

Public notice was given to *The Register-Guard* for publication on June 14, 2007.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, June 20, 2007
5:30 p.m.**

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

A G E N D A

Page No.

I. CALL TO ORDER

II. ROLL CALL

Evans _____ Dubick _____ Ban _____ Davis _____

Eyster _____ Kortge _____ Gaydos _____

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

- | | |
|---|----|
| III. PRELIMINARY REMARKS BY BOARD PRESIDENT | |
| IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA | 05 |
| V. BOARD CALENDARS (5 minutes) | 06 |
| VI. WORK SESSION | |
| A. West Eugene EmX Extension Planning Project Update (20 minutes) | 07 |
| B. Learning, Education, Awareness, and Personal Growth (LEAP) Presentation (20 minutes) | 19 |
| C. District Sustainability Policies (15 minutes) | 20 |

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

- | | |
|--|----|
| VII. EMPLOYEE OF THE MONTH – July 2007 (5 minutes) | 26 |
| VIII. AUDIENCE PARTICIPATION | |
| ◆ Each speaker is limited to three (3) minutes. | |

IX. ITEMS FOR ACTION AT THIS MEETING

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B.	Olympic Trials Service Request (10 minutes)	31
C.	Federal Transit Administration Grant Applications (5 minutes)	33
1.	Staff Presentation	
2.	Opening of Public Hearing by Board President	
3.	Public Testimony	
	▪ Each speaker is limited to three (3) minutes.	
4.	Closing of Public Hearing	
5.	Board Deliberation and Action	
D.	FY 2006-07 Supplemental Budget #2 (5 minutes)	41
E.	FY 2007-08 Budget Adoption (10 minutes)	44
1.	Staff Presentation	
2.	Opening of Public Hearing by Board President	
3.	Public Testimony	
	▪ Each speaker is limited to three (3) minutes.	
4.	Closing of Public Hearing	
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F.	Board Adoption of District Sustainability Policies (5 minutes)	50
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X.	ITEMS FOR INFORMATION AT THIS MEETING	
A.	Board Member Reports (respond if questions)	54
1.	Meetings Held or Attended	
(a)	Walnut Station Steering Committee—May 30	
(b)	Board Finance Committee—June 5	
(c)	EmX Steering Committee—June 5	
(d)	Board HR Committee—June 12	
(e)	Metropolitan Policy Committee—June 14	
(f)	Meetings with West Lane County Commissioner Bill Fleenor—May 31 and June 11	
2.	No Meeting/No Report	
(a)	LCOG Board of Directors	
(b)	Board Service Planning & Marketing Committee	
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A.	Labor Negotiations	
B.	Pioneer Parkway EmX Design and Budget	
C.	West Eugene EmX	
D.	Park & Ride Program	
E.	Student Transit Pass Program	
XIII.	ADJOURNMENT	

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

Q:\Reference\Board Packet FINAL\2007\06\Regular Meeting 6-20-07\bdagenda.doc

Special Mobility Services: RideSource Activity and Productivity Information

April-07	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	12,346	10,906	13.2%	115,792	109,036	6.2%	139,759	131,606	6.2%
RideSource(All Modes)	9,671	8,176	18.3%	87,686	77,807	12.7%	105,623	93,005	13.6%
Shopper	526	510	3.1%	5,416	5,555	-2.5%	6,554	6,837	-4.1%
Escort Volunteers-Metro	644	751	-14.2%	7,424	7,984	-7.0%	8,954	10,126	-11.6%
Escort Volunteers-Rural	1,505	1,469	2.5%	15,266	17,690	-13.7%	18,628	21,638	-13.9%
RideSource Cost per Ride	\$ 17.10	\$ 16.70	2.4%	\$ 18.24	\$ 16.55	10.2%	\$ 18.16	\$ 16.29	11.5%
RideSource(All Modes)	\$ 21.16	\$ 21.50	-1.5%	\$ 23.35	\$ 22.41	4.2%	\$ 23.29	\$ 22.28	4.5%
RideSource Shopper	\$ 9.33	\$ 8.03	16.2%	\$ 9.33	\$ 8.03	16.2%	\$ 9.33	\$ 8.03	16.2%
RideSource Escort	\$ 3.02	\$ 2.85	5.9%	\$ 2.85	\$ 2.38	19.5%	\$ 2.85	\$ 2.27	25.8%
Ride Reservations	10,646	9,044	17.7%	98,396	88,589	11.1%	118,274	106,141	11.4%
Cancelled Number	994	744	33.6%	9,588	8,390	14.3%	11,341	9,961	13.9%
Cancelled % of Total	9.34%	8.23%		9.74%	9.47%		9.59%	9.38%	
No-Show Number	110	97	13.4%	1,198	939	27.6%	1,381	1,129	22.3%
No-Show % of Total	1.03%	1.07%		1.22%	1.06%		1.17%	1.06%	
Ride Refusals Number	2	4	-50%	41	26	57.7%	55	39	41.0%
Ride Refusals % of Total	0.02%	0.04%		0.04%	0.03%		0.05%	0.04%	
Service Hours	5,093	4,193	21.5%	46,109	39,862	15.7%	55,169	47,551	16.0%
Agency Staff	4,840	3,874	24.9%	43,679	37,281	17.2%	52,052	44,574	16.8%
Agency SMS Volunteer	253	319	-20.7%	2,430	2,581	-5.9%	3,117	2,977	4.7%
Avg. Trips/Service Hr.	2.00	2.07	-3.4%	2.02	2.09	-3.3%	2.03	2.10	-3.3%
RideSource System Miles	71,529	62,503	14.4%	669,886	578,397	15.8%	803,633	687,754	16.8%
Avg. Miles/Trip	7.01	7.20	-2.5%	7.20	6.94	3.7%	7.16	6.89	4.0%
Miles/Vehicle Hour	14.04	14.91	-5.8%	14.53	14.51	0.1%	14.57	14.46	0.7%

Special Mobility Services: RideSource Activity and Productivity Information

April-07	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
On-Time Performance %	93.2%	91.5%	1.8%	92.2%	91.0%	1.4%	92.1%	90.8%	1.5%
Sample	8,835	6,779		79,618	68,753		95,674	82,114	
On-Time	8,236	6,206		73,429	62,550		88,122	74,542	

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

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

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

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



Lane Transit District West Eugene EmX Extension Transportation Study

Open House Questionnaire Comments May 21, 2007

Nineteen questionnaires were returned. The comments received are displayed in *italics*.

1. What role do you think EmX can play in providing part of the solution to the transportation issues facing West Eugene?
 - *EmX will help, but I think West Eugene transportation issues are bigger than transit can solve alone.*
 - *A faster connection to the main shopping areas of Wal-Mart, Target, and Winco.*
 - *In the future it can transport the Veneta workers to Eugene.*
 - *I believe public transit does reduce traffic congestion. I think EmX, if properly and efficiently implemented, will help with these issues.*
 - *Cut down on single drives onto traffic.*
 - *Reducing car traffic.*
 - *Huge! High efficiency transit is necessary to move people, free up capacity for shipping/trucks, and encourage high-density development.*
 - *Dedicated lanes for EmX seem to be a very poor use of road space. Could also be used for carpooling.*
 - *None until the car-related issues are solved. Long term, it is important; short term, no.*
 - *Absolutely key. Fast movement of larger number of folks through totally congested area. We have lived off West 18th Avenue behind Churchill High School for nearly 18 years, and traffic on West 11th Avenue has become a menace.*
 - *I think that the expanse (?) of EmX will be an important part of Eugene's transportation vitality. Issues are destruction of environment to facilitate change. EmX needs to be more useful than current options.*
 - *Not sure, but since I live near the West 11th Avenue and West 13th Avenue corridor, I could ride EmX everyday to my work in Springfield. So I am biased in favor.*
 - *Shortening travel time downtown and outbound travel during reverse commute. More frequent service than currently offered.*
 - *It can be a great alternative to driving. My wife and I traded our two cars for a single Prius, so I now ride the bus frequently, but we live in West Eugene and need improved transportation options. I hope EmX plays an important role in alleviating traffic pressure, especially if it is used by both work commuters and shoppers, and not just by current LTD users.*
 - *Display a clear, easy-to-understand schedule and route.*
 - *I really don't think the number of people who will use EmX is large enough to warrant the damage that will occur to our neighborhood.*
 - *A key role to give people a way to efficiently travel to and from downtown without using private vehicles.*

2. What do you feel are some of the most **important issues** facing the West Eugene area?

- *Lack of capacity.*
- *Get traffic off Highway 126 and onto the rail or a separate road aside of the rail.*
- *Preserving the sense of neighborhood and community. Creating “nodals”, a fancy term for neighborhood areas, will help preserve and expand the quality of life that people appreciate in Eugene.*
- *Getting the through-traffic through.*
- *Growth.*
- *Lack of transit. Ties to downtown and other commercial areas.*
- *Lack of parallel (?) streets.*
- *Getting people where they want to go efficiently and safely. Preserving West Eugene wetlands and reducing pollution in Amazon Canal. Responsible in-fill (construction) on available parcels.*
- *Keeping the trees and open spaces for people. Keeping the neighborhood feel.*
- *I'd like to see the strip development transformed into an attractive transit corridor with transit-oriented development. Crime is an issue. Note: The Fern Ridge path is not safe and is not policed.*
- *Development. Traffic congestion.*
- *Increasing population and traffic, but lack of commitment by the City to resolve those issues after killing the West Eugene Parkway.*
- *Expansion of Veneta, Junction City, etc. Lack of driver awareness that they are traveling through a neighborhood, not on a highway.*
- *Unsavory or disrespectful people infiltrating from other areas.*
- *We are boxed in by homeless people and drug users to our north, industrial areas to our west, and the fairgrounds to our south (which separates us from the larger neighborhood). Our connection to downtown to our east is really great.*
- *The destruction of the beauty and relative tranquility of the West Eugene neighborhood.*
- *Urban sprawl, traffic congestion, poor (cheap) development that does not distinguish Eugene from any other city.*

3. What **existing features** or aspects of the West 11th Corridor **character** do you like most or feel should be preserved?

- *Keep the timing difference between Routes 43 and 30.*
- *The residential atmosphere. Outer West 11th Avenue (beyond Chambers Street) is an ugly, hopeless sprawl at this point; anything could improve it.*
- *While it would be nice to preserve the tree section of West 11th Avenue (roughly Monroe Street to Fillmore Street), those homes are changing (owner-occupied to multi-family, residential to office, etc.). It would be good to recognize the “neighborhood” nature of the adjoining streets by minimizing the spillover affect of increased traffic on West 11th Avenue.*
- *Trees and sidewalks.*
- *Access via cross streets. Fairly intensive development, which should become denser, more intensive.*
- *The trees. Especially on West 11th Avenue; 12th Avenue also should not be used. Should be quiet, residential, and have a bike route.*
- *Big-leaf maples.*

- *Tree canopy between Lincoln and Fillmore Street. Easy access to various pedestrian destinations, including shops, restaurants, the downtown area, and State Human Services. Connections to other buses at Seneca Station and Downtown Station.*
- *Trees, especially along 11th Avenue from Chambers Street to Eugene Station.*
- *The downtown, and West 11th Avenue to Chambers Street, is beautiful. Please do not widen and destroy it. From Chambers Street west, West 11th Avenue could be redeveloped and made gorgeous. Siting EmX could certainly help attract investment.*
- *None. I hate the bus traveling through neighborhoods, picking no one up, delaying arrival downtown on Route 36 A & B. I think the 75X is the biggest waste in the system and should be the first to go.*
- *The station stop at Fred Meyer.*
- *The older residences in the neighborhood (vital to keeping the neighborhood “character”). Bicycle access and safety. Keep street parking where possible. Smooth flow of traffic on the major one-way streets of 11th Avenue and 13th Avenue (seems to be functional for commuters without being too disruptive to the neighborhoods). Owner-occupied homes.*
- *Commercial aspects. Lots of restaurants and stores provide a lot of options all in one place. You don’t have to drive all over Eugene/Springfield.*
- *In spite of the heavy traffic, the large trees and historic homes give a feeling of a very desirable neighborhood. I would hate to see these homes become rentals, which I think would degrade the neighborhood.*
- *Trees, parking strips, parking.*
- *The residential area is nice--albeit a very small portion of the corridor. It (West 11th Avenue) is a direct connection between downtown and West Eugene.*

4. What do you think needs to be **improved or changed** the most?

- *Do not promote EmX along West 11th Avenue as the only solution. Adding greenery, making West 11th Avenue more appealing to pedestrians, bicycles, and mass transit.*
- *Pedestrian comfort. Connections between retail. Excellent transit. Housing. Trees.*
- *Add 10th Avenue and 12th Avenue local streets to area street grid.*
- *Traffic. Slow traffic really wastes gas/adds to poor air quality. See improved mass transit.*
- *The stigma the EmX is just a bus that is dressed up.*
- *West 11th Avenue is a horrible place to be a pedestrian (and thus to use existing transit). Fern Ridge path (next to my house) is a crime corridor. We need an alternative pedestrian street that is safe, well-lit, and attractive.*
- *Frequency of travel. I like the idea of a bus every 10-15 minutes instead of the current half-hour to hour.*
- *Ancillary connections to Royal Avenue/Danebo Avenue in the evenings.*
- *Maybe more law enforcement vehicles.*
- *The traffic is bad, but I don’t think EmX will change that much.*
- *Nothing.*
- *Less strip mall development, move parking off-street. More landscape. Better buffer between pedestrians and vehicles.*

5. What are some **street amenities or transportation facilities** you would like to see included as part of the EmX project?
- *Vegetation. Clear directions for pedestrians.*
 - *EmX seems to be a greater barrier to pedestrian crossing on East 11th Avenue and Franklin Blvd. West Eugene should incorporate many dedicated pedestrian crossings to encourage more walking.*
 - *A station on Chambers Street between 6th Avenue and 7th Avenue, connecting to EmX lines running down Chambers Street, River Road, and Highway 99.*
 - *Keep ease of access to Fred Meyer complex. Many disabled folks really depend on that, taking buses from all over town to get as close as possible. Similar to current EmX, protected crossings from mid-street stops to sidewalk (Agate Street).*
 - *Solar-powered light station. Electric car recharge ports.*
 - *Weather protection. Splash shield. Street trees, landscaping, lighting, good visibility. The public art at the existing EmX stations is wonderful. (It even transformed Glenwood!)*
 - *Wind/rain shelters. Noise abatement. It is painful to spend time at some stations on the current EmX line.*
 - *Stations like Dad's Gates Station included on the west side.*
 - *Dedicated bus lanes.*
 - *I think putting EmX further north where we already have less of a neighborhood feel would be better.*
 - *Street trees, planting strips between sidewalks and street. Planted EmX median. Dedicated lane for EmX.*
6. What **other considerations** are important for the success of this project?
- *Someone told me the EmX going to Springfield did not stop in front of the Market of Choice and Hiron. When doing something on West 11th Avenue, please consider the businesses served.*
 - *Do it for the good of the whole community.*
 - *My impressions of the current Eugene-Springfield EmX is that there is little synchronization of traffic lights with the bus, which seems to spend a lot of time waiting for lights to change.*
 - *Auto access to West 11th Avenue businesses.*
 - *Put it where the people are.*
 - *Good connections to neighborhood connector buses.*
 - *Hours the EmX runs should be more expanded than regular buses.*
 - *The schedule (frequency) of transit service is the make it/break it for me. If connections improve and I don't have to add 45-90 minutes to my two-way commute, I'd get out of my car tomorrow. Don't cut off important intersections with EmX stations (like at Franklin Blvd/Agate Street).*
 - *Frequent stops ensuring access; 12 blocks apart at most.*
 - *Promoting transit use by all income groups, not just as a "rest stop" for homeless and transients.*
 - *Drivers should be trained in courtesy to passengers, and to take responsibility for unruly passengers. Drivers shouldn't just be a lump with a steering wheel.*

- *Aesthetics, urban design. How to make this area look like a part of Eugene and not “Anywhere, USA”*

7. During the workshops in 1999-2000 to investigate introducing BRT (EmX) to the West Eugene area, the following comments were made. Please indicate below, which comments you feel are still important today?

Please add new comments to question No. 8	Still Important?
Locate bus rapid transit on a main arterial. Using a familiar travel route makes bus rapid transit visible and easy to use. <ul style="list-style-type: none"> ○ <i>Sort of-yes</i> ○ <i>If 6th & 7th Avenues</i> ○ <i>Vital</i> 	 12
Preserve the residential character and livability of central West Eugene neighborhoods. <ul style="list-style-type: none"> ○ <i>Very-yes!</i> ○ <i>Nice, but can't happen</i> ○ <i>Very</i> ○ <i>OK</i> ○ <i>Very</i> 	 12
Serve key retail centers, major employers, and housing and commercial areas, including the Lane County Fairgrounds (LCF). <ul style="list-style-type: none"> ○ <i>Fairgrounds-not so much.</i> ○ <i>Not LCF</i> ○ <i>Vital-LCF</i> 	 13
Preserve heritage trees. <ul style="list-style-type: none"> ○ <i>Stop viewing trees as decorations. They serve many functions to the environment.</i> ○ <i>Don't use West 11th Avenue</i> ○ <i>Yes-tree canopy is historic part of westside neighborhood</i> ○ <i>Trees can be replaced</i> ○ <i>Very</i> ○ <i>Yes</i> ○ <i>Very</i> ○ <i>As possible</i> 	 14
Enhance the appearance of the street on which bus rapid transit is located. These arterials would benefit from improvements to the streetscape. <ul style="list-style-type: none"> ○ <i>Good idea</i> ○ <i>Not really</i> ○ <i>So-so</i> ○ <i>Enhance?</i> 	 7
Preserve tall street trees along West 11th Avenue from Chambers Street to Eugene Station. <ul style="list-style-type: none"> ○ <i>Yes!</i> ○ <i>Wishful thinking</i> ○ <i>Very</i> ○ <i>Yes</i> ○ <i>Double yes!</i> ○ <i>Very</i> ○ <i>As possible</i> 	 13

<p>Preserve the mature inner-city neighborhood. Avoid putting buses on residential streets such as 10th, 12th, and 14th Avenues.</p> <ul style="list-style-type: none"> ○ <i>Use 13th Avenue</i> ○ <i>Yes!</i> ○ <i>Agree</i> ○ <i>Very</i> ○ <i>And 11th Avenue</i> 	<p> </p> <p>12</p>
<p>Consider using 6th and 7th Avenues, which are already major transportation corridors.</p> <ul style="list-style-type: none"> ○ <i>Yes. This is a more likely route.</i> ○ <i>Impractical</i> ○ <i>Maybe</i> ○ <i>Yes!!</i> ○ <i>No. Pedestrians not aiming for such an industrial area. Counter to basic reason people ride the bus.</i> ○ <i>Very</i> ○ <i>No!</i> 	<p> </p> <p>8</p>
<p>Both 12th Avenue and 14th Avenue are heavily used for bike travel.</p> <ul style="list-style-type: none"> ○ <i>Not that heavily. Walking along West 11th Avenue, I'm often forced off the sidewalk by bike riders who should be on 12th Avenue.</i> ○ <i>You can take your bike on the bus.</i> ○ <i>Very</i> 	<p> </p> <p>8</p>
<p>Tenth (10th) Avenue also is used frequently for bike travel.</p> <ul style="list-style-type: none"> ○ <i>You can take your bike on the bus.</i> ○ <i>Very</i> 	<p> </p> <p>8</p>
<p>One-way streets sometimes require neighborhood travel patterns through alleys. This access is needed by neighborhood residents.</p> <ul style="list-style-type: none"> ○ <i>Not important</i> ○ <i>Yes</i> ○ <i>Access needed; can possibly be addressed other ways.</i> ○ <i>Sort of</i> ○ <i>No. Change one-way.</i> 	<p> </p> <p>4</p>

8. Any other comments?

- *Keep a route on 8th Street. Confused why EmX-type bus didn't have two belt areas for wheelchairs. While I was on a regular bus and I was taking off the belts too soon, the driver told me that was too unsafe.*
- *Some of my neighbors don't want change. We need to reduce cars and EmX can help do that.*
- *Take over an existing traffic lane rather than making more pavement. Then use it maximally, including carpooling -?????- EmX is running every one to two minutes.*
- *EmX should improve livability of fairgrounds neighborhood, especially during fair week, by dramatically reducing extreme traffic congestion during major events. LTD is mandated to serve all populations, especially seniors and disabled. Routing EmX away from key destinations would fly in the face of their needs. Established transportation corridors will not require huge re-education of the public.*
- *Please build it!*

- *I would like to see EmX along West 11th Avenue all the way to Greenhill. I see on the map that West 18th Avenue is being considered, as well, and that also would be good. It is suffering from increased congestion, especially at rush hour.*
- *I strongly support EmX expansion to West Eugene.*
- *Given my address, I obviously have a vested interest here. I genuinely would like to see serious attention to the 6th/7th Avenues EmX option to link with West and North Eugene, whether or not I am directly affected by the chosen route.*
- *Eugene already seems to have an excellent traffic system. Can't think of any complaints. A bus ride should be a pleasant, enjoyable experience. It shouldn't feel like a trip to a juvenile detention center. Bus drivers should take responsibility for ensuring this.*
- *I think it should be on 6th Avenue and 7th Avenue to Highway 99 to 5th Avenue to Seneca, then can go up 11th Avenue if you want, because that part of 11th Avenue already is ugly.*



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**CONSENT CALENDAR ITEM:
RESOLUTION REAFFIRMING DISTRICT BOUNDARIES**

Prepared by Andy Vobora, Director of Service Planning, Accessibility, and Marketing
June 20, 2007

ACTION REQUESTED

Approval of resolution reaffirming District boundaries

BACKGROUND

Oregon Revised Statutes 167.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory in which the system will operate. No changes are recommended to the LTD boundary for FY 2007-2008. Attached for the Board's approval as part of the Consent Calendar for June 20, 2007, is a Resolution reaffirming LTD's boundaries for the coming fiscal year.

CONSEQUENCES OF REQUESTED ACTION

The District will operate within the boundaries set forth in Ordinance No. 24 (2000 Revision).

ATTACHMENT

LTD Resolution No. 2007-028, A Resolution Reaffirming the Territory in the District Within Which the Transit System Will Operate in Accordance with Oregon Revised Statutes 267.207(3)(a)

Q:\Reference\Board Packet FINAL\2007\06\Regular Meeting 6-20-07\07boundary consent cal.doc

RESOLUTION

LANE TRANSIT DISTRICT

LTD Resolution No. 2007-028

A RESOLUTION REAFFIRMING THE TERRITORY IN THE DISTRICT
WITHIN WHICH THE TRANSIT SYSTEM WILL OPERATE IN
ACCORDANCE WITH OREGON REVISED STATUTES 267.207(3)(a)

WHEREAS, ORS 267.207(3)(a) requires that the Board of Directors of the Lane Transit District annually determine the territory in the District within which the transit system will operate;

THEREFORE, HEREBY BE IT RESOLVED, that for Fiscal Year 2007–2008, the Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance Number 24 (2000 Revision).

Date Adopted

Board President

Q:\Reference\Board Packet FINAL\2007\06\Regular Meeting 6-20-07\07Boundary Resolution.doc

AGENDA ITEM SUMMARY

2

DATE OF MEETING: June 20, 2007

ITEM TITLE: MAY FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

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

Passenger fares were up 1.9 percent for the first eleven months of the current year over the same period last year. Boardings for the rolling twelve-month period, which ended May 30, were 5.4 percent over the previous year.

Payroll tax receipts increased 6.5 percent, an improvement over the 5.4 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, which is unchanged from last month. 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. As expected, the growth rate increased in May when the first disbursements that include the payroll tax rate increase were received.

Self-employment tax receipts for the eleven-month period are up 8 percent over last year. The increase is due to the special collection effort directed at insurance agents who also provide non-insurance products and services.

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 eleven months of the current fiscal year are 25.6 percent higher than the same period in the last fiscal year.

Total personnel services expenditures, the largest category of operating expense, show 8.4 percent growth over the previous year, up from the 7.7 percent growth reported for April. Retirement termination payouts contributed to the growth. EmX operating expenses appear to have stabilized. A shortage of operators has temporarily increased overtime pay.

Materials and services results vary widely from department to department. Overall spending is within budget for the year to date. Insurance costs are up 19.2 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 20 percent over FY 2005-06 and now exceed the FY 2006-07 plan by \$82,327 year to date. This negative variance will increase by the end of the current fiscal year because not all year-to-date expenditures have been received and processed. 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 May were \$2.2336 and \$2.1523, respectively, an improvement compared to April results. The year-to-date average price through April was \$2.1670 per gallon, a slight increase over the previous month. Fuel prices have dropped recently assuring that LTD will finish the current fiscal year within budget for this significant category.

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

Commuter Solutions Fund activities are generally as expected through the first eleven 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. The growth in accessible service expenditures will be addressed in the supplemental budget (#2) that is a separate action item for this Board meeting.

In the Capital Projects Fund, May expenditure activity included accessible services vehicle payments, planning work for both Pioneer Parkway EmX Corridor and the third EmX corridor, and information technology purchases. The accessible services vehicles were not expected until FY 2007-08, because they traditionally have arrived late. Because they arrived on time this year, appropriations for this purchase are part of the supplemental budget (#2) referenced in the previous paragraph.

Adoption of the FY 2007-08 budget is also a separate action agenda item for this meeting.

As in the past, Board members will receive a preliminary June financial report for FY 2006-07 before July 31, as is required by statute. The report is a draft because it is not possible to complete fiscal year end closure by the end of July. However, the draft report will be substantially complete and an adequate assessment of the financial condition of LTD at June 30, 2007. The final report, after it is audited, is published in the Comprehensive Annual Financial Report.

ATTACHMENTS:

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

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

PROPOSED MOTION:

None

LANE TRANSIT DISTRICT RESOLUTION NO. 2007-026

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for fiscal year 2007-2008 in the total combined fund sum of \$75,478,520 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2007, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND - OPERATING BUDGET

Personnel Services	\$ 24,820,200
Materials & Services	<u>8,502,280</u>
Total Operating	<u>33,322,480</u>

GENERAL FUND - NON-OPERATING

Transfer to Commuter Solutions Fund	5,000
Transfer to Accessible Services Fund	1,934,530
Transfer to Capital Projects Fund	2,211,600
Operating Contingency	1,500,000
Other Contingency	3,612,320
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-Operating	<u>10,263,450</u>

Total General Fund	<u>43,585,930</u>
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COMMUTER SOLUTIONS FUND

Materials & Services	<u>894,000</u>
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ACCESSIBLE SERVICES FUND

Materials & Services	4,927,490
Transfer to Capital	25,500
Operating Contingency	<u>18,000</u>
Total Accessible Services Fund	<u>4,970,990</u>

CAPITAL PROJECTS FUND

Capital Outlay	18,172,700
Debt Service	3,120,000
Capital Reserve	<u>4,734,900</u>
Total Capital Projects Fund	<u>26,027,600</u>

June 20, 2007

Date Adopted

Board President

AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 20, 2007
- ITEM TITLE:** ADOPTION OF FISCAL YEAR 2007-2008 BUDGET
- PREPARED BY:** Diane Hellekson, Director of Finance and Information Technology
- ACTION REQUESTED:**
- (1) Hold a public hearing on fiscal year 2007-2008 budget
 - (2) Adopt fiscal year 2007-2008 budget by attached resolution
- BACKGROUND:**
- The Budget Committee approved the budget for fiscal year 2007-2008 on April 26, 2007. The fixed-route operating budget is \$33,322,480. The grand legal total of all combined funds plus reserves and transfers is \$75,478,520. A public hearing on the budget must be held, and budget law requires that the Board of Directors must adopt a final budget before July 1, 2007.
- The budget described in the attached resolution for all Lane Transit District funds is exactly the same as the authorized spending in the budget for FY 2007-2008 approved by the LTD Budget Committee on April 26.
- A copy of the final budget document will be provided to each member of the Budget Committee as soon as a FY 2007-2008 budget is adopted. Budget highlights and a brief overview will be presented at the June 20 Board meeting.
- RESULTS OF RECOMMENDED ACTION:**
- Staff will file the adopted budget with the State of Oregon, as required, and the new budget will become the FY 2007-2008 business plan beginning July 1, 2007.
- ATTACHMENTS:**
1. Resolution
 2. General Fund Budget
 3. Commuter Solutions Fund Budget
 4. Accessible Services Fund Budget
 5. Capital Projects Fund Budget
- PROPOSED MOTION:**
- I move approval of Resolution No. 2007-026, adopting the LTD fiscal year 2007-2008 budget and appropriating \$75,478,520 as represented in the resolution.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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

Proposed Lane Transit District Sustainability Policy

Lane Transit District is committed to advancing the social, economic and environmental sustainability of the Eugene/Springfield metropolitan area. The District commits to pursue action in the following four areas:

- **Providing quality transit service**
As a key player in the regional transportation arena, Lane Transit District strives to provide residents and visitors with viable transportation options that reduce vehicle miles traveled in the community.
- **Using environmentally-friendly vehicles**
Lane Transit District commits to the conversion of its fleet to quiet, more environmentally-friendly vehicles, with the conversion triggered by the cost, availability, and reliability of the new technology.
- **Constructing earth-friendly projects**
Lane Transit District recognizes the importance of environmentally responsible practices in design and construction, and commits to using sustainable practices when developing transit facilities and other transit infrastructure in the community.
- **Implementing sustainable operating practices**
Lane Transit District's commits to implementing viable sustainability practices in all facets of its operations.

These four elements are described in more detail in the attached supporting white paper.

White Paper on Sustainable Transit Operations

Quality Transit Service

Provide attractive transportation alternatives to the single-occupant automobile is the single most important sustainability effort for a transit agency. Reductions in vehicle miles traveled can significantly reduce the carbon footprint of the community. LTD pursues this goal primarily by providing high-quality transit service, including the recently introduced EmX bus rapid transit service. LTD also manages the regional transportation demand management program, which includes a ridesharing program, van pools, and other programs that reduce automobile use.

The Regional Transportation Plan (RTP) that has been adopted by the City of Eugene, City of Springfield, City of Coburg, Lane County, and LTD, provides details on policies, programs, and strategies relating to transit service and transportation demand management.

Vehicles

LTD operates a fleet of approximately 100 buses that travel more than three million miles per year. In addition, the District owns 40 smaller buses for demand-response service for the elderly and disabled, and has 27 support vehicles. LTD is committed to reducing emissions from LTD operated vehicles.

Current Sustainability Measures

1. Use of ultra low-sulfur diesel fuel
2. Use of four hybrid-electric cars for administration
3. Use of six hybrid-electric buses for the EmX service
4. Purchase of five hybrid-electric articulated buses
5. Bus Idling- buses are turned off if stopped for more than three minutes
6. Testing of five percent bio-fuel mix on certain buses

Planned Sustainability Measures

1. All future buses purchased will be hybrid-electric or other low-emission technology
2. All future support vehicles purchased will be hybrid-electric or other low-emission technology
3. Use of 20 percent bio-fuel mix on all buses

Construction Projects

LTD has constructed many facilities in the community, with many more planned for the future. Constructed and planned facilities include transit stations, passenger shelters, operating bases, and rapid transit lines. LTD's facilities are long-lasting and attractive, using durable materials that reduce life-cycle costs. This durability is, in itself, a sustainable practice. Recent projects have taken this one step further, with specific consideration of leading-edge sustainable design.

Current Sustainability Measures

1. On-site stormwater treatment system (Springfield Station)
2. Efficient ground-source heat pumps (Springfield Station)
3. Stormwater treatment (Glenwood)

4. Use of drought-resistant, native landscaping (Franklin EmX corridor, Springfield Station, RideSource)

Planned Sustainability Measures

1. Consider meeting standards for LEED certification in new facilities
2. Implement on-site renewable energy sources where feasible
3. Optimize energy performance for all new facilities
4. Commissioning of the building energy systems
5. Use innovative wastewater technologies
6. Develop water use reduction systems

Daily Operations

LTD's basic operation presents many sustainability challenges. Operating and maintaining many large vehicles presents opportunities to continually examine ways to minimize environmental impact and find innovative solutions to common operations issues. LTD is in a unique position to experiment with community- and earth-friendly products, services, techniques, and to encourage industry partners to explore workable solutions.

Sustainable operating business practices fall into a number of areas. This section inventories existing and planned sustainability measures in the areas of energy conservation, recycling, hazardous waste, procurement, and employee commuting.

Energy Conservation

Current Sustainability Measures

1. Use of energy efficient light bulbs
2. Use of motion sensors in common areas of to shut off lights when rooms are not is use (Glenwood, Eugene Station)
3. Testing of a solar-lit shelter

Planned Sustainability Measures

1. Purchase solar shelter lighting for all shelters
2. Eliminate use of incandescent light bulbs
3. Adjust thermostat settings to reduce summer A/C and winter heating requirements

Recycling and Re-Use

Current Sustainability Measures

1. Recycling paper waste (all facilities)
2. Recycling waste oil (maintenance)
3. Recycling anti-freeze (maintenance)
4. Recycling of metal waste (maintenance)
5. Recycling of plastics
6. Reuse of used printer cartridges
7. Donation of old computers to "Geeks Without Borders" for refurbishing and distribution to schools, clinics, and nonprofits in developing countries

Planned Sustainability Measures

1. Expand and promote the paper recycling program
2. Establish a more effective plastic recycling system
3. Reestablish kitchen recycle bins and make arrangements to have recycled products delivered to recycle facilities

Hazardous Waste

Current Sustainability Measures

1. Use of environmentally-friendly cleaning fluids
2. Use of hot water parts cleaning tanks with biodegradable soaps

Planned Sustainability Measures

1. Eliminate use of all toxic solvents and cleaning fluids

Procurement

Current Sustainability Measures

1. Purchase of recycled paper for office needs
2. Purchase of recapped (recycled) tires

Planned Sustainability Measures

1. Require that contractors and consultants to LTD use sustainable business practices
2. Expand the use of electronic payments to vendors

Employee Commute

Current Sustainability Measures

1. Provide free bus passes to employees and their dependents
2. Provide an Emergency Ride Home option for all employees who use alternate transportation to get to work
3. Provide covered bike parking
4. Provide preferential parking for carpool
5. Provide on-site showers
6. Participate in area programs and competitions that promote alternative commuting methods

Planned Sustainability Measures

1. Consider monetary incentive for those who take an alternative transportation mode to work

Attachment WEEE Status WE Collaborative MemberList

Category	Organization	LAST	FIRST
Environment	Preferred Futures	Allcott	John
Community	Social Justice	Ban	Susan
Business	Chamber of Commerce	Crinklaw	Rick
Business	Home Builders Association	Cueller	Roxanne
Business		Duncan	Rick
Community	Accessibility	Durkee	Ed
Government	Eugene Planning	Gardner	Lisa
Government	LTD - Steering Committee for West Eugene	Gaydos	Gerry
Government	Lane County Board	Goldstien	George
Government	City of Veneta	Ingham	Ric
Environment	or Deborah Noble	Johnson	Anita
Environment	West Eugene Wetlands Partnership	Johnston	Pat
Community	At-Large	Kahle	Don
Community	3RT (Residents for Responsible Rapid Transit)	Koleszar	Ilona
Government	ODOT	Lee	Jane
Environment	Friends of Eugene	Matthews	Kevin
Environment	or Anita Johnson	Noble	Deborah
Environment	At-Large (alternate)	O'Brien	Bob
Environment	At-Large	O'Brien	Mary
Government	Eugene Mayor	Piercy	Kitty
Government	Eugene Public Works	Proudfoot	Emily
Government	Eugene City Council	Pryor	Chris
Business		Reed	Larry E.
Business	W. Eugene Business	Rexius	Rusty
Business		Roberts	Jack
Government	Eugene Public Works	Schoening	Mark
Government	LTD	Schwetz	Tom
Government	Lane County Public Works	Snowden	Ollie
Government	LCOG	Thompson	Paul
Business		Wildish	Gary
Community	Alternative Modes of Transportation	Wolling	Sue
Community	Neighborhood Leaders Council	Wostmann	Jan
Environment	1000 Friends	Zako	Rob

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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 City of Eugene held a Walnut Station Steering Committee meeting on May 30. City staff and consultants provided a presentation to the committee on form-based code, a tool being proposed to help implement the vision for the Walnut Station Mixed-Use Development study area. The build alternative for the corridor was approved by the Planning Commission earlier this year and includes two exclusive EmX lanes.
2. **Board Finance Committee:** The Board Finance Committee (Mike Dubick, Debbie Davis, and Chair Dean Kortge) met on June 5 to discuss fare options for a possible transition period following the end of the Student Transit Pass Program. Charles Swank of Grove Mueller & Swank (LTD's independent audit service provider) was present to discuss changes in the audit process and reporting requirements that will go into effect for the audit of the fiscal year that will end on June 30, 2007.

3. **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 met on June 5, 2007, and discussed several EmX-related issues, including:
 - Establishment of EmX Steering Committee Subcommittees for West Eugene and Pioneer Parkway projects – The committee discussed a suggested subcommittee charge, committee member composition, and meeting frequency. The committee directed staff to establish a process for recruiting community members for participation on the subcommittees. A follow-up meeting of the steering committee will be held to formalize membership on each of the subcommittees.
 - Franklin Corridor Update – Staff provided an update on the Franklin EmX service including ridership, current run times, results of a recent passenger survey, status of real-time information, and safety issues.
 - Pioneer Parkway Update – Staff provided an update on the project's progress, including the recent acceleration of federal funding, agency coordination, and early design issues.
 - West Eugene EmX Extension Project Update – Staff presented results of the May 21 open house and future proposed activities.
4. **Board HR Committee:** The Board HR Committee is composed of Susan Ban, Mike Eyster, and Chair Gerry Gaydos. The committee met on June 12 to review changes to the general manager's goals and objectives. It will be presented to the full Board for action at the June 20, 2007, meeting.
5. **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. The June meeting was held on June 14. Greg Evans attended the meeting, as both Gerry Gaydos and Susan Ban had conflicts. The agenda for that meeting included an amendment to the Metropolitan Transportation Improvement Program (MTIP), and updates on the MTIP update and the Regional Transportation Plan.
6. **Meetings with West Lane County Commissioner Bill Fleenor:** Commissioner Fleenor hosts regular discussions as part of his outreach activities. LTD participated in two meetings recently. The first was held in the Mapleton area on May 31, and the

second was held in Florence on June 11. Board member Dean Kortge participated in one meeting and Board member Greg Evans participated in the other meeting; and both were accompanied by staff member Andy Vobora. These meetings were designed to begin the discussion of public transit service to the Florence area. The number of participants was not large; nevertheless, both meetings produced valuable dialog concerning potential boundary expansion. Commissioner Fleenor is soliciting interested parties to participate in a group that would evaluate the issues and develop a recommendation regarding a pilot bus project.

NO MEETINGS HELD

1. **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.
7. **Board Service Planning & Marketing Committee**: The Board's Service Planning & Marketing Committee is composed of Greg Evans, Mike Dubick, and Chair Mike Eyster. The last meeting took place on May 9, 2007. The next meeting will take place in August; however no date has yet been scheduled.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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 22, 2007, letter from Phyllis Kesner to the Editor of *The Register Guard*, with a copy to Director of Service Planning, Accessibility, and Marketing Andy Vobora, regarding the advantages of public transportation.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: BOARD OUTREACH – NEIGHBORHOOD MEETINGS

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

ACTION REQUESTED: Review neighborhood group list and provide direction to staff on availability for attending meetings over the coming fiscal year.

BACKGROUND: Neighborhood group meetings are an excellent way to provide an outreach opportunity for LTD Board and staff, and to provide area residents an opportunity to provide input on District plans and programs.

The attached list includes both Eugene and Springfield neighborhood groups. Board members have been assigned a block of groups based on the subdistrict they represent. If the Board would like to change these assignments, staff will revise the list.

Staff will provide informational handouts and accompany Board members to these meetings.

RESULTS OF RECOMMENDED ACTION: Staff will begin contacting the neighborhood groups to determine meeting schedules and agenda time availability. A tentative agenda time will be booked and later confirmed with the Board member involved.

ATTACHMENT: Neighborhood group list

PROPOSED MOTION: None.

Q:\Reference\Board Packet FINAL\2007\06\Regular Meeting 6-20-07\Board outreach to neighborhoods.doc

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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 summer and fall vacation dates.

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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 June 20, 2007:

1. Resolution Reaffirming District Boundaries

ATTACHMENT:

1. Resolution Reaffirming District Boundaries

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

LTD Resolution No. 2007-022: It is hereby resolved that the Consent Calendar for June 20, 2007, is approved as presented.

Copy of WestEugeneCollaborativeGroupMemberList4-12-07_000

Category	Organization	LAST	FIRST	PHONE	EMAIL
Environment	Preferred Futures	Allcott	John	543-7801	iallcott@pol.net
Community	Social Justice	Ban	Susan	686-1262	sban@sheltercare.org
Business	Chamber of Commerce	Crinklaw	Rick	541-484-1151	rick.crinklaw@laneelectric.com
Business	Home Builders Association	Cueller	Roxanne	484-5352	roxie@hbalanecounty.org
Business		Duncan	Rick	687-1938	rick@duncanbrown.com
Community	Accessibility	Durkee	Ed	431-3303	edd@goodwill-oregon.com
Government	Eugene Planning	Gardner	Lisa	682-5208	lisa.a.gardner@ci.eugene.or.us
Government	LTD - Steering Committee for West Eugene	Gaydos	Gerry	343-8060	gerry@oregonlegalteam.com
Government	Lane County Board	Goldstien	George		laneroads@siuslaw-independent.com
Government	City of Veneta	Ingham	Ric	935-2191	ringham@ci.veneta.or.us
Environment	or Deborah Noble	Johnson	Anita	343-2877	anitaj1@mindspring.com
Environment	West Eugene Wetlands Partnership	Johnston	Pat	520-2159	pat_johnston@blm.gov
Community	At-Large	Kahle	Don	344-0033	shh@dksez.com
Community	3RT (Residents for Responsible Rapid Transit)	Koleszar	Ilona	513-7800	3RT@comcast.net
Government	ODOT	Lee	Jane	744-8080	Jane.S.Lee@odot.state.or.us
Environment	Friends of Eugene	Matthews	Kevin	345-7421 (office)	matthews@artifice.com
Environment	or Anita Johnson	Noble	Deborah	344-9933	dnoble4990@aol.com
Environment	At-Large (alternate)	O'Brien	Bob	346-1328	bobrien@uoregon.edu
Environment	At-Large	O'Brien	Mary	485-6886	mob@uoregon.edu
Government	Eugene Mayor	Piercy	Kitty	484-9720 (home)	kitty.piercy@ci.eugene.or.us
Government	Eugene Public Works	Proudfoot	Emily	682-5378	emily.a.proudfoot@ci.eugene.or.us
Government	Eugene City Council	Pryor	Chris	484-6896	chris.e.pryor@ci.eugene.or.us
Business		Reed	Larry E.	687-1081	larryreed@jrweb.com
Business	W. Eugene Business	Rexius	Rusty	342-1835	rustyr@rexius.com
Business		Roberts	Jack	242-2371	jack@lanemetro.com
Government	Eugene Public Works	Schoening	Mark	682-5243	mark.a.schoening@ci.eugene.or.us
Government	LTD	Schwetz	Tom	682-6203	tomschwetz@ltd.lane.or.us
Government	Lane County Public Works	Snowden	Ollie	682-6910	oliver.snowden@co.lane.or.us
Government	LCOG	Thompson	Paul	682-4405	pthompson@lcoq.org
Business		Wildish	Gary	228-6284	gwildish@chambersconstruction.com
Community	Alternative Modes of Transportation	Wolling	Sue		bicycle@efn.org
Community	Neighborhood Leaders Council	Wostmann	Jan	485-1394	jw@efn.org
Environment	1000 Friends	Zako	Rob	343-5201	rob@friends.org



Lane Transit District
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MONTHLY DEPARTMENT REPORTS

June 20, 2007

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

METROPOLITAN PLANNING

Tom Schwetz, Director of Planning and Development

Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC): There was no official MPC meeting in May. At the June 14 meeting, MPC considered an amendment to the FY 2007-09 Metropolitan Transportation Improvement Program (MTIP), drafted changes to MTIP text related to "Development and Modification of the MTIP", drafted environmental maps, and projected lists for the Regional Transportation Plan (RTP) 2031 update. Also on the agenda were items related to the Oregon Metropolitan Planning Organization (MPO) Consortium meeting and the initial report from the MPO's federal certification review held in May 2007.

Walnut Station/Franklin Corridor Planning: The American Institute of Architects (AIA) held a second Franklin Corridor workshop in Springfield on April 13-14. Tom Schwetz and Anita Yap participated in the workshop. The results of the AIA process were presented at the Eugene City Club on June 8.

The City of Eugene held a Walnut Station Steering Committee meeting on May 30. Mike Eyster and Dave Kleger are members of the steering committee. City staff and consultants provided a presentation to the committee on form-based code, a tool being proposed to help implement the vision for the Walnut Station Mixed-Use Development study area. The build alternative for the corridor was approved by the Planning Commission earlier this year and includes two exclusive EmX lanes.

PROJECT DEVELOPMENT

Tom Schwetz, Director of Planning and Development

West Eugene EmX: A public open house for West Eugene Transportation was held on May 21, 2007, at the Eugene Public Library. The open house was a collaboration among the City of Eugene, Lane Council of Governments, Commuter Solutions, and LTD. The open house was intended to present 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. More than 75

people attended the event. LTD received 19 completed questionnaires and had numerous conversations with individuals who wanted information on the project and process, and individuals who wanted to provide input on the project.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management: Commuter Solutions participated in the West Eugene Transportation Study Open House, providing information on transportation alternatives to interested residents, property owners, and business owners.

Staff met with representatives from Lane Regional Air Protection Agency (LRAPA) to plan a summer Clean Air Campaign. Weather forecasts for the summer season indicate there could be a number of either “air watch” or “air warnings” days indicating pollution levels and health hazards.

The “gas price poster” was distributed to businesses participating in Commuter Solutions programs. The poster, which compares the cost per gallon of gas per person for each transportation option, has been well received. METRO in Portland and Pac-West Ad Agency have requested permission to reproduce the poster for use in the statewide transportation options marketing campaign currently underway in the Portland region.

Group Pass/ETC Programs: Organic Materials Review Institute (OMRI) has joined the Group Pass Program and hosted a transportation fair for their employees.

CarPool/VanPool/Emergency Ride Home Program (ERH): Eighteen commuters have registered for the Emergency Ride Home (ERH) program.

Four Companies have enrolled in the Emergency Ride Home Program:

- Capella Market
- Oregon Center for Applied Science (ORCAS)
- Organic Materials Review Institute (OMRI)
- SOLARC Architecture and Engineering, Inc.

Smart Ways to School Program (SWTS):

Safe Routes to School (SRTS) Funding: Lisa Van Winkle attended Oregon SRTS training for people associated with local schools that intend to apply for these funds. Lisa is working with Monroe Middle School, Roosevelt Middle School, and Thurston Elementary School to apply for funding for encouragement/education activities and engineering improvements. We have heard that Creswell and Veneta schools are working independently to seek SRTS funds. The application deadline is July 31, and grant decisions are expected to be announced by fall. We are optimistic that one or more Lane County schools will receive funding.

Monroe Middle School Pilot Project: The school's "We Get Around" campaign is continuing with a weekly contest for students who walk, bike, carpool, or ride a bus to or from school. Walk and bike events were held daily from May 7-11 in neighborhoods adjacent to the school. Free Saturday clinics provided by Paul's Bicycle Way of Life helped several Monroe students and parents tune-up their bikes and make sure they are road ready. The school distributed a map of suggested walk/bike routes to all Monroe families. The team is now preparing an application for SRTS funding to continue its efforts next year.

A representative of ACTS Oregon, which has funded this year's Monroe Middle School project, visited the school and complimented the team on its successful campaign.

Student Transit Pass Program (STPP): In a recent *Register-Guard* news story, an Oregon Department of Energy spokesperson indicated that the Oregon Department of Energy (ODOE) may be willing to extend the Student Transit Pass Program. LTD is arranging to meet soon with ODOE to discuss this possibility.

Several private and charter schools have agreed to purchase Group Pass Program (GPP) for their students, including Network Charter School and Willamette Leadership Academy. Several more schools are interested and are reviewing the GPP contract.

If LTD is able to restore the Student Transit Pass Program, then GPP schools will be converted back to the STPP program.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Shelter Replacement: The dry weather during the past month has provided momentum for the shelter structure fabricator and concrete contractor. At the current rate of work we are averaging one complete and installed shelter per week.

Franklin EmX: Only minor punch list items remain, including paint touch-ups at stations, some yellow striping on 11th Avenue, and installation of reflectors on top of the guideway curbs along Franklin Boulevard. These items will be completed within the next month as weather permits.

Pioneer Parkway EmX/Gateway Station: LTD has selected the design teams for the Pioneer Parkway EmX. The project is divided into three segments: Gateway Station, International Way, and Pioneer Parkway. Rowell Brokaw Architects, PC, is designing the Gateway Station. Lane County and LTD are finalizing an intergovernmental agreement for design services and construction management on International Way. PB Americas, Inc., was selected for the majority of the design work that includes Pioneer Parkway, Harlow Road, and Gateway Street. PB Americas, Inc., also will manage PIVOT Architecture, who will design all of the EmX stations.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

Service: Summer bid work is complete and fall bid is in full swing. The summer bid update has been printed and is available on the District's website. Work continues on summer events. Staff are developing a work plan that outlines the necessary changes to River Road service pending the outcome of discussions with Lane County. On Thursday, May 31, Director Andy Vobora and Board member Dean Kortge attended an open house at the Gingerbread Restaurant near Mapleton. The open house was hosted by Commissioner Bill Fleenor and included discussion concerning transportation to west Lane County.

Media: There has been considerable media coverage during the past month. Stories included EmX ridership and accidents, ridership in relation to increased fuel prices, a brief update on labor negotiations, and an in-depth story on the Student Transit Pass Program. In early June staff will release information on bio-diesel testing that the District has begun, and staff anticipate a good media response. LTD was featured in recent national publications, including the American Public Transportation Association's (APTA) *Passenger Transport* and *Mass Transit Magazine*. As a reminder, LTD will be the featured district in the July-August issue of *Mass Transit*. Mark Pangborn's photograph will be on the cover and the District will be featured in stories and photos. The Department will have extra copies available for distribution.

Summer Youth Pass: Planning is coming along very well. A partnership with KDUK Radio is developing, and a package of discounts is being assembled for youth who purchase the pass. A take-off on the *Amazing Race* reality show will be a part of the pass program this summer. There will be more details to come on this aspect of the promotion. As part of the youth work this summer, LTD is working in conjunction with local agencies to promote meal sites that provide meals to youth throughout the summer. A map of the sites will be accompanied by bus route information. All of this information will be distributed in printed form and also will be displayed on the LTD website.

EmX Tours: More tours are expected. Representatives from Omnitrans in San Bernardino will visit LTD in late June. In addition, the American Public Transportation Association will bring their bus rapid transit (BRT) committee meetings to Eugene on June 26 and 27. LTD will host the meetings and participants will have opportunities to ride EmX numerous times during their two-day stay in Eugene.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

We are pleased to announce that Special Mobility Services, Inc. was awarded the LTD RideSource, Oakridge, and RideSource Call Center Development and Operations contract on May 9, 2007. It has been a pleasure working with Special Mobility Services (SMS) since 1982, when SMS became the contracted provider of RideSource services.

As a member of the Oregon Department of Transportation's Public Transit Advisory Committee, Terry Parker attended the May meeting in which the committee reviewed and ranked the Fiscal Year 2008-09 Oregon Discretionary Grant requests for projects within several funding categories. The committee will convene again in early June to consider the grant requests submitted in the transit innovation category. Funding recommendations will go to the Oregon Transportation Commission for approval. Staff will present the final funding results to the Board at a later date.

The *Road to Freedom*, a year-long, cross-country bus tour that exposes mainstream audiences across the United States to the Americans with Disabilities Act (ADA), came to Eugene on May 8. The Lane Independent Living Alliance (LILA) sponsored the local visit, which was held at the Eugene Station Plaza area and inside the Atrium building across the street. Board President Gerry Gaydos was on hand, along with the Mayors of Eugene and Springfield and other dignitaries, to welcome the national event. The event featured the display bus, a wheelchair wash and tune-up, and many local artists who provided entertainment throughout the day.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

More New Operators: The Training Division has been occupied during the past few months with training new operators, and that trend will continue for the rest of the summer. There is a new class of operators in training now, another class just completed training, and two more classes of six operators each are planned between now and fall. There are currently 28 operators on probationary status, which means that they have been hired in the past year. With the addition of 12 new operators by the end of the summer, nearly 25 percent of LTD operators will have been with LTD for fewer than two years.

Training staff have been preparing other training as well, including refresher training for senior operators, EmX training in the fall, and other specialized training as required. They are a committed group that understands the importance of training as it relates to performance.

Labor Management Committee: The Labor Management Committee has begun meeting on a regular basis. There has been training for all members on cooperative work strategies. So far the initial meetings have been productive and useful. Staff hope to continue using this forum to jointly resolve issues that arise at LTD between the District and the ATU.

International Roadeo Participants: Bus Operators Armando Reyes and Mike Gutierrez went to Nashville last month to participate in the International Bus Roadeo. Although they did not place as highly as they would have liked, they had a great time and represented LTD very well. As a reminder, the LTD local roadeo is taking place on July 8, beginning at 7:30 a.m. Board members are more than welcome to come and observe and also are encouraged to volunteer.

MAINTENANCE

George Trauger, Director of Maintenance

EmX Update:

A/C Cooling Problems: We are concluding the testing phase for updating the modulator water valves, which appears to be solving the air conditioning problem. Because the equipment is covered under the warranty umbrella, and through cooperation between New Flyer and Thermo King, the water modulator update kit will be installed in all EmX vehicles.

Safety Vision: The Safety Vision Technician is in the process of reviewing the operator monitors and standardizing views for bus operators throughout the fleet. This will aid operators in viewing the safety of the passengers as they enter or exit the bus.

For passenger safety, we are modifying vehicle programming in order to delay deploying ramps, which will allow for ramp deployment and door opening announcements. In addition, New Flyer representatives visited with LTD staff on May 24 to address some of the unresolved EmX issues.

New Articulated Bus Build: There has been no change to the new build schedule that will begin on July 9. Arrangements are now being made for LTD inspectors to be at the Winnipeg and Crookston plants until vehicles are ready for shipment to Eugene in September.

Training: May has been a very busy training month for the Maintenance Department. Training included:

- Maintenance Management Software for all end users on May 1-3
- EmX fire suppression system on May 8-9
- EmX CAT C9 engines on May 22

Nine certified mechanics are scheduled to participate in A/C training on June 12-14.

Five Percent Bio-diesel: A total of 3,000 gallons were pumped during May without any negligible problems.

New RideSource Vehicles: During Director George Trauger's last visit to the RideSource facility on May 31, the final preparations were being made in anticipation of activation of the new vehicles.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

Three hundred and forty-nine (349) vendor paper and electronic checks totaling \$2,151,612 were processed during the month of May, including \$742,404 for paratransit vehicles to Schetky Northwest Sales, Inc.

Eighty-one (81) payroll checks and 941 payroll direct deposits totaling \$806,367 were made in May 2007. These numbers reflect two pay dates in May.

Thirteen (13) cash fare deposits totaling \$125,419 were made in May 2007.

PURCHASING

Jeanette Bailor, Purchasing Manager

Requests for Qualifications are being sent out for engineering services to include civil, mechanical, traffic, geotechnical, and other engineering disciplines. The intent is to contract with a pool of engineering firms, which staff may call upon on a task-order basis as needs arise. Requests for Proposals are going out for shelter cleaning services, and for marketing communications and advertising services. A contract has been awarded to Myrmo & Sons for filter needs. Bids are due June 11 for operator and supervisor uniforms.

HUMAN RESOURCES

Mary Adams, Human Resources Director

Health Care: The Wellness Committee continues its work on employee health improvement. The committee has drafted a calendar of events that will be presented to the Joint Insurance Committee on June 20. The calendar includes a health focus each month, along with educational events, screenings, and other promotional activities. The calendar begins with July's focus on blood pressure management.

Selection and Hiring: The Human Resources staff have been involved in an exceptional amount of hiring activities this month. The newest job announcement for bus operator closed on June 1. Ninety applications were received. In addition, recent applicants for the customer service position will be polled for their interest in applying for the bus operator position. The District has approximately sixteen bus operator positions to fill between now and August 31.

The development planner position, recently vacated by Anita Yap, closed on June 4, but is likely to be extended. Five job applications were received.

Telephone interviews were conducted for the new position of maintenance technical supervisor. Finally, the customer service representative interviews were conducted and bus operator Suzy Levy was selected for the position.

Looking to the Future Plan: The new Learning Education Awareness and Personal Growth (LEAP) program is being launched this month. Training Specialist Pat Rather has worked closely with staff to develop a program that identifies future openings (through anticipated retirements) and provides opportunities for employees to apply for “training slots.” This program is a direct outgrowth of the *Looking to the Future Plan*, and was presented to the Board at the June 11 work session.

Other Activities: David Collier, Pat Rather, and Director Mary Adams attended a Human Resources Roundtable at Intercity Transit in Olympia, Washington, on June 1. This was a gathering of Human Resources staff from several Washington and Oregon transit properties. The group heard presentations on computerized applicant tracking systems, new hiring testing programs, criminal background checks, and other very timely topics.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: JULY 2007 EMPLOYEE OF THE MONTH

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

BACKGROUND: **July 2007 Employee of the Month:** Bus Operator Dottie Blackmarr has been selected as the July 2007 Employee of the Month. She was hired as a bus operator for LTD in November 2001, and has received the Safe Driving Award four times. Dottie was nominated by a regular rider who appreciated the warm temperature change as she boarded the bus on a recent cool morning. She thanked Dottie for the attention she pays to passenger comfort.

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

Dottie Blackmarr was hired by the District in 2001 as a bus operator. Since the beginning of her employment, she has demonstrated a dedication to helping community members and her fellow employees. After completing her bus operator training, she became a mini-extraboard operator. At times this can be daunting, as the operator is required to work a variety of shifts and schedules. Dottie was careful in understanding the different schedules she was assigned. Additionally, I often heard Dottie coaching other new operators on reading timecards and giving information about routes.

Dottie has been instrumental in the delivery of our special services. She began working as a transportation coordinator with the Country Fair and has assisted in all events including UO football and basketball. In 2006 she was promoted to Temporary Supervisor. In this capacity, she held the position of lead supervisor at last year's football events. We appreciate her caring attitude and dedication to seeing the task through to the end. Her work ethic and sense of pride make her invaluable.

It's a pleasure to work with Dottie. She really does care about people and people really care about her. Her enthusiasm is "catching" and truly inspires those around her to "go the extra mile" as well.

Congratulations to Dottie on her selection as the July 2007 Employee of the Month!

AWARD:

Dottie will attend the June 20, 2007, meeting to be introduced to the Board and receive her award.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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.

Lane Transit District Sustainability Policy **June 20, 2007**

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Lane Transit District is committed to advancing the social, economic and environmental sustainability of the Eugene/Springfield metropolitan area. The District commits to pursue action in the following four areas:

- **Providing quality transit service**
As a key player in the regional transportation arena, Lane Transit District strives to provide residents and visitors with viable transportation options that reduce vehicle miles traveled in the community.
- **Using environmentally-friendly vehicles**
Lane Transit District commits to the conversion of its fleet to quiet, more environmentally-friendly vehicles, with the conversion triggered by the cost, availability, and reliability of the new technology.
- **Constructing earth-friendly projects**
Lane Transit District recognizes the importance of environmentally responsible practices in design and construction, and commits to using sustainable practices when developing transit facilities and other transit infrastructure in the community.
- **Implementing sustainable operating practices**
Lane Transit District's commits to implementing viable sustainability practices in all facets of its operations.

These four elements are described in more detail in the attached supporting white paper.

White Paper on Sustainable Transit Operations

Quality Transit Service

Provide attractive transportation alternatives to the single-occupant automobile is the single most important sustainability effort for a transit agency. Reductions in vehicle miles traveled can significantly reduce the carbon footprint of the community. LTD pursues this goal primarily by providing high-quality transit service, including the recently introduced EmX bus rapid transit service. LTD also manages the regional transportation demand management program, which includes a ridesharing program, van pools, and other programs that reduce automobile use.

The Regional Transportation Plan (RTP) that has been adopted by the City of Eugene, City of Springfield, City of Coburg, Lane County, and LTD, provides details on policies, programs, and strategies relating to transit service and transportation demand management.

Vehicles

LTD operates a fleet of approximately 100 buses that travel more than three million miles per year. In addition, the District owns 40 smaller buses for demand-response service for the elderly and disabled, and has 27 support vehicles. LTD is committed to reducing emissions from LTD operated vehicles.

Current Sustainability Measures

1. Use of ultra low-sulfur diesel fuel
2. Use of four hybrid-electric cars for administration
3. Use of six hybrid-electric buses for the EmX service
4. Purchase of five hybrid-electric articulated buses
5. Bus Idling- buses are turned off if stopped for more than three minutes
6. Testing of five percent bio-fuel mix on certain buses

Planned Sustainability Measures

1. All future buses purchased will be hybrid-electric or other low-emission technology
2. All future support vehicles purchased will be hybrid-electric or other low-emission technology
3. Use of 20 percent bio-fuel mix on all buses

Construction Projects

LTD has constructed many facilities in the community, with many more planned for the future. Constructed and planned facilities include transit stations, passenger shelters, operating bases, and rapid transit lines. LTD's facilities are long-lasting and attractive, using durable materials that reduce life-cycle costs. This durability is, in itself, a sustainable practice. Recent projects have taken this one step further, with specific consideration of leading-edge sustainable design.

Current Sustainability Measures

1. On-site stormwater treatment system (Springfield Station)
2. Efficient ground-source heat pumps (Springfield Station)
3. Stormwater treatment (Glenwood)

4. Use of drought-resistant, native landscaping (Franklin EmX corridor, Springfield Station, RideSource)

Planned Sustainability Measures

1. Consider meeting standards for LEED certification in new facilities
2. Implement on-site renewable energy sources where feasible
3. Optimize energy performance for all new facilities
4. Commissioning of the building energy systems
5. Use innovative wastewater technologies
6. Develop water use reduction systems

Daily Operations

LTD's basic operation presents many sustainability challenges. Operating and maintaining many large vehicles presents opportunities to continually examine ways to minimize environmental impact and find innovative solutions to common operations issues. LTD is in a unique position to experiment with community- and earth-friendly products, services, techniques, and to encourage industry partners to explore workable solutions.

Sustainable operating business practices fall into a number of areas. This section inventories existing and planned sustainability measures in the areas of energy conservation, recycling, hazardous waste, procurement, and employee commuting.

Energy Conservation

Current Sustainability Measures

1. Use of energy efficient light bulbs
2. Use of motion sensors in common areas of to shut off lights when rooms are not is use (Glenwood, Eugene Station)
3. Testing of a solar-lit shelter

Planned Sustainability Measures

1. Purchase solar shelter lighting for all shelters
2. Eliminate use of incandescent light bulbs
3. Adjust thermostat settings to reduce summer A/C and winter heating requirements

Recycling and Re-Use

Current Sustainability Measures

1. Recycling paper waste (all facilities)
2. Recycling waste oil (maintenance)
3. Recycling anti-freeze (maintenance)
4. Recycling of metal waste (maintenance)
5. Recycling of plastics
6. Reuse of used printer cartridges
7. Donation of old computers to "Geeks Without Borders" for refurbishing and distribution to schools, clinics, and nonprofits in developing countries

Planned Sustainability Measures

1. Expand and promote the paper recycling program
2. Establish a more effective plastic recycling system
3. Reestablish kitchen recycle bins and make arrangements to have recycled products delivered to recycle facilities

Hazardous Waste

Current Sustainability Measures

1. Use of environmentally-friendly cleaning fluids
2. Use of hot water parts cleaning tanks with biodegradable soaps

Planned Sustainability Measures

1. Eliminate use of all toxic solvents and cleaning fluids

Procurement

Current Sustainability Measures

1. Purchase of recycled paper for office needs
2. Purchase of recapped (recycled) tires

Planned Sustainability Measures

1. Require that contractors and consultants to LTD use sustainable business practices
2. Expand the use of electronic payments to vendors

Employee Commute

Current Sustainability Measures

1. Provide free bus passes to employees and their dependents
2. Provide an Emergency Ride Home option for all employees who use alternate transportation to get to work
3. Provide covered bike parking
4. Provide preferential parking for carpool
5. Provide on-site showers
6. Participate in area programs and competitions that promote alternative commuting methods

Planned Sustainability Measures

1. Consider monetary incentive for those who take an alternative transportation mode to work

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AGENDA ITEM SUMMARY

- DATE OF MEETING:** June 20, 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. **Labor Negotiations:** Labor negotiations began on April 19, 2007, and four negotiating sessions have been held since that time. The Board of Directors will be updated during negotiations, and will ultimately approve final recommendations of the bargaining team.
 - B. **Pioneer Parkway EmX Design and Budget:** The Board will periodically review the Pioneer Parkway EmX design and budget as the project proceeds to construction.
 - C. **West Eugene EmX:** The Board will be provided periodic updates on planning efforts related to a possible West Eugene EmX route.
 - D. **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.
 - E. **Student Transit Pass Program:** This program will continue to be discussed with the Board Service Planning and Marketing Committee, and then brought to the full Board for discussion at a future meeting.

LANE TRANSIT DISTRICT RESOLUTION NO. 2007-025

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

Summary of Supplemental Budget #2

	Adopted	Increase (Decrease)	Amended
General Fund			
Appropriations			
Transfer to Commuter Solutions Fund	5,000	150,000	155,000
Transfer to Accessible Services Fund	1,555,000	385,400	1,940,400
Contingency	1,500,000	<u>(535,400)</u>	964,600
Increase in Appropriations - General Fund		<u>-</u>	
Commuter Solutions Fund			
Additional Resources			
Transfer from General Fund	5,000	<u>150,000</u>	155,000
Increase in Resources - Commuter Solutions Fund		<u>150,000</u>	
Accessible Services Fund			
Appropriations			
Materials and Services	3,645,110	335,400	3,980,510
Transfer to Capital Projects Fund	114,380	<u>50,000</u>	164,380
Increase in Appropriations - Accessible Services Fund		<u>385,400</u>	
Additional Resources			
Transfer from General Fund	1,555,000	<u>385,400</u>	1,940,400
Increase in Resources - Accessible Services Fund		<u>385,400</u>	
Capital Projects Fund			
Appropriations			
Capital Projects	30,231,400	<u>537,000</u>	30,768,400
Increase in Appropriations - Capital Projects Fund		<u>537,000</u>	
Additional Resources			
Other State of Oregon Grants	1,908,220	487,000	2,395,220
Transfer from Accessible Services Fund	114,380	<u>50,000</u>	164,380
Increase in Resources - Capital Projects Fund		<u>537,000</u>	

Adopted by Lane Transit District Board of Directors on the _____ day of June, 2007.

_____ Date

_____ Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: APPROVAL OF SUPPLEMENTAL BUDGET #2 FOR FISCAL YEAR 2006-2007

PREPARED BY: Carol James, Accounting Manager

ACTION REQUESTED: Approval of resolution adjusting the FY 2006-2007 General Fund, Commuter Solutions Fund, Accessible Services Fund, and Capital Projects Fund budgets as described below.

BACKGROUND:

As occurred in the last fiscal year, Commuter Solutions Fund grant expenditures occurred in FY 2006-2007 for which the cash grant reimbursement will not occur until FY 2007-2008. Without a loan from the General Fund, the Commuter Solutions Fund would end the year in a negative cash position, which is not allowed under Oregon Budget Law. Approval is requested to transfer to the Commuter Solutions Fund from the General Fund up to \$150,000 as an interfund loan to be paid back when grant proceeds are received next fiscal year.

As discussed at the Budget Committee meetings in April, costs related to *RideSource* and other paratransit activities have increased at a rate in excess of what was anticipated. As such, approval is requested to increase the transfer to the Accessible Services Fund from the General Fund up to \$385,400. This transfer will cover additional materials and services expenditures in the Accessible Services Fund of up to \$335,400 and an additional transfer to the Capital Projects Fund of \$50,000 for the local match on vehicles not anticipated to arrive until next fiscal year.

Approval is also requested to increase capital projects \$537,000 in the Capital Projects Fund for paratransit vehicles that arrived earlier than anticipated in the budget process. Funding for these vehicles comes from State grants (\$487,000) and Transfer from Accessible Services Fund (\$50,000 for match).

ATTACHMENT: LTD Resolution No. 2007-025

RESULTS OF RECOMMENDED ACTION:

The FY 2006-2007 Adopted Budget will be modified for the noted changes, in compliance with Oregon Local Budget Law.

PROPOSED MOTION:

I move approval of Resolution No. 2007-025, amending the LTD fiscal year 2006-2007 budget as represented in the resolution.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: REVISED GENERAL MANAGER 2007 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 met to discuss and review draft goals and objectives. A draft was presented at the May 16, 2007, Board meeting. Suggestions from that discussion were integrated into the attached document, which is being recommended for Board adoption.

ATTACHMENTS: LTD General Manager's 2007 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.

LTD General Manager 2007 Performance Goals and Objectives
June 20, 2007

Individual Goals

The General Manager is directly responsible for the following goals:

1. Ensure consistent two-way communication with the Board of Directors—no surprises.
2. Provide adequate and appropriate information and staff support to the Board so that they can make informed decisions and carry out the responsibilities of their position.
3. Have processes in place to anticipate issues that the Board will face and provide a recommendation on how to address those issues.
4. Provide opportunities for individual and collective Board training to develop the Board's skills base.
5. Assist the Board in the development of a Board leadership succession process.
6. Meet the Board's needs in providing leadership in the community, through processes such as MPC, the LCOG Board, and others.

Organizational Goals

The following organizational goals require involvement by many staff and departments. The general manager, as executive director of the organization, is indirectly responsible for these goals. However, it should be noted that external factors beyond the direct control of the general manager or the organization can influence the accomplishment of the goals, and those factors should be considered by the Board when assessing the performance of the general manager.

1. Provide leadership for the continued refinement of the operations of the EmX Green Line.
2. Secure funding, execute a contract(s), and begin the design of the Pioneer Parkway Green Line extension.
3. Oversee the successful negotiation of a new ATU labor agreement.
4. Provide leadership in community discussions about a West Eugene EmX corridor.

5. Implement the *Looking to the Future* and *Internal Communication* plans.
Examples:
 - Develop an organization that continually strives to improve its strengths, skills, effectiveness, and efficiency and encourages employees to grow and succeed in the workplace.
 - Build and maintain an organization that ensures effective communications with employees.
6. Represent the District before the state legislature.
7. Begin to develop a long-range plan that ensures that LTD continues to evaluate and implement sustainable operational practices.
8. Work with school districts to secure replacement funding for the Business Energy Tax Credit (BETC) funding currently being used.
9. Provide leadership for local, state, and federal transportation needs.
10. Improve the community's understanding of its transportation/transit needs and actively promote and market LTD's products and services.
11. Make sure transit is being considered in all aspects of development planning.
12. Continue to develop new and maintain current relationships within the community of metro leaders and decision makers through groups such as SEL (Springfield/Eugene/Lane County) and others.
13. Deliver reliable public transportation services.
14. Provide outstanding customer service that retains and increases ridership and meets or exceeds performance standards for fixed-route service.
15. Develop and begin implementing innovative service that reduces dependency on the automobile and maximizes ridership.
16. Maintain LTD's fiscal integrity.
 - Ensure a balanced budget and an unqualified audit.
 - Develop a plan to provide for funding of the Capital Improvements Program (CIP) and the Long-Range Financial Plan (LRFP).

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: FTA GRANT APPLICATIONS

PREPARED BY: Todd Lipkin, Grant Administrator

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

BACKGROUND: LTD funds its Capital Improvements Program (CIP) through a combination of federal, state, and local funds. LTD receives federal funds appropriated on an annual basis through the 5307 formula program and awarded through the Federal Transit Administration. LTD receives federal discretionary funds through the 5309 bus program. These federal programs are generally funded at 80 percent, with a 20 percent match provided by LTD. LTD also receives Surface Transportation Program State (STP-State) funds, administered through the Oregon Department of Transportation's Public Transit Division Grant Program, and State Transportation Program-Urban (STP-U) Flexible funds, which are allocated regionally through an application process administered at the discretion of the Central Lane Metropolitan Planning Organization. STP projects are funded at 89.73 percent, with a 10.27 percent match.

SAFETEA-LU, the federal transportation bill in effect through 2009, also allocated new funding to LTD for the 5316 Job Access/Reverse Commute (JARC) program, 5317 New Freedom program, and 5339 Alternatives Analysis activities. The JARC program funds job access projects designed to transport low-income individuals to and from jobs and for reverse commute projects designed to take people from the urbanized area to suburban employment opportunities. The New Freedom program funds transportation projects for individuals with disabilities that are beyond those required by the Americans with Disabilities Act (ADA). The Alternatives Analysis program funds studies conducted as part of the transportation planning process. Both JARC and New Freedom programs are funded at 80 percent if used for capital and 50 percent if used for operating expenses. Alternatives Analysis programs are funded at 80 percent.

FY 2007 Surface Transportation Funds

This grant request is for \$1,285,230, which includes \$735,230 in 2007 STP funds and \$550,000 in 2007 STP-U funds. This grant funds a portion of the New Flyer articulated bus purchase, due to be delivered in Summer 2007, passenger boarding improvements, and the Commuter Solutions program.

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FY 2007 - 5307 Urbanized Area Formula Funds

This grant request is for \$1,781,291 in 2007 5307 funds. This request funds the purchase of bus-related equipment, the remaining balance in the EmX vehicles, passenger boarding improvements, computer hardware, support vehicles, and shelter transit enhancements.

FY 2007 - 5309 Bus Purchase

This grant request is for \$716,571 in 2007 5309 funds. This request funds a portion of the New Flyer articulated bus purchase due to be delivered in Summer 2007.

FY 2006 and 2007- 5317 New Freedom Funding

This grant request is for \$117,980 in 5317 funds (\$54,790 in 2006 and \$63,190 in 2007). This request funds transportation programs for individuals with disabilities that are beyond ADA. EmX travel training and transportation services for the homeless are examples of programs that will leverage these funds.

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FY 2007 Discretionary Applications (Competitive Process)

Section 5309 Bus and Bus Facilities funds and Section 5339 Alternatives Analysis funds are normally earmarked by Congress to specific agencies and projects. When congress enacted the "Revised Continuing Appropriations Resolution, 2007" in February, funds that would normally be earmarked were made available to FTA. FTA embarked on a competitive application process for awarding these funds. These applications were due to the FTA in late May.

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The 5309 grant request is for \$3,801,600. This request funds the replacement of paratransit buses that were not funded through the ODOT discretionary grant process, passenger boarding improvements, and data radio system modernization.

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The 5339 grant request is for \$800,000. This request funds traditional alternatives analysis activities for the West Eugene extension of EmX that will lead to the selection of the locally preferred alternative. In addition, it funds technical studies that are needed to support the alternatives analysis efforts.

FTA will award grants for these competitive processes by the end of the calendar year. They have the flexibility to choose which of our projects to fund and at what level to fund them.

FY 2007 – 5339 Alternatives Analysis

This grant request is for \$500,000 in 2007 5339 funds. This request funds alternatives analysis for the proposed West Eugene extension of EmX. Activities include public involvement and environmental work that leads to the selection of a locally preferred alternative.

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FY 2007 – 5309 Small Starts - Pioneer Parkway EmX

On May 18, 2007, U.S. Secretary of Transportation Mary E. Peters announced that Lane Transit District will receive \$14.8 million in Small Starts funding for Pioneer Parkway a year ahead of schedule. The funding schedule has accelerated so that the second half of the funding will be received in FY 2008 instead of FY 2009.

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EFFECT OF RECOMMENDED ACTION:

LTD will be able to execute grant agreements with the Federal Transit Administration so that expenses for the applicable projects can be reimbursed immediately at their particular rate of federal participation (50 percent, 80 percent, or 89.73 percent).

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ATTACHMENTS:

- FY 2007 Surface Transportation Funds
- FY 2007 - 5307 Urbanized Area Formula Funds
- FY 2007 - 5309 Bus & Bus-Related Facilities Funds
- FY 2006 and 2007 - 5317 New Freedom Funds
- FY 2007 Discretionary Applications (Competitive Process)
- FY 2007 - 5339 Alternatives Analysis
- FY 2007 - 5309 Small Starts - Pioneer Parkway

PROPOSED MOTION:

I move approval of the following resolution:

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LTD Resolution No. 2007-024: It is hereby resolved that the LTD Board of Directors approves the proposed grant applications listed below, which total \$23,802,672 in federal funds, and authorizes the general manager to submit these applications to the Federal Transit Administration for approval.

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- (1) FY 2007 Surface Transportation Funds
- (2) FY 2007 - 5307 Urbanized Area Formula Funds
- (3) FY 2007 - 5309 Bus and Bus-Related Facilities Funds
- (4) FY 2006 and 2007 - 5317 New Freedom Funds
- (5) FY 2007 Discretionary Applications (Competitive Process)
- (6) FY 2007 - 5339 Alternatives Analysis
- (7) FY 2007 - 5309 Small Starts - Pioneer Parkway EmX

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FY 2007 - Surface Transportation Funds

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>111-00 Bus Rolling Stock</u>					
11.12.06 Articulated Buses	14457	2007 STP	80%:20%	\$ 634,732	\$ 707,380
111-00 Bus Rolling Stock Total				634,732	707,380
 <u>113-00 Bus Stations Stops & Terminals</u>					
11.33.20 Passenger Boarding Improvements	15335	2007 STP-U	89.73%:10.27%	200,000	222,891
113-00 Bus Station Stops & Terminals Total				200,000	222,891
 <u>117-00 Bus Other Capital Items</u>					
11.72.11 Commuter Solutions - Rideshare Activities	12891	2007 STP	100%	100,498	100,498
11.72.11 Commuter Solutions - Rideshare Activities	14652	2007 STP-U	100%	350,000	350,000
117-00 Bus Other Capital Items Total				450,498	450,498
Grant Application Total				<u>\$1,285,230</u>	<u>\$1,380,769</u>
 <u>Federal Assistance by Fund Type</u>					
2007 STP				\$ 735,230	
2007 STP-U				550,000	
Federal Funding Total				<u>\$1,285,230</u>	

FY 2007 - 5307 Urbanized Area Formula Funds

		STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>111-00 Bus Rolling Stock</u>						
11.12.40	Bus Related Equipment	14341	2007 5307	80%:20%	200,000	250,000
11.13.06	EmX Vehicles	15333	2007 5307	83%:17%	<u>937,900</u>	<u>1,130,000</u>
	111-00 Bus Rolling Stock Total				1,137,900	1,380,000
 <u>113-00 Bus Stations Stops & Terminals</u>						
11.33.20	Passenger Boarding Improvements	15335	2007 5307	80%:20%	<u>40,000</u>	<u>50,000</u>
	113-00 Bus Station Stops & Terminals Total				40,000	50,000
 <u>114-00 Bus Support Equip/Facilities</u>						
11.42.07	Computer Hardware	14341	2007 5307	80%:20%	440,000	550,000
11.42.11	Support Vehicles	14341	2007 5307	80%:20%	<u>120,000</u>	<u>150,000</u>
	114-00 Bus Support Equip/Facilities Total				560,000	700,000
 <u>119-00 Transit Enhancements</u>						
11.93.02	Shelters	15335	2007 5307	80%:20%	<u>43,391</u>	<u>54,239</u>
	119-00 Transit Enhancements Total				43,391	54,239
	Total				<u>\$ 1,781,291</u>	<u>\$ 2,184,239</u>
 <u>Federal Assistance by Fund Type</u>						
	2007 5307				<u>1,781,291</u>	
	Total				<u>\$1,781,291</u>	

FY 2007 - 5309 Bus and Bus-Related Facilities Funds

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total	
<u>111-00 Bus Rolling Stock</u>						
11.12.06	Articulated Buses	14556	5309	83%:17%	\$ 716,571	\$ 863,339
	111-00 Bus Rolling Stock Total				716,571	863,339
	Grant Application Total				<u>\$ 716,571</u>	<u>\$ 863,339</u>
 <u>Federal Assistance by Fund Type</u>						
	5309				<u>\$ 716,571</u>	
	Federal Funding Total				<u>\$ 716,571</u>	

FY 2006 and 2007 - 5317 New Freedom Funds

		STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>600-00 Other Program Costs</u>						
30.09.01	New Freedom Programs/Services	14715	2006 5317	50%:50%	\$ 49,311	\$ 98,622
30.09.01	New Freedom Programs/Services	14716	2007 5317	50%:50%	<u>56,871</u>	<u>113,742</u>
	600-00 Other Program Costs				106,182	212,364
 <u>610-00 Administration</u>						
11.80.00	New Freedom Program Administration	14715	2006 5317	50%:50%	5,479	10,958
11.80.00	New Freedom Program Administration	14716	2007 5317	50%:50%	<u>6,319</u>	<u>12,638</u>
	610-00 Administration				11,798	23,596
	Grant Application Total				<u>\$ 117,980</u>	<u>\$ 235,960</u>
 <u>Federal Assistance by Fund Type</u>						
	2006 5317				\$ 54,790	
	2007 5317				<u>63,190</u>	
	Federal Funding Total				<u>\$ 117,980</u>	

FY 2007 Discretionary Applications (Competitive Process)

		Fund Type	Match Ratio	Federal Grant	Project Total
5309 Bus and Bus Facilities					
<u>111-00 Bus Rolling Stock</u>					
11.12.04	Paratransit Buses	2007 5309	80%:20%	\$ 729,600	\$ 912,000
11.12.15	Paratransit Vans	2007 5309	80%:20%	<u>72,000</u>	<u>90,000</u>
	111-00 Bus Rolling Stock			801,600	1,002,000
<u>113-00 Bus Stations Stops & Terminals</u>					
11.33.20	Passenger Boarding Improvements	2007 5309	80%:20%	<u>1,000,000</u>	<u>1,250,000</u>
	113-00 Bus Stations Stops & Terminals			1,000,000	1,250,000
<u>116-00 Signal & Communications</u>					
11.62.03	Data Radio System Modernization	2007 5309	80%:20%	<u>2,000,000</u>	<u>2,500,000</u>
	116-00 Signal & Communications			2,000,000	2,500,000
	Grant Application Total			<u>\$3,801,600</u>	<u>\$4,752,000</u>
 5339 Alternatives Analysis					
<u>442-00 Metropolitan Planning</u>					
44.23.02	Alternatives Analysis Activities	2007 5339	80%:20%	500,000	625,000
44.23.02	Technical Studies	2007 5339	80%:20%	<u>300,000</u>	<u>375,000</u>
	442-00 Metropolitan Planning			800,000	1,000,000
	Grant Application Total			<u>\$ 800,000</u>	<u>\$ 1,000,000</u>
 <u>Federal Assistance by Fund Type</u>					
		2007 5309		\$3,801,600	
		2007 5339		<u>800,000</u>	
	Federal Funding Total			<u>\$4,601,600</u>	

FY 2007 - 5339 Alternatives Analysis

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>442-00 Metropolitan Planning</u>					
44.23.02 Alternatives Analysis	14605	5339	80%:20%	\$ 500,000	\$ 625,000
442-00 Metropolitan Planning Total				500,000	625,000
Grant Application Total				<u>\$ 500,000</u>	<u>\$ 625,000</u>

Federal Assistance by Fund Type

5339	\$ 500,000
Federal Funding Total	<u>\$ 500,000</u>

FY 2007 - 5309 Small Starts - Pioneer Parkway EmX

	Fund Type	Match Ratio	Federal Grant	Project Total
<u>140-00 Small Starts</u>				
14.01.10 Pioneer Parkway EmX	5309	80%:20%	<u>\$ 14,800,000</u>	<u>\$ 18,500,000</u>
140-00 Small Starts			14,800,000	18,500,000
Grant Application Total			<u>\$ 14,800,000</u>	<u>\$ 18,500,000</u>

Federal Assistance by Fund Type

5309	<u>\$14,800,000</u>
Federal Funding Total	<u>\$14,800,000</u>

FY 2007 - Surface Transportation Funds

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>111-00 Bus Rolling Stock</u>					
11.12.06 Articulated Buses	14457	2007 STP	80%:20%	\$ 634,732	\$ 707,380
111-00 Bus Rolling Stock Total				634,732	707,380
 <u>113-00 Bus Stations Stops & Terminals</u>					
11.33.20 Passenger Boarding Improvements	15335	2007 STP-U	89.73%:10.27%	200,000	222,891
113-00 Bus Station Stops & Terminals Total				200,000	222,891
 <u>117-00 Bus Other Capital Items</u>					
11.72.11 Commuter Solutions - Rideshare Activities	12891	2007 STP	100%	100,498	100,498
11.72.11 Commuter Solutions - Rideshare Activities	14652	2007 STP-U	100%	350,000	350,000
117-00 Bus Other Capital Items Total				450,498	450,498
Grant Application Total				<u>\$1,285,230</u>	<u>\$1,380,769</u>
 <u>Federal Assistance by Fund Type</u>					
2007 STP				\$ 735,230	
2007 STP-U				550,000	
Federal Funding Total				<u>\$1,285,230</u>	

FY 2007 - 5307 Urbanized Area Formula Funds

		STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
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11.12.40	Bus Related Equipment	14341	2007 5307	80%:20%	200,000	250,000
11.13.06	EmX Vehicles	15333	2007 5307	83%:17%	<u>937,900</u>	<u>1,130,000</u>
	111-00 Bus Rolling Stock Total				1,137,900	1,380,000
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	114-00 Bus Support Equip/Facilities Total				560,000	700,000
 <u>119-00 Transit Enhancements</u>						
11.93.02	Shelters	15335	2007 5307	80%:20%	<u>43,391</u>	<u>54,239</u>
	119-00 Transit Enhancements Total				43,391	54,239
	Total				<u>\$ 1,781,291</u>	<u>\$ 2,184,239</u>
 <u>Federal Assistance by Fund Type</u>						
	2007 5307				<u>1,781,291</u>	
	Total				<u>\$1,781,291</u>	

FY 2007 - 5309 Bus and Bus-Related Facilities Funds

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total	
<u>111-00 Bus Rolling Stock</u>						
11.12.06	Articulated Buses	14556	5309	83%:17%	\$ 716,571	\$ 863,339
	111-00 Bus Rolling Stock Total				716,571	863,339
	Grant Application Total				<u>\$ 716,571</u>	<u>\$ 863,339</u>
 <u>Federal Assistance by Fund Type</u>						
	5309				<u>\$ 716,571</u>	
	Federal Funding Total				<u>\$ 716,571</u>	

FY 2006 and 2007 - 5317 New Freedom Funds

		STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>600-00 Other Program Costs</u>						
30.09.01	New Freedom Programs/Services	14715	2006 5317	50%:50%	\$ 49,311	\$ 98,622
30.09.01	New Freedom Programs/Services	14716	2007 5317	50%:50%	<u>56,871</u>	<u>113,742</u>
	600-00 Other Program Costs				106,182	212,364
 <u>610-00 Administration</u>						
11.80.00	New Freedom Program Administration	14715	2006 5317	50%:50%	5,479	10,958
11.80.00	New Freedom Program Administration	14716	2007 5317	50%:50%	<u>6,319</u>	<u>12,638</u>
	610-00 Administration				11,798	23,596
	Grant Application Total				<u>\$ 117,980</u>	<u>\$ 235,960</u>
 <u>Federal Assistance by Fund Type</u>						
	2006 5317				\$ 54,790	
	2007 5317				<u>63,190</u>	
	Federal Funding Total				<u>\$ 117,980</u>	

*Mr. D. Bovina -
LD*

5075 Imperial Street
Eugene, Oregon 97405
May 22, 2007

To the Editor
Eugene Register Guard
Eugene, Oregon 97405

Dear Editor:

I write to suggest that I might submit a guest article on the merits of abandoning our autos (temporarily) in favor of using public transportation.

Growing up in New York I had the great advantages of a city kid, exploring most of New York on the subways, trolleys, Staten Island ferry, buses. There is so much social life to be had using public transportation. Two years ago, after the performance of the opera, I had some delightful conversations with other operagoers on my bus.

When I moved to California in 1977 Prop 13 had just passed, and there were no jobs in social services. Going from Sacramento to San Francisco on Sunday afternoons often meant long lines at the bridges, especially when the 49ers were playing. However, the bus had the advantage of the bus lane, and I saw an opportunity and created a travel company. For ten years I brought people to the performing arts events in San Francisco and people were delighted with arriving at the door of the theater, avoiding street people in bad neighborhoods, bad weather, and enjoying the company of fellow arts lovers.

*John +
Donald*
Attending many events in Eugene by using the bus prompts me to write. I live near the Woodfield Shopping Center, park my car and board the bus. Only a few blocks through well lit streets brings me to my destinations – restaurants, theaters, the Hult and many others. Of course, being a senior means the trip is free, and I enjoy the savings.

However, more than saving money and helping to keep the air cleaner, I am committed to other advantages of public transportation. The bus ride often means some social encounter, an opportunity to observe the good manners of many, and the warmth and caring I see in every bus driver I have ridden with.

Several bus routes run till 11:45 in the evening, which means that I can attend events such as the Eugene Symphony and easily meet the last bus. Last Thursday I was the only person carrying the program at the Eugene Station, and I think many people would use the bus if they were aware of how pleasant and easy it is. People can get to many parts of Springfield and Eugene easily and safely, avoid the long traffic jams at the parking garages and save gasoline and parking costs.

I plan to offer some of my ideas to be placed in the programs of performing arts events, and try to make it attractive for people to use buses when possible. Please call me if you think that this overly long letter might be condensed to either a guest column or a letter to the editor.

*Good to talk with you. Another
idea - Emerald Baseball - a
bus would alleviate traffic jams - -
Phyllis Kesner
684 4495*

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: LEARNING, EDUCATION, AWARENESS, AND PERSONAL GROWTH (LEAP) PRESENTATION

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

ACTION REQUESTED: None.

BACKGROUND: LTD's *Looking to the Future* Plan contains strategic goals related to employee development, employee training, and succession planning. Training Specialist Pat Rather has developed a structured program that merges all of these goals in a way that gives all employees the opportunity to apply for internal development opportunities that better prepare them to compete for openings when they occur. Mr. Rather will present the initial offering for the LEAP program for Board member information.

ATTACHMENT: Special LEAP Opportunities brochure (*handout at Board meeting*)

RESULTS OF RECOMMENDED ACTION: When implemented, employees will have opportunities to learn about other positions at LTD, and be better prepared to compete for future openings, enhancing LTD's ability to hire from within.

PROPOSED MOTION: None

Legislative Report: LTD Priority Bills Status as of June 6, 2007

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

Board Position: Support

Status: The bill has been passed by the House and is under consideration by the Senate. The bill has been amended to reduce the guaranteed allocation for each ODOT region from 15 percent to 10 percent. Another amendment seeks to require recipients of ConnectOregon funds to return 2 percent of the funds (with the required 20 percent match) to finance a multimodal transportation study. Passage of the bill is very likely.

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

Board Position: Support

Status: This bill remains in the House Revenue Committee. While there is general understanding and support for this 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.

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

Board Position: No Position

Status: This bill has been passed by both the House and the Senate and is to the Governor for his signature.

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

Board position: Support

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 gain resources and/or assure that LTD can access such bonds in the future for EmX corridor development. These state funds can be used to match federal funds. The bill is before the Ways and Means Committee.

HB 2653 and HB 3018: Increase Highway User Fees

Board position: Support

These bills are unlikely to pass, at least in their current forms, this session. Some elements from these bills may be passed.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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

METROPOLITAN PLANNING

Tom Schwetz, Director of Planning and Development

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

There was no official MPC meeting in May. At the June 14th meeting, MPC will consider an amendment to the FY07-09 MTIP, draft changes to MTIP text related to "Development and Modification of the MTIP", draft environmental maps, and project lists for the Regional Transportation Plan (RTP) 2031 update. Also on the agenda are items related to the Oregon MPO Consortium meeting, and the initial report from the MPO's federal certification review held in May 2007.

Walnut Station/Franklin Corridor Planning: The American Institute of Architects (AIA) held a second Franklin Corridor workshop in Springfield on April 13 and 14. Tom Schwetz and Anita Yap participated in the workshop. The results of the AIA process will be presented at the Eugene City Club on June 8th at the Downtown Athletic Club.

The City of Eugene held a Walnut Station Steering Committee meeting on May 30. Mike Eyster and Dave Kleger are members of the steering committee. City staff and consultants provided a presentation to the committee on Form-Based Code, a tool being proposed to help implement the vision for the Walnut Station Mixed-Use Development study area. The build alternative for the corridor was approved by the Planning Commission earlier this year and includes two exclusive EmX lanes.

PROJECT DEVELOPMENT

Tom Schwetz, Director of Planning and Development

West Eugene EmX: A public open house for West Eugene Transportation was held on May 21, 2007, at the Eugene Public Library. The open house was a collaboration between the City of Eugene, Lane Council of Governments, Commuter Solutions, and LTD. The open house was intended to kick-off LTD's West Eugene EmX Study, 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. More than 75 people attended the event. LTD received 19 completed questionnaires, and had numerous conversations with individuals wanting information on the project, process, and wanting to provide input on the project

Neighborhood Meetings by Board Subdistrict

Board Member	Neighborhood	Meeting Dates	Time	Location	Contact
Debbie Davis					
Mike Eyster	Harlow Neighbors (Eugene)	Every two months	7-9 pm	Monroe Middle Sch. 2800 Bailey Ln.	Bob Kline: 354-0643
Mike Dubick	Southeast Neighbors (Eugene)	2nd Tuesdays	7-9 pm	Spencer Butte Sch. 500 E. 43rd	Kevin Mathews: 345-7421
	Laurel Hill Neighborhood Assn. (Eug)	Quarterly	7-9 pm	Varies	Rich Hazel: 353-65-65
Susan Ban	Cal Young Neighborhood	Quarterly	7-9 pm	Sheldon Comm. Ctr. 2445 Willakenzie	Sheryl Balthrop: 343-8060
	River Road Community Org.	3rd Mondays	7-9 pm	River Road Park 1055 River Road	Rob Handy: 698-6372
Gerry Gaydos	Whiteaker Community Council	2nd Wednesdays	7-8:30 pm	Whiteaker Com. Ctr. Clark & N. Jackson	Majeska Seese-Green: 684-1064
	West University Neighbors	1st Thursdays	7-8:30 pm	Central Presbyterian 515 E. 15th	Deborah Healy: 683-7454
	South University Neighborhood	Quarterly	7-9 pm	Edison Elementary 1328 E. 22nd	Bob Peters 344-8479
	Fairmount Neighbors	Quarterly	7-9 p.m	Laurelwood Golf Crs. 2700 Columbia	John Barofsky: 485-4733
	Friendly Area Neighbors	Quarterly	7-9 pm	Washington Park Ctr. 2025 Washington St.	Carlos Barrera: 344-5599

	Amazon Neighbors	3rd Wednesdays	7-9 pm	Amazon Comm. Ctr. 2700 Hilyard St.	Erik Muller: 344-1053
	Downtown Neighborhood Assn.	No set schedule			Tom Peterson: 684-0428
	Jefferson/Westside Neighbors	3rd Mondays (not summer)	7-9 pm	First United Meth. Ch. 1376 Olive	Rene Kane: 343-4309
Greg Evans	Active Bethel Citizens	No set schedule			Linda Swisher: 689-2338
	Trainsong Neighbors	3rd Wednesdays	7-9 pm	American Red Cross 862 Bethel Dr.	
	West Eugene Community Org.	No regular meetings			Clayton Walker: 484-4422
	Santa Clara Community Org.	1st Thursdays	7-9 pm	Messiah Lutheran Ch. 3280 River Road	Jerry Finigan: 689-1406
	Industrial Corridor Community Org.	No regular meetings			Bud Tracy
Dean Kortge	Churchill Area Neighbors	4th Wednesdays (call first)	7-9 pm	Churchill Estates 1919 Bailey Hill Rd.	Craig Topham: 513-0321
	Far West Neighborhood	Quarterly	7-9 pm	Jefferson School 1650 West 22nd	
	Crest Drive Citizens Assn.	3rd Tuesdays	7-9 pm	Wayne Morse Ranch 595 Crest Dr.	Kathy Saranpa: 687-7119

Neighborhood Meetings by Board Subdistrict

BOARD MEMBER	NEIGHBORHOOD	MEETING DATES	TIME
DEBBIE DAVIS	Southwest Thurston Neighborhood Assn.	TBD	
MIKE EYSTER	Harlow Neighbors (Eugene)	Every two months	7-9 pm
	Washburne Neighborhood Assn.	Quarterly	7 pm
	Game Farm Neighbors Assn.	TBD	
MIKE DUBICK	Southeast Neighbors (Eugene)	Second Tuesdays	7-9 pm
	Laurel Hill Neighborhood Assn. (Eug)	Quarterly	7-9 pm
SUSAN BAN	Cal Young Neighborhood	Quarterly	7-9 pm
	River Road Community Org.	Third Mondays	7-9 pm
GERRY GAYDOS	Whiteaker Community Council	Second Wednesdays	7-8:30 pm
	West University Neighbors	First Thursdays	7-8:30 pm
	South University Neighborhood	Quarterly	7-9 pm
	Fairmount Neighbors	Quarterly	7-9 pm
	Friendly Area Neighbors	Quarterly	7-9 pm
	Amazon Neighbors	Third Wednesdays	7-9 pm
	Downtown Neighborhood Assn.	No set schedule	
	Jefferson/Westside Neighbors	Third Mondays (not summer)	7-9 pm
	GREG EVANS	Active Bethel Citizens	No set schedule
Trainsong Neighbors		Third Wednesdays	7-9 pm
West Eugene Community Org.		No regular meetings	
Santa Clara Community Org.		First Thursdays	7-9 pm
Industrial Corridor Community Org.		No regular meetings	
DEAN KORTGE	Churchill Area Neighbors	Fourth Wednesdays (call first)	7-9 pm
	Far West Neighborhood	Quarterly	7-9 pm
	Crest Drive Citizens Assn.	Third Tuesdays	7-9 pm

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: 2008 OLYMPIC TRIALS SHUTTLE PRICING

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

ACTION REQUESTED: Approve an event shuttle rate for the 2008 Olympic Trials shuttle service

BACKGROUND: The Board Service Planning and Marketing Committee discussed the pricing of shuttle service to the 2008 Olympic Trials at its May 9, 2007, meeting, and the Board Finance Committee discussed this at its June 5, 2007, meeting. The special service policy provides two rates that may be applied, depending upon the magnitude of the event and the amount of resources necessary to plan and implement the service package. These rates are categorized as Level One events that charge the fully allocated rate and Level Two events that charge the sum of direct costs. The Level One rate is currently \$115.00 per service hour and the Level Two rate is \$89.00 per service hour.

The Olympic Trials shuttle package includes approximately 1,300 hours of service prior to and following the competition days in June and July 2008. It was the consensus of each committee that deviating from the District's event shuttle pricing policy is warranted based upon the unique opportunity the Trials present and the support of the community partnerships that are coming together to make the Trials a success, and because an increase in economic activity would result in the generation of additional payroll tax receipts for the District. Each committee expressed an interest in covering the "hard" costs associated with delivering these shuttle services; however, neither committee came to a conclusion on what the price per hour should be.

Representatives from the Olympic Trials Local Organizing Committee will come before the Board on June 20, 2007, to make a formal request regarding the cost for shuttle services.

The Board will be asked to deliberate and provide formal direction to staff regarding the cost of the Olympic Trials shuttle service package.

RESULTS OF RECOMMENDED ACTION: The District will finalize a contract with the Olympic Trials organizing committee and will continue to work on the details of providing this service.

ATTACHMENTS: None.

POSSIBLE MOTIONS:

- (1) Pricing Policy – Level 1 Pricing (fully allocated costs):

I move adoption of LTD Resolution No. 2007-023: It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$115 per service hour for approximately 1,300 hours of service for the 2008 Olympic Trials shuttle service package, at an estimated cost of \$149,500.

- (2) Pricing Policy – Level 2 Pricing (sum of direct costs):

I move adoption of LTD Resolution No. 2007-023: It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$89 per service hour for approximately 1,300 hours of service for the 2008 Olympic Trials shuttle service package, at an estimated cost of \$115,700.

- (3) Direct Variable Cost Pricing:

I move adoption of LTD Resolution No. 2007-023: It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$61 per service hour for approximately 1,300 hours of service for the 2008 Olympic Trials shuttle service package, at an estimated cost of \$79,300.

- (4) Alternate Pricing:

I move adoption of LTD Resolution No. 2007-023: It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$___ per service hour for approximately 1,300 hours of service for the 2008 Olympic Trials shuttle service package, at an estimated cost of \$_____.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 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: May 2007 Performance Report
April 2007 RideSource Activity and Productivity Report

PROPOSED MOTION: None

Resolutions for the Olympic Trials service cost:

Pricing Policy – Level 1 pricing:

I move the following resolution LTD Resolution No. 2007-0 : It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$115.00 per service hour for the 2008 Olympic Trials shuttle service package.

Pricing Policy – Level 2 pricing:

I move the following resolution LTD Resolution No. 2007-0 : It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$89.00 per service hour for the 2008 Olympic Trials shuttle service package.

Direct variable cost pricing:

I move the following resolution LTD Resolution No. 2007-0 : It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$61.00 per service hour for the 2008 Olympic Trials shuttle service package.

I move the following resolution LTD Resolution No. 2007-0 : It is hereby resolved that the LTD Board of Directors authorizes an event shuttle rate of \$ per service hour for the 2008 Olympic Trials shuttle service package.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: **Student Pass Pricing**

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

ACTION REQUESTED: None.

BACKGROUND: The Student Transit Pass Program, funded by Department of Energy (DOE) funds, comes to an end on June 30, 2007. There is a possibility that the DOE will come up with continued funding for a transitional period; however, a meeting to discuss this more fully has yet to occur. LTD's understanding has been that research and development funds were being used and the District is not eligible for funding through the DOE transit pass program because transit districts are explicitly excluded from participation. Under current DOE rules, school districts could have chosen to be the applicant and purchase the program for their students. Due to budget considerations, the large school districts chose not to pursue the program; however, several private schools have contracted to purchase bus passes for their students for the coming school year.

If the Student Transit Pass Program ends, LTD has a number of choices related to LTD youth pass pricing:

1. Students would return to purchasing monthly and three-month passes at current rates. Rates beginning July 1, 2007, will be \$19 for monthly passes and \$51.50 for three-month passes. This option allows the District and the community to better understand how providing free passes does or does not change riding habits. Because LTD was compensated for all students as part of this program, it is estimated that this option will result in a reduction of fare revenue of approximately \$150,000 for the coming fiscal year. Student pass prices currently are one-half the adult rate and apply to youth ages 6 years through 18 years of age. The July 1, 2007, rate increase will set the price at \$19 for monthly passes and \$51.50 for three-month passes.
2. Provide students free ridership on LTD buses. This option would result in a reduction of fare revenue of approximately \$600,000.

- 3. Provide a deeper pass price discount to students. A pass price of \$9.75 for a monthly pass and \$25.75 for a three-month pass would result in a reduction in fare revenue of approximately \$201,000 annually. Student cash fares would remain at the current half-fare rate of 60¢. This option could be implemented on a transitional or permanent basis.
- 4. Choose a different rate that would be either transitional or permanent.

Each of these options assumes that LTD carries the burden in terms of lost fare revenues. It is possible that partnerships could be formed to offset some of these costs. However, it seems unlikely that the District would be able to find funding assistance for the coming fiscal year due to the fact that LTD’s partner organizations have completed (or are completing) their budget processes, and these funds have not been part of their discussions.

In discussions with the Board Finance Committee and the Board Service Planning and Marketing Committee, staff noted that the only students who are not provided school bus service are District 4J high school students. District 4J high school students who are on the free and reduced lunch program are provided LTD passes at no charge, while other 4J students are required to pay the LTD fare to ride the bus. All other middle and high school students are provided school bus service; therefore only students traveling to an out-of-area school are required to provide their own transportation. Many students choose to use LTD due to their extracurricular activities or because they work after school.

While recognizing that LTD cannot absorb losses in fare revenue that may require budget reductions in other District services, both Board committees expressed interest in pursuing partnerships that would provide a program that encourages youth ridership.

ATTACHMENT: None.

RESULTS OF RECOMMENDED ACTION: None.

PROPOSED MOTION: None.

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AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: BOARD ADOPTION OF DISTRICT SUSTAINABILITY POLICIES

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: Adopt policies.

BACKGROUND: As part of the work session for this meeting, the Board was scheduled to discuss sustainability policies proposed by staff. The Board is asked to take action to adopt those policies. The proposed policies and a supporting white paper are attached to the work session summary.

ATTACHMENTS: None.

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-027: It is hereby resolved that the LTD Board of Directors adopts the proposed sustainability policies.

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: DISTRICT SUSTAINABILITY POLICIES

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: Review and discuss proposed sustainability policies and measures.

BACKGROUND: Concerns regarding climate change, energy consumption, resource depletion, and general environmental degradation have created a growing impetus for both the private and public sectors to consider and implement sustainable business practices. Sustainability can be defined as *"Meeting the needs of the present without compromising the ability of future generations to meet their own needs."*

Public transportation is a key piece of the sustainability puzzle. Automobiles are a major energy user and a large producer of greenhouse gases that create global warming. Public transportation, which can significantly reduce automobile use, is an important element of a community effort to reduce greenhouse gas emissions. Regional plans and policies that support the increased use of public transportation are part of a community sustainability effort. In the Eugene/Springfield area, there are many transit-supportive policies and strategies that have been adopted by local public agencies and are designed to increase use of transit, such as EmX, LTD's bus rapid transit (BRT).

At a workshop in November 2006, the Board discussed sustainability and supported efforts to improve the sustainability of LTD operations, recognizing that the most important contribution LTD makes to community sustainability is reducing automobile use by providing transit service. LTD has considered sustainability issues in the past and has implemented a number of sustainability practices. However, these actions have not been considered in the context of a formal Sustainability Plan.

The attached document provides a set of sustainability policies that focus on LTD's day-to-day operations. This policy set serves as the first step in the development of a Sustainability Plan for the District. Based on these policies and related measures, a Sustainability Plan will be developed and brought back to the Board for adoption.

ATTACHMENTS: Proposed LTD Sustainability Policies and supporting white paper

PROPOSED MOTION: None. Action to be taken during the regular meeting session.

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AGENDA ITEM SUMMARY

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ATTACHMENTS: Proposed LTD Sustainability Policies and supporting white paper

PROPOSED MOTION: None. Action to be taken during the regular meeting session.

C:\Documents and Settings\Travel\My Documents\Sustainability Policies AIS for 062007 Board Meeting.doc

AGENDA ITEM SUMMARY

DATE OF MEETING: June 20, 2007

ITEM TITLE: STATUS REPORT ON WEST EUGENE EmX EXTENSION PLANNING PROJECT

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: None. Information only.

BACKGROUND: Work continues on a number of elements of the West Eugene EmX Extension planning project. This memo provides a status report on the progress being made on this project. Specific information is provided on the recent open house, the status of the WE Collaborative, and the next steps in the process.

May 21 Open House

On May 21, 2007, Lane Transit District participated in a multi-agency open house, the West Eugene Transportation Study Open House. The event was held from 4:00 p.m. to 7:00 p.m. at the Eugene Public Library meeting rooms.

For LTD, this event was an opportunity to present the West Eugene EmX Study. LTD's information included an overview of bus rapid transit; a brief history of the West Eugene project from 1999-2000; and background and a timeline for the current project. LTD also distributed a questionnaire to gain insight and to identify individuals interested in updates or participation in stakeholder groups.

The entire event drew more than 75 people. LTD received 19 completed questionnaires, and had numerous conversations with individuals wanting information on the project and process, and wanting to provide input on the project. Input is still being collected, as attendees were encouraged to provide their input by mail if they did not have time to fill out the form at the event. Comments from the returned questionnaires are attached.

Other participants in the open house included the City of Eugene, Lane Council of Governments (LCOG), and Commuter Solutions. The multi-agency partnership was a win-win for everyone. The City of Eugene is also launching its own West Eugene Transportation Study. LCOG and Commuter Solutions provided valuable resources for the attendees interested in alternative transportation and demographic information. In addition to the joint mailing and newspaper ads, each agency handled its own outreach to promote the open house, thus increasing attendance and opportunity.

WE Collaborative

The WE Collaborative has met twice with the newly hired facilitators, the Osprey Group. The Collaborative expanded its members to include (approximately 30) people representing a wide range of interests (see attached membership list). LTD Board Chair Gerry Gaydos and Planning and Development Director Tom Schwetz are on the Collaborative representing LTD. Board Member Susan Ban also is on the Collaborative representing social justice interests.

The current contract with the Osprey Group is intended to cover two or three more meetings and will focus on two main tasks:

1. Development of a general work plan for the Collaborative
2. Establishment of the role the Collaborative will play in the LTD and City planning efforts

To that end, the Collaborative has formed two committees to address these tasks.

Next Steps/Schedule

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, scheduled to start 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 focus on scoping 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. The process is expected to address such issues as costs, benefits, environmental and community impacts, and financial feasibility.

The work during 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. The schedule for completion of this work can be summarized as follows:

1. **Preliminary Scoping** (July 2007 to Spring 2008)
2. **Scoping** (Spring 2008 to Fall 2008)
3. **NEPA/LPA** processes (Fall 2008 to Fall 2009)

- ATTACHMENTS:**
1. Responses from Open House Questionnaires
 2. WE Collaborative Membership List

PROPOSED MOTION: None.

DATE OF MEETING: June 20, 2007

ITEM TITLE: Status Report on West Eugene EmX Extension Planning Project

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: None. Information only

BACKGROUND: Work continues on a number of elements of the West Eugene EmX Extension planning project. This memo provides a status report on the progress being made on this project. Specific information is provided on the recent open house, the status of the WE Collaborative, and the next steps in the process.

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