment receipts coincide with State tax payment deadlines, April 16 in the current year, and the first substantive disbursement of regular payments for tax year 2006 was received in April. Receipts for the ten-month period are up 12.2 percent over last year. Most of the regular tax payments for the prior calendar year will be disbursed to LTD in May.

State-in-lieu receipts are distributed quarterly. Through the quarter ended March 31, receipts were up 7.1 percent and \$85,000 over budget.

Interest earnings for the first ten months of the current fiscal year are 29.8 percent higher than the same period in the last fiscal year.

Total personnel services expenditures, the largest category of operating expense, show 7.7 percent growth over the previous year, up from the

7.1 percent growth reported for March. Retirement termination payouts contributed to the growth. A delay in the reporting of hours that should be charged to capital projects also was a factor. EmX operating expenses appear to be dropping as overtime is reduced for both operations and maintenance employees. There are still insufficient payroll data on EmX for long-range predictions, however. Expenditures are closely tracked.

Materials and services results vary widely from department to department. Overall spending is within budget for the year to date. It should be noted that insurance costs are up 20 percent over the previous period in FY 2005-06 due to an increase in workers' compensation insurance costs due to negative experience ratings that will last through FY 2007-08.

Transfers to the Accessible Services Fund have increased almost 27 percent over FY 2005-06 and now exceed the FY 2006-07 plan by \$193,000 year to date. The rate of growth, which is driven by demand, is a significant concern.

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. The highest price paid year to date was \$2.8643 per gallon on August 23. A new year-to-date low was set on January 22, 2007, of \$1.7009. The high and low prices per gallon in April were \$2.2626 and \$2.1683, respectively, up from March results. The year-to-date average price through April was \$2.1631 per gallon, an increase from the previous month. With two months remaining in the current fiscal year, staff remain cautiously optimistic that fuel expenditures will not exceed budget for the year.

The General Fund is stable through April despite concerns regarding Accessible Services expenditures.

Commuter Solutions Fund activities are generally as expected through the first ten 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, April expenditure activity included vehicle payments, planning work for both Pioneer Parkway EmX Corridor and the third EmX corridor, and information technology purchases.

The Budget Committee met on April 25 and 26, 2007, to consider and discuss the FY 2007-08 Proposed Budget. At the conclusion of the meeting on April 26, the thirteen committee members present voted unanimously to approve the budget as proposed. The FY 2007-08

Approved Budget will go to the Board on June 20, 2007, for a public hearing and adoption.

ATTACHMENTS:

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

1. Operating Financial Report - comparison to prior year
2. Comparative Balance Sheets
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund
3. Income Statements
 - a. General Fund
 - b. Commuter Solutions Fund
 - c. Accessible Services Fund
 - d. Capital Projects Fund

PROPOSED MOTION:

None

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: LABOR NEGOTIATIONS TEAM APPOINTMENT

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management, and Board Designee for Labor Negotiations

ACTION REQUESTED: That the Board approve the Human Resources director's recommendation of members of the labor negotiations team

BACKGROUND: At the Board's January 17, 2007, meeting, the Board passed LTD Resolution No. 2007-001, which designated the LTD director of Human Resources and Risk Management as the permanent designee for the purposes of labor negotiations. The resolution also stated, ". . . the Board shall approve all Negotiating Team members selected by the HR Director prior to the Negotiating Team conducting any deliberations in executive session."

In order to meet in executive session on the matter of labor negotiations, the Board must now approve the Negotiating Team members. It is my recommendation the Board appoint the following additional persons to the Negotiating Team: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance. Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

It has been to LTD's advantage to have a team approach to labor negotiations. This team of directors works together throughout the contract year to administer the labor contract, and is very familiar with all aspects of the contract. In addition, nearly all represented employees work within the departments managed by these directors.

ATTACHMENT: None

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2007-020: It is hereby resolved that the LTD Board of Directors appoints the following members to the LTD Negotiating Team for the purposes of negotiating the 2007-2010 labor agreement: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance. Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 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: May 16, 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), the Lane Council of Governments (LCOG) Board of Directors, 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. **Walnut Station Steering Committee:** Board member Mike Eyster is a member of this committee, staffed by the City of Eugene. The steering committee met on April 16, 2007. City of Eugene staff and their consultants provided an update of recently completed studies of the Walnut Station area. The studies included traffic analysis; and an overview of park and open space and natural features. The City's build alternative includes two exclusive lanes for EmX. An Open House was held on May 9, 2007.
2. **LCOG Board of Directors:** LTD Board Member Mike Dubick represents LTD on the LCOG Board of Directors as a non-voting member. The Board meets every other month on the fourth Thursday of the month. The April 26 LCOG Board meeting conflicted with LTD's Budget Committee meetings and was not attended by LTD. The next meeting is scheduled for June 28.

3. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is composed of Greg Evans, Mike Dubick, and Chair Mike Eyster. The committee met on May 9. On the agenda for that meeting were a discussion of the 2008 Olympic Trials bus service package, an update on the District's Park & Ride planning, with a focus on issues related to the River Road Station lease, and a review of the Student Transit Pass program status. Brief updates were provided on EmX stop spacing, BusPlus, and bus service discussions with Three Rivers Casino. The committee will provide a recommendation for addressing the River Road Station issue during the May 16 Board meeting.

NO MEETINGS HELD

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, with Greg Evans as an alternate. The MPC did not have a regular meeting in May. MPC Board members met with representatives from the Federal Highway Administration and Federal Transit Administration for a Metropolitan Planning Organization Certification Review on May 2. MPC members discussed issues and concerns with federal representatives about the MPO planning process.
2. **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 next meeting is scheduled for June 5, 2007.
3. **Board HR Committee:** The Board HR Committee is composed of Susan Ban, Mike Eyster, and Chair Gerry Gaydos. The committee will present the general manager's goals and objectives to the full Board for action at the May 16, 2007, meeting. The next Board HR Committee meeting is scheduled for June 12.
4. **Board Finance Committee:** The Board Finance Committee (Mike Dubick, Debbie Davis, and Chair Dean Kortge) last met on February 8 to discuss the proposed revised Long-Range Financial Plan and approve a revision to the proposed Capital Improvement Program. No meeting of the Board Finance Committee is currently scheduled.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

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

- May 3, 2007, letter from Board President Gerry Gaydos to Chair Faye Stewart and Lane County Board of Commissioners; Mayor Kitty Piercy and the City Council, City of Eugene; and Mayor Sid Leiken and the City Council, City of Springfield regarding the discontinuation of the Student Transit Pass Program, and enclosure.

PROPOSED MOTION: None

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

Wednesday, March 21, 2007

Pursuant to notice given to *The Register-Guard* for publication on March 15, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, March 21, 2007, 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
Michael Dubick
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jo Sullivan, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Debbie Davis, Treasurer
Greg Evans

CALL TO ORDER/ROLL CALL – Ms. Ban called the meeting to order and Mr. Pangborn called the roll. Mr. Gaydos was not yet present.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – There were no announcements or additions to the agenda.

BOARD CALENDARS – There were no questions.

WORK SESSION

LTD Climate Study 𐄂 Director of Human Resources and Risk Management Mary Adams stated that LTD was a member of the Diversity and Human Rights Consortium, a group of 11 public employers who organized in a collaborative effort to look at diversity among all of the member organizations. She said a climate (or diversity) survey was designed for use by consortium employers. It was distributed to LTD employees in January 2007. She said the survey was administered by Lockwood and Associates and results provided to LTD's Diversity Council. She introduced several staff members who were members of the council and would be reviewing the information, preparing a report for the Board, and developing a work plan. They were Senior Human Resources Analyst David Collier, Transit Development Planner Anita Yap, Accessible Services Manager Terry Parker, Graphic Designer Hannah Bradford, Bus Operator Ron Brown, and Assistant General Manager Stefano Viggiano.

Ms. Ban asked how LTD compared with other employers. Ms. Adams replied that an article in the *Register-Guard* indicated that the District compared favorably. She said that two issues to

address at LTD appeared to be policies related to antidiscrimination and harassment. She said the most common form of harassment identified was associated with political issues.

Mr. Collier said that a goal of the council was to reach a more diverse population, particularly when recruiting for top management positions for the District.

Ms. Yap said the council would shape an action plan and priorities around issues identified in the survey results. She said a priority would be a succession plan.

Mr. Dubick commented that he saw both positive aspects and challenges in the survey. He said that LTD shared challenges with the other public employers, including recruitment and retention.

Ms. Ban stated that she had seen a presentation about the changing demographics of the area and projections of the population in ten years. She said the nature of the workforce would change significantly and employers would need to plan for that.

West Eugene EmX Corridor Status Report – Director of Planning and Development Tom Schwetz reported that the West Eugene Group (WE) had been discussing issues beyond the West Eugene Parkway (WEP). He said WE had asked LTD and the City of Eugene to join and the membership of the group represented those entities with which the District needed to partner. He said the first 18 months of the process should provide sufficient information about the third corridor alignment to estimate costs for the next federal transportation bill. He said the process would be similar to those used to develop other corridors. He said that EmX was part of the West 11th Avenue traffic solutions and Veneta also was interested in what LTD could do to serve that communities needs better.

Mr. Pangborn said there was some concern about the short timeline of 18 months and there would need to be a backup plan in the event that there was no agreement on a preferred corridor.

Mr. Kortge asked if the corridor process would be focused on West 11th Avenue in various configurations. Mr. Pangborn replied that the City of Eugene had indicated that its second choice for an EmX corridor was Highway 99. He said if significant progress was not made on a West 11th Avenue corridor it might be necessary to begin a second process to consider an alternative, although that would be done in consultation with the City Council.

In response to a question from Mr. Kortge, Mr. Pangborn said the WE process would be started and if it appeared there was a problem with support for a corridor, the Eugene City Council would be asked to help resolve it in a timely manner. Mr. Schwetz said the Board would have a role in helping manage the process and develop the political will to identify a preferred alignment.

Trash at LTD Bus Stops – Director of Service Planning, Accessibility, and Marketing Andy Vobora reported that trash at bus stops and facilities was a concern for all districts. He said that LTD had a process to deal with trash at shelters and was working to educate customers about the problem. He said that littering was a community issue. He identified some of the problem areas and reviewed the strategies being considered to address the problem.

Mr. Eyster said he had only received one complaint about trash since he had been a Board member and asked if there had been a recent upswing in problems. Mr. Vobora replied that it was an ongoing issue.

APTA Conferences – Mr. Pangborn announced that there were American Public Transportation Association (APTA) conferences each year that might appeal to Board members, and referred to materials that described the nature of each conference. He said the conference that occurred around the first of May each year included a series of plenary sessions and hands-on workshops, the July conference was targeted to Board members and support staff and focused on policy issues, and in October there was a general annual conference. He asked Board members to let staff know if they were interested in attending one of the conferences.

Mr. Gaydos arrived at 6:10 p.m.

Mr. Kortge questioned whether it would be better to spend money on leadership activities in which all Board members could participate.

Mr. Dubick stated that he was interested in attending a conference and being exposed to a broad range of transit issues.

Ms. Ban said she had attended APTA conferences in the past and found them to be very valuable to her as a Board member.

Mr. Pangborn encouraged Board members to attend at least one APTA conference.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports [≠] There were no questions.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that the District's financial condition had been stable for the first eight months of the fiscal year. She said the current monthly financial report was similar to last month and although there was some concern with the rising cost of fuel, it was still below budget.

United Front Update – Mr. Gaydos reported that the United Front initiative, which presented a coordinated set of local priorities for federal funding, was a valuable process in which local jurisdictions and public agencies, including LTD, participated each year. He encouraged LTD's continued participation and was pleased with the support for transit provided by United Front partners.

Legislative Update – Ms. Adams provided an overview of HB 2537, which would prohibit transit employees from striking and would require binding arbitration for collective bargaining agreements. She said the bill had been amended to remove language that would have made staffing levels a mandatory subject of bargaining. She said the bill was introduced on behalf of the Amalgamated Transit Union, which testified in support, and testimony in opposition was presented by the Oregon Transit Association. She noted that the LTD Board had not taken a position on the bill and TriMet was neutral as long as the bill passed as amended.

Ms. Ban asked if testimony had been presented on SB 476. Mr. Pangborn said the bill, related to the governance structure of the LTD Board, was in the process of being amended to eliminate the need for redistricting.

In response to a question from Mr. Eyster, Ms. Adams said that currently only OTA had taken a position in opposition to HB 2537, and several legislators had indicated their support.

Mr. Pangborn said there was support for HB 2422, which would increase the cigarette tax to fund Elderly and Disabled Transportation, but the governor did not support it. He said the governor perceived the bill as competing with his initiative to fund health care for children. Mr. Pangborn said that the ConnectOregon 2 bill was moving forward and the initiative to obtain funding from high-capacity transit bonds to meet EmX local match requirements was moving forward.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced April 2007 Employee of the Month Bus Operator Gloria Turcotte. He said that Ms. Turcotte had been nominated by a fellow bus operator and would be retiring soon after 30 years as an LTD employee.

Mr. Gaydos presented Ms. Turcotte with her award. Ms. Turcotte thanked the Board for her recognition and expressed her appreciation to the District. She said she would be sad to retire.

AUDIENCE PARTICIPATION – Mr. Gaydos called for comments from the public.

Melvin Barnes of Springfield reiterated his request for enhanced service in certain areas as originally proposed during his testimony at the February 12, 2007, public hearing on service recommendations.

Ilna Koleszar, a member of Residents for Responsible Rapid Transit (3RT) read a statement regarding an EmX corridor in West Eugene and submitted her statement in writing.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Eyster moved adoption of LTD Resolution 2007-011: “It is hereby resolved that the Consent Calendar for March 21, 2007, is approved as presented.” Mr. Dubick provided the second. The Consent Calendar consisted of the minutes of the February 12, 2007, special Board meeting and the February 21, 2007, regular Board meeting.

VOTE The Consent Calendar was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Fiscal Year 2007-08 Pricing Plan and First Reading of Amended Fare Ordinance – Mr. Vobora distributed a handout titled *LTD Pricing History* and reviewed the history of group pass price fare increases. He noted that the fare changes had been the subject of two public hearings.

Mr. Eyster commented that 8 percent seemed like a large increase.

Mr. Dubick asked if there had been feedback from group pass customers. Mr. Vobora replied that all customers had been notified and no responses had been received.

Mr. Kortge said the Finance Committee had reviewed the increase and did not think it was inappropriate.

Ms. Hellekson noted that fuel prices had doubled during the same period and personnel services costs were also growing.

Ms. Ban asked if there was a risk that some employers would leave the program. Mr. Vobora replied that the Business Energy Tax Credit (BETC) was becoming more popular as a way to realize savings from participation in the program.

Mr. Pangborn remarked that increases were a difficult decision, but it was important to try to avoid having the business community subsidize the pass program.

Mr. Kortge commented that the District could not operate in a deficit.

Mr. Vobora pointed out that the group pass program was still a great bargain.

Mr. Dubick said the Finance Committee thought that the increase was reasonable, consistent with the formula, and based on costs. Mr. Pangborn added that the District had attempted to track increases in fares to inflation.

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

VOTE The motion was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Ms. Ban read the title: "Fourteenth Amended Ordinance No. 35, An Ordinance Setting Fares for the Use of District Services."

Fiscal Year 2007-08 Service Proposal – Mr. Vobora reviewed the 2007 Service Proposal and stated that public testimony had been received over the past three months. He pointed out that the proposal had been amended based on the public comment, including implementing some service during the summer bid instead of the fall bid.

Mr. Kortge recognized Mel Barnes for his advocacy for routes and encouraged him to continue providing input to the District.

MOTION Ms. Ban moved approval of LTD Resolution 2007-012: "It is hereby resolved that the LTD Board of Directors approves the FY 2007-08 service recommendations as presented on March 21,

2007, and as shown on the 2007 Annual Route Review Service Change Summary. Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Long-Range Financial Plan – Ms. Hellekson said the Finance Committee had reviewed three versions of the Long-Range Financial Plan (LRFP) based on growth in personnel services and year-end estimates and was recommending Board approval of the version contained in the agenda packet. She noted that the plan included an assumption of \$2.35 per gallon for fuel and there was no debt financing.

Mr. Kortge expressed concern about the accessible services budget issue and the increasing demand for services. He said it would be difficult to project future increases as the population aged.

Ms. Hellekson said the LRFP was a rolling plan and she expected it would be below the \$6 million in reserves by the sixth year, although the assumptions in the plan were conservative and adjustments could be made in earlier years.

There was a discussion of the impacts of employee retirements, overtime, and use of leave on the budget.

MOTION Mr. Kortge moved approval of LTD Resolution 2007-013: "It is hereby resolved that the revised Long-Range Financial Plan is approved as presented. Ms. Ban provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

Forming Focused Subcommittees for EmX Steering Committee – Mr. Schwetz explained that as the EmX project became focused on two geographically separated areas (Pioneer Parkway and West Eugene), the Steering Committee had discussed creating two subcommittees--one to focus on each of the geographic areas. He said the recommendation was for the Steering Committee to appoint the subcommittees, with at least three Steering Committee members on each. He said that additional subcommittee members could be appointed on an as-needed basis or as directed by the Board. He said the subcommittee for West Eugene could coordinate with the WE group. He noted that a 3RT member had been invited to participate with that group.

Mr. Kortge questioned the need for subcommittees in the absence of clear direction from the City of Eugene. Mr. Schwetz responded that the Steering Committee approach had worked well with the Franklin Corridor, which involved both Eugene and Springfield. He said there were now two

processes, one for each city, and it made sense to have two groups. He said the Steering Committee would continue to provide overall perspective to the process.

Ms. Ban remarked that the subcommittee approach would be similar to the stakeholder strategy used for the Coburg Road process.

Mr. Dubick commented that there were two projects in two separate locations dealing with different sets of challenges. He said the subcommittees could address the details of their respective projects and bring large issues to the Steering Committee for decisions. Mr. Schwetz agreed. He said the subcommittees would likely meet on a monthly basis and be involved in projects at a much more detailed level than the Steering Committee. He said the subcommittees would be advisory to the Steering Committee and not be responsible for making decisions; the subcommittees would not diminish the role of the Steering Committee.

MOTION Mr. Eyster moved approval of LTD Resolution 2007-014: "It is hereby resolved that the EmX Steering Committee is directed to appoint individual corridor-focused subcommittees as needed." Mr. Dubick provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Dubick, Eyster, Gaydos, Kortge (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Davis, Evans (2)

ADJOURNMENT – The meeting was adjourned at 7:40 p.m.

Board Secretary

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

Wednesday, April 25, 2007

Pursuant to notice given to *The Register-Guard* for publication on April 19, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special board meeting on Wednesday, April 25, 2007, beginning at 5:30 p.m., in Conference Room A at 3500 East 17th Avenue, Eugene.

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

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

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Pangborn asked to add an action item, designation of the LTD Team to negotiate real property transactions, to the agenda.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced Operations Supervisor Gary Taylor as the May 2007 Employee of the Month. He said that Mr. Taylor had just retired after 35 years with the District and his father had also retired from LTD. He thanked Mr. Taylor for his outstanding service and wished him well on his retirement.

Mr. Gaydos presented Mr. Taylor's awards and expressed the Board's appreciation for his years of service.

Mr. Taylor thanked the Board for the award. He said his 35 years with the District had been fantastic and LTD was a great place to work.

AUDIENCE PARTICIPATION – Mr. Gaydos determined that there was no one wishing to speak.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Eyster moved adoption of LTD Resolution 2007-015: "It is hereby resolved that the Consent Calendar for April 25, 2007, is approved as presented." Mr. Kortge

provided the second. The Consent Calendar consisted of the minutes of the March 12, 2007, special Board meeting.

VOTE The Consent Calendar was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos, Kortge (7)
NAYS: None
ABSESIONS: None
EXCUSED: None

Second Reading and Adoption of Amended Fare Ordinance – Director of Service Planning, Accessibility, and Marketing Andy Vobora stated that this would be the Board's final action on the revised fare ordinance. He said that monthly pass rates would be implemented in July 2007 and group pass rates on January 1, 2008.

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

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos, Kortge (7)
NAYS: None
ABSESIONS: None
EXCUSED: None

Ms. Ban read the ordinance by title only: Fourteenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services.

MOTION Ms. Ban moved LTD Resolution No. 2007-016: "Be it resolved that the LTD Board of Directors hereby adopts Lane Transit District Fourteenth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services." Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos, Kortge (7)
NAYS: None
ABSESIONS: None
EXCUSED: None

Designation of LTD Team to Negotiate Real Property Transactions – Mr. Pangborn explained that designation of a team to negotiate real property transactions was a necessary part of the property acquisition process. He said the District would be purchasing property over the next several years and in order to meet in executive session to discuss those transactions the Board needed to designate staff authorized to represent the District. He said the proposed team would be identified by title rather than name.

Mr. Eyster asked if the negotiations would be done in consultation with the Board. Mr. Pangborn assured him that proposed transaction would be discussed with the Board before negotiations proceeded.

MOTION Mr. Eyster moved LTD Resolution No. 2007-017: "It is hereby resolved that the LTD Board of Directors designates the LTD general manager, the LTD director of Planning and Development

and the LTD facilities manager to negotiate real property transactions." Ms. Davis provided the second.

VOTE

The resolution was approved as follows:

AYES: Ban, Davis, Dubick, Evans, Eyster, Gaydos, Kortge (7)

NAYS: None

ABSESIONS: None

EXCUSED: None

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports – Mr. Gaydos said the Regional Transportation Plan (RTP) had a 2031 planning horizon and the Metro Plan only went to 2015. He said the MPC was involved in updating the RTP to extend the horizon to meet federal requirements. He said the purpose of the plan was to assure that the current and planned transportation system was adequate to meet population assumptions. LTD was concerned because an RTP had to be in place in order for the District to receive federal funds. He said a major issue was the City of Eugene's concern with potential expansion of the urban growth boundary and its unwillingness to consider an expansion. He said the MPC would be working on the update to assure it was completed in a timely manner and to address concerns that the RTP did not bind local jurisdictions to projections in the plan.

Director of Development Services Tom Schwetz commented that LTD was concerned from the perspective of having the federal process proceed in a timely manner and also from the perspective that the regional land use plan had not been updated in 20 years and the District needed to target services where growth would occur and the plan did not extend as far into the future as LTD's investments did.

Mr. Gaydos said elimination of the West Eugene Parkway necessitated a new planning transportation planning process for that area and a West Eugene (WE) group had been formed to work through a collaborative process. He said it was important for LTD to participate, but the District faced its own timeline for a West Eugene corridor and that had been communicated to the WE group.

Mr. Eyster asked if the planning process meant the City of Eugene was stepping back from its commitment to a West 11th Avenue EmX corridor. Mr. Gaydos said that the study was much broader than just the corridor and he did not perceive a lack of commitment from the City to consider a West 11th Avenue corridor.

Mr. Schwetz remarked that LTD potentially could be part of a solution to transportation problems in West Eugene and the City was taking a more comprehensive look at issues. He said the third corridor was being referred to as the West Eugene corridor instead of the West 11th Avenue corridor at the present time.

Mr. Gaydos said a group had formed to oppose using West 11th Avenue as an EmX corridor because of concerns with adverse impacts on the neighborhood, and LTD was working with that group to understand its concerns and address them.

Mr. Pangborn pointed out that LTD needed to have a project defined in sufficient time to apply for funding under the next federal transportation bill.

Mr. Eyster remarked that the City of Eugene had come to LTD and agreed to be a full partner in the development of a third corridor. He was concerned that this recent development could mean that LTD would be left to take the lead with regard to negotiating aspects of the project, such as lane structure, which were necessary to make the project work.

Mr. Gaydos concurred with Mr. Eyster's concern. He thought City staff remained supportive of the corridor project, but he was not certain how the WE group process had affected the commitment of elected officials. He indicated that both the WE group and City staff were well aware of LTD's concerns and timeliness issues.

Assistant General Manager Stefano Viggiano noted that an open house to launch the West Eugene planning process was scheduled for May 21. He said that Board members would be provided information on the meeting and urged them to attend.

Mr. Kortge reported that he had given a talk to the Rubicon Society; it had gone well and there was a good discussion.

Mr. Gaydos encouraged staff to contact all of the Board members when speaking opportunities arose.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that nine months into the fiscal year the budget was in good shape. She said that payroll tax receipts were still slightly below expectations and the effect of the rate increase would be seen in May. She thought that would bring a good infusion of revenue. She said that ridership was still very strong and fuel expenses were still below budget.

Student Transit Pass Program Changes – Mr. Vobora commented that information had been given to the schools and would be provided to elected officials shortly regarding discontinuation of the Student Transit Pass program. He said that staff were continuing to explore opportunities to replace funding that was no longer available from the Oregon Department of Education. He said the Board's Service Planning and Marketing Committee would consider the issue on May 9.

Mr. Gaydos said that he and Ms. Ban served on a 4J School District planning group and transportation would be the subject at the next meeting. He said 4J was indicating that it cost \$11,000 for each school bus it added to its fleet and perhaps that might provide the District some leverage in negotiating for a Group Pass Program.

Mr. Vobora reminded the Board that the Federal Transit Administration (FTA) had strict regulations regarding transit districts providing school bus service. He said to date LTD had not been cited for any problems but it was important to assure that student use was integrated into the transit system and not create specialized services that did not meet the needs of all users.

Mr. Gaydos said that LTD had gotten good publicity from the program and ridership had increased.

Mr. Vobora remarked that it would be interesting to see how many student riders continued to use transit as a mode of transportation.

Commuter Solutions Program Manager Connie Bloom Williams added that the response to elimination of the program was minimal currently, but she expected a more substantial response in the fall when school began and people realized there was no program.

Mr. Eyster suggested publicizing loss of the program in the hope of restoring it before the next school year.

Mr. Kortge cautioned against appearing to put pressure on the school districts to provide the funding.

Mr. Evans asked if there was a way to collaborate with the school districts to address the transportation needs of low-income students and the potential adverse impact on them by identifying alternate funding, such as grants. Mr. Vobora replied that 4J provided a monthly bus pass to any student on the free and reduced lunch program at the high school level and bus service was provided at the middle and elementary levels.

School Transportation Project Lead Lisa VanWinkle said that LTD had offered to work with the school districts on a pilot study to identify efficiencies among the school district and LTD fleets. She said that at this point the most interest had come from Springfield. She explained that the Chalkboard Project, a statewide organization looking at school improvement, had indicated an interest in helping fund a pilot project if there was local interest. She said that Springfield was interested in a potential group pass program specifically for alternative education students. She said that two 4J schools also were interested in the group pass program, but it was not certain whether that could be done by individual schools.

Legislative Briefing – Mr. Viggiano provided updates to the information in the agenda packet. He said that HB 2422, relating to increasing the cigarette tax for elderly and disabled transit, had a hearing during the week but was not yet scheduled for a work session. He was not certain if there would be further activity. He said that HB 2537, relating to prohibiting transit employees from striking, was out of committee and would be voted on soon by the House. He said it was expected to pass.

Mr. Pangborn said that HB 2537 contained an emergency clause that would make it effective during the course of the District's labor negotiations if they were not concluded by July 1.

Continuing, Mr. Viggiano said there had been no movement on SB 476, requiring an elected LTD Board, and no activity was scheduled. He said LTD was working with the local legislative delegation to put \$10 million for a third EmX corridor in HB 5036, allocating high-capacity bond revenues.

Mr. Vobora said he had provided testimony on HB 2422 the previous day and it was well received by the committee, who recognized that the program deserved more funding and the growing impact of paratransit services on the District's budget. He said some legislators had indicated a willingness to advocate for the funding with the governor, who was proposing a large increase in the cigarette tax to fund health insurance for children.

Mr. Viggiano pointed out that next year's budget included a transfer of nearly \$2 million from the General Fund to special transportation.

Mr. Eyster asked if there was any opposition to HB 2537. Mr. Viggiano said that only the Oregon Transit Association had taken a position opposing it.

Mr. Gaydos thought that support for the LTD Board from the local business community had some impact on keeping SB 476 in committee and that demonstrated the value of maintaining good relationships in the community.

Mr. Eyster asked if local chambers of commerce would have an interest in taking a position on HB 2537. Director of Human Resources and Risk Management Mary Adams replied that the Springfield Chamber had been interested initially but there was so much momentum behind it that the Chamber was not willing to take a position.

Mr. Viggiano pointed out that the LTD Board had not taken a position on HB 2537.

The meeting adjourned at 6:20 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 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 spring and summer vacation dates.

ATTACHMENT: Board activity calendars are included separately for Board members.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** May 16, 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 May 16, 2007:
1. Approval of minutes: March 21, 2007, regular Board meeting
 2. Approval of minutes: April 25, 2007, special Board meeting
- ATTACHMENTS:**
1. Minutes of the March 21, 2007, regular Board meeting
 2. Minutes of the April 25, 2007, special Board meeting
- PROPOSED MOTION:** I move that the Board adopt the following resolution:
- LTD Resolution No. 2007-017: It is hereby resolved that the Consent Calendar for May 16, 2007, is approved as presented.



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MONTHLY DEPARTMENT REPORTS

May 16, 2007

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

METROPOLITAN PLANNING

Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC): There was no official MPC meeting in May. However, representatives from the Federal Transit Administration and Federal Highway Administration spent three days in Eugene/Springfield for a certification review of the Metropolitan Planning Organization's (MPO) planning process. Tom Schwetz and Anita Yap participated in the staff review portions. LTD Board representatives Gerry Gaydos and Susan Ban attended an elected officials listening session on May 2, 2007. MPC representatives discussed issues and concerns about the MPO process with the federal representatives.

Walnut Station/Franklin Corridor Planning: The American Institute of Architects held a second Franklin Corridor workshop in Springfield on April 13 and 14. Tom Schwetz and Anita Yap participated in the workshop. Charlie Simmons provided a tour of the Franklin EmX Corridor for participants. The results of the workshop will be presented to the City Club, Eugene City Council, and LTD Board of Directors sometime in the near future.

The City of Eugene held a Walnut Station Steering Committee meeting on Monday, April 16. Board member Mike Eyster and former Board member Dave Kleger are members of the steering committee. City staff provided an update to the committee about the recently completed studies of the area, including traffic analysis, park and open space, and natural features. The build alternative for the corridor includes two exclusive EmX lanes, and was approved by the Planning Commission earlier this year. An open house was held on Wednesday, May 9, 2007.

PROJECT DEVELOPMENT

West Eugene EmX: A public open house for West Eugene Transportation is scheduled for Monday, May 21, 2007, at the Eugene Public Library. This open house will be a collaboration with the City of Eugene, Lane Council of Governments, Commuter Solutions, and LTD. The open house is intended to introduce LTD's West Eugene EmX study and the City of Eugene's West 11th Corridor study, and provide other information about regional transportation planning from LCOG and transportation options from Commuter Solutions.

Pioneer Parkway EmX: LTD is scheduling a project introduction meeting with staff representatives from the City of Springfield, Oregon Department of Transportation, Lane County, and LTD's consultants for the design and construction process, review, and issue resolution. The meeting will be held on Monday, May 14.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management: Commuter Solutions hosted the Statewide Transportation Options Working Group meeting, which included an EmX presentation and tour.

Marcia Maffei made a presentation at the Climate Leadership Initiative's Climate Change Transportation Audit Class.

A peer review research project analyzing rideshare programs in communities similar to ours is underway. The results will help define the strategic goals and action plans for a revised Rideshare Program for Commuter Solutions. Once the plan is completed, staff will begin to recruit for a new hire to fill the position.

Group Pass/ETC Programs: Commuter Solutions hosted an Employee Transportation Coordinator (ETC) quarterly luncheon. Information was presented on Carpools, Vanpools, and SchoolPool.

Staff held transportation fairs at the International Society for Technology in Education (ISTE), and at the Oregon Center for Applied Science (ORCAS).

CarPool/VanPool/Emergency Ride Home Program (ERH): Fourteen commuters have registered for the Emergency Ride Home program. Seven of these individuals are active for carpool matching as well.

Two companies have enrolled in the Emergency Ride Home Program:

- Lane Community College Faculty & Staff
- Oregon Center for Applied Science (ORCAS)

Connie met with the new VPSI Oregon representative and staff from the University of Oregon. There are two vanpool efforts underway; one van would operate from Salem to Eugene, and the other would operate from Cottage Grove/Creswell to the International Way area in Gateway.

Smart Ways to School Program (SWTS): The Monroe Middle School campaign kicked off with a walk-to-school event featuring Mayor Kitty Piercy, Eugene City Councilor George Poling, school staff, parent volunteers, and about 25 students. Students are entering the contest to win prizes for each trip to/from school made by walking, bicycling, riding a bus, or carpooling. A T-shirt displays their school's campaign slogan, "*Monroe Mustangs...We Get Around!*" Free bike clinics and bike safety classes are teaching students how to ride safely. More walk-to-school events will be held in May.

Smart Ways to School is assisting three schools in preparing applications for Safe Routes to School funding: Monroe and Roosevelt middle schools, and Thurston Elementary School.

Student Transit Pass Program (STPP): Smart Ways to School and Lane Transit District have provided flyers and newsletter stories for schools to inform students that the Student Transit Pass Program will end on June 30, 2007.

Several private schools have agreed to purchase Group Pass programs for their students. More schools are expected to come forward to participate before next fall.

An offer was made to collaborate with local school districts on a pilot project to explore school transportation efficiencies. We are awaiting their reply.

Springfield Park & Ride Expansion: Twenty-two additional Park & Ride stalls are being added under an agreement with the City of Springfield. These spots will be located on the Booth-Kelly site and signage will communicate that they are designated for this purpose.

A survey of users of the Springfield Station Park & Ride lot has just been completed. More than 60 percent of the respondents indicated that they had difficulty in finding available Park & Ride parking spots.

2008 Olympic Trials: Connie attends the meetings of the Parking and Transportation Subcommittee. She is chair of communications on parking/transportation information, working closely with the Olympic Trials marketing group.

2007 ACT International Conference: Connie participates on the program committee for this conference, planned for September 2007 in Seattle. More than 104 abstracts were submitted and reviewed. The committee intends to have final conference sessions chosen by early May.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Shelter Replacement: Staff have been taking advantage of the few days of dry weather this season and are busy placing shelters in new locations and replacing older shelters.

Franklin EmX: Construction on the Franklin EmX Corridor is complete; however, signal timing adjustments to the East 11th and Patterson intersection have reduced travel times to an average of 14 minutes, 49 seconds for the inbound trips and 16 minutes, 15 seconds on the outbound trips.

Gateway Station: LTD staff and Rowell Brokaw Architects are working on site plan revisions and preparing to submit them to the City of Springfield for review. Station design will continue with ongoing reviews by the General Growth architects.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

Service: LTD staff met with Three Rivers Casino staff to discuss the expansion of the Three Rivers facility. The permanent facility is under construction and is scheduled to open in November 2007. When complete, the expansion will require an additional 250 employees. Casino staff believe that many of these new employees will come from the Willamette Valley. The casino will be forwarding information to LTD regarding shift schedules and current employee address information. This information will enable staff to review service options at varying levels and provide a cost analysis to the casino. A meeting is being set with the City of Florence administrator and mayor to discuss interests Florence may have regarding LTD service. All information gathered during these preliminary meetings will be brought to the Board Service Planning and Marketing Committee for review and discussion. There are many issues to consider. In the interim, Connie Bloom Williams will be following up with casino staff to provide assistance in the formation of carpools and vanpools.

Media: A reporter from a Vancouver Washington paper, *The Columbian*, visited Eugene recently, interviewed LTD staff, and toured EmX in preparation for an article that appeared on Sunday, May 6. The article compared BRT service with light rail service. Vancouver and Portland officials are embroiled in debate over what type of service should connect the two communities.

LTD's early work on the West Eugene EmX study was covered in *The Register-Guard* in early May.

LTD will be featured in the July/August issue of *Mass Transit* magazine. LTD General Manager Mark Pangborn will be featured on the cover. LTD will receive copies, and extras will be purchased for our own distribution.

On April 29, LTD was included in the "Treating People as People" article written by Bob Keefer for *The Register-Guard*. The article focused on the needs of people with mental illness and training needs for those people who interact with the mentally ill. Wackenhut Captain Ed Fowler took part in the presentation by Tracey Dumas, a Eugene woman who received her doctorate in sociology four years ago.

ASUO Group Pass: A survey of students yielded a good response rate just prior to the final day of surveying on May 4. Analysis will begin and a report will be available in June.

Summer Youth Pass: Promotional materials are under development, passes are ordered, and sales will begin in June.

Summer Event Shuttles and More: Service to the Eugene Marathon went well. Seven LTD buses were used to transport participants from the finish area at Autzen to the start area at Hayward Field. The organizers were happy with the service and growing attendance is anticipated in years ahead.

Bach Night Sponsorship: Two hundred people attended the event at the Wildish Theater on April 17, and forty of these attendees rode EmX! A special Park & Ride was established at the UO parking lot at 13th and Agate streets, making it convenient for participants to board EmX. This may have been the first EmX experience for many of these riders.

EmX Tours: A group from Utah Transit and Salt Lake City came to Eugene May 11th to tour EmX.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Rand Stamm, LTD's human services transportation specialist, attended Willamette University's Atkinson School of Management's *Transit and Community Transportation Management Certificate Program*. This is a two-week course designed to prepare students for the Certified Community Transit Manager certification. The course covers all aspects of community transportation management. Rand received a scholarship from the Oregon Rural Transportation Assistance Program to attend.

Rand also is a member of a new steering group for a local Department of Human Services (DHS) volunteer pilot project to increase the coordination and availability of transportation provided by volunteers throughout Lane County. The project also targets how the new RideSource Call Center (Medicaid, ADA, and other human services transportation brokerage) will use volunteer drivers as one of the provider choices.

The Request for Proposals for RideSource, Oakridge, and Call Center services closed on Wednesday, April 25. Two responses were received, and the latter part of April was spent reviewing the proposal. Interviews were held on May 8, and a contract award is expected by the following week.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

(There is no Transit Operations report this month.)

MAINTENANCE

George Trauger, Director of Maintenance

EmX Vehicles: Repairs from last month's accident and installation of the large logo swirl have been completed on bus 6105. Three EmX buses now display the swirl.

Gillig Buses: All Gillig buses are now in the active fleet. LTD labor reimbursement will be pursued through the warranty process for labor and delays resulting from incorrect electrical wiring at the plant.

New Articulated Bus Build: Specifications are still under review by staff. A mid-July build schedule is anticipated.

Annual Inventory Count: A total inventory value of \$685,400 (not including fuel) resulted in a \$3,039 loss, which is equivalent to less than .005 percent. This is a successful inventory count.

Bio-diesel: The department is close to procuring 3,000 gallons of B-5 mix bio-diesel (5 percent bio-diesel added to our extra low-sulfur diesel). The fuel will be used in five to ten buses, and this testing will be closely monitored during the next couple of months.

Washington State Transit Association (WSTA) Spring Maintenance Forum: The inventory supervisor and the maintenance supervisor attended this year's forum at Lake Chelan, Washington, on April 10-11. Some of the topics covered included alternative fuels; diesel hybrid technology; and new product lines for transit, including brake shoes and air chambers. Both supervisors considered the forum very valuable.

New RideSource Vehicles: All eleven new vehicles are on the RideSource property and are in the process of being prepared for service. RideSource personnel have voiced their satisfaction with the condition of the vehicles.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

Three hundred and thirty-three (333) vendor paper and electronic checks totaling \$2,239,443 were processed during the month of April, including a \$171,212 progress payment to New Flyer of America, Inc., and \$119,320 for paratransit vehicles to Schetky Northwest Sales, Inc.

Seventy-five (75) payroll checks and 939 payroll direct deposits totaling \$806,190 were made in April 2007. These numbers reflect two pay dates in April.

Thirteen (13) cash fare deposits totaling \$121,254 were made in April 2007.

PURCHASING

Jeanette Bailor, Purchasing Manager

The selection process for Environmental Planning Services has been completed. Otak, Inc., was selected to provide general services; and two smaller firms, Leon Skiles and Associates and Wannamaker Consulting, were selected to provide specialized services. Bids have been received for filters and are being reviewed. Requests for bids have gone out for bus operator and supervisor uniforms.

Interviews have been conducted and final selection is underway for RideSource, Oakridge, and Call Center Operations services.

HUMAN RESOURCES

Mary Adams, Human Resources Director

Health Care: The new LTD Health Improvement Committee met twice during the past month. Both meetings were for the purpose of educating the committee members about health plan utilization. PacificSource actuarial staff made an extensive presentation on the most common diseases or conditions presented by LTD employees, and how these conditions compare with those experienced by all other PacificSource health plan members. The committee learned of several possible areas within which to focus health initiatives in the coming months. The next step will be to design a twelve-month calendar of events that addresses these health conditions.

Selection and Hiring: Several positions were filled during the past month. Bus operator Van Snyder was hired as the new Transit Operations supervisor. Van has been a temporary supervisor for the past year. Gunnar Peterson is the new general service worker, and Andrew Chaddock will start on May 8 as the new equipment detail technician.

Current vacancies include a customer service representative to replace Natalie Lillie, who resigned to take a position with another employer. The maintenance technical supervisor position remains open.

In addition, the next class of new bus operators began on May 7.

Looking to the Future Plan: The District's Rewards and Recognition Task Force continues to review current rewards programs. The Employee of the Month/Year program has been reviewed and several suggestions are being considered. The intent is to align the program more closely with the core values of LTD.

Other Activities: The Employee Events Committee organized and ran a very successful Bring Your Child to Work Day on April 26. More than 20 children joined their LTD parents at various hours throughout the day. The children took a tour of LTD, rode a bus through the car wash, counted coins in the coin room, took an EmX ride to Eugene Station for a tour, and had lunch with their parents at the Springfield Station Burrito Boy. Thanks go to members of the Events Committee and several other LTD employees who made this a special day for our children.

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MONTHLY DEPARTMENT REPORTS

May 14, 2007

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PIONEER PARKWAY CORRIDOR

Anita Yap, Transit Development Planner

Project Development: LTD is scheduling a project kick off meeting with staff representatives from Springfield, Oregon Department of Transportation, Lane County and LTD's consultants for design and construction process, review and issue resolution.

METROPOLITAN PLANNING

Anita Yap, Transit Development Planner

Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC): There was no official MPC meeting in May. However, representatives from the Federal Transit Administration and Federal Highway Administration spent three days in area for a certification review of the Metropolitan Planning Organization's planning process. Tom Schwetz and Anita Yap participated in the staff review portions. LTD Board representatives Gerry Gaydos and Susan Ban attended an elected officials listening session on May 2, 2007. MPC representatives discussed issues and concerns about the MPO process with the federal representatives.

Walnut Station/Franklin Corridor Planning: The American Institute of Architects held a second Franklin Corridor workshop in Springfield on April 13 & 14. Tom Schwetz and Anita Yap participated in the workshop. Charlie Simmons provided a tour of the Franklin EmX for participants. The results of the workshop will be presented at the City Club, Eugene City Council and LTD Board sometime in June.

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West Eugene EmX Planning: A public open house for West Eugene Transportation is scheduled for May 21, 2007 at the Eugene Public Library. This open house will be a collaboration with the city of Eugene, Lane Council of Governments, Commuter Solutions and LTD. The open house is intended to kick off LTD's West Eugene EmX study and the City of Eugene's West 11th Corridor study, as well and provide other information about regional transportation planning from LCOG and transportation options from Commuter Solutions.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management: Staff presented information at the Neighborhood Climate Council's Climate Masters training program. Staff have participated in meetings with the Springfield Gateway Development Committee. Connie will be implementing the Bike Light Safety Project with the City of Eugene.

Group Pass/ETC Programs: Staff provided trip planning and ***Get on Board!*** campaign kit distribution at Semperian and the International Society of Technology in Education (ISTE). The ***Get on Board!*** campaign will continue through the month of April.

CarPool/VanPool/Emergency Ride Home Program (ERH): Twenty-four individuals have registered for the Emergency Ride Home Program.

Staff met with Ken Boegli, Parking and Transportation Director at the University of Oregon, regarding Rideshare and the Emergency Ride Home program.

The staff position of Rideshare Program Coordinator is vacant. A strategic plan for Rideshare Development and Delivery of Services will be created in the next two months.

Smart Ways to School Program (SWTS): SWTS continues to assist Monroe and Roosevelt middle schools in promoting "Safe Routes to School" activities that encourage more walking and biking and decrease traffic congestion by utilizing carpools and riding buses. School staff, parent volunteers, and city staff (police, traffic engineers, recreation services, and public works) serve on the school teams for these efforts. The Monroe project was recently mentioned during a KMTR news broadcast that discussed safety concerns at local schools due to traffic congestion that resulted from many parents driving their children to and from school.

Lisa Van Winkle met with Bethel and Springfield district staff to encourage them to conduct "Safe Routes to School" activities; however, they do not have sufficient staff time to move forward this year.

Student Transit Pass Program (STPP): Eugene 4J, Springfield, and Bethel school districts have declined to purchase a student Group Pass Program for the coming school year, saying that while they believe it is a great program, they simply cannot justify the cost compared with other funding priorities. Staff are coordinating with the school districts to communicate the news to students, parents, and the community.

A few private and alternative schools have expressed interest in purchasing a student Group Pass Program for the coming school year.

Smart Ways to School has offered to the public school districts the idea of developing a pilot project in partnership with Chalkboard Project to seek ways to improve the efficiency of student transportation for middle and high school students. The school districts want to discuss the idea further before making any commitments.

Regional Transportation Issues: Connie Williams continues to work with agency staff and businesses in the Gateway area. Meetings on the Beltline/Gateway Intersection project began and will be ongoing. Connie is serving on the Olympic Trials Committee and will be coordinating Bike Valet Parking. She is also working on transportation communications with the Olympic Trials Communications Team.

Park & Rides: Connie met with staff from the City of Springfield and reached an agreement for LTD to use 22 parking spaces at the Booth Kelly site for overflow parking from the Springfield Station Park & Ride lot. A lease agreement is underway. We hope to announce the additional capacity by June 1, 2007.

Background information on Park & Ride facilities is being compiled for Planning and Development to use for future long-range planning discussions.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Shelter Replacement: Staff have been taking advantage of the few dry days of weather this season and are busy placing shelters in new locations and replacing older shelters.

Franklin EmX: Construction on the Franklin EmX Corridor is complete; however, signal timing adjustments to the East 11th and Patterson intersection have reduced travel times to an average of 14 minutes, 49 seconds for the inbound trips and 16 minutes, 15 seconds on the outbound trips.

Gateway Station: LTD staff and Rowell Brokaw Architects are working on site plan revisions and preparing to submit them to the City of Springfield for review. Station design will continue with ongoing reviews by the General Growth architects.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** May 16, 2007
- ITEM TITLE:** JUNE 2007 EMPLOYEE OF THE MONTH
- PREPARED BY:** Jo Sullivan, Administrative Services Manager/Clerk of the Board
- BACKGROUND:** **June 2007 Employee of the Month:** Bus Operator Pam Guthrie has been selected as the June 2007 Employee of the Month. She was hired as a bus operator for LTD in 1997, and has received the Safe Driving Award six times. Pam was nominated by a regular bus rider who was walking to her apartment when Pam stopped her bus and offered to transport the woman to her destination. The rider was very appreciative of the extra service that Pam had provided when she “least expected it.”
- When asked to comment on Pam's selection as Employee of the Month, Transit Operations Supervisor Shawn Mercer said:
- I have had the pleasure of working with Pam for more than nine years. Pam consistently offers a positive attitude and a pleasant greeting to everyone she meets. One of the consistent themes in the conversations we have shared has been how much we both love our jobs here at LTD. Pam's love for her job is reflected in some of the customer comments we have received during her years as an LTD bus operator.
- From one regular rider: ‘She is always so personable and has a smile for everyone. I love riding her bus!’ Another rider noted the courtesy Pam displayed when she stopped to pick up two people running to catch the bus.
- I couldn't agree more with these happy customers. Pam's selection as the Employee of the Month is a testament to her ability to perform a difficult job with a kind, positive, and helpful approach. Thank you, Pam, and congratulations.
- Congratulations to Pam for her selection as the June 2007 Employee of the Month!
- AWARD:** Pam will attend the May 16, 2007, meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

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

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management and Board designee for labor negotiations

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.

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

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

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: That the Board meet in Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ATTACHMENT: None

PROPOSED MOTION: I move that the Board meet in Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** May 16, 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. **UO Economics Students' Presentation on Payroll Tax Forecasting:** The results of a project on payroll tax forecasting will be presented by University of Oregon economics students at the June 11, 2007, Board work session.
 - B. **Budget Adoption:** On April 26, the LTD Budget Committee approved the proposed Fiscal Year 2007-08 budget for adoption by the LTD Board of Directors. The approved budget will be on the agenda for adoption at the June 20, 2007, regular Board meeting. The budget must be adopted before the end of the fiscal year on June 30.
 - C. **Resolution Reaffirming LTD Boundaries:** State law requires that LTD annually determine the territory in the District in which the transit system will operate. If boundary changes were to be made, that would be done by ordinance. Since no changes are planned, a resolution reaffirming the current boundaries will be scheduled for approval at the June 20, 2007, regular Board meeting.
 - D. **Olympic Trials Service Request:** Olympic Trials Local Organizing Committee Chair Greg Irwin will be present to make a formal request on behalf of the committee for free or reduced cost event shuttle service. The Board Service Planning and Marketing Committee discussed this issue at its May 9, 2007, meeting and will report to the Board during the May 16, 2007, Board meeting.
 - E. **Labor Negotiations:** Labor negotiations began on April 19, 2007. The second session was held on May 2. Discussions are going well. There are three additional meetings scheduled before the June 30, 2007, contract expiration. The Board of Directors will be updated during negotiations, and will ultimately approve final recommendations of the bargaining team.
 - F. **Pioneer Parkway EmX Design and Budget:** The Board will periodically review the Pioneer Parkway EmX design and budget as the project proceeds to construction.

- G. **West Eugene EmX**: The Board will be provided periodic updates on planning efforts related to a possible West Eugene EmX route.
- H. **Park & Ride Program**: Issues regarding LTD's Park & Ride facilities will be discussed with the Board's Service Planning and Marketing Committee, and then brought to the full Board for discussion at a future meeting.
- I. **Student Transit Pass Program**: This program will be discussed with the Board Service Planning and Marketing Committee, and then brought to the full Board for discussion at a future meeting.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: GENERAL MANAGER GOALS AND OBJECTIVES

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management

ACTION REQUESTED: Adoption of Board of Director Human Resources Committee Recommendation

BACKGROUND: The general manager is the direct employee of the LTD Board of Directors. The Board reviews the performance of the general manager each fall, through the work of the Board's Human Resources Committee. Part of the evaluation process is a comparison of the general manager's performance against the Board-adopted goals and objectives. The Board's Human Resources Committee has met twice to discuss and review draft goals and objectives. The attached document has been approved by the committee and is being recommended for Board adoption.

ATTACHMENTS: LTD General Manager's Goals and Objectives

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-019: It is hereby resolved that the LTD Board of Directors approves the LTD General Manager 2007 Goals and Objectives as recommended by the LTD Board of Directors Human Resources Committee.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: TRANSPORTATION FINANCING PROPOSAL

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Support Proposal to Increase Transportation Financing

BACKGROUND: The Oregon Business Council, Association of Oregon Counties, Portland Business Alliance, and Port of Portland have joined together to make the case for additional transportation funding targeting areas of high congestion. The attached document prepared by the Oregon Business Council provides additional information about the proposal.

The House Transportation Committee, chaired by Representative Terry Beyer (Springfield), voted to continue the conversation regarding raising the state gas tax and vehicle registration fees to fund congestion relief projects around the state. HB 3018, which the committee voted to send to House Revenue, would direct the Oregon Department of Transportation to use increases in vehicle registration fees to back \$200 million in bonds for statewide congestion relief projects. The goal of the bill is to advance construction on projects of statewide significance. HB 2653, which moved on to House Revenue without a recommendation, would raise the gas tax five cents every five years to provide a sustainable increase in transportation funding. Negotiations are underway to modify the details of that plan.

Staff recommend that the Board support this funding proposal. It is important that transportation needs within the state are addressed. Although this is a highway-based funding package, transit would benefit.

- ❑ Buses use roadways, so maintenance of the roadways is important to transit.
- ❑ Funding for highway improvements may help free other, more flexible funding for transit.
- ❑ EmX lanes have been deemed eligible for highway funds. Some of this funding could help provide a local match for future EmX corridors.

A representative from the Oregon Business Council will attend the meeting and be available to respond to questions concerning this proposal.

ATTACHMENTS: Transportation and Competitiveness: Investing in Oregon's Economy

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-___: It is hereby resolved that the LTD Board of Directors supports HB 2653 and HB 3018.

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AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

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- ❑ EmX lanes have been deemed eligible for highway funds. Some of this funding could help provide the local match for future EmX corridors.

A representative from the Oregon Business Council will attend the meeting and be available to respond to questions concerning this proposal.

ATTACHMENTS: Transportation and Competitiveness: Investing in Oregon's Economy

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-018: It is hereby resolved that the LTD Board of Directors supports HB 2653 and HB 3018, relating to increases in highway user fees.

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AGENDA ITEM SUMMARY

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DATE OF MEETING: May 16, 2007

ITEM TITLE: LABOR NEGOTIATIONS TEAM APPOINTMENT

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management,
and
Board Designee for Labor Negotiations

ACTION REQUESTED: That the Board approve the Human Resources director's recommendation of members of the labor negotiations team

BACKGROUND: At the Board's January 17, 2007, meeting, the Board passed LTD Resolution No. 2007-001, which designated the LTD director of Human Resources and Risk Management as the permanent designee for the purposes of labor negotiations. The resolution also stated, ". . . the Board shall approve all Negotiating Team members selected by the HR Director prior to the Negotiating Team conducting any deliberations in executive session."

In order to meet in executive session on the matter of labor negotiations, the Board must now approve the Negotiating Team members. It is my recommendation the Board appoint the following additional persons to the Negotiating Team: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance. Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

It has been to LTD's advantage to have a team approach to labor negotiations. This team of directors works together throughout the contract year to administer the labor contract, and is very familiar with all aspects of the contract. In addition, nearly all represented employees work within the departments managed by these directors.

ATTACHMENT: None

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2007-020: It is hereby resolved that the LTD Board of Directors appoints the following members to the LTD Negotiating Team for the purposes of negotiating the 2007-2010 labor agreement: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance.

Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

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Legislative Report: LTD Priority Bills Status as of May 8, 2007

HB 2278: ConnectOregon 2 (Issuance of lottery bonds for transportation funded from Multimodal Transportation Fund)

Board Position: Support

Status: The bill has been approved by the House Transportation Committee and is now under consideration by the Joint Committee on Ways and Means. LTD testified in support of the bill at a May 8, 2007, public hearing held by the Transportation and Economic Development Subcommittee of Ways and Means. All the testimony at the hearing was in support of the bill and passage continues to appear very likely.

HB 2422: Increase in cigarette tax by three cents to fund Elderly and Disabled Transportation

Board Position: Support

Status: The House Transportation Committee has approved this bill and it is now before the House Revenue Committee. That committee held a public hearing on April 24, 2007. LTD testified at that hearing, and the Committee appeared to understand the funding need. The primary challenges for this bill continue to be general opposition to cigarette tax increases and the competition for cigarette tax revenues, particularly from the Governor's Healthy Kids/Healthy Oregonians proposal that would add 84.5 cents to the cigarette tax. Alternate sources of funding are being explored.

HB 2537: Prohibits transit employees from striking; contracts subject to binding arbitration if no agreement is reached

Board Position: No Position

Status: The House Business and Labor Committee approved this bill on April 18, 2007, and it will be scheduled for a vote of the full House soon. It is expected to pass.

SB 476: Changes the governance structure of the LTD Board from seven appointed positions to seven elected and two appointed positions

Board Position: Oppose

Status: This bill was not passed out of Committee prior to the April 30, 2007, deadline, which means that it will not be advanced this session.

HB 5036: Lottery funding for High-Capacity Transit

Lottery bonds currently funding the Westside Max Light Rail project in Portland will be paid off in the 2009-11 biennium. This bill allocates available bonding capacity for various purposes. LTD will seek to amend the bill to include \$10 million for the third EmX corridor. These state funds can be used to match federal funds. The bill is before the Ways and Means Committee.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: LEGISLATIVE UPDATE

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: Included in this packet is a summary of the status of legislative bills that have been identified as a high priority for LTD. The summary reflects the status of the bills at the time this packet was prepared. Updates on significant changes that occurred to the status of these bills since the summary was written can be provided at the Board meeting.

ATTACHMENTS: Legislative Report: LTD Priority Bills

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: April 25, 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: April 2007 Performance Report

PROPOSED MOTION: None

River Road Station Negotiation Options

Option	Cost Implications	Issues
Buy Existing Site	Current Appraisal by County sets market price at \$2.9M.	It is not known if the County is willing to sell the site; Federal funding a possibility, but source needs to be determined. May require reprioritizing of CIP projects. Using federal funds, local share would be about \$600,000.
Lease Existing Site	Current Appraisal by County sets annual market lease at \$203,000.	This option is not cost-effective. At current usage, the lease cost would come to nearly \$10 per car per day. While the station also has value as a bus turnaround and layover point, it would be difficult to have this option "pencil out." In addition, this represents an ongoing operational cost from the General Fund.
Buy part of existing site	A proportional share of the \$2.9M cost for entire site. Cost per square foot of around \$25.00.	It is not known if the County would be interested in dividing the site. This option would require a decision/analysis on functions to retain and resulting space needs. Additional costs associated with possible additional land purchase plus any necessary improvement costs.
Lease part of existing site	Similar to buying a portion of the site.	Similar to buying a portion of the site.
Purchase or lease new site	Costs would be similar to purchase of existing site. At \$25 per sq. ft., 2 acres would be about \$2.2M. Add Improvement costs to this.	There are limited alternatives available (see aerial photo). It is unlikely that the District could buy land elsewhere and construct a new, similarly-sized facility for much less than the cost of RRS. Would need to redesign service. Increased travel time associated with a site with no direct access to River Road will have significant operating cost impacts, particularly for Routes 51 and 52.
No purchase or replacement	Avoids major short-term capital costs. Costs associated with reconfiguration of service.	Specifically impacts routes 51, 52, 55, and 3x. Without a Park and Ride, the 3x has questionable viability. Lack of a station may take away transfer opportunities between these routes.

River Road Station Site Purchase by Lane Transit District

Background

Since 1980 Lane Transit District (LTD) has used the southeast corner of the River Road and Beltline intersection as a transit station serving the River Road/Santa Clara region. The station includes a Park & Ride lot with approximately 120 spaces. The site functions as a transfer and boarding location for four bus routes, and it is used as a meeting place for carpool and vanpool users. Direct transit connections are provided to PeaceHealth, the University of Oregon, downtown Eugene, and other regional destinations. On a typical weekday the Park & Ride lot is used by approximately 75 cars. It also is used for special event service, such as UO football shuttles.



LTD proposes to purchase the River Road Station site from Lane County.

LTD has leased the station site from Lane County for \$100 a year for almost 30 years. This year's lease expires on September 29, 2007. County staff have indicated that they will not renew the lease for this nominal amount, but will seek an amount closer to market value. An appraisal done by the county has placed the value of the property at \$2.9 million, which suggests a lease rate of about \$200,000 per year.

Station Options

An ongoing lease in this cost range would represent a significant operational cost for LTD, and it is not a cost-effective option. The option of purchasing a site is much more attractive, both from a cost standpoint and as a stable public investment. LTD has considered site options other than the River Road Station, but has concluded that the current station is the preferred site for the following reasons:

- The current site is vital to LTD's operation. The River Road Station provides good access from River Road and Santa Clara neighborhoods north and south of Beltline, as well as for residents who use Beltline Road to access the Park & Ride lot.
- A public investment already has been made on this site as a Park & Ride and transfer station. Any other site would have considerable development costs in addition to acquisition costs.
- There are no other vacant or underdeveloped sites within a reasonable distance from the current site that offer direct, signalized access to River Road and that are of sufficient size to accommodate a large Park & Ride lot.

If this site is not available to LTD, it is possible that no suitable alternative location would be developed. Beltline between River Road and I-5 now copes with some of the most severe congestion in the metropolitan area, and will continue to cope with it into the future. The River Road Station represents a significant public investment in regional mobility. Loss of the station would eliminate an essential transportation option for residents of the area. The loss of the station also would run counter to LTD's long-range plan to have Park & Ride stations located on all major arterials.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: RIVER ROAD STATION SITE PURCHASE

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: Provide direction regarding the desirability of purchasing the current River Road Station site from Lane County.

BACKGROUND: The River Road Station is LTD's best-utilized Park & Ride location. Located at the intersection of River Road and Beltline Road, the station provides easy access to LTD services for residents from the northwestern part of the community.

At the time this station was developed, the parcel of land was a remnant of the Beltline Road construction. In 1980, LTD constructed a transit station platform and a Park & Ride lot for approximately 120 vehicles, and has continued to lease the property from Lane County. To date, LTD has paid a nominal amount for use of the property. Lane County now wishes to charge an amount based on the property's market value.

The Board Service Planning and Marketing Committee will meet to discuss this topic on May 9, after the Board meeting agenda packet has been finalized. At that meeting, staff will discuss LTD's options, including the possible purchase of the River Road Station property. A summary of the Committee's recommendation will be provided to the Board on May 16.

ATTACHMENTS: Information Sheet on River Road Station Site

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-021: It is hereby resolved that the LTD Board of Directors directs the general manager to pursue purchase of the River Road Transit Station site.

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Deleted: To be determined. The Board Service Planning and Marketing Committee is expected to formulate a recommendation on this issue at its May 9, 2007, meeting.
- LTD Resolution No. 2007-021:

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DATE OF MEETING: May 16, 2007

ITEM TITLE: RIVER ROAD STATION SITE PURCHASE

PREPARED BY: Tom Schwetz, Director of Planning and Development

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-021: It is hereby resolved that the LTD Board of Directors authorizes the general manager to pursue purchase of the River Road Transit Station site.

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AGENDA ITEM SUMMARY

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DATE OF MEETING: March 21, 2007

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 article

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: May 16, 2007

ITEM TITLE: STATUS REPORT ON WEST EUGENE EmX EXTENSION PLANNING

PREPARED BY: Tom Schwetz, Planning and Development Director

ACTION REQUESTED: None. Information only.

BACKGROUND: On October 9, 2006, the Eugene City Council voted to recommend the West 11th corridor as the next EmX line to study. At its October 18 meeting, the LTD Board of Directors endorsed the Eugene Council action through adoption of Resolution 2006-034. These actions removed the need for a full corridor selection process. Based on this direction, staff have begun working on plans for the West Eugene EmX Extension.

Work continues on preliminary data gathering and development of a coordinated work plan with the City of Eugene. A public kickoff of the coordinated effort has been scheduled for May 21 from 4 to 7 p.m. in the Eugene Public Library's Bascom-Tykeson rooms.

A citizen committee called the WE Group has invited community members with a broad cross-section of interests to participate in its process and now calls itself the WE Collaborative. The WE Collaborative has interviewed and selected a facilitator, the Osprey Group, which is the facilitation group that worked on the West Eugene Parkway discussion a year ago. LTD is one of four agencies/groups that have contributed to the start-up of the WE Collaborative process.

The WE Collaborative has scheduled several meetings over the next three months. The Collaborative hopes to conduct a collaborative process among West Eugene stakeholders with the following purpose: "Develop an integrated land use and transportation solution supported by stakeholders that will facilitate movement of people and commerce from/through/to West Eugene and west of Eugene while enhancing community, business, and the environment."

LTD is also working with the Residents for Responsible Rapid Transit (3RT), a neighborhood based group along West 11th. LTD staff and Chair Gerry Gaydos will be attending this group's meeting on May 9. Results of that discussion will be relayed to the Board at the May 16 meeting.

The objective of LTD’s planning effort is to achieve adequate detail on an EmX Corridor alternative, and to develop a cost estimate to include in a funding request in the next federal transportation bill. This bill is scheduled to go into effect in October 2009. In order to be considered for inclusion in that bill, a request will need to be developed by Fall 2008 (approximately 18 months from March 2007). Because LTD will be seeking the use of FTA Small Starts funding, the request will need to follow FTA’s Alternatives Analysis (AA) process.

The AA process will build on the results of systems planning completed in preparation for the Metropolitan Planning Organization’s (MPO) Regional Transportation Plan (RTP). It will focus on a specific transportation need (or set of needs) along the West Eugene corridor, and on identifying alternative actions to address these needs. The process will generate the information needed to select a preferred project for implementation and is expected to address such issues as costs, benefits, environmental and community impacts, and financial feasibility.

Staff recently completed a set of consultant interviews for on-call environmental services. One major project will be the West Eugene EmX study. LTD selected the following firms: Otak, Wannamaker Consulting, and Leon Skiles and Associates. Consultants and staff are developing a public involvement plan that meets the requirements of the National Environmental Policy Act (NEPA) and coordination with the City of Eugene’s West 11th Corridor Study.

The work over the coming months will focus on the specification of transportation problems and needs along the corridor for use in the development of a Purpose and Need statement, conceptual alternatives to be evaluated in the study, and preliminary measures for the evaluation of the alternatives. In addition, a coordinated work plan will be completed for the work with the City of Eugene, and a strategy for interaction with the WE Group will be determined.

ATTACHMENTS: None

PROPOSED MOTION: None