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**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, September 19, 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

Gaydos _____ Evans _____ Dubick _____ Ban _____
Davis _____ Eyster _____ Kortge _____

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

- | | |
|---|----|
| III. PRELIMINARY REMARKS BY BOARD PRESIDENT | |
| IV. ANNOUNCEMENTS AND ADDITIONS TO AGENDA | 04 |
| V. BOARD CALENDARS (5 minutes) | 05 |
| VI. WORK SESSION | |
| A. Legislative Debriefing (25 minutes) | 06 |
| B. West Eugene EmX Extension (15 minutes) | 16 |
| C. Pioneer Parkway EmX Design Issues (15 minutes) | 17 |
| VII. SPECIAL DESSERT IN HONOR OF SUSAN BAN | |

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

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| VIII. EMPLOYEES OF THE MONTHS – August, September, and October 2007
(10 minutes) | 23 |
| IX. AUDIENCE PARTICIPATION | |
| ◆ Each speaker is limited to three (3) minutes. | |

X. ITEMS FOR ACTION AT THIS MEETING

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| 1. | Minutes of the May 16, 2007, Regular Board Meeting (Page 26) | |
| 2. | Minutes of the June 11, 2007, Special Board Meeting (Page 33) | |
| 3. | Minutes of the June 20, 2007, Regular Board Meeting (Page 37) | |
| 4. | Minutes of the July 18, 2007, canceled Regular Board Meeting (Page 48) | |
| 5. | Minutes of the August 15, 2007, canceled Regular Board Meeting (Page 49) | |
| 6. | FY 2007-08 Disadvantaged Business Enterprise Program and Policy (Page 50) | |
| B. | Debt Resolution (5 minutes) | 56 |
| C. | Setting Rate for Florence Pilot Project (10 minutes) | 60 |
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| E. | Election of Board Vice President (5 minutes) | 71 |
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| G. | International Transit Studies Program Fall 2008 Mission (5minutes) | 74 |
| H. | General Manager Cost of Living Adjustment (5 minutes) | 81 |

XI. ITEMS FOR INFORMATION AT THIS MEETING

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| A. | Board Member Reports (20 minutes) | 83 |
| 1. | Meetings Held or Attended | |
| (a) | LCOG Board of Directors—June 28 | |
| (b) | Metropolitan Policy Committee—July 12, August 9, and September 13 | |
| (c) | Board Service Planning & Marketing Committee--August 7 | |
| (d) | Board Finance Committee—August 16 | |
| (e) | Meetings with West Lane County Commissioner Bill Fleenor | |
| (f) | Lane Workforce Partnership and Lane Metro Partnership Business Workforce Awards—August 23 | |
| (g) | Board HR Committee—August 28 and September 11 | |
| (h) | EmX Steering Committee—September 4 | |

(i)	ODOT Tour with Allison Dane	
(j)	Eugene Forest Legacy Celebration	
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C.	Joint Meeting with Eugene City Council	
D.	Franklin EmX Lessons Learned	
E.	West Eugene EmX	
F.	Park & Ride Program	
G.	Student Transit Pass Program	
H.	Pioneer Parkway EmX Design and Budget	

XIV. ADJOURNMENT

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

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Special Mobility Services: RideSource Activity and Productivity Information

June-07	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	12,187	11,856	2.8%	140,930	133,003	6.0%	140,930	133,003	6.0%
RideSource(All Modes)	9,367	8,651	8.3%	107,322	95,744	12.1%	107,322	95,744	12.1%
Shopper	491	564	-12.9%	6,486	6,693	-3.1%	6,486	6,693	-3.1%
Escort Volunteers-Metro	754	819	-7.9%	8,881	9,514	-6.7%	8,881	9,514	-6.7%
Escort Volunteers-Rural	1,575	1,822	-13.6%	18,241	21,052	-13.4%	18,241	21,052	-13.4%
RideSource Cost per Ride	\$ 22.31	\$ 17.95	24.3%	\$ 18.62	\$ 16.77	11.0%	\$ 18.62	\$ 16.77	11.0%
RideSource(All Modes)	\$ 28.29	\$ 23.73	19.2%	\$ 23.72	\$ 22.52	5.3%	\$ 23.72	\$ 22.52	5.3%
RideSource Shopper	\$ 9.33	\$ 8.03	16.2%	\$ 9.33	\$ 8.03	16.2%	\$ 9.33	\$ 8.03	16.2%
RideSource Escort	\$ 2.97	\$ 2.86	3.7%	\$ 2.90	\$ 2.46	17.6%	\$ 2.90	\$ 2.46	17.6%
Ride Reservations	10,131	9,640	5.1%	119,727	108,467	10.4%	119,727	108,467	10.4%
Cancelled Number	871	868	0.3%	11,420	10,143	12.6%	11,420	10,143	12.6%
Cancelled % of Total	8.60%	9.00%		9.54%	9.35%		9.54%	9.35%	
No-Show Number	113	92	22.8%	1422	1122	26.7%	1422	1122	26.7%
No-Show % of Total	1.12%	0.95%		1.19%	1.03%		1.19%	1.03%	
Ride Refusals Number	4	8	-50.0%	45	40	12.5%	45	40	12.5%
Ride Refusals % of Total	0.04%	0.08%		0.04%	0.04%		0.04%	0.04%	
Service Hours	4,863	4,388	10.8%	56,281	48,922	15.0%	56,281	48,922	15.0%
Agency Staff	4,636	4,071	13.9%	53,349	45,654	16.9%	53,349	45,654	16.9%
Agency SMS Volunteer	227	317	-28.4%	2,932	3,268	-10.3%	2,932	3,268	-10.3%
Avg. Trips/Service Hr.	2.03	2.10	-3.3%	2.02	2.09	-3.3%	2.02	2.09	-3.3%
RideSource System Miles	70,001	64,608	8.3%	815,714	712,144	14.5%	815,714	712,144	14.5%
Avg. Miles/Trip	7.10	7.01	1.3%	7.17	6.95	3.1%	7.17	6.95	3.1%
Miles/Vehicle Hour	14.39	14.72	-2.2%	14.49	14.56	-0.4%	14.49	14.56	-0.4%

Special Mobility Services: RideSource Activity and Productivity Information

June-07	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
On-Time Performance %	92.7%	91.2%	1.6%	92.4%	91.1%	1.4%	92.4%	91.1%	1.4%
Sample	8,472	7,680		97,427	84,809		97,427	84,809	
On-Time	7,850	7,006		90,004	77,243		90,004	77,243	

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

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

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

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

AGENDA ITEM SUMMARY

2

DATE OF MEETING: September 19, 2007

ITEM TITLE: SEPTEMBER FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND: Financial results for the first two months of the FY 2007-08 fiscal year are summarized in the attached reports. With a focus on the most current information, this report covers August and two-month year-to-date results.

Passenger fares were about the same for the first two months of the new year over the same period last year. Passenger boardings for the rolling twelve-month period, which ended August 31, increased 5.5 percent over the previous period. Due to the continued technical problems with the automatic passenger counting system, ridership has been underreported.

Payroll tax revenues are up 10 percent versus last year. This result is very strong considering that a distribution error in the first two months of last year artificially inflated receipts, and the error was not corrected until September. Strong performance may be due to the continued health of Lane County's economy and also the large construction payrolls associated with the major projects that are still in progress in the Eugene-Springfield area.

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

State-in-lieu receipts are disbursed quarterly. First quarter receipts are expected September 30, 2007.

Interest rates of return have been stable above 5 percent but could drop as a result of the Federal Reserve rate reduction announced September 18. Returns are down slightly versus the same period a year ago because LTD has had less cash to invest. Returns year to date are above what was anticipated by the current-year budget.

Total personnel services expenditures, the largest category of operating expense, show 7.1 percent growth over the previous year. This rate of growth includes a 16.4 percent drop in personnel services hours that are

charged to capital projects. This drop is due to staff not promptly reporting chargeable hours and not to an actual significant drop in the number of hours that should be charged to capital projects. Staff will be encouraged to promptly and accurately report such hours, which must be tracked for external reporting purposes. The 7.4 percent rate of growth in contract-represented personnel services is due to continued retirements that necessitate accrued leave payouts. There is also increased overtime while new classes of replacement operators are recruited, screened, hired, and trained.

Materials and services results vary widely from department to department. Total materials and services are significantly higher for the first two months of this year as compared to last, but overall spending is within budget for the year to date indicating that the timing of expenses is different in the current fiscal year. The most significant year-to-year variance is in the Information Technology division. There was a large support services contract required at the beginning of the current year that was not in last year. The contract was included in the adopted budget, so there is no negative variance as a result.

Transfers to Accessible Services have lagged program expenses by a month or more in the past. This year, monthly expense for August was estimated and accrued for purposes of timely reporting. It is too early in the fiscal year to know for sure if the current budget is accurate with respect to the timing and amount of transfers. Based on July actual expense, the estimated August accrual, and a large prepayment that was anticipated by the total annual budget but not expected to occur as a lump sum early in the fiscal year, this line item shows a year-to-date negative variance of \$257,000. Since timing is a major contributor to the negative variance, it is expected to decrease as the fiscal year progresses.

Fuel prices were up in July but came down slightly in August. The current-year budget assumed \$2.35 per gallon. There is volatility in the fuel market. The year-to-date high price for LTD was \$2.3021 on August 21. The year-to-date low price was \$2.1769 on August 22, a day later. The year-to-date average price is \$2.2887.

The General Fund is stable through August.

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

Progress payments for the five new hybrid electric articulated buses were the majority of the Capital Projects Fund activity in August. Planning continues for the Pioneer Parkway EmX Corridor and analysis is underway for a possible West Eugene extension of the EmX service.

In November or December (depending on meeting schedules), Board members will receive the FY 2006-07 Comprehensive Annual Financial Report (CAFR). A representative of Grove, Mueller and Swank, LTD's independent audit firm, will attend the Board meeting and present audit results.

ATTACHMENTS:

Attached are the following financial reports for August and July for Board review:

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

PROPOSED MOTION:

None

AGENDA ITEM SUMMARY

2

DATE OF MEETING: September 19, 2007

ITEM TITLE: FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND:

ATTACHMENTS: Attached are the following financial reports for ____ for Board review:

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: FOURTEENTH AVENUE BIKE PATH

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: For some time, LTD has offered to provide land for a bicycle/pedestrian path to be constructed on the northern edge of the LTD Glenwood property. This path would allow pedestrians and cyclists traveling between Eugene and Glenwood to avoid Franklin Boulevard east of Glenwood Avenue. That stretch of Franklin does not have bicycle lanes and has intermittent sidewalks. The LTD property to be used for the path currently has a water line easement and an access easement, both of which restrict development.

The proposal to build a path on this property has been considered several times in the past, but was not pursued for various reasons. The project is now moving forward. Construction could occur this fall or possibly next spring.

In order to minimize liability risks, LTD will be transferring ownership of the property to the City of Springfield. However, the property transfer agreement includes a clause that stipulates that the land would revert back to LTD if it is needed by LTD or ceases to be used as public right-of-way. That could very well happen when Franklin Boulevard is improved with bike lanes and sidewalks.

There is no direct cost to LTD for the construction of the path, relocation of the fence, and installation of landscaping and lighting. Additional security measures may be considered if problems occur when the path opens, and those costs would fall to LTD.

ATTACHMENTS: None

PROPOSED MOTION: None

LTD Strategic Plan

Summary Assessment of 2006-07 Performance Objectives

GOAL	Performance Measure	2006-07 Objective	2006-07 Actual	Comments
DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE	System Ridership	3% Increase	4.8% Increase	This increase builds on an 11.5% increase in FY 2005-06
	Per Capita Ridership	1% Increase	3.3% Increase	Long-term trend about 1.8% increase per year
	System Productivity	1% Increase	2.1% Increase	Ridership increased at a greater rate than the service level
	On-Time Performance	At or Above 90%	91.4%	On-time performance was 90.9% in FY 05-06
DEVELOP INNOVATIVE SERVICE THAT REDUCES DEPENDENCY ON THE AUTOMOBILE	Peak-Hour Ridership on Congested Corridors	2% Increase	Data Not Available	Data collected every 3-4 years
	Ridership on Franklin EmX Compared to Previous #11 Service	10% Increase	60% Increase	Ridership exceeds the 20-year projected increase
	Number of Choice Riders	1% Increase	Data Not Available	Survey to be conducted in late 2007 or early 2008
MAINTAIN LTD'S FISCAL INTEGRITY	Adjusted Cost Per Mile	Maintain or Lower	Increased	Review measure - may be unrealistic goal
	Adjusted Cost per Boarding	Maintain or Lower	Lowered	Ridership increase greater than operating cost increase
	Administrative Overhead	Less than 20%	16.0%	Preliminary number pending audit. Overhead was 17.5% in FY 2006
	Independent Audit of CAFR	Unqualified Opinion	Audit Not Yet Completed	Opinion rendered in October
PROVIDE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS	"Good to Excellent" Ratings on Community Surveys	Maintain or Improve	Data Not Available	Survey to be conducted in 2008 or 2009
	Board Involvement on Key Local Committees	Maintain or Increase	Increased	LTD representation on LCOG Board has been added
DEVELOP A WORKPLACE ENVIRONMENT THAT ALLOWS EMPLOYEES TO SUCCEED	Negative Employee Turnover	Reduce	Reduced	Reduction from 2.5% in FY 05-06 to 2.1% in FY 06-07
	Workplace Safety	Reduce Accidents	Reduced	Number of claims reduced from 41 to 37
		Reduce Time Loss Days	Reduced	Time Loss days reduced from 1,452 to 307
		Reduce Cost of Accidents	Reduced	Claims cost reduced from \$306,705 to \$158,067
	Workplace Morale	Improve	Improved	Subjective assessment

AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 19, 2007
- ITEM TITLE:** OVERVIEW AND STATUS OF PIONEER PARKWAY EmX DESIGN PROCESS
- PREPARED BY:** Tom Schwetz, Planning and Development Director
- ACTION REQUESTED:** None. Information Only.
- BACKGROUND:** The attached memorandum provides a summary of the current status of the Pioneer Parkway EmX design process. The memo includes:
- A schedule for the design and construction phases of the Pioneer Parkway EmX project and current project status
 - A recap of the primary decisions made on the project
 - A review of design issues
 - An overview of EmX design objectives
 - An overview of service redesign issues and process
- The Springfield City Council work session on Pioneer Parkway EmX design is now scheduled for October 22. The joint LTD Board/Springfield City Council meeting originally scheduled for October 22 is currently being rescheduled.
- ATTACHMENT:** Pioneer Parkway EmX Project Status Memorandum
- PROPOSED MOTION:** None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

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

ACTION REQUESTED: None

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

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: ANNUAL PERFORMANCE REPORT

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: The Lane Transit District Strategic Plan includes five goals, each with associated performance objectives. Staff will provide a brief presentation on the outcome for FY 2006-07 of these key performance measures. A written report is being prepared and will be distributed at the meeting.

ATTACHMENTS: None

PROPOSED MOTION: None

Pioneer Parkway EmX Project Status

September 2007

Background:

Beginning in early 2002 the City of Springfield and LTD selected the Pioneer Parkway Corridor as the next corridor for study. Progress has been made on the development of the Pioneer Parkway EmX project to the point where LTD is now in the early stages of final design. Completed elements of this progress include an analysis of alternatives, completion of an Environmental Assessment, and selection of a Locally Preferred Design by the Springfield Council and the LTD Board.

Project Schedule and Status:

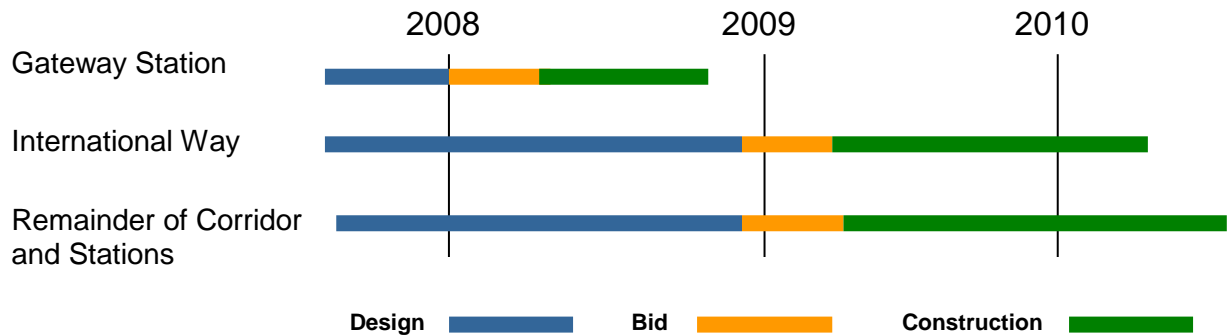
When faced with an annual inflation rate of 9 percent for construction cost, it is prudent to set an expeditious schedule for the completion of the project. LTD has established an ambitious schedule for completion of design and is considering the use of incentives to accelerate the construction of the project. For scheduling purposes, LTD has divided the project into three components:

1. Gateway Station Relocation
2. International Way
3. Remainder of corridor and stations

The schedule is laid out below. Under this schedule, a 30 percent design would be completed this fall and submitted to Springfield staff for their first review in the process of obtaining a Public Improvement Permit. Currently, aerial photography has been prepared for the corridor and surveying is underway. There has been some delay in the survey work. Completion of this work is critical in conducting final design work. As described in more detail below, work has progressed on the identification of the design issues.

Final design of the Gateway Station Relocation is expected to be complete in late 2007 or early 2008 with construction to begin in mid-2008 and completed prior to the Fall 2008 shopping season. Final design of the remaining portion of the corridor, including International Way, would be completed in late 2008. Construction would take place in mid-2009 and be completed in 2010. Service would begin in late 2010.

Pioneer Parkway Design and Construction Schedule



Recap of Past Decisions:

Locally Preferred Design

Selection of the Locally Preferred Design (also referred to as the Locally Preferred Alternative) is an important element of the project development process in that it serves as the basis for final design and reflects the result of extensive analysis and public input. In 2006 the Springfield City Council, the Lane County Commissioners, the LTD Board, and the Metropolitan Policy Committee adopted a Locally Preferred Design for the Pioneer Parkway EmX corridor. There was significant public outreach prior to its adoption, including direct contact with businesses and residents along the corridor, mailings, an open house, a stakeholder meeting, and a public hearing held by the Springfield City Council.

The Locally Preferred Design, as adopted, includes EmX service along:

- Pioneer Parkway from South A Street to F Street in curbside transit lanes
- From F Street to Hayden Bridge Way in transit lanes (northbound) and in transit way (southbound)
- Martin Luther King, Jr. Boulevard in mixed traffic northbound and exclusive transit lane (southbound)
- RiverBend Drive and International Way in marked transit lanes
- Gateway Street, and Harlow Road in mixed traffic

As part of the Springfield Council's discussion of the Locally Preferred Design, concerns regarding minimizing impacts on property owners and businesses were identified. These concerns have been incorporated into the design objectives of the project described in more detail below.

Environmental Assessment

The Locally Preferred Design was used as the basis for an Environmental Assessment, ridership modeling, project cost-effectiveness ratings, and an eventual application to the Federal Transit Administration (FTA) for funding. The FTA has approved \$28 million in federal funds for the project based on the ridership and cost-effectiveness information that was provided for this design.

Review of Design Issues:

The final design of a major public improvement typically begins with identification of the design issues that would likely require attention in the design process. LTD has been working with Springfield staff to identify those design issues. This allows the designers to focus resources on those specific issues early in the process. Examples of the design issues include:

- Springfield Cleaners
- Parkway Landscaping
- Station at International Way and Sports Way
- Final location of stations and stops on Gateway Street and Harlow Road

Design engineers are currently identifying alternatives in order to resolve the design issues. At this early stage, they are still in the process of choosing which of the alternatives best meets all of the design objectives outlined below.

Overview of EmX Design Objectives

Design engineers approach the resolution of design issues by beginning with design objectives, i.e., what the overall system is intended to accomplish. The objectives of LTD's design engineers (not listed in priority order) include:

- Achieve high level of quality in the design
- Ensure public safety in the design
- Conform to ADA requirements
- Incorporate art into the design
- Minimize property and business impacts
- Minimize construction impacts
- Minimize impacts on other transportation modes
- Facilitate implementation of other public improvements
- Reduce transit travel time
- Improve transit operational efficiency

Staff will provide examples of specific design elements that support each of these objectives as part of their presentation.

Note on Incorporation of Art into Design

LTD takes pride in providing visually pleasing facilities and artistic components as a part of large capital projects. In keeping with this principle, LTD is pursuing public art elements in the EmX project. The objective is to support and enhance LTD's service goals; increase the number and satisfaction of riders by providing a safe, reliable, and trusting experience; extend and maximize LTD's public investment by adding long-term value; provide leadership for a public art plan for the region; stimulate the production of art; and foster quality in urban growth and development.

The art selection process may begin as early as January 2008 when the bulk of the EmX corridor and station design work is at a point that provides identifiable opportunities for stand-alone or functional artwork.

Overview of Service Redesign Issues and Process:

The Pioneer Parkway EmX service provides Lane Transit District with a prime opportunity to evaluate bus service in Springfield. This evaluation will take place at several levels as outlined below.

EmX Connections

Current bus routes intersect the Pioneer Parkway EmX route at a number of locations. As part of EmX design work, attention will be given to the location of adjacent bus stops and pedestrian paths connecting bus stops to the EmX stations. Examples of where current service will connect to Pioneer Parkway include the route 13 connection at Centennial Boulevard and routes 18 and 19 connecting near Q Street.

Springfield Route Redesigns

Springfield is growing rapidly in housing, office, and commercial development. LTD Service Planning staff will be evaluating current Springfield routes to determine how best to utilize the bus service hours currently allocated and determine what options might exist for expanded levels of bus service. This process provides a spectrum of possibilities. On one end of the spectrum would be leaving current service as it exists today with one exception. That exception would be route 12 Gateway. Since the Pioneer Parkway EmX alignment replaces much of the route 12 routing, staff will be evaluating how the Springfield portion of route 12 might be modified to serve different neighborhoods and whether a connection to the Gateway Station will be maintained. All other routes, including routes 11, 13, 18, 19, and 85 could remain in their current configuration. On the other end of the spectrum would be a system redesign that would evaluate how growth areas in Springfield might be provided with transit

service. Many options exist between these two ends of the spectrum and it will require a great deal of analysis and public input in order to come up with a service package that meets the greatest needs and can be supported by Lane Transit District's operating budget.

Timeline for Service Redesign

LTD's 2007-08 Annual Route Review (ARR) will focus on improvements to the route 12 Gateway. These improvements will include an increased level of service frequency and routing changes that will provide direct routing to International Way and the new RiverBend Hospital. Something unusual for the 2007-08 ARR will be the implementation date for these bus service changes. LTD typically makes service changes in September to coordinate with the new school year. The route 12 changes will become effective in June 2008 in order to provide these new service connections while PeaceHealth employees are getting oriented, and in order for service to be in full operation when the hospital opens in August 2008.

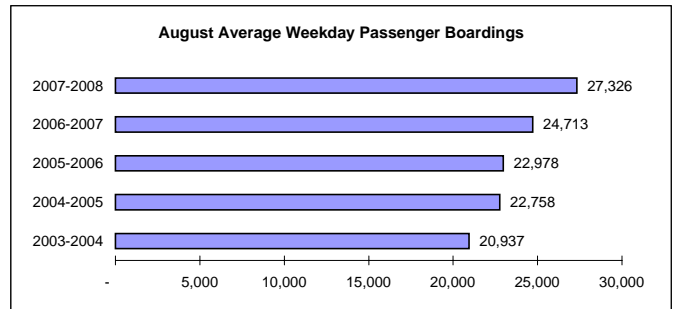
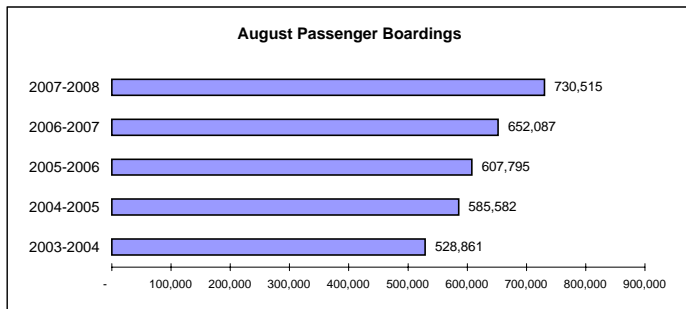
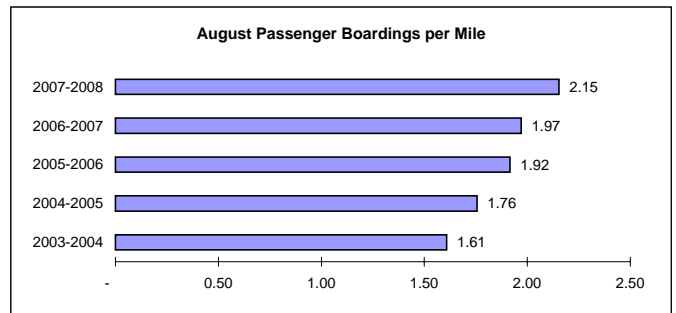
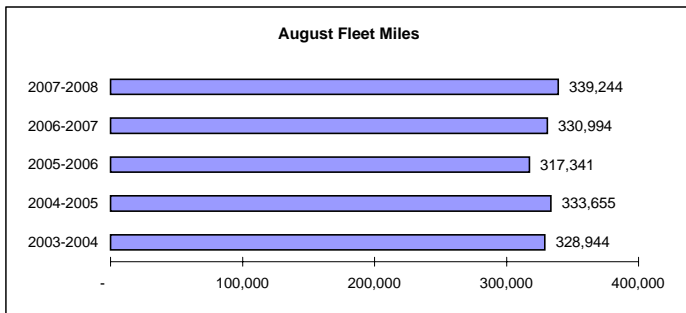
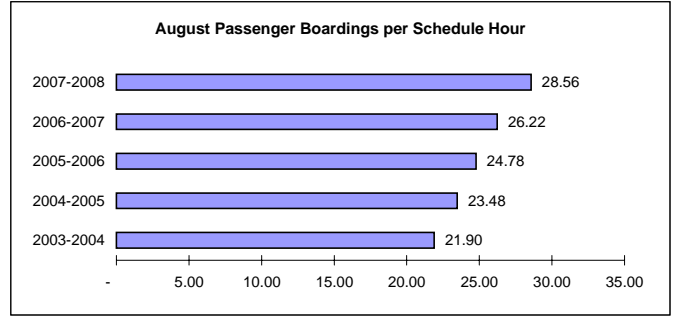
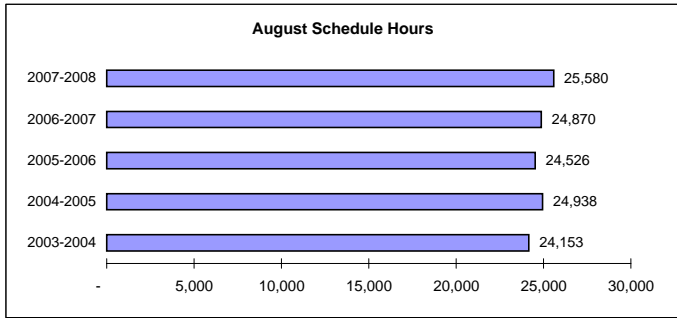
In early 2008 LTD staff will begin an outreach and evaluation process that will allow staff to develop a recommendation for possible bus service changes throughout Springfield. While implementation of this new service package will not occur until the Pioneer Parkway EmX service begins, it will be important for staff to have ample time to conduct a robust public outreach process, work through the planning issues, work with City of Springfield staff on routing possibilities, and put together an assessment of funding necessary to support the service packages that emerge.

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LANE TRANSIT DISTRICT
August 2007 Performance Report
19-September-2007

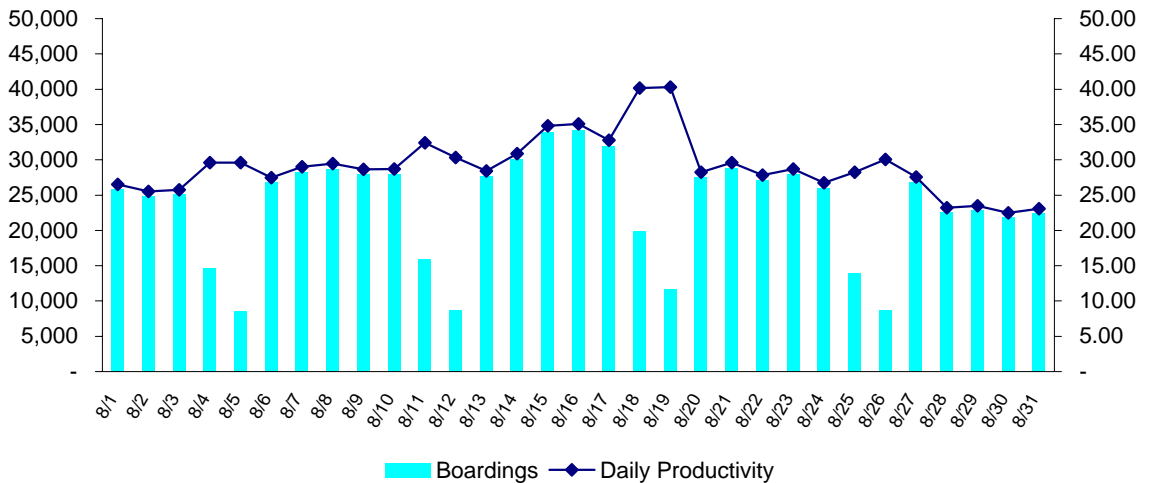
Performance Measure	Prior			Current			Current		
	Current Month	Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	730,515	652,087	+ 12.0%	9,757,984	9,309,528	+ 4.8%	9,924,690	9,406,059	+ 5.5%
Mobility Assisted Riders	9,725	10,463	- 7.1%	106,791	106,054	+ 0.7%	106,862	106,949	- 0.1%
<u>Average Passenger Boardings:</u>									
Weekday	27,326	24,713	+ 10.6%	33,176	31,822	+ 4.3%	33,660	32,132	+ 4.8%
Saturday	16,102	13,767	+ 17.0%	16,044	14,528	+ 10.4%	16,382	14,730	+ 11.2%
Sunday	9,404	7,154	+ 31.5%	8,544	7,893	+ 8.2%	8,771	7,975	+ 10.0%
Monthly Scheduled Hours	25,580	24,870	+ 2.9%	301,371	296,700	+ 1.6%	303,942	297,338	+ 2.2%
Boardings Per Schedule Hour	28.6	26.2	+ 8.9%	32.38	31.38	+ 3.2%	32.65	31.63	+ 3.2%
Weekly Schedule Hours	5,663	5,504	+ 2.9%	5,868	5,770	+ 1.7%	5,904	5,782	+ 2.1%
Weekdays	23	23		254	255		255	255	
Saturdays	4	4		53	54		52	54	
Sundays	4	4		56	54		56	54	
Special Services *									
Passenger Boardings	-	16,246	- 100.0%	23,122	23,622	- 2.1%	120,166	120,162	+ 0.0%
Scheduled Hours	-	243	- 100.0%	628	595	+ 5.5%	5,151	4,961	+ 3.8%
Boardings Per Schedule Hour	-	66.8	- 100.0%	36.8	39.7	- 7.3%	23.3	24.2	- 3.7%
Passenger Revenues & Sales									
Total Passenger Revenues	\$316,119	\$371,526	- 14.9%	\$5,213,706	\$5,078,581	+ 2.7%	\$5,178,352	\$5,136,154	+ 0.8%
Average Passenger Fare	\$0.433	\$0.570	- 24.0%	\$0.53	\$0.55	- 2.1%	\$0.52	\$0.55	- 4.4%
Farebox Revenue									
Adult Pass	\$111,945	\$131,833	- 15.1%	\$1,453,508	\$1,388,897	+ 4.7%	\$1,441,713	\$1,403,508	+ 2.7%
Youth Pass	2,127	2,021	+ 5.2%	25,187	24,226	+ 4.0%	25,261	24,304	+ 3.9%
Reduced Fare Pass	70	230	- 69.6%	2,086	3,917	- 46.7%	1,840	3,469	- 47.0%
Senior/Child	1,275	983	+ 29.7%	12,091	10,354	+ 16.8%	12,432	11,153	+ 11.5%
Adult 3 Month Pass	132	113	+ 16.8%	1,302	1,295	+ 0.5%	1,356	1,272	+ 6.6%
Youth 3 Month Pass	51	49	+ 4.1%	792	759	+ 4.4%	779	760	+ 2.5%
Senior 3 Month Pass	1	5	- 80.0%	54	96	- 43.8%	49	73	- 32.9%
Reduced Fare 3 Month Pass	10	14	- 28.6%	162	171	- 5.3%	165	166	- 0.6%
Regular Tokens	122	101	+ 20.8%	1,542	1,376	+ 12.1%	1,573	1,413	+ 11.3%
Reduced Fare Tokens	17,956	20,220	- 11.2%	227,160	254,606	- 10.8%	221,917	253,286	- 12.4%
Fleet Services	16	36	- 55.6%	554	1,720	- 67.8%	452	1,144	- 60.5%
Fleet Services									
Fleet Miles	339,244	330,994	+ 2.5%	4,029,581	3,909,576	+ 3.1%	4,049,173	3,924,142	+ 3.2%
Average Passenger Boardings/Mile	2.15	1.97	+ 9.3%	2.42	2.38	+ 1.7%	2.45	2.40	+ 2.3%
Fuel Cost	\$195,100	\$230,750	- 15.4%	\$2,350,519	\$2,225,152	+ 5.6%	\$2,297,365	\$2,320,098	- 1.0%
Fuel Cost Per Mile	\$0.575	\$0.697	- 17.5%	\$0.583	\$0.569	+ 2.5%	\$0.567	\$0.591	- 4.0%
Repair Costs	\$173,827	\$151,597	+ 14.7%	\$1,971,557	\$1,901,936	+ 3.7%	\$2,000,633	\$1,885,075	+ 6.1%
Total Repair Cost Per Mile	\$0.512	\$0.458	+ 11.9%	\$0.489	\$0.486	+ 0.6%	\$0.494	\$0.480	+ 2.9%
Preventive Maintenance Costs	\$27,165	\$31,686	- 14.3%	\$349,366	\$340,493	+ 2.6%	\$348,452	\$348,416	+ 0.0%
Total PM Cost Per Mile	\$0.080	\$0.096	- 16.4%	\$0.087	\$0.087	- 0.4%	\$0.086	\$0.089	- 3.1%
Mechanical Road Calls	68	88	- 22.7%	998	1,088	- 8.3%	962	1,080	- 10.9%
Miles/Mech. Road Call	4,989	3,761	+ 32.6%	4,038	3,593	+ 12.4%	4,209	3,633	+ 15.8%
Special Mobility Service									
SMS Rides	12,994	11,875	+ 9.4%	140,764	132,812	+ 6.0%	143,214	134,091	+ 6.8%
SMS Ride Refusals	-	9	- 100.0%	41	44	- 6.8%	31	46	- 32.6%
RideSource	6,707	5,810	+ 15.4%	68,569	58,596	+ 17.0%	70,738	60,180	+ 17.5%
RideSource Refusals	-	-	+ 0.0%	10	4	+ 150.0%	10	4	+ 150.0%

* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair



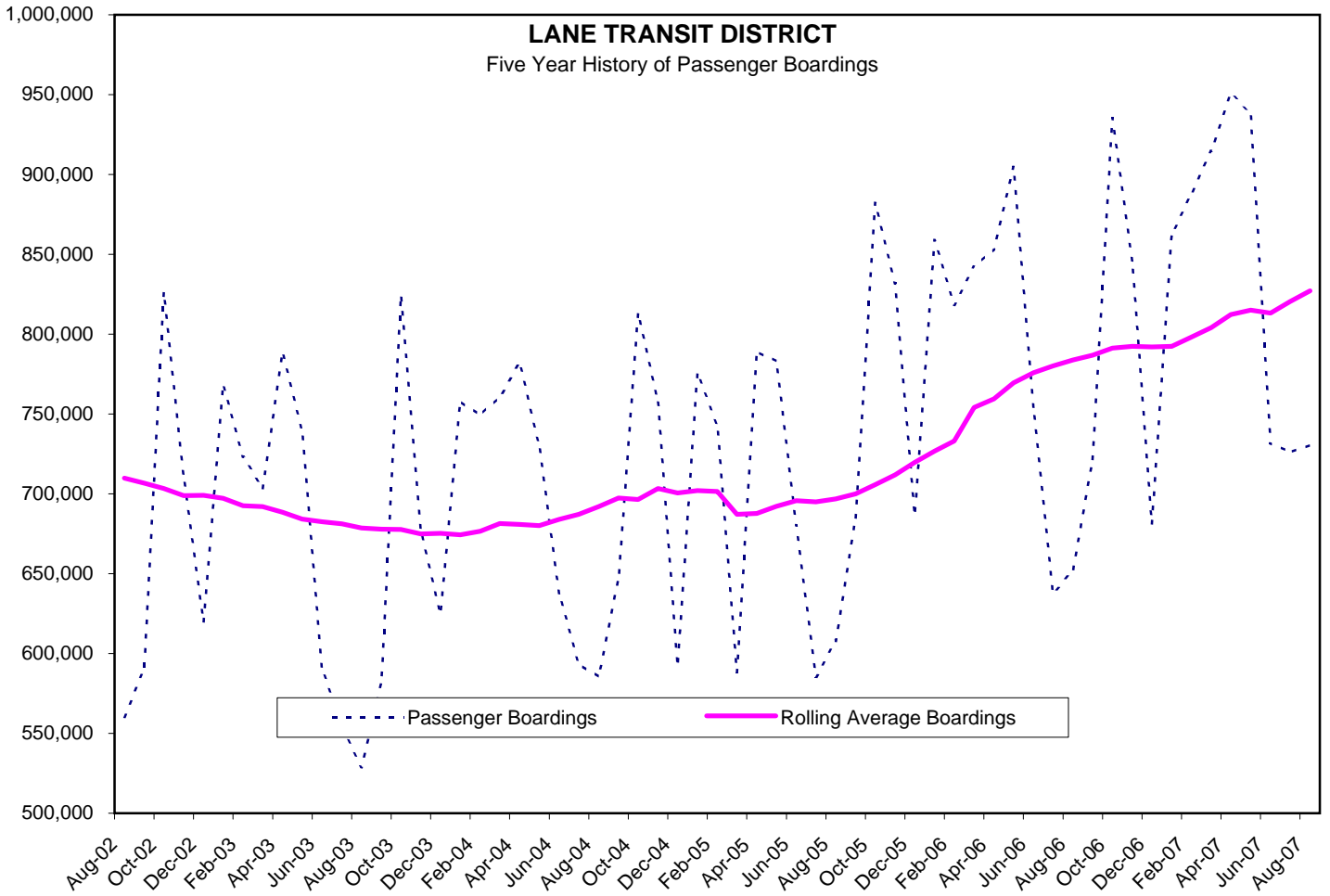
Daily Ridership Recap August 2007

Day	Service	Boardings	Mobility		Daily Productivity	
			Assisted Boardings	Scheduled Hours		
8/1/2007	Wednesday	Weekday	25,880	390	976.10	26.51
8/2/2007	Thursday	Weekday	24,904	321	976.10	25.51
8/3/2007	Friday	Weekday	25,131	406	976.10	25.75
8/4/2007	Saturday	Saturday	14,617	272	493.70	29.61
8/5/2007	Sunday	Sunday	8,549	172	288.70	29.61
8/6/2007	Monday	Weekday	26,803	325	976.10	27.46
8/7/2007	Tuesday	Weekday	28,340	344	976.10	29.03
8/8/2007	Wednesday	Weekday	28,741	356	976.10	29.44
8/9/2007	Thursday	Weekday	27,952	376	976.10	28.64
8/10/2007	Friday	Weekday	28,015	418	976.10	28.70
8/11/2007	Saturday	Saturday	16,003	278	493.70	32.41
8/12/2007	Sunday	Sunday	8,752	131	288.70	30.32
8/13/2007	Monday	Weekday	27,725	366	976.10	28.40
8/14/2007	Tuesday	Weekday	30,127	373	976.10	30.86
8/15/2007	Wednesday	Weekday	33,997	443	976.10	34.83
8/16/2007	Thursday	Weekday	34,264	368	976.10	35.10
8/17/2007	Friday	Weekday	31,974	386	976.10	32.76
8/18/2007	Saturday	Saturday	19,839	252	493.70	40.18
8/19/2007	Sunday	Sunday	11,636	93	288.70	40.30
8/20/2007	Monday	Weekday	27,552	348	976.10	28.23
8/21/2007	Tuesday	Weekday	28,873	352	976.10	29.58
8/22/2007	Wednesday	Weekday	27,186	378	976.10	27.85
8/23/2007	Thursday	Weekday	28,022	359	976.10	28.71
8/24/2007	Friday	Weekday	26,085	317	976.10	26.72
8/25/2007	Saturday	Saturday	13,948	167	493.70	28.25
8/26/2007	Sunday	Sunday	8,678	111	288.70	30.06
8/27/2007	Monday	Weekday	26,892	376	976.10	27.55
8/28/2007	Tuesday	Weekday	22,663	243	976.10	23.22
8/29/2007	Wednesday	Weekday	22,915	313	976.10	23.48
8/30/2007	Thursday	Weekday	21,947	266	976.10	22.48
8/31/2007	Friday	Weekday	22,505	425	976.10	23.06
Totals			730,515	9,725	25,579.90	28.56



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings



AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 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. **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 last meeting was held on June 28. Jane Lee of ODOT led a discussion of regional transportation issues. The next meeting is scheduled to be held on Saturday, September 22, in Oakridge. The primary agenda topic is consideration of an updated coordinated population forecast for cities within Lane County.
2. **Metropolitan Policy Committee:** MPC meetings generally are held on the second Thursday of each month. Board members Gerry Gaydos and Greg Evans are LTD's MPC representatives. The MPC met on July 12, August 9, and September 13. Details on those meetings are provided in the Planning and Development Department Report.

3. **Board Service Planning & Marketing Committee:** The Board's Service Planning & Marketing Committee is composed of Greg Evans, Mike Dubick, and Chair Mike Eyster. The last meeting took place on August 7, 2007. Agenda items included a timeline review for the 2008 Annual Route Review, a review of background data gathered for the evaluation of service expansion to Florence, and a discussion of a Springfield service redesign in conjunction with the implementation of the Pioneer Parkway EmX project. Staff reviewed the BusPlus concept and updated the committee with a list of corridors staff have considered as possible BusPlus projects. The Olympic Trials service was reviewed, and an update on the purchase of the River Road Station and a written report on the progress of the RideSource Call Center project were provided.
4. **Board Finance Committee:** The Board Finance Committee (Mike Dubick, Debbie Davis, and Chair Dean Kortge) met on August 16. The agenda for that meeting included a discussion of the process for considering the addition of future service to Florence, the proposed acquisition of the River Road Station and Park & Ride property, 14th Avenue bike path security, the need for an additional EmX vehicle for Pioneer Parkway service, and audit issues.
5. **Meetings with West Lane County Commissioner Bill Fleenor:** Commissioner Fleenor hosts regular discussions as part of his outreach activities and, on two occasions, staff and LTD Board members met to participate in these gatherings. Board members Dean Kortge and Greg Evans participated in discussions regarding LTD service expansion to Florence. Fifteen to twenty citizens were in attendance and asked questions about the process of analyzing service expansion. Commissioner Fleenor is actively working with the Florence City Manager on evaluation of bus service expansion. Their current efforts are focused on identifying funds for a pilot project.
6. **The Lane Workforce Partnership and Lane Metro Partnership Business Workforce Awards.** Board member Gerry Gaydos attended this event, held on August 23, 2007.
7. **Board HR Committee:** The Board HR Committee is composed of Susan Ban, Mike Eyster, and Chair Gerry Gaydos. The committee met on August 28 and September 11. On August 28 the committee held an executive session related to labor contract negotiations. On September 11, the committee members approved two recommendations related to General Manager compensation.

8. **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 September 4, 2007. The agenda for that meeting included appointment of Corridor Committees for Pioneer Parkway and West Eugene EmX, and discussion of those EmX projects.
9. **ODOT Tour with Allison Dane:** Board President Gerry Gaydos participated in an ODOT briefing and tour arranged for Allison Dane, the new transportation staff person for Congressman Peter DeFazio.
10. **Eugene Forest Legacy Celebration:** Board President Gerry Gaydos attended an event celebrating the funding of Oregon's first Forest Legacy project. The funding will preserve 24 acres of Oregon White Oak habitat in southwest Eugene.

NO MEETINGS HELD

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 last held a Walnut Station Steering Committee meeting on May 30.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: CORRESPONDENCE

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: None

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

- June 29, 2007, memorandum from Pauline Hutson and Ilona Koleszar of 3RT to Board President Gerry Gaydos, Board member Greg Evans, and Director of Planning and Development Tom Schwetz, regarding West Eugene Corridor and BRT/EmX service issues, and July 18, 2007, response from Gerry Gaydos and Greg Evans.
- August 27, 2007, letter from Tony Baker with *The Register-Guard* to General Manager Mark Pangborn, writing on behalf of United Way of Lane County, thanking Lane Transit District for its support of the Loaned Executive Program.

PROPOSED MOTION: None

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

Wednesday, May 16, 2007

Pursuant to notice given to *The Register-Guard* for publication on May 10, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular meeting on Wednesday, May 16, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

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

Absent: Susan Ban, Vice President

CALL TO ORDER/ROLL CALL – Mr. Gaydos called the meeting to order at 5:33 p.m. Mr. Pangborn called the roll. Mr. Kortge was not yet present.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos thanked everyone for attending the meeting.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Gaydos noted that the Americans with Disabilities Act (ADA) celebration at the Eugene Station had been well attended, and was a good opportunity to talk about LTD's commitment to accessibility. He said that Facilities Services Manager Charlie Simmons and Accessible Services Program Manager Terry Parker had done a good job.

Mr. Gaydos also said that he and Planning and Development Director Tom Schwetz had met with a citizen group calling themselves the Residents for Responsible Rapid Transit (3RT). He said this group cared about the neighborhood and had creative ideas that LTD and the City would explore. An open house to kick off the West Eugene EmX process was scheduled for May 28, and Mr. Gaydos suggested that Board members drop in if they could.

Mr. Pangborn asked to add an action item to the agenda, to approve the negotiating team designated by Human Resources Director Mary Adams.

Mr. Pangborn also introduced Jeanne Schapper, an administrative secretary in General Administration, who was working with Ms. Sullivan on Board agenda materials and would be attending meetings in Ms. Sullivan's absence.

Mr. Pangborn noted that the Board members had driven past people handing out literature on the sidewalk outside the Glenwood facility. He explained that they were Portland union employees who likely would be running for treasurer of the union. Director of Transit Operations Mark Johnson noted that they were on the sidewalk because campaigning on LTD property could not begin officially until July 16, according to LTD's policy regarding campaigning for union office.

BOARD CALENDARS – Mr. Pangborn noted that there would be both a work session and regular Board meeting in June, on June 11 and June 20, respectively.

MOTION LABOR NEGOTIATION TEAM APPOINTMENT – The Board received an agenda item summary on this topic. Director of Human Resources and Risk Management Mary Adams explained that at the January 17, 2007, meeting, the Board had designated her position, the director of Human Resources and Risk Management, as LTD's permanent designee for the purposes of labor negotiations. The resolution before the Board would name the rest of the negotiating team for the current negotiations session.

Mr. Eyster moved approval of LTD Resolution No. 2007-020:

It is hereby resolved that the LTD Board of Directors appoints the following additional members to the LTD Negotiating Team for the purposes of negotiating the 2007-2010 labor agreement: Diane Hellekson, LTD director of Finance and Information Technology; Mark Johnson, LTD director of Transit Operations; and George Trauger, LTD director of Maintenance. Attorney Jackie Damm will act as legal advisor to the Negotiating Team.

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

MOTION EXECUTIVE SESSION – Ms. Davis moved 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, and pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

VOTE The motion was seconded and approved by unanimous vote. The Board entered executive (non-public) session at 5:40 p.m.

Mr. Kortge arrived during the executive session.

RETURN TO REGULAR (OPEN) SESSION – The Board returned to regular session at 6:20 p.m.

ITEMS FOR INFORMATION AT THIS MEETING

Legislative Update – Assistant General Manager Stefano Viggiano provided a brief update on the status of state legislative issues of interest to LTD.

Status Report on West Eugene EmX Extension Planning – Director of Development Services Tom Schwetz explained that the West Eugene or WE Group, a citizen committee, had changed its name to the West Eugene Collaborative. With the support of LTD, the City of Eugene, the environmental community, and the business community in equal shares, this group was able to hire a facilitator to begin the collaborative process. At the first meeting the previous week, they had hired Osprey, a facilitation group from Colorado, who had also worked on the West Eugene Parkway discussion during the previous year. LTD also was working with the Residents for Responsible Rapid Transit (3RT), a neighborhood-based group along West 11th Avenue.

Mr. Schwetz said that LTD was still working through what role these groups would play in LTD's West Eugene EmX extension study process. He said that this would dovetail into a federal environmental process, so the District needed to be careful about how decisions would be made at which different points in the process.

The EmX Steering Committee was scheduled to meet on June 5. Existing Steering Committee members would be appointed to each of the Board-approved subgroups, and staff proposed adding stakeholders to those groups, as well. The subgroups would be meeting on a regular basis and making reports at the quarterly EmX Steering Committee meetings for any decision-making. The Steering Committee would then bring recommendations to the Board for final decisions.

Mr. Gaydos called for a two-minute break at 6:28 p.m.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced Bus Operator Pam Guthrie as the June 2007 Employee of the Month. He said Ms. Guthrie was nominated by a customer because of service that exceeded expectations for customer service.

Mr. Gaydos presented Ms. Guthrie's awards and expressed the Board's appreciation for her exceptional customer service.

Ms. Guthrie thanked the Board for the award and said that LTD was one of the best places she had ever worked. She enjoyed her job and the camaraderie.

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

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar** – Mr. Dubick moved adoption of LTD Resolution 2007-017: "It is hereby resolved that the Consent Calendar for May 16, 2007, is approved as presented." Mr. Eyster provided the second. The Consent Calendar consisted of the minutes of the March 21, 2007, regular Board meeting and the April 25, 2007, special Board meeting.

VOTE The Consent Calendar was approved as follows:
AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Ban (1)

Transportation Financing Proposal – Assistant General Manager Stefano Viggiano introduced Tim Clevinger, a director with the Oregon Business Council (OBC), to present the proposal. He said staff recommended the Board's support.

Mr. Clevinger spoke to the Board about the pressing need for transportation financing and the OBC's proposal to the legislature for addressing permanently what was estimated to be a \$1.7 billion shortfall in financing for the State's transportation infrastructure. He said that Oregon was one of the most trade-dependent states and a recent study on transportation estimated that slightly over \$1 billion a year in economic activity was lost due to the backlog of transportation projects. He said that congestion was a growing problem in cities across the state and affected citizens, transit, and industry. He said that both population and freight volumes were increasing and infrastructure problems were becoming increasingly expensive to fix.

Mr. Clevinger said the Oregon Business Council, Association of Oregon Counties, Portland Business Alliance, and Port of Portland had joined together in support of a proposal calling for an increase in the gas tax and registration and vehicle title fees. He said that HB 3018 and HB 2653 would direct those increases and were scheduled for a work session on May 18, and asked for the Board endorsement and support of both bills.

Mr. Kortge asked if a conflict likely would arise between east and west when the bills went to the House floor. Mr. Clevinger replied there was some opposition from the more rural eastern parts of the state, but Central Oregon was experiencing significant congestion and understood the need for additional funding.

Mr. Evans asked how the revenue from increases in user fees would be distributed. Mr. Clevinger said the details had not been finalized, but the Oregon Department of Transportation (ODOT) was working with cities and counties to develop a completely integrated Oregon Transportation Plan (OTP) and, specifically, congestion relief and freight mobility projects would be forwarded to ODOT for a review of consistency with the OTP. He said the concept was that projects would be funded on the basis of consistency and integration, rather than on a geographic basis.

Mr. Eyster said the proposal would ask the legislature to prioritize transportation funding over other needs such as education, public safety, health care, and other needs. He asked how the Oregon Business Council could make that argument. Mr. Clevinger said the OBC had a variety of issues it believed were priorities for the state, including education and health care. He said those were General Fund programs, and transportation funding was through user fees.

MOTION Mr. Evans moved approval of LTD Resolution No. 2007-018: "It is hereby resolved that the LTD Board of Directors supports HB 2653 and HB 3018, relating to increases in highway user fees." Mr. Eyster provided the second.

Mr. Viggiano noted that the bills could be merged during the legislative process and some of the specific details might be changed. He noted that the Board was voting on a user fee increase concept, but the specifics might be different from the current language in the bills.

Director of Planning and Development Tom Schwetz, in response to a question from Mr. Gaydos, said ODOT operated primarily on the gas tax, and revenue was allocated annually through the

State Transportation Improvement Program (STIP) to the five regions in the State. He said Region 2, which included Lane County, was one of the more complex regions, with a mix of urban and rural areas and many transportation needs. He explained the allocation formula and said the gas tax revenue did not begin to address those needs. He felt the OBC proposal would help to solve the shortfall problem.

VOTE The motion was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSENTIONS: None

EXCUSED: Ban (1)

Mr. Viggiano said that staff would draft a letter of support for Mr. Gaydos' signature and invited Board members to testify at the May 18 work session.

River Road Station Site Purchase – Mr. Schwetz reviewed the agenda material and emphasized that the current site was vital to LTD's operation. A public investment already had been made on the site as a Park & Ride and transfer station, and there were no other suitable vacant or underdeveloped sites within a reasonable distance of the current site. He said the Board Service Planning and Marketing Committee had recommended purchase of the site.

MOTION Mr. Eyster moved approval of LTD Resolution No. 1007-021: "It is hereby resolved that the LTD Board of Directors authorizes the general manager to pursue purchase of the River Road Transit Station site. Mr. Evans provided the second.

VOTE The resolution was approved as follows:

AYES: Davis, Dubick, Evans, Eyster, Gaydos, Kortge (6)

NAYS: None

ABSENTIONS: None

EXCUSED: Ban (1)

Human Resources Committee Recommendation: General Manager's Goals and Objectives – Mr. Gaydos reported that the Human Resources Committee had reviewed draft goals and discussed them with Mr. Pangborn and Director of Human Resources and Risk Management Mary Adams. He said the goals had been revised and were recommended by the Committee to the Board for approval.

Ms. Adams pointed out that the general manager was the Board's only direct employee and goals and objectives were required as part of the performance evaluation process. She then invited questions from the Board.

Mr. Kortge noted that Goal 1.b under the One-Year Goals section was to secure funding for the Pioneer Parkway Green Line extension. He felt it was not possible to hold the general manager responsible for securing the funding and preferred more measurable language, as there were so many variables involved. Mr. Pangborn felt that the general manager's goals were a blend of personal and organization goals and it was appropriate to expect him, as general manager, to guide the District in attaining those goals.

Mr. Evans suggested rewording the goal as "*Actively pursue securing funding . . .*" Mr. Kortge agreed with the suggestion.

Mr. Kortge pointed out that the term “successful” as used to describe negotiation of a new ATU labor agreement in Goal 1.c would be difficult to measure.

Mr. Pangborn suggested rewording the goal to read “Oversee the *resolution* of negotiation” Mr. Kortge thought that was better language.

Mr. Dubick commented that Mr. Pangborn was a Board employee and the Board would evaluate him. He said the goals represented direction from the Board and he was comfortable with the current wording as he felt the Board would be reasonable in the application of those goals during a performance evaluation. He said that none of the goals was impossible to achieve and the Board would be realistic in its expectations.

Mr. Eyster concurred with Mr. Dubick’s remarks. He said that even though the goals were discrete, he would measure Mr. Pangborn’s performance on a continuum that considered the context.

Mr. Kortge agreed that the goals represented the Board’s direction, and said they needed to be as clear as possible with precise language. He said that a term like “successful” was a measurement term that had nothing to define it. Mr. Pangborn said he would define “success” as maintaining open communications with the Board throughout the entire negotiation process.

Regarding Goal 1.f, Mr. Kortge did not perceive the general manager as the District’s only representative before the legislature. He did not think that the Board could hold the general manager accountable for working with the school districts to secure replacement funds as set forth in Goal 1.h or accountable for improving the community’s understanding of transportation/transit needs under Goal 2.a(1).

Following a discussion by members, Mr. Gaydos directed that the Human Resources Committee review the performance goals again, amend them as necessary, and bring them back to the Board for consideration.

ITEMS FOR INFORMATION AT THIS MEETING (continued)

Board Member Reports – Mr. Gaydos reported on a listening session with the Federal Highway Administration as part of the Lane Council of Governments (LCOG) certification process. He said that several Metropolitan Policy Committee (MPC) members were in attendance.

Mr. Kortge reported that he and Mr. Viggiano had attended a meeting of the Rubicon Society of Lane County.

Mr. Eyster said he had visited the Walnut Station open house and it appeared to be a success.

Monthly Financial Report – Director of Finance & Information Technology Diane Hellekson reported that fuel prices continued to trend upward but were still within the budget. She said there were still concerns about Accessible Services and there might be a supplemental budget to address expenditures. She said there were good indicators on the EmX services, including a drop in overtime. She said that the District was expected to finish the fiscal year in good shape.

She hoped to report a jump in fuel tax revenue in conjunction with the rate increase. Regarding the River Road Station, she said that funding the acquisition would be referred to the Finance Committee.

In response to a question from Mr. Evans, Ms. Hellekson indicated that currently there were no unallocated federal funds that would be available for the station purchase. She said unprogrammed federal funds would not be available for at least a year and that would be outside the window of opportunity for purchasing the property. She said that the property could be purchased in accordance with federal regulations and permission requested from the Federal Transit Administration for the District to reimburse itself with future funding. She said the Finance Committee would consider the issue in depth at its next meeting.

Mr. Eyster asked if the District would need to make a lease payment as a bridge. Ms. Hellekson replied that the current lease expired in September, during the new fiscal year, and a lease payment amount was included in the new budget as a placeholder.

Mr. Pangborn announced that Director of Maintenance George Trauger was beginning a test program for biodeisel. Mr. Pangborn said the fuel was already on site and the vehicles were being selected. He said that Mr. Trauger was working with other transit properties that had already begun a biodeisel program. He explained that the program would begin with a 95 percent diesel/5 percent vegetable oil mix and noted that regular engines could be run on up to 20 percent vegetable oil mix without voiding the warranty.

ADJOURNMENT: The meeting adjourned at 7:17 p.m.

Board Secretary

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

Monday, June 11, 2007

Pursuant to notice given to *The Register-Guard* for publication on June 7, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a special board meeting on Wednesday, June 11, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Mike Eyster
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jeanne Schapper, Administrative Secretary
Lynn Taylor, Minutes Recorder

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

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos thanked everyone for attending the meeting.

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

PRESENTATION BY UNIVERSITY OF OREGON ECONOMIC DEPARTMENT STUDENTS: PAYROLL TAX REVENUE ANALYSIS AND UNDERPAYMENT PREDICTION – Mr. Pangborn introduced Accounting Manager Carol James.

Ms. James stated that one of her responsibilities was to track payroll tax receipts and while those were closely monitored, there was always a question as to whether or not LTD was receiving the revenue it should be from employers in the community. She introduced University of Oregon Department of Economics students Raymond Morris and David Walter, who conducted a study of payroll tax receipts, and their professor, Tim Duy.

Mr. Morris presented an overview of the project. He stated that payroll taxes represented 70 percent of LTD's total revenue, totaling \$23 million in 2005. He said the purpose of the project was to determine if all firms or industries were paying the required amount. He explained the methodology used to analyze revenue trends and conduct a statistical analysis in order to determine which industries might be underreporting. He said that data for the project included monthly reports of tax collected, sorted by NAICS (North American Industrial Classification System), and provided by the Oregon Department of Revenue, and quarterly wages paid in Lane County provided by the Bureau of Labor and Statistics (BLS). He used a chart to compare 2002

and 2005 tax payments by the top 15 firms. He said that most firms demonstrated an increase in payments, and instances of decrease could indicate underpayment; although there could be mitigating factors, such as mismatched data.

Mr. Walter explained the methodology for determining the tax ratio by comparing the total amount of taxes paid with the total amount of wages reported. He said the ratio should be close to the benchmark of .6 percent. He said that missing data or misclassification were the likely reasons for significant deviations, and the data was aggregated to the two-digit NAICS code to reduce errors based on misclassification. He said the analysis concluded that \$70,000 to \$140,00 in quarterly revenue was lost; although that could not be more definitively explained without access to firm-specific data from BLS, and that data was confidential and not available for analysis.

Mr. Morris said that based on the data provided, there appeared to be an overall annual underpayment of approximately \$460,000; although he cautioned against assigning a specific dollar amount because of the misclassification errors they had encountered throughout the analysis, both at the specific industry and aggregated levels. He encouraged the Board to regard the analysis as a tool for focusing a more direct analysis on specific industries or firms that appeared to be underpaying.

Mr. Dubick asked if misclassification errors related to whether specific employees' wages were subject to the payroll tax. Mr. Morris said that misclassification meant inaccurate classification of a firm by industry, resulting in a deviation when calculations were made between the tax amount paid and the wages as a firm were classified one way by the Department of Revenue and another by BLS. He said that also made it difficult to determine which firms were underpaying or underreporting.

Mr. Kortge asked if discrepancies could occur when a firm doing business in several locations around the state might report wages in the wrong county. Mr. Duy said that could certainly occur, but underpayment was still an issue. He said the construction industry was a good example of how misclassification and misreporting could occur, with work being done in multiple locations and employees in many categories. He reiterated that it was difficult to make assumptions about underpayment without more specific data from BLS, and individual business data was considered confidential by statute.

Mr. Dubick asked who was responsible for educating new business about the payroll tax requirement. Ms. James replied that the Department of Revenue would be responsible. Mr. Pangborn added that the firm's accountant was also responsible for knowing the law. He commented that, anecdotally, when firms did not pay the tax, it was primarily because they were unaware of the requirement. He suggested a more in-depth discussion with Mr. Duy in the fall to determine if available statistics would allow for a more focused analysis.

Mr. Kortge thought that it would be to LTD's advantage to expend some resources to investigate further.

Mr. Gaydos thanked Mr. Morris and Mr. Walter for their analysis and presentation.

PIONEER PARKWAY DESIGN PROCESS – Mr. Pangborn presented an EmX commemorative plaque to Facilities Services Manager Charlie Simmons.

Mr. Simmons observed that the Pioneer Parkway EmX represented a new era for LTD because it was funded through Small Starts, which meant an entirely new set of oversight and reporting requirements. He said a construction grant agreement would be entered into at a point when scope of design and cost estimates were well established, because doing so would freeze the project cost and any overruns would be the responsibility of LTD.

Mr. Kortge asked what would happen if the project came in under budget. He wondered if there was flexibility to provide performance incentives for early completion. Assistant General Manager Stefano Viggiano said that LTD was still responsible for 20 percent of the project cost, whatever that amount was. He would check into whether performance incentives were allowed.

Mr. Simmons said that as a new element, Small Starts would supply a project oversight consultant who would provide oversight. He said LTD was one of the first Small Starts grantees and many aspects of project oversight and management would be worked through with the federal agency as the project moved forward.

Mr. Kortge asked if LTD would pay for the project oversight consultant. Mr. Pangborn said that would be part of the project budget. Grant Administrator Todd Lipkin added that, as one of the first grantees, LTD might be able to help develop some of the procedures.

Mr. Simmons said that LTD staff had been working with designers and staff from the City of Springfield, Oregon Department of Transportation (ODOT), and Lane County to identify design issues and a resolution process. He said Pioneer Parkway was three projects in one: Gateway Station, International Way, and the Pioneer Parkway corridor and stations. He said that Lane County was doing the design for the International Way component and that would get the County involved and help to develop local expertise on bus rapid transit and EmX. He said LTD would contract with the County for the design services. He said the County would also assist LTD with property acquisition.

Ms. Ban asked if Lane County was designing all project components. Mr. Simmons said that was considered, but staff believed that private consultants had done an excellent job on the first phase, and design tasks would be divided between the County and consultants.

Mr. Simmons said that jurisdictions, consultants, and LTD staff had developed lists of potential design issues; some of the issues overlapped and others were different. He said the first months of design would be spent trying to resolve those issues and develop alternatives that all parties could agree on. He listed examples and discussed details of some design issues, including:

- Bridge expansion over the waterway south of I-105
- Potential Park and Ride on International Way
- Station location at Pioneer Plaza
- Station locations along Gateway Street and Harlow Road

Mr. Simmons said the project management team was a core group of LTD staff and consultants. He said that an internal staff group would be looking at key operational areas such as service planning, operations, fleet, marketing, information technologies, and accessibility.

Mr. Eyster asked if more vehicles would be needed, based on experience with the first EmX corridor. Mr. Simmons replied that the first issue to be considered was the number of vehicles required. He said the experience on the Franklin Corridor would help determine the appropriate number of vehicles. He said the additional vehicle on that corridor proved to be essential.

Mr. Simmons presented a tentative project timeline but cautioned that there were many factors to be considered; those included federal oversight, approval processes for the different jurisdictions, permitting, and other factors. He thought it would be difficult for the corridor to be operational before 2010.

Mr. Evans asked if staff had discussed EmX services with the hospital in view of the hospital's construction of a parking facility that would accommodate virtually all employees and visitors. Director of Service Planning, Accessibility, and Marketing Andy Vobora said that the hospital now recognized the potential revenue loss if parking were free, and now planned to charge for parking at both of its campuses.

Mr. Pangborn announced that the Board would meet jointly with the Springfield City Council in the fall.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS - Mr. Kortge moved 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. Mr. Evans provided the second.

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

The Board entered Executive Session at 6:45 p.m. Members of the District's negotiating team were present for this discussion with the Board.

RETURN TO REGULAR (OPEN) SESSION – The Board returned to regular session at 7:44 p.m.

Mr. Dubick inquired about Board members' participation on EmX subcommittees. Mr. Pangborn advised that the subject would be discussed during the June 20 regular Board meeting.

The meeting adjourned at 7:45 p.m.

Board Secretary

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

Wednesday, June 20, 2007

Pursuant to notice given to *The Register-Guard* for publication on June 14, 2007, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, June 20, 2007, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Gerry Gaydos, President, presiding
Susan Ban, Vice President
Debbie Davis, Treasurer
Michael Dubick
Greg Evans
Dean Kortge, Secretary
Mark Pangborn, General Manager
Jean Schapper, Administrative Secretary/Assistant to Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Mike Eyster

CALL TO ORDER/ROLL CALL – Mr. Pangborn called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Gaydos said there was positive news to discuss, as well as several interesting presentations.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Pangborn distributed copies of a brochure on LTD that had been developed in response to the need for a brief overview of the system. He said that LTD's leadership in bus rapid transit (BRT) had generated interest from across the country. He noted that the American Public Transit Association (APTA) was holding a two-day conference in Eugene the following week and the discussion topic would be BRT standards. He said that representatives from other communities and districts visited LTD frequently.

BOARD CALENDARS – Mr. Dubick noted his planned time out of town for the calendar.

Mr. Pangborn said that a picnic for Board members and the District's leadership group would be scheduled sometime in the first half of August. Board members would be polled to determine the date.

WORK SESSION

West Eugene EmX Extension Planning Project Update – Director of Planning and Development Tom Schwetz reported that 75 people had attended the May 21 open house and a summary of comments from that meeting was included in the agenda packet.

Mr. Gaydos asked about a comment regarding the need for noise abatement at some EmX shelters, which were described as "painful." Mr. Pangborn said he was not certain what the concern was about as the EmX vehicles were actually quieter.

Ms. Ban thought perhaps it was the experience of standing in the roadway median that made some people fearful and raised their sensitivity to noise.

Mr. Gaydos noted that another concern was that EmX presented a barrier to pedestrians. Mr. Schwetz said that he was unaware of any specific problem. Mr. Pangborn said that people who were jaywalking could perceive the system as a barrier. He did not think that it was a barrier to people who used appropriate pedestrian crossings. He suggested that those issues could be included in a follow-up intercept study to be done in a year or so.

Mr. Schwetz said the WE (West Eugene) Collaborative had established subcommittees to develop a general work plan for the collaborative and to address the relationship between the collaborative and the corridor studies being conducted by the City of Eugene and LTD. He said that LTD staff and Board members were participating in the process and materials related to the subcommittee work would be provided to the Board.

Mr. Schwetz said the next steps in LTD's study would define the problem statement, establish the project's purpose and need, and develop a set of criteria to evaluate alternatives. He said staff would return to the Board in the near future with a discussion of the problem statement and purpose and need.

Regarding formation of BRT Steering Committee subcommittees, or corridor committees, he said that recruitment for members was open until June 25. He said the Steering Committee would review applications and select members for the corridor committees. He hoped that three LTD Board members could serve on each committee. He said of the three Board members serving on the EmX Steering Committee, Mr. Gaydos and Mr. Evans were logical choices for the West Eugene corridor committee and Ms. Davis was an obvious choice for the Springfield corridor committee. He suggested Mr. Dubick and Mr. Eyster for the Springfield committee. He said the corridor committees would have a 12- to 18-month lifespan.

Learning, Education, Awareness, and Personal Growth (LEAP) – Director of Human Resources and Risk Management Mary Adams introduced Training Specialist Pat Rather to present the LEAP program, which was an outcome of the *Looking to the Future Plan*.

Mr. Rather presented an overview of the LEAP program, which was designed to offer LTD employees opportunities to move into key positions through expanding skills and qualifications without giving the impression that individuals were being "groomed" for specific positions. He explained that the intent was to help employees become qualified candidates for vacancies and fulfill LTD's commitment to become a learning organization that fostered employees' personal and professional growth.

Mr. Rather described the LEAP opportunity categories, some of which were still in the concept stage:

- Global - growth opportunities for all District employees
- Department - training specific to a department
- Special intensive - transit management and leadership training through external educational opportunities for selected individuals
- Special projects - opportunity for selected individuals to gain experience in management by acting as a manager for a project
- Special opportunities - opportunity for selected individuals to gain greater understanding of specific positions within LTD

Mr. Rather said that special LEAP opportunities meant that an employee would work directly with the person who held a particular position. He said those opportunities could be available when an employee in a key position was leaving or when the District believed there was value in having other employees gain a more in-depth understanding of a position by working with the incumbent. He said that any current LTD employee could apply for a special opportunity and candidates would be selected based on various criteria, including whether the person represented LTD values and was self-motivated, and whether there would be benefit for the person and the District.

Mr. Rather said a special opportunity would include spending five to ten hours per month with the incumbent and independent study time. He said it was emphasized to program participants that it was not a promotion or job advancement system and there was no guarantee that the participant would be hired for that job. He illustrated the LEAP special opportunity informational materials distributed to employees for a human resources position being vacated by a retiring employee.

Mr. Kortge asked if LEAP program participation was on an employee's personal time. Mr. Rather said that time spent with the instructor during the workday was paid; self-study was on personal time.

Mr. Evans asked if an employee, such as a bus driver who was interested in becoming a planner, could take outside classes and receive LEAP program credit for them. Mr. Rather said that had not yet been addressed in the program design, but it was a good idea and would be considered as the program evolved.

Mr. Evans asked if LTD would pay for training that it did not have the capacity to provide internally. Mr. Rather said that was not currently a part of the program, but could be explored.

Ms. Ban asked if there was a training budget. Mr. Rather said there was, but it was not earmarked for individual employee tuition.

Mr. Evans suggested that the program could partner with an employee to match dollars for educational activities. Mr. Pangborn said that in the past LTD had paid for employee education but that program was eliminated several years ago. The district was now trying to rebuild opportunities for employee professional and personal growth.

Director of Service Planning, Accessibility, and Marketing Andy Vobora noted that Service Planner Ruth Linoz was hired as a bus driver but had returned to school in order to acquire the education necessary to move into a planning position.

District Sustainability Policies – Mr. Schwetz stated that based the Board's interest in and support of pursuing sustainable business practices, staff were in the process of developing a sustainable business plan. He asked the Board to consider adoption of a sustainability policy to guide the development of that plan. He defined sustainability as meeting the needs of the present without compromising the ability of future generations to meet their own needs. He showed a slide presentation of the proposed policy, which would commit the District to pursuing sustainable practices in four areas:

- Providing quality transit service
- Using environmentally friendly vehicles
- Constructing earth-friendly projects
- Implementing sustainable operating practices

Mr. Gaydos asked how the District was disposing of hybrid batteries. Mr. Schwetz said staff were researching what practices were most sustainable. Director of Maintenance George Trauger added that the District currently had contracts with manufacturers and suppliers to trade used batteries for new ones. He said that manufacturers then dismantled and recycled the old batteries.

Mr. Kortge asked how providing onsite showers for employees was a sustainable practice. Mr. Schwetz replied that it would encourage employees to commute by bicycle.

Mr. Kortge asked how the District would assure that contractors used sustainable business practices. He was concerned about the administrative burden on the District of monitoring and documenting compliance. Mr. Schwetz said the concept was intended to assure that the individuals and organizations receiving District resources also engaged in sustainable practices, but at this point was an encouragement and not a compliance issue.

Mr. Evans pointed out that LTD already was a leader in sustainable business practices. He thought that in addition to adopting a policy, the District should raise its profile in the community by highlighting its sustainability accomplishments and promoting mass transit as a sustainable practice.

EMPLOYEE OF THE MONTH – Transit Operations Manager Mark Johnson introduced the July 2007 Employee of the Month, Dottie Blackmarr. He said that Ms. Blackmarr had received the Safe Driving Award four times and was nominated by a regular rider who appreciated her attention to customer services.

Mr. Gaydos presented Ms. Blackmarr with her awards and congratulated her on her selection. Ms. Blackmarr thanked the Board for her award, which she said she was ecstatic to receive.

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

1. Jozef Siekiel-Zdzienicki, 1025 Taylor Street, Eugene, stated that he was a member of 3RT. He cited a June 11, 2007, article in the *New York Times* about a personal rapid

transit (PRT) system in West Virginia that connected two campuses with an electric rail that allowed passengers to select their own stops.

Mr. Siekiel-Zdzienicki said there was some confusion regarding a statement at the June 5 Steering Committee meeting that the Eugene City Council directed LTD to study only the West 11th corridor. He said he had spoken to the mayor and a city councilor and at its June 11 meeting the City Council indicated that was not the directive on October 9, 2006. The directive was to focus on the West 11th corridor but not specifically just work on that corridor; the study should be broader.

Mr. Siekiel-Zdzienicki proposed an expansion to study the Highway 99/Barger/Roosevelt loop, since the center of population was gradually moving to the northwest and that was where the housing development was. He said at the Eugene Station the #41 bus was loaded and people used that route heavily. He was trying to figure out where the confusion had occurred between what was stated at the Steering Committee on June 5 and what the City Council had stated on June 11 and asked for an explanation of the source of that confusion.

2. David Cohen, 401 Potter Street, Eugene, stated that the driver on the #24 bus had reprimanded him for eating a small lollipop, although the dispute was settled amiably. He said the next day he was the victim of an accident on a bus when a large piece of unsecured luggage brought aboard by another passenger had fallen on him when the bus stopped quickly. He questioned why there would be such concern about eating a small piece of candy, but not about the dangers posed by a large, freestanding piece of luggage. He had filed a complaint related to the accident with customer service and after a second inquiry he was told that LTD had no responsibility for falling luggage. He said his injury did not warrant going to the doctor, but he hoped that LTD would conduct a priority assessment of risks on buses. He also asked that operators more closely monitor people sitting in seats reserved for the elderly or infirm.

ITEMS FOR ACTION AT THIS MEETING

Consent Calendar - Mr. Gaydos noted that revised materials related to the resolution had been distributed. Mr. Pangborn explained that a resolution reaffirming the District's boundaries was an annual housekeeping requirement.

MOTION Mr. Kortge moved that the Board adopt LTD Resolution No. 2007-022: "It is hereby resolved that the Consent Calendar for June 20, 2007, is approved as presented." Ms. Davis provided the second. The Consent Calendar consisted of 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).

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSENCES: None
 EXCUSED: Eyster (1)

Olympic Trials Service Request – Mr. Vobora said the issue had been discussed by the Board's Service Planning and Marketing Committee and Finance Committee and referred to the Board for a decision, because the request deviated from the established pricing policy and the Olympic Trials were a significant event. He introduced Greg Erwin of the organizing committee to speak to the Board about bus service for the trials.

Mr. Erwin said the 2008 Olympic Trials would be held in July 2008 in Eugene. He said that 900 to 1,000 media representatives were anticipated, with worldwide news coverage of the event. He said there was an operating budget of \$7 million to \$8 million, based primarily on revenue from ticket sales, sponsorships, and grants from local jurisdictions and organizations. He said the trials would generate jobs and employment income that would be subject to the payroll tax, as well as significantly increase employment in the local hospitality industry.

Mr. Erwin said the local organization committee had made commitments to U.S. Track and Field and the community to have the most eco-friendly and efficient transportation system possible to serve the needs of athletes, spectators, the media, and everyone involved in the event. He said Park & Ride shuttle services from Autzen Stadium and South Eugene High School were major features, along with dedicated shuttles for the media from the Gateway area and shuttles for officials staying at the Valley River Inn. He indicated that streets near Hayward Field would be closed and driving in that area extremely difficult; to mitigate the impact on adjacent neighborhoods and minimize traffic problems people would be encouraged to use the shuttles and transit system. He said it was a good opportunity to showcase EmX. He estimated the fully allocated cost of bus service at a maximum of \$150,000 and asked the Board to consider waiving the entire amount as LTD's contribution to and partnership with the Olympic Trials. He hoped the Board would demonstrate leadership in the community by helping to sponsor a major event that could rebrand Eugene as the track capital of the world and provide a stepping-stone to many more opportunities.

Mr. Kortge said the Finance Committee had discussed the request and was recommending that the Board approve a direct costs pricing policy for the event, with an estimated cost of \$115,700. He said the committee made that recommendation because it did not believe it could recommend donation of the fully allocated cost when the District was faced with the loss of funding for the school bus pass program.

Mr. Dubick added that the committee thought that it was appropriate to charge only the direct costs and contribute the rest. He reiterated that the committee did not believe it could justify in the budget or to taxpayers the donation of the entire fully allocated cost, especially given the situation with the school program.

Mr. Vobora reported that there had been discussion with the Department of Energy about preserving the school bus pass program. He said the Service Planning and Marketing Committee had discussed the request in the context of LTD's longstanding relationships with other event providers in the community who paid the fully allocated amount.

In response to a question from Ms. Ban, Mr. Vobora reviewed the four possible pricing levels: (1) Level 1 (fully allocated costs) at \$115 per hour; (2) Level 2 (sum of direct costs) at \$89 per hour; (3) Direct Variable Cost Pricing at \$61 per hour; and (4) Alternative Pricing at an hourly rate to be set by the Board.

Mr. Kortge remarked that donating the indirect costs was a good contribution.

Ms. Ban said the District's taxpayer-funded status made it difficult to justify charitable contributions. She thought that a level below the fully allocated costs would be justifiable.

Mr. Evans said there was a business case that could be made in favor of a contribution because of the additional income that could accrue from the event.

Mr. Pangborn pointed out that \$1 million in salary generated \$6,200 in payroll tax revenues. Ms. Hellekson noted that the challenge would be to collect that tax from temporary jobs.

MOTION Mr. Dubick moved 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. Mr. Evans provided the second.

Mr. Gaydos indicated that he would vote in opposition, as he preferred the third pricing policy option.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Kortge (5)
 NAYS: Gaydos (1)
 ABSENTIONS: None
 EXCUSED: Eyster (1)

Federal Transit Administration Grant Applications – Grant Administrator Todd Lipkin reviewed the seven grant applications, details of which were provided in the agenda packet. He said that the grant applications comprised the single largest grant resolution in LTD's history.

Public Hearing on Capital Grant Applications: Mr. Gaydos opened the public hearing and called for testimony. He determined there was no one wishing to speak and closed the public hearing.

MOTION Mr. Evans moved adoption of 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:

1. FY2007 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

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None

ABSECTIONS: None
 EXCUSED: Eyster (1)

FY 2006–07 Supplemental Budget #2 – Accounting Manager Carol James explained that the resolution before the Board would modify the FY 2006-07 adopted budget in three areas: a \$150,000 increase in the General Fund transfer to Commuter Solutions, an increase in the General Fund transfer to the Accessible Services Fund of up to \$385,400, and an increase in capital projects by \$537,000 in the Capital Projects Fund for paratransit vehicles that arrived earlier than anticipated.

Mr. Kortge asked if staff could project the costs of accessible services in five years, given the dramatic increases in the past. Ms. James thought that the increase would be somewhat similar to that in health care costs, at 15 to 20 percent per year. She said that was not sustainable.

Mr. Kortge said that was an issue that the District would need to address. Mr. Vobora said the legislature seemed to recognize the need to do something to help transit districts, although the solution might need to happen at a national level.

Mr. Evans said that the District should begin to discuss concerns about accessible services with its partner districts in the state and the Oregon congressional delegation, because a solution to the unfunded mandate would have to come at the federal level. Mr. Pangborn said although accessible services was an unfunded federal mandate, he thought the solution would have to be at the state level, since that would be the likely source of funding. He thought it was unlikely that the federal government would provide any resources.

Mr. Evans said that as a leader in accessible services, LTD was in a good position to take the lead on the issue.

Mr. Gaydos suggested that the issue could also be brought to the attention of the Metropolitan Planning Organization (MPO).

MOTION Ms. Ban moved approval of LTD Resolution No. 2007-025, amending the LTD fiscal year 2006-2007 budget as represented in the resolution. Mr. Kortge provided the second.

VOTE The motion was approved as follows:
 AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
 NAYS: None
 ABSECTIONS: None
 EXCUSED: Eyster (1)

FY 2007–08 Budget Adoption – Director of Finance & Information Technology Diane Hellekson stated that the budget before the Board for adoption was the same as the version approved by the Budget Committee on April 26, 2007. She noted that the budget added seven positions: four bus operators and three administrative positions.

Public Hearing on FY 2007-08 Budget: Mr. Gaydos opened the public hearing and called for testimony. He determined that there was no one wishing to speak and closed the public hearing.

MOTION Mr. Evans moved approval of LTD Resolution No. 2007-026, adopting the LTD fiscal year 2007-2008 budget and appropriating \$75,478,520 as represented in the resolution. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Eyster (1)

Board Adoption of District Sustainability Policies – Mr. Schwetz asked that the Board consider adopting the sustainability policies discussed earlier during the work session part of the agenda.

Mr. Kortge asked why it was necessary to adopt the policy or develop a sustainability plan. Mr. Schwetz said the policies would become the cornerstone of the sustainability plan, which was being developed to give LTD the ability to define, track, improve, and report its sustainability practices to the community.

MOTION Mr. Dubick moved approval of LTD Resolution No. 2007-027: "It is hereby resolved that the LTD Board of Directors adopts the proposed sustainability policies." Ms. Davis provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Eyster (1)

Human Resources Committee Recommendation: Revised General Manager's Goals and Objectives – Ms. Adams said that the Human Resources Committee had updated the goals and objectives based on feedback from the Board at its last meeting.

MOTION Ms. Davis moved approval of LTD Resolution No. 2007-028: "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." Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Eyster (1)

ITEMS FOR INFORMATION AT THIS MEETING

Meetings Held or Attended – There were no questions.

Board Outreach –

1. Mr. Vobora reported that while there had been no agreement yet, there was a shift in the Department of Energy's perception of the school bus pass program and he was hopeful that the program would be continued with funding in another category.
2. Mr. Vobora drew the Board's attention to the list of neighborhood associations organized by Board member subdistrict. He encouraged Board members to attend those neighborhood meetings whenever possible to share information about the District's activities. He said that staff were developing a list of suggested discussion topics and related materials.
3. Mr. Evans reported that he had attended a 3RT meeting on June 4 and it was very informative. He had lunched with the chair of Active Bethel Citizens, who was very interested in being a member of the West Eugene EmX Committee, as were some 3RT members. He had forwarded those names to the appropriate LTD staff.
4. Mr. Vobora said there were very happy people, including the CEOs of Hynix and Invitrogen, on hand to welcome the first bus to arrive on the first day of service change.

Legislative Update – Assistant General Manager Stefano Viggiano referred to the legislative issues report included in the agenda packet and provided highlights of updated information. He said that ConnectOregon 2 had been passed by the legislature and gone to the governor for signature. He said the cigarette tax would not pass this session, but the legislature had passed a budget note that directed the Oregon Department of Transportation and the Department of Human Services to study the issue and work with transit districts to develop a proposal for the next session.

Mr. Viggiano said that little information was available on lottery funds and he did not expect that LTD's request for \$10 million would be granted. He pointed out that the District would not need the money until 2009-2011, which made it more difficult to argue for receiving the funds now; however, the legislature was now aware of LTD's need. He said there was still some chance of more extensive highway user fees, such as an increase in license fees. He said a change in how districts could purchase fuel could benefit LTD by allowing fuel to be purchased under longer-term contracts through a third party, such as TriMet.

Monthly Financial Report – May 2007 – Ms. Hellekson noted it was ten days from the end of the fiscal year and the budget was in good shape. She said payroll tax receipts were still soft but there was an increase associated with the higher tax rate. She said that ridership numbers in the report were low because automatic passenger counting equipment had malfunctioned, and that would be corrected. She was pleased that fuel prices had come down and the District would finish the fiscal year under budget for fuel. She stated that an end-of-year status report would be provided to the Board no later than July 31, 2007.

Mr. Gaydos asked if EmX vehicle ramp problems had been resolved. Mr. Trauger said problems had occurred when moisture seeped into the ramp wiring and they were being resolved. He said the manufacturer was providing new wiring harnesses and investigating why some of the harnesses had been affected by moisture. He said vehicles had remained in service.

Mr. Kortge said the Finance Committee had an interesting presentation by the auditor, who impressed on the committee the importance of having good financial management systems in place as the Board was responsible for the funds that flowed through the District.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), LABOR NEGOTIATIONS -
Mr. Kortge moved 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. Mr. Dubick provided the second.

VOTE The motion was approved as follows:
AYES: Ban, Davis, Dubick, Evans, Gaydos, Kortge (6)
NAYS: None
ABSENTIONS: None
EXCUSED: Eyster (1)

The Board entered Executive Session at 7:50 p.m. Members of the District's negotiating team were preset for this discussion with the Board.

RETURN TO REGULAR (OPEN) SESSION – The Board returned to regular session at 8:31 p.m.

Mr. Gaydos mentioned that at the previous Board meeting, the doors were not opened promptly at the close of the Executive Session, preventing some interested parties access to a portion of the remainder of the meeting. He reminded those present of the importance of immediately reopening the meeting to the public following Executive Sessions.

Secondly, Mr. Gaydos recommended that discussion of the School Transit Pass Program be postponed until plans for the program's future became clearer.

The meeting adjourned at 8:32 p.m.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, July 18, 2007

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, July 18, 2007, at 5:30 p.m., was canceled for lack of agenda items requiring action.

Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, August 15, 2007

The regular meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, August 15, 2007, at 5:30 p.m., was canceled for lack of agenda items requiring action.

Board Secretary

LTD Performance Report

FY 2006-07

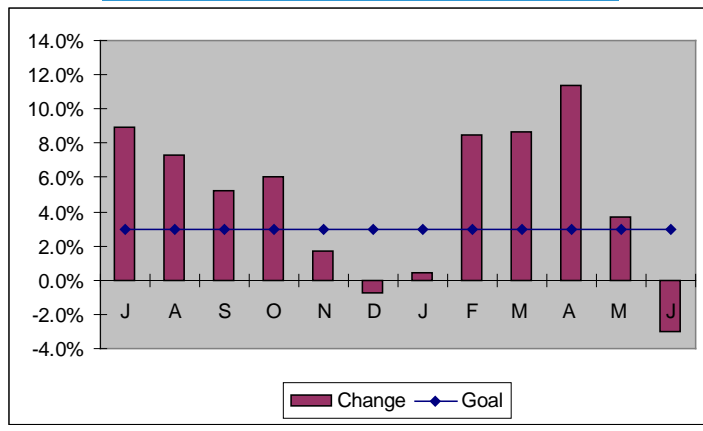
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GOAL: DELIVER RELIABLE PUBLIC TRANSPORTATION SERVICE

- **Performance Goal:** Increase ridership by 3 percent in FY 2007.
- **Goal Met:** Ridership Increased by 4.8 percent

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MONTHLY BOARDINGS
PERCENTAGE CHANGE: FY 2006-07 vs. FY 2005-06



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 Deleted: Ridership is up 3.8 percent for the first half of FY 2006-07 when compared to the previous year, exceeding the performance goal. However, the month-to-month increase trails off toward the end of 2006. (It should be noted that September and December 2006 had one less weekday than September and December 2005, while October 2006 had one more weekday than October 2005.) The drop in the year-to-year ridership for the latter part of 2006 is primarily attributable to the metro-wide student transit pass that began in October 2005. Months prior to October 2006 were compared to a "non student pass" period, while October 2006 forward was compared to months that already had the pass in place. ¶
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 Ridership increases will need to average approximately 2.2 percent for the remainder of the year in order to meet the goal.
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Ridership during FY 2006-07 increased 4.8 percent compared to the previous year, exceeding the 3.0 percent goal. As noted in the table above, the ridership increase fluctuated somewhat from month to month. Some of the fluctuation is due to a problem in the electronic transfer of the ridership data from the buses. The error underreports ridership. This is likely to have affected May and June ridership totals.

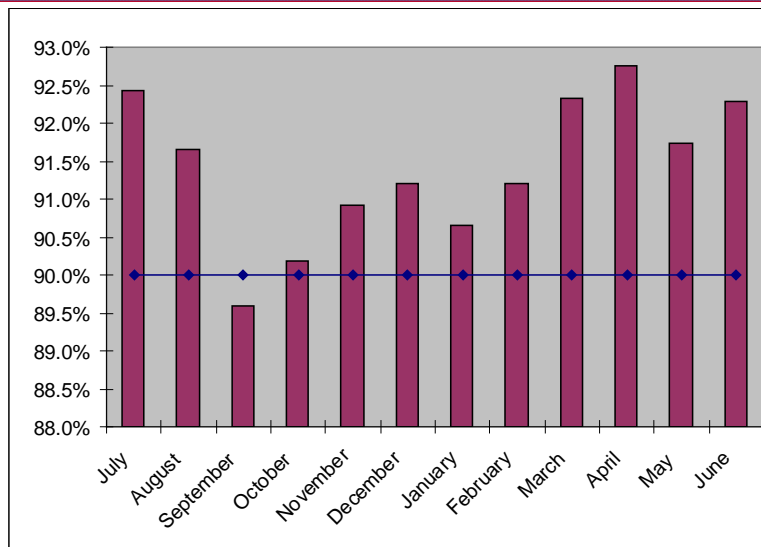
Boardings (counted every time someone boards a bus) are used in this performance goal and is typically used by transit districts around the country; however, it is not always an accurate measure of transit use. In this particular year, for example, the introduction of EmX created a need for a transfer at Springfield Station by some riders. This accounted for an increase in boardings, but not in actual transit use.

Staff are looking at other ridership measures, such as passenger-miles, that could be better indicators of transit use. However, boardings, due to their near-universal use by transit districts around the country, would continue to be used for purposes of comparability.

System productivity is measured as the number of boardings per scheduled service hour. Due to the significant ridership increase, the goal was exceeded in FY 2006-07. The comparisons to the previous year closely track monthly ridership.

- **Performance Goal:** Reach and maintain on-time performance of 90 percent at key timepoints system-wide.
- **Goal Met:** On-time performance was 91.4 percent.

FY 2006-07 ON-TIME PERFORMANCE
PERCENTAGE OF BUSES THAT ARE NOT EARLY AND NO MORE THAN 4 MINUTES LATE



Schedule adherence is an important measure of the reliability of the transit system. A bus is considered on time if it is not early and no more than four minutes late. The measure is calculated at "key timepoints" throughout the system. For the year, the average on-time performance was 91.4 percent, exceeding the 90 percent goal. The performance dip in September and October is likely caused by system disruption resulting from service changes and ridership impacts associated with the start of fall service.

GOAL: DEVELOP INNOVATIVE SERVICES THAT REDUCE DEPENDENCY ON THE AUTOMOBILE

- **Performance Goal:** Increase peak-hour transit ridership on congested corridors by 2 percent per year.
- **Data Not Available:** Traffic data collected infrequently.

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The 90 percent goal for on-time performance at key timepoints was achieved during the first half of FY 2007. In addition, on-time performance is improved compared to last year. Addressing schedule adherence problems was a priority for early 2006. ¶

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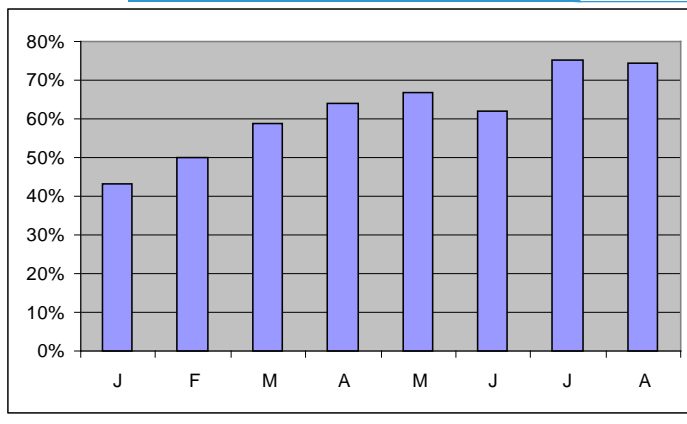
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Data needed to measure this performance objective has not been collected in recent years. LTD will be working with the cities and LCOG to collect data.

- **Performance Goal:** Increase ridership on the Franklin EmX by 10 percent in the first year of operation, when compared with ridership on the #11 Thurston prior to EmX.
- **Goal Met:** EmX ridership is has exceeded #11 ridership by about 60 percent.

EMX AVERAGE WEEKDAY RIDERSHIP INCREASE
PERCENT INCREASE: EMX VS. #11 THURSTON



Franklin EmX service began in January 2007. Ridership on the EmX service has far exceeded expectations. In fact, the 20-year ridership projections have been exceeded. The table above shows average weekday ridership increases for EmX compared to the #11 service that it replaced. These numbers are adjusted to correct for the added boardings created by the transfer between EmX and the #11 route at the Springfield Station. The ridership increase has grown over the first eight months of EmX service. Note that the increase for July and August is due to the fact that summer ridership on EmX has dropped off less that ridership did on the #11 route, not due to an absolute ridership increase.

A more complete EmX ridership analysis will be provided in Fall 2007.

- **Performance Goal:** Increase the number of "choice riders" (those who could have used automobiles for their trip) by 1 percent per year.
- **Data for FY 2006-07 Not Available:** The next on-board survey will be conducted in the 2007-08 year.

This data is collected as part of either market area studies or system-wide on-board surveys. The Market Area Study primarily surveys non-riders while the On-Board Survey is solely riders. The 2003 Market Area Study indicates that 63 percent of those who indicated that they ride LTD either had a car available for their trip or chose not to have a car. This is up from 46 percent in the 1998 Market Area Study.

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Information for weeks two and three of service (passenger counters were not operating correctly the first week) is shown above. Boardings along the corridor are up approximately 44 percent, far exceeding the ten percent goal for the first year of the service. Note that in order to yield an accurate comparison, ridership for EmX was adjusted to eliminate additional boardings that resulted from transferring riders from the #11 Thurston at the Springfield Station. ¶

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While these numbers are preliminary and may "settle down" over time, they are extremely encouraging. Particularly encouraging is that week three ridership (a 48 percent increase) is considerably stronger than week two ridership (a 39 percent increase). If these numbers hold, the service will have met the 20-year goal of a 40 percent ridership increase in its first year of operation. ¶

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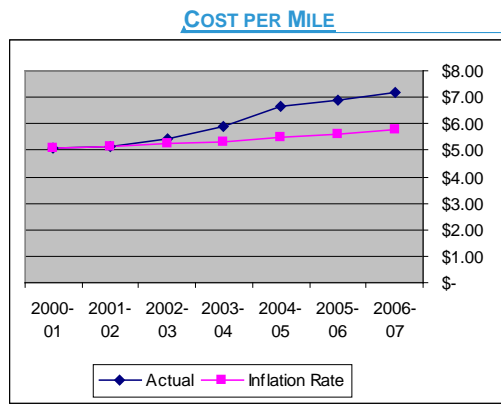
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Results of the On-Board Survey show that, in 2004, 62 percent of trips were taken by riders who had a car available for their trip (44 percent) or shared a car with someone in the household (18 percent). This indicates that only 38 percent of riders had no car available for the trip they were taking. This is an increase from the 1999 On-Board Survey; which indicated that 13 percent had a car available, 37 percent would get a ride or use a bicycle, and a full 50 percent had no car available.

GOAL: MAINTAIN LTD'S FISCAL INTEGRITY

- **Performance Goal:** Maintain or lower the current cost per mile (with adjustments for inflation).
- **Goal Not Met:** Cost per mile increased faster than the inflation rate.



Cost per mile is calculated on an annual basis. Shown above are the figures for the last six years. For this past year, the cost per mile increased 4.3 percent, while the inflation rate was 3.2 percent. These figures are consistent with previous years that show cost per mile increasing at a faster rate than inflation. This is due to several factors: First, increases in traffic congestion have resulted in longer travel time for buses, requiring greater cost to cover the same route; second, some operating costs, such as fuel and employee benefit costs, have outstripped inflation.

It is important to have a performance measure that tracks cost for providing service. However, this particular measure may not be the best indicator of the District's performance in this area since variables beyond the District's control, such as fuel costs, can play a major role in determining whether the goal is met. Staff will seek to identify other measures which address service cost efficiency, but are less impacted by external factors.

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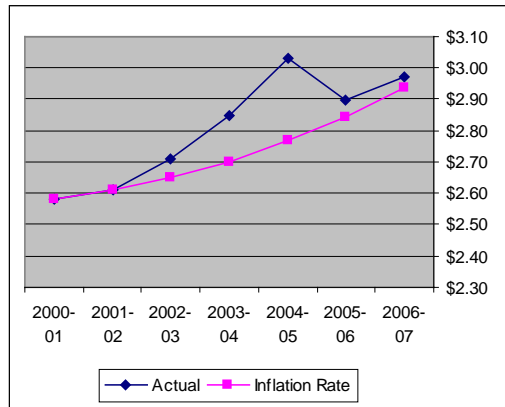
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- Performance Goal: Maintain or lower the current cost per boarding (with adjustments for inflation).
- Goal Met: Cost per Boarding did not increase as fast as inflation

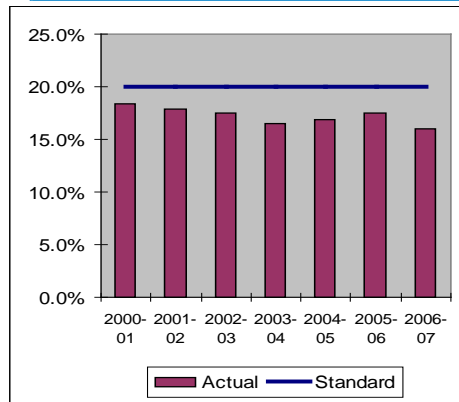
COST PER BOARDING



Cost per boarding is calculated on an annual basis. The cost per boarding did not increase as fast as inflation in FY 2006-07, thanks to a high increase in ridership that outstripped cost increases.

- Performance Goal: Maintain administrative overhead expenses to no more than 20 percent of the General Fund budget.
- Goal met: Administrative overhead was 16.0 percent in FY 2006-07 (pre-audit number)

ADMINISTRATIVE OVERHEAD: FY 2006-07



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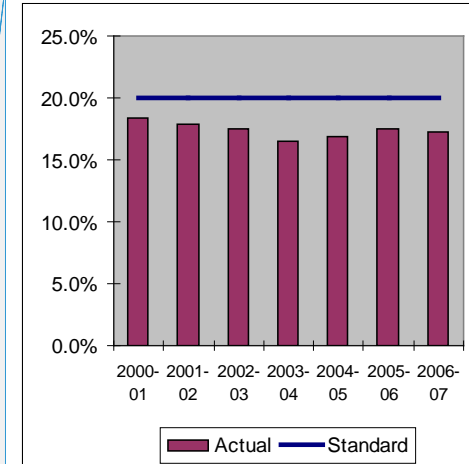
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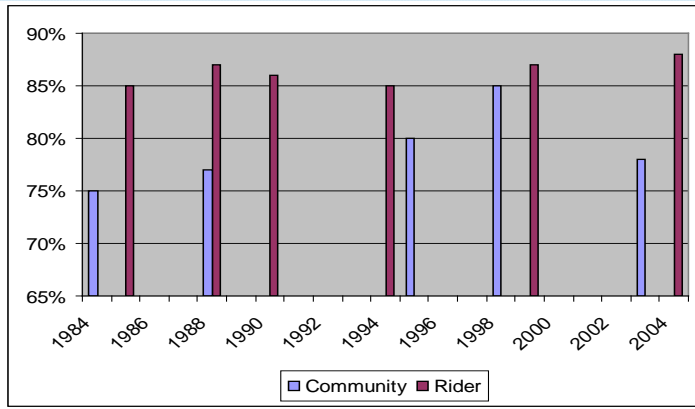
Administrative overhead, which includes costs for marketing, planning, and administration, is calculated on an annual basis. Overhead costs, as a percentage of the operating budget, have remained well under the 20 percent performance goal in each of the last seven years. The figure for FY 2006-07, 16.0 percent (pre-audit estimate), is the lowest during this seven year period.

- **Performance Goal:** Obtain unqualified annual independent audits.
- **Data Not Available:** The audit report will not be completed until October 2007.

GOAL: PROVIDE LEADERSHIP FOR THE COMMUNITY'S TRANSPORTATION NEEDS

- **Performance Goal:** Maintain or improve "good to excellent" ratings on LTD rider and community surveys.
- **Data for FY 2006-07 Not Available:** The next on-board and community surveys are planned within the next two years.

GOOD OR EXCELLENT" RATINGS OF LTD



Rider data is collected using an on-board survey, while community surveys have normally been telephone surveys. Rider and community surveys are typically conducted every four to six years, with the last community survey conducted in 2003 and the last rider survey conducted in 2004. A rider survey is planned for FY 2007-08, while the next community survey is scheduled for FY 2008-09.

The graph above shows the results of ratings for LTD from previous rider and community surveys. The rating given by riders does not show significant variation during this period, with ratings between 85 and 88 percent. The community survey responses show greater variation, with ratings ranging between 75 and 85 percent. It should be noted that the highest community "good to excellent" rating was in 1998 in a survey taken about the time that the Eugene Station was opened.

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- ❑ **Performance Goal:** Maintain or increase staff and Board involvement on key local committees.
- ❑ **Goal Met:** LTD Board now represented on the LCOG Board, while all other existing Board involvement activities have been maintained.

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LTD staff and Board members have remained active in key local committees and organizations. This has included coordination with partner agencies, involvement with business groups, and participation on special committees. An added community connection was made this year: an LTD Board member was invited to participate with the Lane Council of Governments Board in an "ex-officio" capacity. The Board has also initiated a process to have greater LTD presence at neighborhood group meetings.

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GOAL: DEVELOP A WORKPLACE ENVIRONMENT THAT ALLOWS EMPLOYEES TO SUCCEED

- ❑ **Performance Goal:** Reduce negative employee turnover.
- ❑ **Goal met:** Negative employee turnover (leaving voluntarily, excluding retirements) decreased from 2.5 percent in FY 2005-06 to 2.1 percent in FY 2006-07

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EMPLOYEE TURNOVER

	Including Retirement	Excluding Retirement	
		Voluntary	Involuntary
2005-06	7.6%	2.5%	3.2%
2006-07	6.7%	2.1%	1.3%

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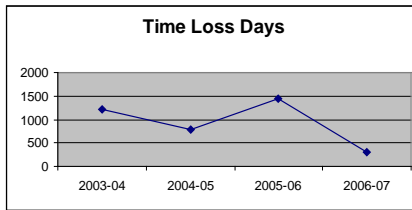
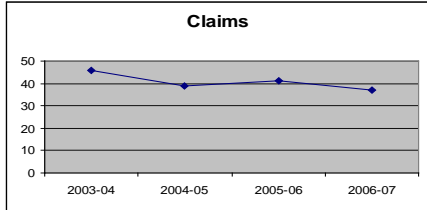
Employee turnover is a common measure of employee satisfaction. LTD has historically had very low turnover, as many employees work most or all of their career at LTD. The table above shows employee turnover broken out by various categories. For employees who did not retire, the table indicates whether they left the District voluntarily or involuntarily (terminated). All the turnover numbers were lower in FY 2006-07 than in the previous year.

- ❑ **Performance Goal:** Improve workplace safety by reducing the number of accidents, time loss days, and total cost of accidents.
- ❑ **Goal Met:** All three of these measures showed a reduction in FY 2006-07

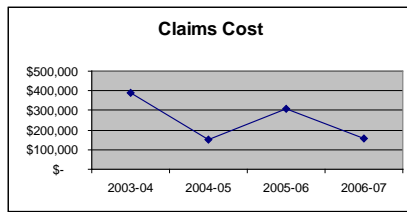
LTD strives to be an injury free workplace. An aggressive approach to accident prevention was started in 2006. A key focus of this program is to reduce incidents, which, in turn, reduces the frequency and severity of accidents. The data below measures the occurrence of accidents (claims), the severity of the accidents (time loss days), and the cost of claims. All measures showed improvement in FY 2006-07.

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- **Performance Goal:** Improve workplace morale as measured by internal opinion surveys.

- **Goal Met:** Surveys show positive results.

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There have been two primary opinion-oriented surveys conducted by LTD in the past two years. The first was an audit of the internal communications processes, conducted by The Ulum Group. Employees who responded to the survey believe that communications, as a whole, work well at LTD.

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The Diversity Council contracted with an independent survey firm to conduct a comprehensive survey intended to measure the climate at LTD around workplace diversity. Several questions related to job satisfaction. [In general, employees related a fairly high degree of job satisfaction.](#)

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AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: BOARD CALENDARS

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

ACTION REQUESTED: Discussion of Board member participation at LTD and community events and activities

BACKGROUND: Board members are asked to coordinate the Board Activity Calendars with their personal calendars for discussion at each Board meeting. Updated Board Activity Calendars are included with this packet for Board members.

Please contact Jo Sullivan with any changes in your availability for LTD-related meetings and events, or to provide your fall and winter vacation dates.

In addition, the two-day Board Strategic Planning Work Session has not yet been scheduled. If you have not submitted dates that you are available to attend the work session, please submit these dates to the Clerk of the Board at tonight's meeting.

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 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 September 19, 2007:

1. Minutes of the May 16, 2007, Regular Board Meeting
2. Minutes of the June 11, 2007, Special Board Meeting
3. Minutes of the June 20, 2007, Regular Board Meeting
4. Minutes of the July 18, 2007, canceled Regular Board Meeting
5. Minutes of the August 15, 2007, canceled Regular Board Meeting
6. FY 2007-08 Disadvantaged Business Enterprise Policy and Program

ATTACHMENTS:

1. Minutes of the May 16, 2007, Regular Board Meeting
2. Minutes of the June 11, 2007, Special Board Meeting
3. Minutes of the June 20, 2007, Regular Board Meeting
4. Minutes of the July 18, 2007, canceled Regular Board Meeting
5. Minutes of the August 15, 2007, canceled Regular Board Meeting
6. Resolution No. 2007-030, A Resolution Revising DBE Policies and DBE Affirmative Action Program

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

LTD Resolution No. 2007-029: It is hereby resolved that the Consent Calendar for September 19, 2007, is approved as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: BOARD COMMITTEE APPOINTMENTS

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: The Board president will make appointments to fill committee vacancies.

BACKGROUND: With Susan Ban's resignation from the Board of Directors, some committee and community assignments will need to be filled. At the September 19 meeting, Board President Gerry Gaydos will make the following assignments:

1. Human Resources Committee Member
2. Metropolitan Policy Committee Alternate

A copy of the most recent committee membership list is attached for the Board's information.

ATTACHMENT: LTD Board Committees and Special Assignments

PROPOSED MOTION: None



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

(541) 682-6100
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CONSENT CALENDAR ITEM

FISCAL YEAR 2007-2008 DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

Prepared by Jeanette Bailor, Purchasing Manager
September 19, 2007

On October 20, 1981, the LTD Board of Directors established by resolution an affirmative action program for disadvantaged business enterprise participation in Department of Transportation or other federal agency financial assistance projects. Since that time, the Board has adopted revised Disadvantaged Business Enterprise (DBE) Policies and DBE Affirmative Action Programs on an annual basis. DBEs are defined as women- and minority-owned business enterprises.

LTD's Board of Directors is being asked to approve the revised FY 2007-2008 goal and program.

Program Components:

- (1) Resolution Revising DBE Policies and DBE Affirmative Action Program
- (2) Fiscal Year 2007-2008 Overview and Goals
- (3) Fiscal Year 2007-2008 Policy Program and Appendices

Attachments: Attached are the Goals and Overview of the revised FY 2007-2008 DBE Policies and Programs. The entire document is being distributed to the Board under separate cover and can be reviewed upon request by any member of the public. Also attached is LTD Resolution No. 2007-030, A Resolution Revising DBE Policies and DBE Affirmative Action Program.

Staff Recommendation: Staff recommend that the Board adopt the attached Resolution Revising DBE Policies and DBE Affirmative Action Program as part of the Consent Calendar for September 19, 2007.

Consequences of Recommended Action: The revised DBE Policy and Program will be submitted to the Federal Transit Administration (FTA) for approval.

DISADVANTAGED BUSINESS ENTERPRISE GOALS & OVERVIEW FISCAL YEAR 2007-2008

Overall DBE Goal: Lane Transit District's overall goal for FY 2007-2008 is 3.83 percent (3.83%) of FTA-funded contracting activities, exclusive of FTA funds to be used for the purchase of transit vehicles.

The estimated total of FTA-funded contracting activities is:

Construction	\$ 410,000
Professional Services	\$2,400,300
Materials, Equipment	<u>\$6,810,480</u>
Total	\$9,620,780

LTD has used a two-step process to establish the overall aspirational goal for DBE participation:

Step 1. Base figures for DBE availability were developed using the Census Bureau's County Business Pattern database and the Oregon Office of Minority, Women, and Emerging Small Business Directory, with DBEs for Lane County selected.

As of December 2005 (the most current census figures available), the number of businesses in Lane County on the attached list of NAICS (North American Industry Classification System) codes is 522. There are 20 DBE businesses in the same NAICS code categories, as shown in the attached listing of DBE businesses.

The percentage based on the above figures is 3.83 percent. External data has been used to develop this goal. The State of Oregon Department of Transportation has hired a consultant firm which is currently conducting a statewide disparity study. Rather than conduct our own study that would duplicate their efforts, we will be utilizing the data they gather from the study. The final report is expected by October 31, 2007, at which time contract specific race and gender conscious goals will be reviewed.

Step 2. Historically, the goal achieved has ranged between 2 percent and 14 percent, with a 4 percent average. The goal achieved is related directly to the number of construction projects and opportunities for professional services. These historical figures are all related to contracts that have utilized a contract goal. LTD typically does not get any DBE participation on contracts that are federally funded without assigning a goal to the contract. Occasionally the goal is not met.

From the above data, a goal has been set at 3.83 percent. The District will meet the maximum feasible portion of its overall aspirational goal by using race-neutral means of facilitating DBE participation. It is estimated that, in meeting the stated overall aspirational goal, 3.83 percent will be obtained from race-neutral participation. The District uses the following race-neutral measures to increase DBE participation:

- Review of types and numbers of contracts projected that will use FTA funds, configuring large contracts into smaller contracts when feasible. Identify components of work that represent subcontracting opportunities and identify the availability of DBE subcontractors.
- Provide technical assistance in orienting small-business-to-public-contract procedures.
- Make available for use by prime contractors a directory of DBEs that has been compiled by the Oregon Office of Minority, Women, and Emerging Small Business.
- Notify community organizations, general contractors groups, and those agencies knowledgeable about dispersing contract availability to DBEs.

LANE TRANSIT DISTRICT

RESOLUTION NO. 2007-030

**A RESOLUTION REVISING DBE POLICIES AND
DBE AFFIRMATIVE ACTION PROGRAM**

THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

WHEREAS, the LTD Board of Directors established by resolution an Affirmative Action Program and Disadvantaged Business Enterprise (DBE) Policy and adopted the same on the 20th day of October 1981; and

WHEREAS, LTD is required by 49 CFR Part 26 (formerly administered under 49 CFR Part 23), as amended, to maintain a policy statement giving DBE firms the maximum opportunity to participate in the performance of contracts financed in whole or part by the Department of Transportation (DOT) or other federal agencies; and

WHEREAS, LTD adopts new DBE policies and program on an annual basis; and

WHEREAS, said policies and program require amendment to comply with updated regulations; and

WHEREAS, the attached policies and program previously were amended to FY 2006-2007 DBE Policies and DBE Affirmative Action Program;

NOW, THEREFORE, BE IT RESOLVED that the FY 2007-2008 DBE Policies and DBE Program, copies of which are attached to and hereby made a part of the Resolution, are adopted.

September 19, 2007
Date

Board President



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

(541) 682-6100
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MONTHLY DEPARTMENT REPORTS

September 19, 2007

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

METROPOLITAN PLANNING

Metropolitan Policy Committee (MPC)/Transportation Planning Committee (TPC): The MPC met on July 12, August 9, and September 13. At the July 12 meeting, MPC appointed new members to the Citizen Advisory Committee; adopted amendments to the FY 2006-09 Metropolitan Transportation Improvement Program (MTIP), including several LTD amendments; held a public hearing on the FY 2008-11 Draft MTIP; and discussed the status of the environmental consultation on the Draft Regional Transportation Plan (RTP).

At the August 9 meeting, MPC adopted the FY 2008-11 MTIP; discussed elements of the Regional Transportation Plan (RTP); received a presentation on the MPO's 'e-MPO' website development; received a report from Program Coordinator Lisa Van Winkle on the Smart Routes to School program, including local applications for funding through that program; and received an update from ODOT on the agency's MPC representatives.

At the September 13 meeting, MPC will be considering an amendment to both the FY 2006-09 and FY 2008-11 Metropolitan Transportation Improvement Programs (MTIP), adding a grant received from FTA for use on the West Eugene EmX Extension project, holding a public hearing on the draft Regional Transportation Plan (RTP), and discussing the Oregon MPO Consortium (OMPOC) draft legislative agenda in preparation for the OMPOC Summit that is scheduled for October 12 and 13.

PROJECT DEVELOPMENT

West Eugene EmX: Staff have been working with LTD's environmental consultants to prepare for initiation of the process to develop an Environmental Impact Statement (EIS) for the West Eugene EmX Extension project. A Notice of Intent to proceed with the development of the EIS has been sent to the FTA who will post the notice in *The Federal Register*. A Resource Agency meeting composed of federal, state, and local agencies having interest in the project is scheduled for Thursday, September 27. A public outreach effort is scheduled for the week of October 8, including two work sessions on the project. At its September 4 meeting, the EmX Steering Committee made appointments to the West Eugene Corridor Committee. The Corridor Committee will begin meeting in late September or early October.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management: Commuter Solutions participated in the Springfield Gateway Development Committee meeting, the Citizen's Advisory Committee field tour focusing on bicycle/pedestrian projects in the MPO area, the Statewide Transportation Options Working Group meeting, and the City of Eugene's People-Powered Festival.

Staff attended the Springfield Area Chamber of Commerce Business After Hours event for the McKenzie Willamette Medical Center.

Group Pass/ETC Programs: Commuter Solutions hosted an Employee Transportation Coordinator (ETC) luncheon in July, with 20 ETCs representing 14 organizations attending.

Eight new businesses have enrolled in the Group Pass Program, providing transit benefits to approximately 200 employees:

- Comfort Suites
- Oregon Medical Group – Country Club Medical Center
- Residence Inn
- Holiday Inn Express Hotel and Suites, Gateway
- Courtyard by Marriott
- Taco Time on Coburg Road
- Taco Time on Gateway Street
- Isler CPA

Employer Programs Coordinator Marcia Maffei conducted a transportation fair at Northwest Community Credit Union and Andy Vobora assisted her with a transportation fair for Northwest Christian College faculty and staff. Marcia also presented information on the Group Pass Program to Golden Temple of Oregon's Green Team and Isler CPA.

Employee transportation surveys were conducted with Organically Grown Company staff and with faculty and staff at Northwest Christian College.

CarPool/VanPool/Emergency Ride Home Program (ERH): Six new work sites and nineteen new commuters have registered for the Emergency Ride Home program.

Smart Ways to School Program (SWTS): Monroe Middle School wrapped up its pilot program that promotes walking and bicycling to school. The campaign kicked off with a walk-to-school event featuring Mayor Kitty Piercy and Eugene Councilor George Poling. The campaign offered students a six-week contest, free bike safety classes, free weekend bike clinics, a map of safe routes to Monroe, and other resources to educate them and encourage their participation. More than 140 students won prizes for using alternative modes of transportation to school, including walking, biking, carpooling, or riding a bus.

School Transportation Project Assistant Lisa Van Winkle served as chair for the Safe Routes to School Advisory Committee, which made recommendations for distributing approximately \$250,000 to Oregon schools in order to promote walking and biking to school through education and encouragement activities. Three local schools, Monroe Middle, Roosevelt Middle, and Veneta Elementary, have applied for funds. Funding decisions will be announced in early September.

More than 50,000 back-to-school flyers have been distributed to public and private K-12 schools describing the free Smart Ways to School services.

Improvements have been made to the look and function of the Smart Ways to School website at www.swts.ltd.org.

The Information Technology (IT) department has automated the SchoolPool input process. This will enable staff to manage the carpool matching service more efficiently.

Student Transit Pass Program (STPP): The Oregon Department of Energy (ODOE) has approved LTD's application to provide the Student Transit Pass Program (STPP) from September 1, 2007 through December 31, 2007. ODOE staff stated that LTD may complete the application process that would allow the program to continue for the rest of the school year--after they obtain administrative rule changes to the Business Energy Tax Credit (BETC) program.

Smart Ways to School and LTD announced the continuation of the Student Transit Pass Program and obtained a favorable editorial in *The Register-Guard* (R-G) and positive media coverage through R-G, KPNW-AM, and KVAL-TV. In addition, several parents and school staff called or e-mailed LTD, thanking the District for continuing the program.

LTD has received reimbursement through the BETC program from the Oregon Department of Energy for the Student Transit Pass Program during the 2006-07 school year.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Shelter Replacement: A new sandblasted glass art design was installed at a shelter serving the UO at Franklin Boulevard and Onyx Street. Other standard shelter installations are proceeding around the community.

Pioneer Parkway EmX: Staff are currently working with PB Americas to finalize the design contract for the Pioneer Parkway Corridor. Early work items that are currently being completed are the base map and stations.

Gateway Station: Design work is about 30 percent complete. Staff have tested the bus movements for the station design and now the platform dimensions will be finalized.

SERVICE PLANNING, ACCESSIBILITY, AND MARKETING

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

Service: Preliminary meetings of the Service Advisory Committee (SAC) have begun and staff are working on the winter bid and Annual Route Review (ARR) processes. Service Planning staff have been trained in upgraded scheduling software that will enhance their ability to manage the scheduling of bus service. The Board Service Planning and Marketing Committee was briefed on the need to accelerate a part of the ARR approval process in order to meet the June implementation of service changes designed to serve the new RiverBend Hospital. This will mean earlier open houses and public comment sessions before the Board.

Media: Coverage included pieces on the student pass program, labor negotiations, EmX West Eugene work, and the analysis of Florence bus service. Purchased media for this fall includes promotion of the Rider's Digest, football shuttle service, and back-to-school information. A direct-mail postcard will be mailed to everyone within a half mile of the EmX corridor as a reminder to be safe when crossing EmX bus lanes. As part of this safety message, full-page ads will appear in the UO *Daily Emerald* in early October.

New advertising agency contracts have been signed. Funk/Levis and Associates will be the District's new advertising agency, while The Ulum Group will continue to assist with public relations activities. Meetings with agency staff will occur in September, and the first order of business will be the development of an updated marketing and public relations plan.

Events: The busy summer has transitioned into a busy fall. The Lane County Fair provided good exposure, and this will be followed by LTD taking part in the Eugene Celebration, Fiesta Latina, and of course UO football. The first football game resulted in ridership of nearly 11,000, which is above average for a pre-season game and well above average for the seasonal average ridership. In addition, staff have been promoting LTD at IntroDucktion at UO and new student orientation at Northwest Christian College, and will be present the first days of class at UO when the trip-planning trailer will be positioned near 13th Avenue and Kincaid Street.

Back to School: The Rider's Digests are hitting the streets. This year's edition was on schedule and looks great. Station signage and bus stop information are being updated and will be ready for installation during the week of September 16.

Bus Graphics Upgraded: The process of updating the logo graphics and striping on thirty-nine 300-series buses and five 770-series buses is underway. The new logos now match the logos placed on LTD's newest buses, and over half of the fleet will have this new look when completed this month. The District's newest 60-foot hybrid buses will have a similar graphics package installed when they arrive and staff have had an opportunity to finalize the artwork.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services currently has three Requests for Proposals available, including Mental Health and Homeless Transportation; Florence Rhody Express and ADA Transportation Services; and Travel Training and Transit Host Services. All proposals are due in early October. The Mental Health and Homeless Transportation contract currently is held with White Bird Clinic; the Florence Services contract currently is with River Cities Taxi; and the Travel Training and Transit Host contract is with Alternative Work Concepts.

LTD has selected and purchased scheduling engine software for the RideSource Call Center and hired Ethan Nelson, an Information Technology consultant who has worked with LTD on other projects. Ethan will be doing programming and additional software design work to build the communication interface between the Call Center and local service providers.

Human Services Transportation Specialist, Rand Stamm, recently visited the Medicaid brokerage located in Spokane, Washington. This brokerage call center is operated by the RideSource Call Center provider Special Mobility Services. The visit gave Rand a first-hand look at a full service brokerage. This visit was followed by a two-day Oregon brokerage manager's workshop in The Dalles.

Congratulations to Accessible Services Program Coordinator Susan Hekimoglu who recently earned the designation of Certified Community Transit Manager (CCTM) following a 96-hour course and a 4-hour proctored exam that covered many aspects of smaller community transit management.

Nelson/Nygaard Consulting Associates, specialists in transit and multi-modal transportation planning, has been contracted to provide the 2008 update of the Coordinated Human Services Transportation Plan. The consultants will attend the October meeting of the Accessible Transportation Committee to present their initial findings.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

Retirement and New Hires: The Transit Operations department has been hosting a lot of retirement parties this summer. Several long term employees retired recently, including Ron Andersen, Tim Dennis, Betty Raz, Gary Taylor, Gloria Turcotte, Richard Ries, Craig Crosby, Del Allred, Glenn Jones, Jim Seville, and Dorothy Libby. Several other employees have indicated that they will also be retiring soon.

With employees retiring and leaving for other reasons, LTD is doing a lot of hiring. The Transit Operations Training division has been going non-stop to ensure that new operators and EmX operators are trained—in addition to keeping up with other training demands. LTD has hired 26 new operators this year and will be hiring more after the first of the year.

United Way Loaned Executive: LTD has once again provided a Loaned Executive (LE) to the Lane County United Way Campaign. Margaret Lead is a former LE and a current LTD bus operator who is excited to contribute her services to United Way. LTD are also very excited for Margaret and know that she will represent the District and United Way very well.

THE OLYMPIC TRIALS

The 2008 Olympic Trials are approaching fast and preparation is well underway. There have been several meetings to coordinate service and manage security. LTD is working with other community stakeholders to ensure a successful event.

MAINTENANCE

George Trauger, Director of Maintenance

New Articulated Bus Build: The new articulated bus build is going well. The first bus arrived the week of August 26, and the second arrived shortly thereafter. Buses were shipped without radios; however, a Siemens representative reviewed radio installation and made sure that the system components were functioning correctly. The director is working to have those buses ready for Fall Bid and has a contingency plan in case the in-service date is delayed.

Bio-diesel Use: The department began using the 10 percent mix the week of August 26. To prepare for the change, older vehicles had the fuel filters replaced. The plan is to increase the mix from 10 to 20 percent, and, if no major problems are encountered, 20 percent bio-diesel could be used throughout the fleet.

A/C Certification: Four mechanics successfully completed A/C certification, thereby increasing the number of mechanics certified for A/C work to 13. This greatly improved our capability to maintain all A/C units in the fleet this past summer.

New Employees: A new general service worker began work on August 6, and a new mechanic is going through the hiring process at this time.

New Graphics for 2003 Gillig Buses: The graphics arrived for the new striping on the 300 series buses and were installed the week of September 3.

**FINANCE AND INFORMATION
TECHNOLOGY**

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Carol James, Accounting Manager

(There will be no Finance Report this month.)

PURCHASING

Jeanette Bailor, Purchasing Manager

Requests for Proposals are currently out for shelter cleaning services, Community Transportation Services for Florence-Rhody Express, Metro Mental Health and Homeless Transportation Services, and Fixed-Route Transit Host and Training Services. Contracts were awarded in August to Ulum Group for marketing communications and to Funk/Levis and Associates for advertising services.

The FY 2007-2008 Disadvantaged Business Enterprise Program has been updated. This process is completed annually and is outlined in detail in an attachment to the Consent Calendar.

HUMAN RESOURCES

Mary Adams, Human Resources Director

Health Care: The Joint Insurance Committee reviewed and approved the Request for Proposal (RFP) for renewing LTD's health care plans. The RFP will be posted in September with a closing date of October 1. The Committee will review quotes in early October and select the carrier for 2008. A small premium increase is anticipated for 2008.

The Wellness Committee's August theme was "Healthy Eating," and consisted of educational materials promoting healthy eating, and culminating in a Healthy Eating Awareness Day on August 22. Over 100 employees stopped in to sample healthy foods and liquids and to view displays of healthy food choices.

Selection and Hiring: Hiring remains brisk. In August eight new bus operators were interviewed and selected for a new class starting on September 17. In addition, Mary Archer was selected as LTD's new transit development planner, replacing Anita Yap. Dave Musgrove was selected as the Human Resources administrative secretary and Tim Blankenship was hired as a journeyman mechanic. Openings for two journeyman mechanics and eight more bus operators are currently posted.

Labor Contract Negotiations: A bargaining session was held on August 17, at which time parties determined that a mediator would be helpful in advancing future discussions. A request for mediation services will be made through the State of Oregon's Employment Relations Board.

Other Activities: LTD hosted the quarterly meeting for the Washington State Transit Association Human Resources Round-table. Usually meeting in Washington, the members traveled to Eugene to view EmX and to hear what LTD is doing concerning employee growth and development. Fifteen Human Resources professionals representing twelve transit districts attended.

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September 19, 2006

Mayor Kitty Piercy and City Council
City of Eugene
777 Pearl Street, Room 105
Eugene, Oregon 97401-2793

Dear Mayor Piercy and City Councilors:

Lane Transit District has been following with interest the discussions regarding redevelopment proposals for the West Broadway area of downtown Eugene. Given the important link between transportation and land use, any major development proposal, and especially one that affects such a critical area as downtown Eugene, warrants our attention.

A strong and healthy downtown is very important to transit. LTD service, like most transit systems in the country, has a radial route structure that is focused on the city center. Therefore, transit service to employees and visitors of the downtown area is more convenient and attractive than transit service provided elsewhere in the community.

We strongly support the proposed redevelopment of West Broadway and encourage the City to take the necessary action to allow the redevelopment to proceed. We are most supportive of redevelopment of the entire two-block footprint under consideration, rather than a more limited redevelopment of a portion of that area. The larger redevelopment is of sufficient magnitude that it would act as a catalyst for improvements in other areas of downtown. A smaller-scale redevelopment may not accomplish that.

We are generally supportive of the recommendations that have been developed by the West Broadway Advisory Committee. We would like to see the development be designed to have a mixture of uses, provide a variety of residential choices, promote the use of alternative modes, and encourage placement of local businesses. Our only hesitation is that the conditions placed on the development should not be so restrictive that the developer cannot respond to market forces. The development must succeed financially in order for it to succeed as a catalyst for downtown revitalization.

Please note that our support of transit-oriented development in downtown Eugene does not constitute a position on the Downtown Urban Renewal Plan Amendment ballot measure to be voted upon this November.

Thank you for this opportunity to offer our perspective on this important issue.

Sincerely,

Gerry Gaydos
President, Board of Directors

GG:SV:js

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: ELECTION OF BOARD VICE PRESIDENT

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

ACTION REQUESTED: That the Board elect a vice president to fill the remainder of a two-year term ending July 1, 2008

BACKGROUND: In accordance with ORS 267.120(1), the Board of Directors must elect from among its members, by majority vote, a president, vice president, secretary, and treasurer, to serve two-year terms beginning and ending on July 1 of even-numbered years. Elections were held in June 2006 for terms ending June 30, 2008.

The current officers are Gerry Gaydos, president; Susan Ban, vice president; Dean Kortge, secretary; and Debbie Davis, treasurer. Susan Ban has submitted her resignation from the LTD Board to the governor, effective September 30, 2007. Therefore, the Board is asked to elect a member to fill the current term of the office of vice president.

ATTACHMENT: None

NOMINATION: I nominate _____ to fill the unexpired term of Board vice president, beginning October 1, 2007, and ending July 1, 2008. (Nominations do not require a second.)

After closing the nominations, the presiding officer will take the vote on each candidate by either roll call or voice vote.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: EmX STEERING COMMITTEE CORRIDOR COMMITTEE APPOINTMENTS

PREPARED BY: Tom Schwetz, Director of Planning and Development

ACTION REQUESTED: None. Information Only.

BACKGROUND: With EmX projects now focused on two geographically separated areas (Pioneer Parkway and West Eugene), at its March 21, 2007, meeting the LTD Board directed the EmX Steering Committee to appoint two corridor-focused subcommittees in order to enable the discussion of more detailed planning and design issues for both the West Eugene EmX Extension and the Pioneer Parkway projects.

Staff developed recommendations on specific appointments to each committee. At its September 4 meeting, the EmX Steering Committee took action to appoint members to each committee. The Steering Committee's appointments, and summary of expected committee responsibilities, are provided below.

Committee Responsibilities:

The EmX corridor committees are charged with providing direction and comment on the development of a specific EmX corridor.

The issues to be considered by the corridor committees in development of the EmX corridors will vary by location and stage of project development; however, they may include:

- General alignment for the BRT route (streets to be used)
- The general conceptual alignment for BRT within the corridor (e.g., median versus curbside transit facilities)
- BRT station locations
- Locations of new traffic signals and other intersection controls
- Property acquisition
- Landscaping
- Integration of BRT with traffic access and circulation along the corridor
- Integration of BRT with possible broad or conceptual land use changes along the corridor

The corridor committees would address issues as directed by the EmX Steering Committee. The recommendations of these committees would be forwarded to the EmX Steering Committee and the LTD Board.

Corridor Committee Membership:

Staff recruited representatives from neighborhood groups, property owners, and businesses along the two corridors. For West Eugene, staff also heard from people with interests, including environmental and design, and feel that these will be positive perspectives to have represented within the Committee. Recruitment was accomplished through a variety of methods; including press release, and direct contact with individuals and organizations who have expressed interest in participating on the committee.

Staff recommend the individuals listed in Tables 1 and 2 for Board consideration.

Project Duration and Corridor Committee Meeting Schedule:

While the corridor committees will meet on an as-needed basis, it is expected that they will meet at least monthly. Meetings will last approximately two hours and will be scheduled to accommodate members' schedules to the extent possible.

ATTACHMENT: Appointments to West Eugene and Pioneer Parkway Corridor Committees

Table 1: Appointments to the West Eugene Corridor Committee

Representation	Name	Company
EmX Steering Committee/LTD Board	Greg Evans	Lane Community College
EmX Steering Committee/LTD Board	Gerry Gaydos	Gaydos, Churnside & Balthrop, P.C.
EmX Steering Committee	Steve Gordon	
EmX Steering Committee/Eugene City Council	Councilor George Poling	
EmX Steering Committee	Commissioner Peter Sorenson	
LTD Board	Dean Kortge, PhD	Pacific Benefit Consultants, Inc.
Active Bethel Citizens Representative	Eric Stillwell	
Churchill Neighborhood Representative	Will Shaver	
Jefferson/Westside Neighborhood Representative	Garrick Mishaga	
West Eugene Community Organization Representative	Clayton W. Walker	C. W. Walker & Associates, Inc.
Far West Neighborhood Representative	Peter Bungum	
3RT/Resident	Ilona Koleszar	
LTD Accessible Transportation Committee	Ann Angvick	Ulhorn Program
Veneta City Administrator	Ric Ingham	City of Veneta
Eugene City Council	Councilor Chris Pryor	Eugene City Council
Environmental	Rob Zako	1000 Friends
Architectural Design Specialist/Resident	Kari Turner	PIVOT Architecture
Large Business	To be determined	
Local business/property owner	Jim Thomas	Eugene Faith Center
Local business/property owner	Warren Wong	Lane Events Center
ODOT	To be determined	

Table 2: Appointments to the Pioneer Parkway Corridor Committee

Representation	Name	Company
EmX Steering Committee/LTD Board	Debbie Davis	US Bank
EmX Steering Committee/Springfield City Council	Hillary Wylie	
LTD Board	Michael Dubick	
LTD Board	Michael Eyster	University of Oregon
EmX Steering Committee	Tammy Fitch	Wilson-Heirgood Associates
EmX Steering Committee	Dave Jewett	Thorp, Purdy, Jewett, Urness and Wilkinson PC
EmX Steering Committee	Dan Egan	Springfield Chamber of Commerce
Springfield City Council	Councilor Christine Lundberg	
EmX Steering Committee/ODOT	Mike Spaeth	ODOT District 5

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: AUGUST, SEPTEMBER, AND OCTOBER 2007 EMPLOYEES OF THE MONTH

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

BACKGROUND: **August 2007 Employee of the Month:** Bus Operator Cindy Phillips was selected as the August 2007 Employee of the Month. She was hired as a bus operator for LTD in May 1995. Cindy has received the annual Safe Driving Award eight times and has served as a transportation coordinator since 2002. Cindy was nominated by a customer who appreciates her excellent attitude, her willingness to give directions, and the respect she shows to all of her customers.

When asked to comment on Cindy's selection as Employee of the Month, Transit Operations Supervisor Charlett Sessions said:

In addition to earning eight years of Safe Driving awards, Cindy is also involved in the Transportation Coordinator Program and drives the basketball game shuttles during the cold Oregon winters. Cindy is very accommodating and easy going, does not mind giving directions, and is always nice to all of her customers. The rider who nominated Cindy reported that there are some younger 'high-spirited' kids who ride the bus, and Cindy is so nice to them that they behave themselves!

Through all of my observations and contact with Cindy at the District, I have been impressed by the professional service and courtesy she shows her customers and co-workers. Way to go, Cindy!

September 2007 Employee of the Month: Bus Operator Jerry Ambrose was selected as the September 2007 Employee of the Month. He was hired as a general service worker for LTD in April 1996, and became a bus operator in June 1998. Jerry has received the Safe Driving Award seven times and served as an operator instructor from 2001 through 2007. Jerry was nominated by a rider who appreciates his consistent courtesy and recognizes how nicely he treats all of his customers.

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

I was pleased to hear of Jerry's selection as the September Employee of the Month. I have had the pleasure of working with Jerry as both a fellow operator and as his evaluating supervisor. Jerry's thoughtfulness and cheerful personality are qualities that garner him accolades from his co-workers as well as the customers who ride his bus every day.

Jerry not only makes a positive impression with his riders, he has maintained an outstanding safety record as an operator and helped many new bus operators through the intricacies of learning the art of bus driving as an on-route operator instructor.

In a recent chat Jerry shared that, while he has started to pare down some of his extra duties (such as instructing) in anticipation of retirement, he still enjoys his job. This nomination from his passenger is proof that he cares about the service that he provides to our community.

October 2007 Employee of the Month: Bus Operator Mel Morgan was selected as the October 2007 Employee of the Month. Mel was hired as a bus operator for LTD in November 1992. He has received the Safe Driving Award nine times and served as an operator instructor for several years prior to 2001. Mel was nominated by a regular rider who is impressed with the skill Mel demonstrates as he maneuvers his articulated bus through the Lane Community College parking lot. The rider observed that, "In addition to being the consummate professional motor coach operator, Mel exemplifies the best of LTD."

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

It has been my sincere pleasure to work with Mel in several capacities here at LTD. As a new bus operator, Mel was one of those people who was willing to offer help and honest-to-goodness valuable tips to many new operators. I have also worked with Mel as an operator instructor and have had the pleasure of serving as Mel's evaluating supervisor twice. In every capacity and in every situation, Mel is a gentleman. He makes sure to find time to say "Hello" and spend a few moments with almost everyone he contacts. Those are the qualities that have prompted customers to nominate Mel as Employee of the Month or send a compliment to LTD regarding the thoughtful service Mel provides on a daily basis.

Mel has amassed 33 years of bus driving experience at three transit agencies. His willingness to share that experience with his co-workers has made Mel a valuable resource in the Operations department. Mel is also known as a 'workhorse' with the operations supervisors for his willingness to help out when extra manpower is needed. His years of experience have also helped him to develop a keen sense of customer service. One customer stated that Mel's helpfulness to him and his wife "was above and beyond the call of duty."

Congratulations to Cindy, Jerry, and Mel on being selected as the August, September, and October 2007 Employees of the Month!

AWARD: Cindy, Jerry, and Mel will attend the September 19, 2007, meeting to be introduced to the Board and receive their awards.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 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.

Appendix F: West Broadway Advisory Committee Final Recommendations

I. Mix of Uses

Core Recommendations	Qualifications/Elaborations
1. Include multiple uses in each block	<ol style="list-style-type: none"> 1) Emphasize housing, retail, entertainment and office 2) Maximize activity throughout the day and evening for diverse demographic groups
2. Provide as many residential units as feasible.	<ol style="list-style-type: none"> 1) Generate a 24/7 downtown 2) Locate residential units above the ground floor (ground floor Live/work units may only face Charnelton or Olive)
3. Provide as broad of a mix of residential types as possible	Include a mix of housing types: lofts, flats, townhouses, apartments or condos, live/work units
4. Provide as broad of a range of residential options as possible	<ol style="list-style-type: none"> 1) Include a mix of housing options: ownership and rental, affordable and market rate to address all income brackets. 2) Provide units in all income brackets. Suggested ranges are: Affordable (40 – 80% of median income; 20 – 30% of mix); Market Rate for mid income people (40 – 60% of mix); Market Rate for higher income people (20 – 30% of mix).
5. Provide maximum retail coverage on ground floor	<ol style="list-style-type: none"> 1) Retail includes entertainment, cultural and restaurants 2) Create flexible ground floor retail to allow a variety of sizes and configurations 3) Use predominantly inline design to maximize number and diversity of retailers and to activate the street

<p>6. Provide unique entertainment, cultural and retail uses (i.e. not available in regional malls) to serve a growing downtown population and nearby neighborhoods, and provide a draw for the community as well as tourism.</p>	<p>Examples, in order of preference:</p> <ol style="list-style-type: none"> 1) Exceptional dinner restaurants 2) Everyday breakfast/lunch restaurants for residents, office workers 3) Specialty food stores 4) Smaller, McMenamin's style cinema (1-4 screens) 5) Full service late hours newsstand 6) Boutique hotel with ground floor bar/restaurant as anchor on Broadway/ Willamette 7) Smaller pubs, coffee houses, music venues 8) Children's and youth activities (e.g. day care center; schools; teen center) 9) Mid-size grocery store (approximately 25,000 square feet) 10) Arts and gallery spaces 11) Clothing stores 12) Larger Bookstore 13) Pharmacy 14) Hi-tech bowling alley (see Lucky Strike Lanes example) 15) Hardware store 16) Home furnishing stores 17) Multiplex cinema (6 screens or more) 18) IMAX Theatre (tied with 17. above)
<p>7. Provide opportunities for local businesses to locate in project area. (See also transition plan recommendations)</p>	<ol style="list-style-type: none"> 1) Encourage developers to consider a mix of ownership and rental spaces so small businesses and nonprofits can gain real estate equity over time 2) Solicit proposals from local businesses to locate, especially businesses in the grocery/natural foods, entertainment (e.g. art cinema), and retail (e.g. bookstores, hardware) sectors. 3) Provide a range of retail spaces for smaller business
<p>8. Ensure that late-night uses are compatible with nearby residential uses</p>	<ol style="list-style-type: none"> 1) Provide adequate sound insulation, separation of uses, and appropriate size/character. 2) Limit size to smaller venues including performance options
<p>9. Exclude non-contributing uses</p>	<p>Do not provide space for civic or other uses that have restricted hours of operation and which are best located near similar uses or a specific feature like a public plaza.</p>

II. Parking Options

Core Recommendations	Qualifications/Elaborations
1. Maximize use of existing structured parking supply	<ol style="list-style-type: none"> 1) Develop parking plan within 1,000 feet of planning area 2) Provide “Shared Parking” program
2. Reduce minimum parking requirements	Work with developer towards reductions in parking demand at outset and over time
3. Hide new off-street parking	<ol style="list-style-type: none"> 1) Consider underground and/or “embedded” above-grade parking (surrounded by other uses, and not visible from the street) 2) New parking should be level (non-sloped) floors for possible conversion to a future use.
4. Increase use of and incentives for alternatives to auto conveyance	<ol style="list-style-type: none"> 1) Provide free-transit fare in Downtown Plan area 2) Provide attractively designed, secured and covered bike parking in Downtown Plan area 3) Work with LTD to develop additional transit based incentives and support for downtown access
5. Create a “Park Once” District	Create new signs to market/identify parking locations
6. Increase on-street parking	<ol style="list-style-type: none"> 1) Provide “Smart” parking meters within the Downtown Plan area 2) Maximize on-street parallel parking but do not allow on street angled parking 3) Design the streets like West Broadway with as much impulse parking as possible
7. Reduce overall parking demand	<ol style="list-style-type: none"> 1) Provide “Parking Demand Reduction” program within the Downtown Plan area 2) Support a transit oriented development pattern

III. Open Space Options

Core Recommendations	Qualifications/Elaborations
1. Focus on great sidewalks as a primary public open space	<ol style="list-style-type: none"> 1) Design attractive, wide sidewalks (minimum 15 feet on Broadway) 2) Provide public seating, trash receptacles, and other sidewalk furnishings 3) Allow restaurant and café seating on public sidewalks
2. Maintain and enhance alleys as multi-use right-of-ways	<ol style="list-style-type: none"> 1) Uses include service and emergency vehicles, and pedestrian passages 2) Design alleys sufficiently attractive and safe for pedestrian use, including adequate lighting 3) Retain public ownership of alleys and right of ways 4) Maintain all alleys open to the sky as rights-of-way.
3. Enhance Broadway Plaza as an inviting, interesting, flexible public open space	<ol style="list-style-type: none"> 1) Consider changes to the surrounding walls to encourage active uses 2) Consider public art or landscape additions
4. Provide public open space across from the Library	Build an open space across from the library, on the NW corner of Olive and 10th, that consists of extra-deep sidewalks and public seating areas (like Library open space), or a small corner plaza (less than 1/8 city block)

IV. Design Elements

Core Recommendations	Qualifications/Elaborations
1. Support Broadway and Willamette as signature Great Streets of Eugene	<ol style="list-style-type: none"> 1) Create architectural diversity and interest especially at the pedestrian level; 2) Create interesting, inviting streetscape and sidewalk areas 3) Emphasize timeless design with good detailing and appropriate scale
2. Maintain active building facades especially facing Broadway and Willamette	<ol style="list-style-type: none"> 1) Provide consistent, active frontage with maximum glazing and no or minimal setback 2) Include bays, recesses and projections for architectural interest and elements of scale 3) Vary height and massing of buildings
3. Maintain adequate light at the ground level	<ol style="list-style-type: none"> 1) Provide street enclosure, while avoiding “canyon” effect 2) Consider stepped facades or lower heights on the south side of Broadway (minimum 2 stories, prefer 3 stories, with maximum of 5 stories in project area) to maintain solar access. 3) Provide sufficient and attractive night lighting for safety
4. Provide overhangs, awnings or canopies for weather protection and design enhancement	Use high quality materials
5. Provide sustainable building and site design and construction	<ol style="list-style-type: none"> 1) Provide sustainable, energy efficient buildings that meet LEED Criteria for Silver Certification (as minimum) 2) Consider incentives for gold and platinum LEED certified (or equivalent) buildings
6. Provide quality design detailing and materials	<ol style="list-style-type: none"> 1) Provide pedestrian-scaled details 2) Materials should be sustainable and durable. 3) Vary building styles and materials, but maintain quality complementary elements and architectural vocabulary
7. Integrate landscape design with stormwater strategies	Provide attractive landscape design features that address stormwater issues, such as special plantings, native plants, or fountains
8. Honor the context and design of Eugene Public Library on the property that faces the Library	<ol style="list-style-type: none"> 1) Do not allow blank walls to face the library 2) Reference the features and materials of the library but do not duplicate the design

<p>9. Reinforce Eugene history and local design</p>	<ol style="list-style-type: none"> 1) Restore and reconstruct the Center Court and Washburne buildings, incorporating the central features of their historical characteristics in project buildings 2) Consider incorporating existing, or newly discovered, historical features in new construction. New construction could involve a range of options, from emphasis on restorations/reconstruction, to adaptive reuse into new, larger buildings.
<p>10. Consider implementing design review process</p>	<p>Establish Design Review committee for the redevelopment area. Committee should be composed of professionals and nonprofessionals.</p>

V. Business Transition

Core Recommendations	Qualifications/Elaborations
1. Comply with the state and federal law regarding Business Relocation	<ol style="list-style-type: none"> 1) The Uniform Relocation Act (URA) sets standards and procedures for qualifying for and estimating compensation to business in the development area that must relocate: accept those standards and procedures as a starting point. 2) Go beyond the URA by changing the cap on business reestablishment expenses from \$10,000 to \$20,000 for eligible tenants located in the project footprint who are not building owners. (This essentially adjusts the URA limit to reflect purchasing power in 2007 dollars)
2. Use a professional, third-party relocation specialist	<ol style="list-style-type: none"> 1) The consultant should have experience with URA procedures and business cost evaluation 2) The consultant should operate independently from staff or council 3) The consultant should adhere to the standards of the URA and leave any “special adjustments” to the discretion of the City Council
3. Use and, where appropriate, expand existing policies and programs that the City has for economic development to help with relocation	Use City programs providing loan money for business development (e.g., Business Development Fund; Commercial Revitalization Fund)
4. Provide an appeal process, and a process for adjustments to the relocation specialist’s recommendations by the City Council	<ol style="list-style-type: none"> 1) The URA process provides for appeals 2) The City Council should reserve the right and consider going beyond the strict requirements of the law as determined by the relocation specialist on a case by case basis to address unusual circumstances
5. Help businesses outside the redevelopment area that are directly affected by construction disruption	<ol style="list-style-type: none"> 1) The City Council should direct staff in various departments, as appropriate, to reduce business disruption through signage, flexible construction hours (e.g., nights), phasing, etc. 2) The City should consider providing additional advertising and other promotional activities, either directly or through other agents (e.g., Downtown Association) 3) For businesses that experience demonstrable negative financial impacts related to the redevelopment project, the City will use its best efforts, on a case by case basis, to use existing resources and programs to assist impacted businesses with financing needs, space needs, and course of construction impacts.

<p>6. Incorporate into the ultimate development agreements language that provides opportunities for local businesses to locate in the new development.</p>	<ol style="list-style-type: none">1) Include both businesses in the redevelopment area (relocating in the area) and businesses outside the area2) As part of its efforts to (1) get a mix of tenants in the redevelopment area that will encourage retail and other activity, and (2) help businesses and organizations now located in the proposed redevelopment area, the City Council should consider various ways that it might be able to help certain businesses or organizations pay the market rents that the new development will charge. For example, the City might lease part of the new development at market rates and then sublease to certain businesses or organizations at below-market rents.
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AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 19, 2007
- ITEM TITLE:** PRICING OF FLORENCE PILOT BUS SERVICE PROJECT
- PREPARED BY:** Andy Vobora, Director of Service Planning, Accessibility, and Marketing
- ACTION REQUESTED:** Approve the application of the District's direct cost rate for pricing a Florence pilot bus service project.
- BACKGROUND:** Discussions regarding the potential expansion of Lane Transit District service boundaries to include Florence continue to generate interest. The implementation of a pilot bus service project is considered to be an important tool in the analysis of long-term bus service to Florence. Discussions of how to fund a pilot bus service program are underway between City of Florence staff, County Commissioner Bill Fleenor, Three Rivers Casino staff, and other interested parties.
- LTD staff are in the preliminary stages of developing service packages for consideration; however, a key component in determining the costs of these service packages will be the cost per service hour rate LTD will assess. In analyzing the long-term cost of expanding service, it makes sense to utilize the District's fully allocated cost due to the capital needs involved; however, in terms of a year-long pilot project, the use of a lower rate may be reasonable. District staff feel that there is adequate fleet capacity to accommodate a short-term pilot project and that the long-range potential for adequate payroll tax funding allows the District to provide service without taking resources generated within the current District boundary.
- LTD staff recommend the use of the District's direct service cost rate for the development of costs associated with Florence bus service packages.
- ATTACHMENTS:** None
- RESULTS OF RECOMMENDED ACTION:** Staff will complete a list of service package options and present the cost of these packages using the direct cost rate. The City of Florence will evaluate these costs and, if funding can be secured, LTD will pursue an intergovernmental agreement to provide a bus service pilot project.
- PROPOSED MOTION:** I move approval of LTD Resolution 2007-032: It is hereby resolved that the Lane Transit District Board of Directors approves the application of the LTD direct cost rate for the development of costs associated with a Florence bus service pilot project.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 19, 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 six 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. **Joint Meeting with Springfield City Council/Special LTD Board Meeting:** The LTD Board and Springfield City Council will hold a joint meeting on Monday, October 22, at 6:00 p.m. at Springfield City Hall. Work session items will include an overview on LTD ridership; updates on the Gateway Station and Pioneer Parkway EmX; and a discussion regarding Glenwood redevelopment.
 - C. **Joint Meeting with Eugene City Council/Special LTD Board Meeting:** The LTD Board and Eugene City Council will hold a joint meeting on Monday, November 26, at 5:30 p.m. at Eugene City Hall. Work session items will include discussion of the West Eugene EmX Corridor planning process, and updates on EmX performance and LTD service and ridership. Other agenda items will include Walnut Station/Franklin EmX planning and transportation demand management efforts.
 - D. **Franklin EmX Lessons Learned:** Internal research has now been completed concerning Franklin EmX corridor planning and implementation. Discussion with the Board about what worked well and what could be improved in the implementation process of the Pioneer Parkway EmX corridor will be scheduled for a future meeting.
 - E. **West Eugene EmX:** The Board will be provided periodic updates on planning efforts related to a possible West Eugene EmX route.
 - F. **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.

- G. **Student Transit Pass Program**: This fall the Board will be asked to adopt a group pass rate for the student transit pass program.
- H. **Pioneer Parkway EmX Design and Budget**: The Board will periodically review the Pioneer Parkway EmX design and budget as the project proceeds to construction.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: GENERAL MANAGER COST-OF-LIVING ADJUSTMENTS

PREPARED BY: Mary Adams, Director of Human Resources and Risk Management, on behalf of the LTD Board Human Resources Committee

ACTION REQUESTED: Approval of Amended Language to General Manager Employment Agreement

BACKGROUND: The general manager is the direct employee of the LTD Board of Directors. The Board approves actions related to the compensation package, as recommended by the Board's Human Resources Committee. The Board's Human Resources Committee has met to discuss how to provide an automatic process for approving annual cost-of-living adjustments comparable to those granted to all other administrative employees at LTD.

On February 1, 2006, the Board of Directors entered into an employment agreement with newly appointed General Manager Mark Pangborn. The agreement did not include language for an automatic cost-of-living adjustment. Hence, Mr. Pangborn has not had a cost-of-living adjustment since July 1, 2005.

The following proposed language changes the General Manager Employment Agreement to accomplish this intent. These proposed changes have been reviewed by District counsel and approved by the Committee, and now are being recommended for Board adoption.

Section 3: Compensation and Evaluation.

(a) As compensation for the services rendered to the District during the fiscal year 2006-07, and commencing as of February 1, 2006, Mr. Pangborn shall be paid a salary of \$125,358.47, and a monthly automobile allowance of \$400, in accordance with the District's regular payroll procedures. Such compensation shall be subject to modification from year to year by Board action following its annual evaluation of Mr. Pangborn's performance as General Manager. Compensation modifications shall be made by addendum to this Agreement. Any modification

shall be exclusive of cost of living adjustments, ~~if any, as the Board determines is appropriate for Mr. Pangborn,~~ but include such other factors as the Board may deem pertinent, ~~including, but not limited to, industry peer analyses, employee performance evaluations, and changes in the Consumer Price Index.~~ In addition, Mr. Pangborn shall be entitled to the fringe benefits that are generally available to other administrative employees of the District, which presently include: cost-of-living adjustments, hospital; surgical, medical, dental, or other group health insurance; life insurance and disability benefits; holidays; sick leave; vacation; and participation in the Lane Transit District pension or retirement program.

RESULTS OF RECOMMENDED ACTION:

General Manager Mark Pangborn will receive the same cost-of-living adjustments granted to all other LTD administrative employees.

ATTACHMENT:

None

PROPOSED MOTION:

I move approval of LTD Resolution No. 2007-035: It is hereby resolved by the LTD Board of Directors that the general manager will receive an annual cost-of-living increase equal to the increase granted all other LTD administrative employees, and that this provision will become an amendment to the LTD General Manager Employment Agreement, as provided in this agenda summary. The amended language would be effective as of July 1, 2006.

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

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ITEM TITLE: GENERAL MANAGER SALARY REVIEW

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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 approves actions related to the compensation package, as recommended by the Board's Human Resources Committee. The Board's Human Resources Committee has met to discuss the General Manager's salary and to determine whether a merit increase is appropriate. The Committee recommends a percent increase based on the strength and quality of the General Manager's performance since February 1, 2006.

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ATTACHMENTS: Salary Comparison Chart

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007- : It is hereby resolved that the LTD Board Human Resource Committee recommend approval of a percent increase to the base pay for LTD General Manager Mark Pangborn, effective July 1, 2007.

Deleted: 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. ¶
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AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: INTERNATIONAL TRANSIT STUDIES PROGRAM APPLICATION

PREPARED BY: Mark Pangborn, General Manager

ACTION REQUESTED: Endorse general manager's application to lead Fall 2008 study mission

BACKGROUND: The Transit Cooperative Research Program's International Transit Studies Program (ITSP) offers opportunities for transit professionals to participate in study missions to other countries to learn about specific areas of transit operations and share those ideas with other systems in the United States. In the fall of 2000, as assistant general manager, I participated in another ITSP mission, "Excellence in Transit Operations in Small and Medium European Cities," and have been able to use the knowledge gained on that mission in local and national transit issues.

The Fall 2008 mission offers an opportunity to lead a group of other transit professionals to study "Balancing Infrastructure Reinvestment with System Expansion." LTD has been involved in this specific issue of investment in capital versus service expansion throughout the bus rapid transit (BRT) process. I believe that not only would I learn valuable information to bring back to LTD and my peers throughout the United States, but I also would be able to provide leadership on this study mission, based on my local and national experiences in BRT planning. Therefore, I am asking the Board for a letter of endorsement to include in my application for this leadership position.

The Fall 2008 mission would take place during a two-week period in September-November 2008. All travel expenses for the team leader will be borne by the International Transit Studies Program.

ATTACHMENTS:

- (1) Letter from the International Transit Studies Program
- (2) Draft letter of endorsement

RESULTS OF RECOMMENDED ACTION:

The Board's letter of endorsement would be forwarded to the ITSP. If selected to lead this study mission, I would participate for two weeks during the fall of 2008, as well as provide leadership in follow-up discussions and report writing.

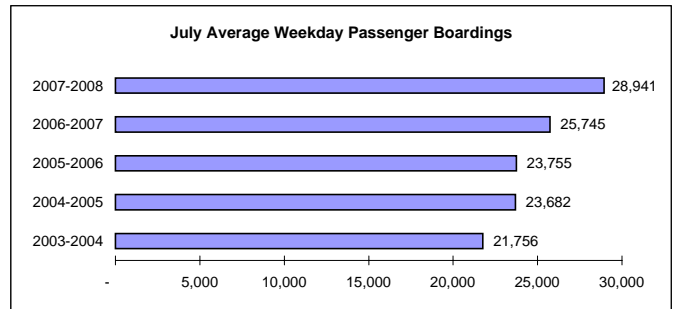
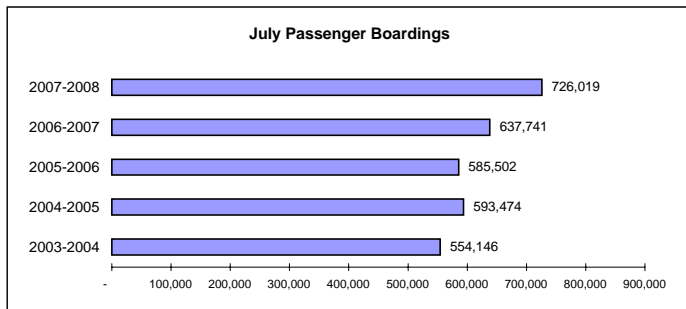
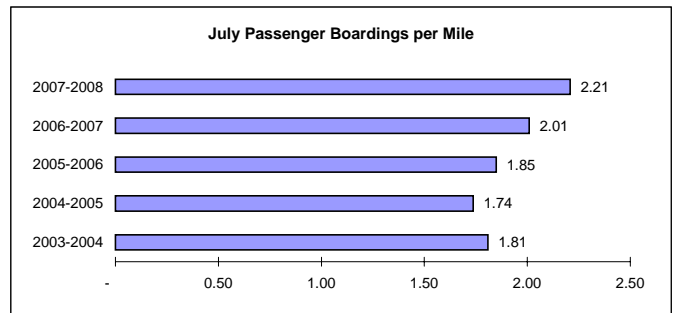
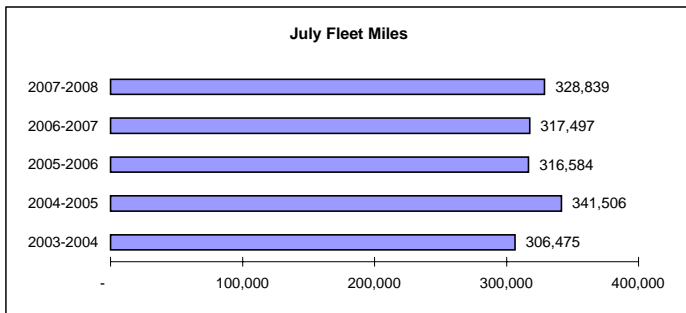
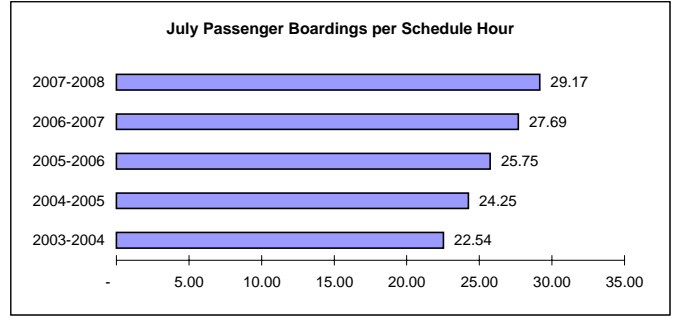
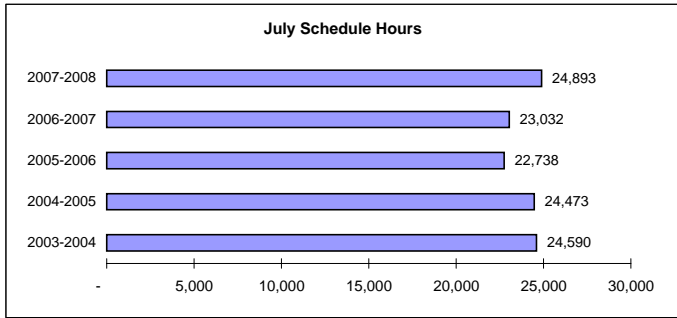
PROPOSED MOTION:

I move approval of LTD Resolution No. 2007-034: Resolved, the LTD Board of Directors approves the application of General Manager Mark Pangborn to participate as team leader in the Fall 2008 International Transit Studies Program, and agrees to submit a letter of endorsement to be signed by the Board president.

LANE TRANSIT DISTRICT
July 2007 Performance Report
19-September-2007

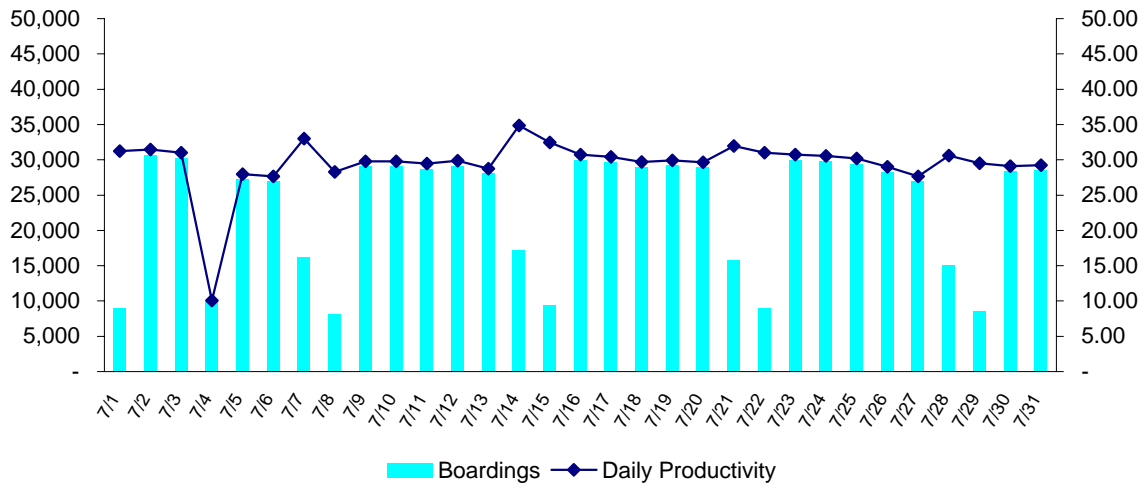
Performance Measure	Prior			Current			Current		
	Current Month	Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	726,019	637,741	+ 13.8%	9,757,984	9,309,528	+ 4.8%	9,846,262	9,361,767	+ 5.2%
Mobility Assisted Riders	9,274	8,465	+ 9.6%	106,791	106,054	+ 0.7%	107,600	105,855	+ 1.6%
<u>Average Passenger Boardings:</u>									
Weekday	28,941	25,745	+ 12.4%	33,176	31,822	+ 4.3%	33,442	31,988	+ 4.5%
Saturday	16,099	14,376	+ 12.0%	16,044	14,528	+ 10.4%	16,188	14,648	+ 10.5%
Sunday	8,972	8,496	+ 5.6%	8,544	7,893	+ 8.2%	8,583	7,966	+ 7.7%
Monthly Scheduled Hours	24,893	23,032	+ 8.1%	301,371	296,700	+ 1.6%	303,232	296,994	+ 2.1%
Boardings Per Schedule Hour	29.2	27.7	+ 5.3%	32.38	31.38	+ 3.2%	32.47	31.52	+ 3.0%
Weekly Schedule Hours	5,777	5,504	+ 5.0%	5,868	5,770	+ 1.7%	5,891	5,776	+ 2.0%
Weekdays	21	20		254	255		255	255	
Saturdays	4	5		53	54		52	54	
Sundays	6	6		56	54		56	54	
Special Services *									
Passenger Boardings	23,122	23,622	- 2.1%	23,122	23,622	- 2.1%	120,166	120,162	+ 0.0%
Scheduled Hours	628	595	+ 5.5%	628	595	+ 5.5%	5,151	4,961	+ 3.8%
Boardings Per Schedule Hour	36.8	39.7	- 7.3%	36.8	39.7	- 7.3%	23.3	24.2	- 3.7%
Passenger Revenues & Sales									
Total Passenger Revenues	\$362,816	\$342,763	+ 5.9%	\$5,213,706	\$5,078,581	+ 2.7%	\$5,233,759	\$5,101,536	+ 2.6%
Average Passenger Fare	\$0.500	\$0.537	- 7.0%	\$0.53	\$0.55	- 2.1%	\$0.53	\$0.54	- 2.5%
Farebox Revenue									
Adult Pass	\$135,394	\$127,300	+ 6.4%	\$1,453,508	\$1,388,897	+ 4.7%	\$1,461,601	\$1,401,476	+ 4.3%
Youth Pass	1,973	2,005	- 1.6%	25,187	24,226	+ 4.0%	25,155	24,381	+ 3.2%
Reduced Fare Pass	50	136	- 63.2%	2,086	3,917	- 46.7%	2,000	3,698	- 45.9%
Senior/Child	939	890	+ 5.5%	12,091	10,354	+ 16.8%	12,140	10,729	+ 13.2%
Adult 3 Month Pass	116	81	+ 43.2%	1,302	1,295	+ 0.5%	1,337	1,277	+ 4.7%
Youth 3 Month Pass	48	63	- 23.8%	792	759	+ 4.4%	777	769	+ 1.1%
Senior 3 Month Pass	-	1	- 100.0%	54	96	- 43.8%	53	86	- 38.4%
Reduced Fare 3 Month Pass	15	8	+ 87.5%	162	171	- 5.3%	169	162	+ 4.3%
Regular Tokens	133	123	+ 8.1%	1,542	1,376	+ 12.1%	1,552	1,407	+ 10.3%
Reduced Fare Tokens	17,703	20,682	- 14.4%	227,160	254,606	- 10.8%	224,181	255,309	- 12.2%
Fleet Services	20	102	- 80.4%	554	1,720	- 67.8%	472	1,479	- 68.1%
Fleet Services									
Fleet Miles	328,839	317,497	+ 3.6%	4,029,581	3,909,576	+ 3.1%	4,040,923	3,910,489	+ 3.3%
Average Passenger Boardings/Mile	2.21	2.01	+ 9.9%	2.42	2.38	+ 1.7%	2.44	2.39	+ 1.8%
Fuel Cost	\$179,461	\$196,965	- 8.9%	\$2,350,519	\$2,225,152	+ 5.6%	\$2,333,015	\$2,238,498	+ 4.2%
Fuel Cost Per Mile	\$0.546	\$0.620	- 12.0%	\$0.583	\$0.569	+ 2.5%	\$0.577	\$0.572	+ 0.9%
Repair Costs	\$145,385	\$138,539	+ 4.9%	\$1,971,557	\$1,901,936	+ 3.7%	\$1,978,403	\$1,898,176	+ 4.2%
Total Repair Cost Per Mile	\$0.442	\$0.436	+ 1.3%	\$0.489	\$0.486	+ 0.6%	\$0.490	\$0.485	+ 0.9%
Preventive Maintenance Costs	\$30,127	\$26,520	+ 13.6%	\$349,366	\$340,493	+ 2.6%	\$352,973	\$343,248	+ 2.8%
Total PM Cost Per Mile	\$0.092	\$0.084	+ 9.7%	\$0.087	\$0.087	- 0.4%	\$0.087	\$0.088	- 0.5%
Mechanical Road Calls	51	67	- 23.9%	998	1,088	- 8.3%	982	1,063	- 7.6%
Miles/Mech. Road Call	6,448	4,739	+ 36.1%	4,038	3,593	+ 12.4%	4,115	3,679	+ 11.9%
Special Mobility Service									
SMS Rides	12,052	10,721	+ 12.4%	140,764	132,812	+ 6.0%	142,095	133,441	+ 6.5%
SMS Ride Refusals	-	1	- 100.0%	41	44	- 6.8%	40	37	+ 8.1%
RideSource	6,206	4,934	+ 25.8%	68,569	58,596	+ 17.0%	69,841	59,227	+ 17.9%
RideSource Refusals	-	-	+ 0.0%	10	4	+ 150.0%	10	4	+ 150.0%

* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair



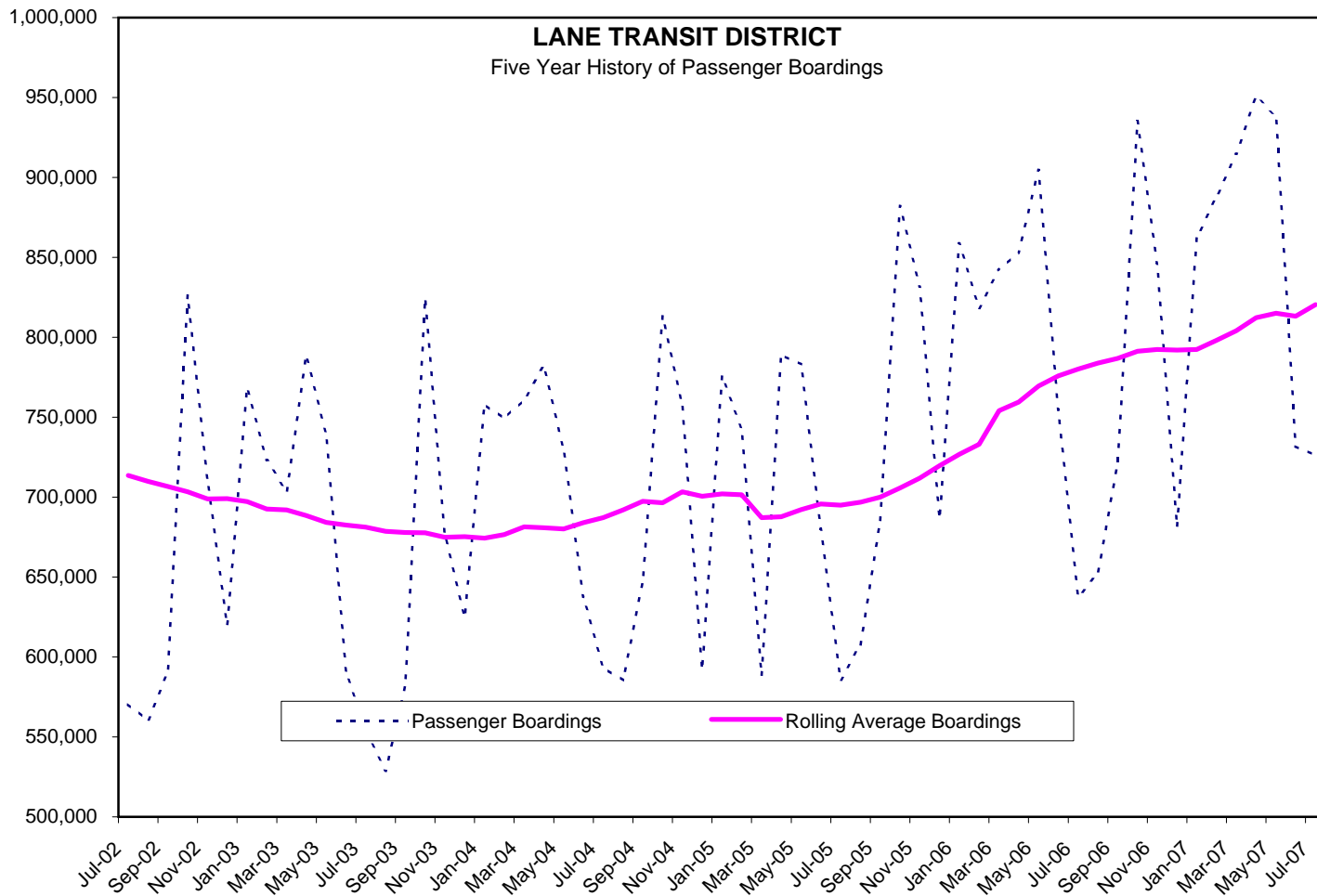
Daily Ridership Recap July 2007

Day	Service	Boardings	Mobility		Daily Productivity
			Assisted Boardings	Scheduled Hours	
7/1/2007	Sunday	9,019	146	288.70	31.24
7/2/2007	Monday	30,695	420	976.10	31.45
7/3/2007	Tuesday	30,269	424	976.10	31.01
7/4/2007	Wednesday	9,823	102	976.10	10.06
7/5/2007	Thursday	27,291	413	976.10	27.96
7/6/2007	Friday	27,009	318	976.10	27.67
7/7/2007	Saturday	16,290	239	493.70	33.00
7/8/2007	Sunday	8,168	117	288.70	28.29
7/9/2007	Monday	29,054	410	976.10	29.77
7/10/2007	Tuesday	29,062	384	976.10	29.77
7/11/2007	Wednesday	28,739	342	976.10	29.44
7/12/2007	Thursday	29,158	387	976.10	29.87
7/13/2007	Friday	28,071	360	976.10	28.76
7/14/2007	Saturday	17,218	229	493.70	34.88
7/15/2007	Sunday	9,376	120	288.70	32.48
7/16/2007	Monday	30,018	391	976.10	30.75
7/17/2007	Tuesday	29,698	342	976.10	30.43
7/18/2007	Wednesday	29,003	300	976.10	29.71
7/19/2007	Thursday	29,195	288	976.10	29.91
7/20/2007	Friday	28,948	383	976.10	29.66
7/21/2007	Saturday	15,777	201	493.70	31.96
7/22/2007	Sunday	8,956	107	288.70	31.02
7/23/2007	Monday	30,017	374	976.10	30.75
7/24/2007	Tuesday	29,839	353	976.10	30.57
7/25/2007	Wednesday	29,471	376	976.10	30.19
7/26/2007	Thursday	28,305	372	976.10	29.00
7/27/2007	Friday	26,998	308	976.10	27.66
7/28/2007	Saturday	15,110	206	493.70	30.61
7/29/2007	Sunday	8,526	103	288.70	29.53
7/30/2007	Monday	28,387	366	976.10	29.08
7/31/2007	Tuesday	28,529	393	976.10	29.23
Totals		726,019	9,274	24,892.50	29.17



LANE TRANSIT DISTRICT

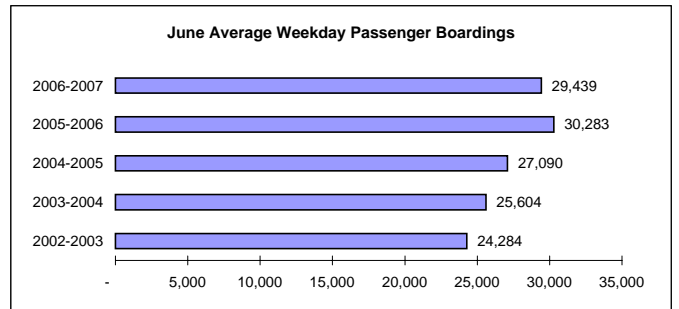
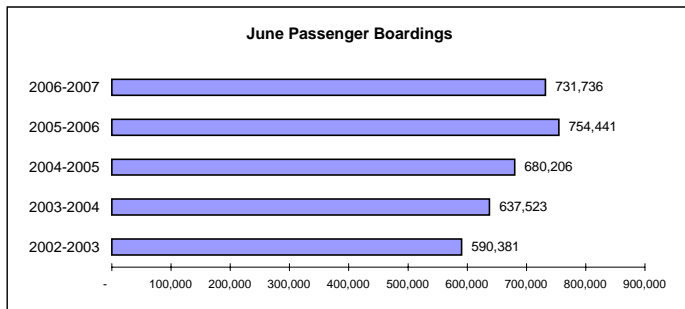
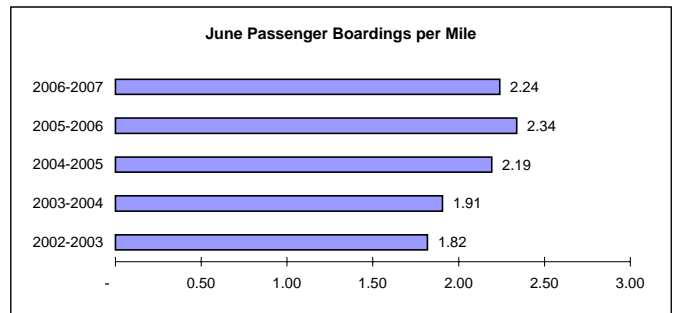
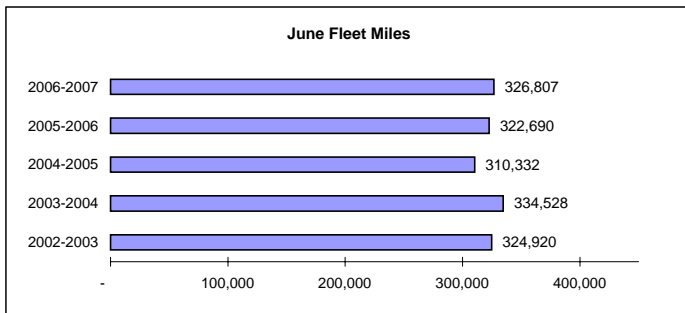
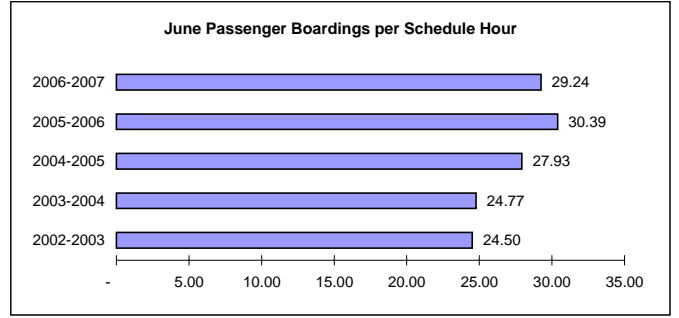
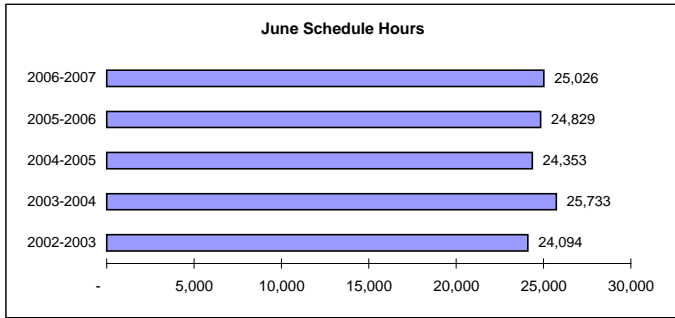
Five Year History of Passenger Boardings



LANE TRANSIT DISTRICT
June 2007 Performance Report
19-September-2007

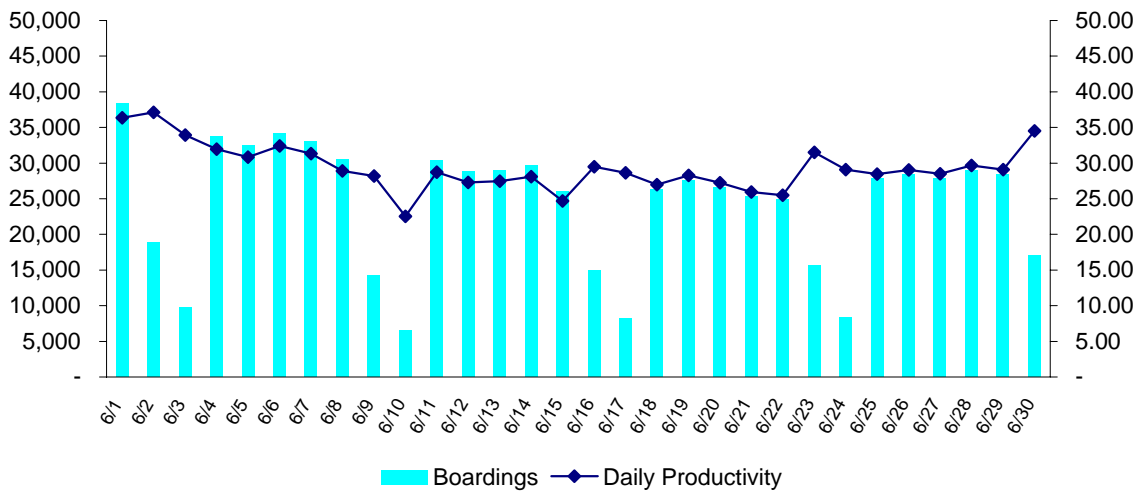
Performance Measure	Prior			Current			Current		
	Current Month	Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	731,736	754,441	- 3.0%	9,757,984	9,309,528	+ 4.8%	9,757,984	9,309,528	+ 4.8%
Mobility Assisted Riders	8,504	9,194	- 7.5%	106,791	106,054	+ 0.7%	106,791	106,054	+ 0.7%
<u>Average Passenger Boardings:</u>									
Weekday	29,439	30,283	- 2.8%	33,176	31,822	+ 4.3%	33,176	31,822	+ 4.3%
Saturday	16,112	14,362	+ 12.2%	16,044	14,528	+ 10.4%	16,044	14,528	+ 10.4%
Sunday	8,238	7,692	+ 7.1%	8,544	7,893	+ 8.2%	8,544	7,893	+ 8.2%
Monthly Scheduled Hours	25,026	24,853	+ 0.7%	301,371	296,700	+ 1.6%	301,371	296,700	+ 1.6%
Boardings Per Schedule Hour	29.2	30.4	- 3.7%	32.38	31.38	+ 3.2%	32.38	31.38	+ 3.2%
Weekly Schedule Hours	5,877	5,718	+ 2.8%	5,868	5,770	+ 1.7%	5,868	5,770	+ 1.7%
Weekdays	21	22		254	255		254	255	
Saturdays	5	4		53	54		53	54	
Sundays	4	4		56	54		56	54	
Special Services *									
Passenger Boardings	-	-	+ 0.0%	120,666	120,643	+ 0.0%	120,666	120,643	+ 0.0%
Scheduled Hours	-	-	+ 0.0%	5,118	4,953	+ 3.3%	5,118	4,953	+ 3.3%
Boardings Per Schedule Hour	-	-	+ 0.0%	23.6	24.4	- 3.2%	23.6	24.4	- 3.2%
Passenger Revenues & Sales									
Total Passenger Revenues	\$394,960	\$414,370	- 4.7%	\$5,213,706	\$5,078,581	+ 2.7%	\$5,213,706	\$5,078,581	+ 2.7%
Average Passenger Fare	\$0.540	\$0.549	- 1.7%	\$0.53	\$0.55	- 2.1%	\$0.53	\$0.55	- 2.1%
Farebox Revenue	\$126,032	\$113,771	+ 10.8%	\$1,453,508	\$1,388,897	+ 4.7%	\$1,453,508	\$1,388,897	+ 4.7%
Adult Pass	2,168	2,006	+ 8.1%	25,187	24,226	+ 4.0%	25,187	24,226	+ 4.0%
Youth Pass	178	157	+ 13.4%	2,086	3,917	- 46.7%	2,086	3,917	- 46.7%
Reduced Fare Pass	1,081	1,034	+ 4.5%	12,091	10,354	+ 16.8%	12,091	10,354	+ 16.8%
Senior/Child	104	95	+ 9.5%	1,302	1,295	+ 0.5%	1,302	1,295	+ 0.5%
Adult 3 Month Pass	98	77	+ 27.9%	792	759	+ 4.4%	792	759	+ 4.4%
Youth 3 Month Pass	1	1	+ 0.0%	54	96	- 43.8%	54	96	- 43.8%
Senior 3 Month Pass	13	19	- 31.6%	162	171	- 5.3%	162	171	- 5.3%
Reduced Fare 3 Month Pass	176	144	+ 22.2%	1,542	1,376	+ 12.1%	1,542	1,376	+ 12.1%
Regular Tokens	18,734	20,811	- 10.0%	227,160	254,606	- 10.8%	227,160	254,606	- 10.8%
Reduced Fare Tokens	31	70	- 55.7%	554	1,720	- 67.8%	554	1,720	- 67.8%
Fleet Services									
Fleet Miles	326,807	322,690	+ 1.3%	4,029,581	3,909,576	+ 3.1%	4,029,581	3,909,576	+ 3.1%
Average Passenger Boardings/Mile	2.24	2.34	- 4.2%	2.42	2.38	+ 1.7%	2.42	2.38	+ 1.7%
Fuel Cost	\$183,317	\$209,633	- 12.6%	\$2,350,519	\$2,225,152	+ 5.6%	\$2,350,519	\$2,225,152	+ 5.6%
Fuel Cost Per Mile	\$0.561	\$0.650	- 13.7%	\$0.583	\$0.569	+ 2.5%	\$0.583	\$0.569	+ 2.5%
Repair Costs	\$158,902	\$163,993	- 3.1%	\$1,971,557	\$1,901,936	+ 3.7%	\$1,971,557	\$1,901,936	+ 3.7%
Total Repair Cost Per Mile	\$0.486	\$0.508	- 4.3%	\$0.489	\$0.486	+ 0.6%	\$0.489	\$0.486	+ 0.6%
Preventive Maintenance Costs	\$25,612	\$24,571	+ 4.2%	\$349,366	\$340,493	+ 2.6%	\$349,366	\$340,493	+ 2.6%
Total PM Cost Per Mile	\$0.078	\$0.076	+ 2.9%	\$0.087	\$0.087	- 0.4%	\$0.087	\$0.087	- 0.4%
Mechanical Road Calls	66	93	- 29.0%	998	1,088	- 8.3%	998	1,088	- 8.3%
Miles/Mech. Road Call	4,952	3,470	+ 42.7%	4,038	3,593	+ 12.4%	4,038	3,593	+ 12.4%
Special Mobility Service									
SMS Rides	12,187	11,856	+ 2.8%	140,764	132,812	+ 6.0%	140,764	132,812	+ 6.0%
SMS Ride Refusals	4	8	- 50.0%	41	44	- 6.8%	41	44	- 6.8%
RideSource	6,319	5,415	+ 16.7%	68,569	58,596	+ 17.0%	68,569	58,596	+ 17.0%
RideSource Refusals	2	-	+ 0.0%	10	4	+ 150.0%	10	4	+ 150.0%

* Special Services includes Football, Basketball, Oregon Country Fair, and Lane County Fair



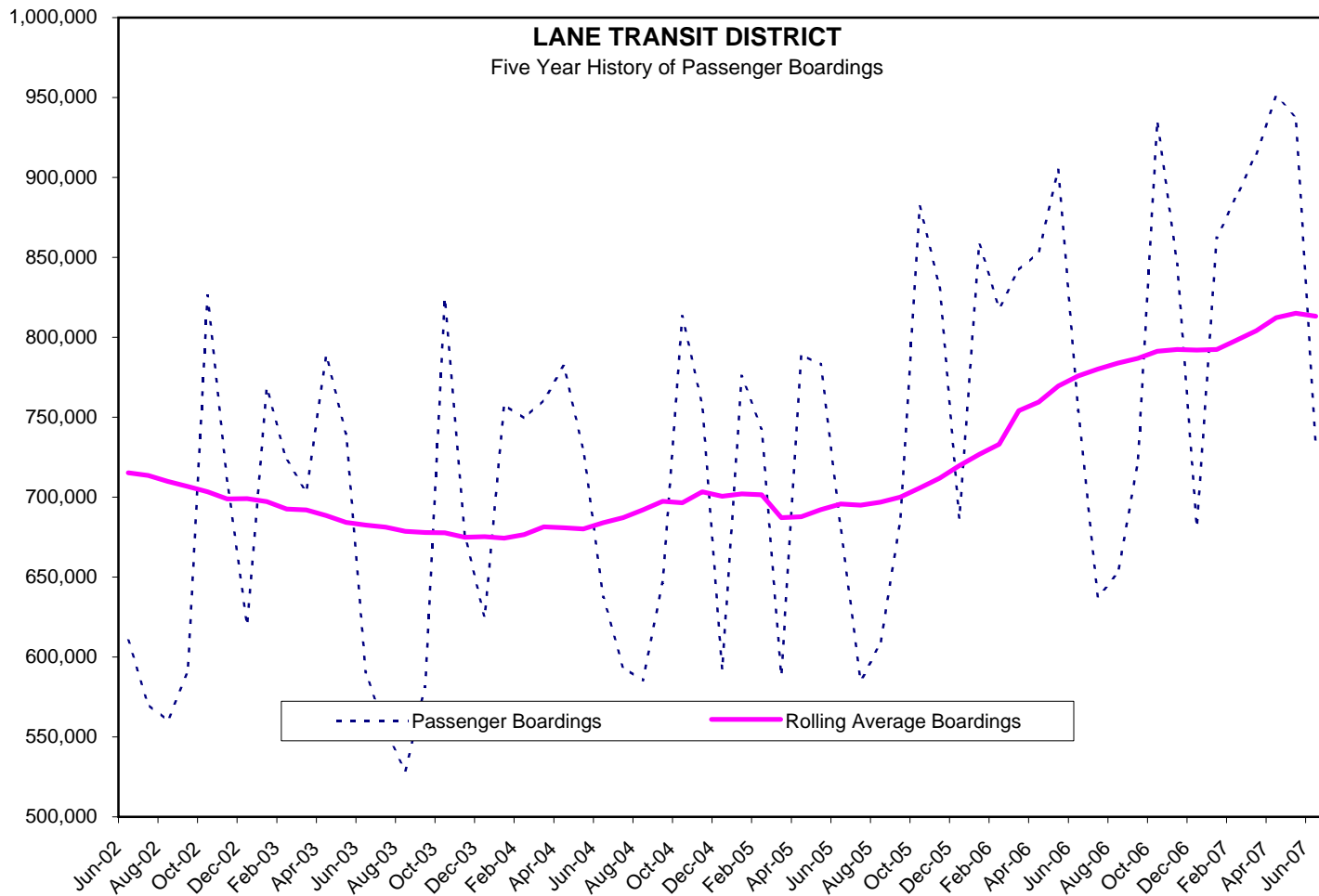
Daily Ridership Recap June 2007

	Day	Service	Boardings	Mobility		Daily Productivity
				Assisted Boardings	Scheduled Hours	
6/1/2007	Friday	Weekday	38,347	561	1,055.10	36.34
6/2/2007	Saturday	Saturday	18,784	266	505.80	37.14
6/3/2007	Sunday	Sunday	9,783	153	288.50	33.91
6/4/2007	Monday	Weekday	33,725	321	1,055.10	31.96
6/5/2007	Tuesday	Weekday	32,544	317	1,055.10	30.84
6/6/2007	Wednesday	Weekday	34,211	299	1,055.10	32.42
6/7/2007	Thursday	Weekday	33,073	354	1,055.10	31.35
6/8/2007	Friday	Weekday	30,478	347	1,055.10	28.89
6/9/2007	Saturday	Saturday	14,251	136	505.80	28.18
6/10/2007	Sunday	Sunday	6,494	73	288.50	22.51
6/11/2007	Monday	Weekday	30,319	369	1,055.10	28.74
6/12/2007	Tuesday	Weekday	28,773	352	1,055.10	27.27
6/13/2007	Wednesday	Weekday	29,002	323	1,055.10	27.49
6/14/2007	Thursday	Weekday	29,641	324	1,055.10	28.09
6/15/2007	Friday	Weekday	26,040	352	1,055.10	24.68
6/16/2007	Saturday	Saturday	14,916	157	505.80	29.49
6/17/2007	Sunday	Sunday	8,273	116	288.70	28.66
6/18/2007	Monday	Weekday	26,340	318	976.10	26.98
6/19/2007	Tuesday	Weekday	27,597	327	976.10	28.27
6/20/2007	Wednesday	Weekday	26,612	336	976.10	27.26
6/21/2007	Thursday	Weekday	25,341	316	976.10	25.96
6/22/2007	Friday	Weekday	24,871	296	976.10	25.48
6/23/2007	Saturday	Saturday	15,562	156	493.70	31.52
6/24/2007	Sunday	Sunday	8,403	93	288.70	29.11
6/25/2007	Monday	Weekday	27,776	317	976.10	28.46
6/26/2007	Tuesday	Weekday	28,345	299	976.10	29.04
6/27/2007	Wednesday	Weekday	27,811	320	976.10	28.49
6/28/2007	Thursday	Weekday	28,979	308	976.10	29.69
6/29/2007	Friday	Weekday	28,398	310	976.10	29.09
6/30/2007	Saturday	Saturday	17,047	288	493.70	34.53
Totals			731,736	8,504	25,026.30	29.24



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings



End of Session

QuickTime™ and a
Graphics decompressor
are needed to see this picture.

2007 Legislative Report

Prepared for LTD

Session Overview

Despite the failure to increase funding for Elderly and Disabled Transit, 2007 was a good session for transit. There were no major battles between transit and other modes of transportation, ConnectOregon II passed easily, and bus replacement dollars were included in the department budget without question. No transit district fared as well as TriMet, however, which received more than \$250 million for its next extension of light rail.

With Democrats in control of both houses of the Legislature and the governor's office, Republicans picked their battles in 2007. The Senate worked without acrimony. Party leaders in the House didn't get along, with the House often descending into partisan gridlock.

Democrats accomplished many of their priorities, including:

- The parties agreed early in the year to adjourn by June 29 – and they beat the target by a day;
- New ethics rules were enacted to limit gifts and out-of-state trips;
- Corporate kicker rebates totaling \$300 were suspended and the funds were put in a “rainy day” fund; and
- A robust state budget was enacted that restores many cuts made during the recession.

Republicans wouldn't go along with two big Democratic priorities. GOP legislators wouldn't agree to increase tobacco taxes for the governor's Healthy Kids Plan to fund health insurance for 117,000 uninsured kids, so Democrats sent a constitutional amendment to the November 2007 ballot so voters can decide. And negotiations to raise Oregon's \$10 corporate minimum tax went nowhere.

Legislative Agenda

Elderly and Disabled Transit (HB 2422)

Goal

LTD, along with the Oregon Transit Association, advocated for a three-cent increase in the cigarette tax to raise \$6 million in additional revenue for the Elderly and Handicapped Special Transportation fund. Rep. Terry Beyer (D-Springfield), chair of the House Transportation Committee, introduced HB 2422 and advocated for the bill.

Outcome

HB 2422 had several positive hearings in both the House Transportation and House Revenue committees but never made it to the House floor for a vote. The governor's proposed 84.5-cent increase to the cigarette tax for the Healthy Kids Plan dominated the discussion and taxes in any form became highly politicized.

As a consolation prize, a note was included in the Department of Human Services (DHS) budget, which directs DHS to work directly with the Oregon Department of Transportation and transit to secure an increased source of revenue for elderly and disabled transit in 2009. Ideally, the three parties will develop a funding proposal that Gov. Kulongoski can include in his next budget.

Next steps

The transit community needs to redouble its efforts and work together to educate lawmakers on the growing need for additional E & D funds. We should consider new sources of funding, potentially proposing a very narrow amendment to the constitution that would allow a dedicated fee, like a rental car tax, to be allocated to elderly and disabled transit rather than the highway trust fund.

ConnectOregon II (HB 2278)

Goal

ConnectOregon I, passed in 2005, provided \$100 million in lottery-backed bonds to support multi-modal transportation construction projects. The purpose of the fund is to provide resources to rail, transit, air and port facilities. LTD strongly supported and received funding under ConnectOregon I. The goal for 2007 was to pass ConnectOregon II, and make transit more viable under the program by adjusting the criteria used to score projects.

Outcome

HB 2278, the legislative vehicle for Connect II, passed with overwhelming support. As a successful recipient of Connect I funding, LTD testified in both the House and Senate committee hearings on the bill.

To improve the viability of transit projects under the program, LTD and OTA advocated for the addition of "improved access to jobs and sources of labor" as a project criteria under Section 3 of the bill. The amendment was successfully adopted and included upon final passage of the bill.

Amendments to the bill changed the regional allocation percentage from 15 to 10 percent. Chair of the Oregon Transportation Commission, Stuart Foster, argued for the reduction in the regional allocation because some ODOT regions struggled to find \$15 million in projects that qualified for the program during the Connect I application process.

A late amendment requiring applicants to pay the state 2 percent of the project's total cost in order to receive Connect II funds almost derailed the bill. After much discussion, the Oregon Department of Transportation and legislative leaders agreed to limit the 2 percent fee to the Connect II allocation, thereby making the provision much more feasible.

Next steps

LTD should determine if it has a project eligible for ConnectOregon II funds and apply.

Elected Board (SB 476)

Goal

LTD's goal was to maintain the existing board governance structure, and defend against attempts to change it from governor-appointed to elected.

Outcome

Sen. Bill Morrisette (D-Springfield) introduced a bill (SB 476) to change the governance structure of the LTD Board of Directors again this session.

In its original form, SB 476 would have made five of the positions elected and leave two appointed by the governor. The purpose in structuring the bill this way was to undercut one of the strongest arguments in opposition, which is that elections limit participation from transit-dependent individuals.

However, the change in the number of districts would have required the secretary of state to conduct redistricting before any election could take place. Redistricting costs would have killed the bill, so Morrisette proposed an amendment to make all seven board positions elected but add two appointed at-large positions in the hope of avoiding any state redistricting costs.

The elected board bill gained more traction than in years past in part because the bill was referred to the Senate General Government and Education Committee, which is chaired by Sen. Vicki Walker (D-Eugene). She supports changing LTD's governance structure because she opposes requiring the self-employed to pay the payroll tax. The bill had the support of four local cosponsors – Sen. Floyd Prozanski, Sen. Walker, Rep. Paul Holvey and Rep. Nancy Nathanson.

The bill narrowly avoided a work session, and eventually died in the Senate committee after one public hearing.

Next steps

- Board community outreach
During the Senate hearing on SB 476, a citizen testified that he had never seen an LTD board member at one of his neighborhood association meetings. Although staff presence at neighborhood association meetings is fairly common, it would be nice for the board members to make the rounds as well. We need to increase the number and diversity of interests that advocate on behalf of LTD's board and the neighborhood associations would be a good place to start.
- Foster relationships with the local delegation
For many of our local representatives, support of the elected board bill is an afterthought because it doesn't appear to have any real consequences or impact on service. If they become invested in a larger part of LTD's future success, perhaps they would be less willing to sling arrows.

- Intergovernmental communications

The city of Eugene sent a letter to Sen. Walker in support of SB 476. LTD representatives should meet with city management and government relations staff to determine why this issue is a priority for the city, and discuss the potential impact on LTD's success in securing state funding for the third line of EmX.

Bus Replacement Funding (HB 5047)

Goal

Maintain the 2005 levels of bus replacement funding.

Outcome

LTD's goal was attained and the Oregon Legislature dedicated \$4 million towards bus replacement for the 2007-2009 biennium. The bus replacement dollars were never called into question. It was perceived as a noncontroversial element within the agency budget.

Eminent Domain

Goal

LTD planned to support any efforts to change a provision included in Ballot Measure 39 (eminent domain), which makes public agencies liable for the private party's legal fees and court costs in eminent domain trials if the eventual court-determined price exceeds the initial offer.

Outcome

Local governments, which would have been the primary advocates for such a change, never raised the issue during the 2007 Legislature.

Additional High Priority Issues

High Capacity Transit Bonds (HB 5036)

Goal

This issue arose after the governor's budget earmarked \$100 million in bonds for high capacity transit in the Portland metropolitan area. LTD initially viewed the \$100 million as using all of the excess bonding capacity from the retirement of the Westside Light Rail debt in 2009. LTD met with the governor's office and the local delegation to see if there was a way to use \$10 million of these "high capacity transit" bonds to fund the third line of EmX in West Eugene.

Outcome

In short, LTD did not get the funds for West Eugene EmX. However, in the process of researching the TriMet bonds, we learned that this type of funding will be available in the future, because lottery revenue continues to increase. The most important issue to stress is the economic development benefits associated with EmX. There is a powerful story to tell about Pioneer Parkway, and local discussions that need to continue in order to build the type of consensus LTD will need for a successful request in 2009.

Next steps

LTD must reach out to the local delegation and Oregon Department of Transportation to build support for West Eugene EmX, and come back in 2009 with legislation to fund the project.

Highway Transportation Funding Packages

Goal

In response to a report commissioned by the Portland Business Alliance, Oregon Business Council and Association of Oregon Industries outlining the cost of transportation congestion to Oregon's economy, legislators introduced two bills proposing increases to the gas tax and vehicle title and registration fees to create a sustainable revenue source for congestion relief projects.

HB 3018 sought to double license plate fees and revise mileage tax rates and axle-weight mileage tax rates. HB 2653 sought to increase the gas tax from 24 cents to 29 cents per gallon, and automatically increase the tax rate by a nickel every five years. LTD supported passage of both HB 3018 and HB 2653.

Outcome

Parties disagreed on how to move forward. Some wanted to approve \$200 million in bonds for projects in 2007 and ask a task force to come back in 2009 with a larger transportation funding package. Members of the Oregon Transportation Commission, counties, cities and House Democrats did not want to wait until 2009 to find new revenue for transportation. The House Republican Caucus said the gas tax increase would slow the economy and jeopardize jobs. Both HB 3018 and HB 2653 failed to pass in 2007.

HB 2269, a proposal to raise license plate fees by \$10 – generating \$112 million in bonds for transportation projects – also failed when House Republicans decided to lock up against the bill, which needed a three-fifths vote for passage on the House floor. Rep. Chris Edwards (D-Eugene) joined House Republicans in voting against the measure.

When policymakers can't reach a deal, they do the next best thing, and ask for a report. SB 566 convenes a Joint Interim Committee on Transportation, composed of five members from each chamber, to investigate local and regional transportation funding options over the interim. The measure also directs the Oregon Transportation Commission to review how to maximize the return on investment of property owned by the Department of Transportation and recommend specific highway projects that will reduce traffic congestion, improve freight mobility and enhance safety.

The Oregon Trucking Association, AAA and Portland Business Alliance supported Sen. Rick Metsger's (D-Welches) efforts to fund a study and forgo increasing the gas tax.

Next steps

Work with the Oregon Trucking Association, AAA, ODOT and legislators to move a comprehensive congestion relief funding package forward in 2009.

Binding Interest Arbitration (HB 2537)

Goal

HB 2537 prohibits transit employees from striking. It requires management and labor to enter into binding interest arbitration if the parties reach an impasse during labor negotiations. The LTD Board of Directors decided not to take a position on HB 2537 because of ongoing contract negotiations.

Outcome

HB 2537 passed both chambers and was signed by the governor on June 26, 2007. The bill has an emergency clause and is now in effect. The bill was amended to preclude any of the SB 400 staffing and safety provisions from applying to transit employees.

Mobile Communication Devices

Goal

Driving while using a cell phone was a hot topic in Salem this session. LTD's objective was simply to monitor mobile communication device legislation to ensure that the bills did not prohibit communication devices used by LTD drivers.

Outcome

Numerous bills were introduced banning the use of mobile communication devices, and one went so far as to pass both chambers but fail in the House on a final concurrence vote. This bill, HB 2872, applied to drivers under 18 years old and therefore had no impact on LTD operations.

The policy disagreement that killed HB 2872 was whether or not driving while using a cell phone should be a primary or secondary offense for teen drivers.

Next steps

This issue will surely arise again in 2009 and potentially in the 2008 short session. LTD should continue to monitor cell phone legislation and work with OTA to voice the needs of transit with respect to mobile communication devices.

Bike Safety

Goal

Any bike safety legislation must be workable for transit districts. Due to an alarming number of bicycle accidents involving automobiles, Sen. Floyd Prozanski (D-Eugene) and the Bicycle

Transportation Alliance worked together on legislation to increase bicycle safety during the 2007 session.

Outcome

Several bicycle safety laws passed this session. LTD monitored both HB 3314 and SB 299/ SB 108, which were signed into law. Both should result in little to no impact on operations.

- HB 3314 - creates a class of “vulnerable users” that includes anyone not in an enclosed vehicle. It creates enhanced penalties for drivers who kill or seriously injure a vulnerable user and are convicted of careless driving. The sentence requires two mandatory court appearances, 100-200 hours of community service, completion of a traffic safety course, a fine of up to \$12,500, and a one-year license suspension.
- SB 299 / SB 108 – SB 299 initially proposed a three-foot minimum safety buffer when passing a bicycle along with other improvements. As passed, the legislation requires drivers to provide a “safe passing distance” on roadways with a speed limit more than 35 mph that also do not have a bike lane. A safe distance is one that is sufficient to prevent contact with a person operating a bicycle if the person were to fall into the driver’s lane of traffic. After SB 299 failed to move forward in the House, Sen. Prozanski included the provision in Sen. Walker’s bill to require cross-view mirrors on delivery trucks (SB 108).

Fuel Pricing (SB 808)

Goal

Pass legislation that allows mass transit districts to enter into long-term fuel contracts with third party vendors.

Outcome

LTD worked with TriMet and Rep. Phil Barnhart (D-Eugene) to include language that allows third-party fuel contracts in SB 808. The bill passed, as amended, both the House and Senate and awaits a final signature from the governor.

Tax Credits

Goal

Support extensions and expansions of the Business Energy Tax Credit program, along with other tax credits that may benefit LTD operations.

Outcome

2007 was a banner session for renewable energy legislation. In addition to the creation of a Renewable Portfolio Standard, which requires utilities to derive 25 percent of sales from renewable sources by 2025, the following bills passed both chambers and were signed by the governor.

- **HB 3201** – Omnibus tax credit bill that includes and expansion of Oregon’s Business Energy Tax Credit program. The bill increases the cap on eligible project costs from \$10 million to \$20 million by 2010.
- **HB 2172** – Requires the Environmental Quality Commission to establish a goal to reduce the risk of cancer from diesel emissions to one-in-a-million by 2017. The bill provides grants and tax credits to retrofit, rebuild or scrap older engines. The bill also contains a “pass-through feature” allowing local governments and transit agencies to pass through the credit to taxpaying entities. The tax credit portion of this program was combined into HB 3201 (the omnibus tax credit bill) and the DEQ budget was enacted in HB 5022.
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SB 819 changes the calculation of state tax refunds and credits to allow companies and individual taxpayers to use all of their tax credits first, like the business energy tax credit, and still get a kicker refund if the tax credits result in zero tax liability.

CDL (HB 3380)

Goal

Under current law, a commercial driver license (CDL) is not required for volunteer drivers of mass transit and transportation districts when all of the following conditions are met:

- The vehicle they are operating is owned, leased by or operated under contract with a mass transit district or transportation district as defined by ORS 801.237, and
- The weight of the vehicle is under 26,001 pounds, and
- The vehicle is designed to transport fewer than 16 passengers.

At issue for some transit providers, however, is the fact that paid drivers, even if they are driving vehicles of fewer than 16 passengers, must have a CDL. LTD advocated for passage of HB 3380, which clarifies that paid drivers of a transit district do not have to have a CDL if they are driving vehicles that carry fewer than 16 passengers.

Outcome

HB 3380 passed both chambers and was signed by the governor on June 12, 2007.

Workers' Comp (SB 688)

Goal

Many transit districts hire independent contractors to provide OMAP transportation services to state-insured individuals. Proponents of the bill argue that the service is similar to that of taxicabs because it is on-demand and not on regular routes. Furthermore, OMAP contractors typically provide transportation services in addition to OMAP service.

LTD advocated for SB 688, which modifies the meaning of taxicab for purposes of determining who are subject workers under workers' compensation statutes.

Outcome

SB 688 passed both chambers and was signed by the governor on June 28, 2007.

Issues for Next Session

Employer Notification

Two incidents in the spring of 2007 where Lane Transit District (LTD) learned through the news media of employees who had been arrested for, and some who had confessed to, crimes against children created an impetus to develop legislation that would require some type of notification by the courts of employee offenses in the future.

After initial conversations with various parties (TriMet, school boards, Department of Education, DMV and Judiciary counsel), it became clear that this issue is bigger than transit districts. It appears that although various professional licensing boards are notified of convictions, employers are not notified of pre-trial release agreements. Most employers would be interested in obtaining such information, but no effort has ever been made through the legislative process to require notification.

Sen. Vicki Walker is interested in the issue and willing to work with LTD on developing a bill requiring some type of employer notification. Given the complexity of the issue, and the passage of key committee deadlines, LTD decided to defer it to the interim and involve a broad group of stakeholders.

The next step will be to reach out to the business community and other governments who may be interested in this issue. After convening a group of interested parties, we can begin to develop a policy solution.

Signal Priority

LTD would like to change state law governing transit signal priority to provide for greater flexibility in the way that transit priority is provided. Currently the rules allow a traffic signal to remain green longer or come around to the green light sooner only to accommodate an emergency vehicle. The law does not allow a change in the sequence of phases for a traffic signal to provide preference to transit.

The issue of providing "phase altering" authority to transit operators has been contentious in the past with the most vocal opposition arising from fire and police. Fire trucks currently have "phase altering" authority.

LTD hopes to work with other large transit districts to develop signal priority legislation for 2009.

Funding for West Eugene EmX

As stated previously in this report, LTD was unsuccessful in obtaining state funding for West Eugene EmX in 2007. Thankfully, the timeline of the project allows for another attempt in 2009. To increase our likelihood of success, however, we must implement a community outreach and lobby strategy over the interim that provides greater community and elected support for the project.

LTD bill tracking Web site: <http://www.capitolonramp.com/lts/guests/1437330>

Legislative audio and video: <http://www.leg.state.or.us/listn/>

For more information contact Kelly Brooks at kbrooks@ulum.com **or 503-752-2130.**

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: DEBRIEF OF 2007 LEGISLATIVE SESSION

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: Lane Transit District was represented at the 2007 Legislative Session by the Ulum Group. Kelly Brooks of the Ulum Group will attend the meeting and provide the Board with information on the impact of the 2007 session on LTD and transit throughout the state. There will also be a discussion regarding LTD priorities for the 2008 and 2009 Legislative Sessions, and work that will be done to prepare for those sessions.

ATTACHMENTS: 2007 Legislative Report prepared by The Ulum Group

PROPOSED MOTION: None.

End of Session

QuickTime™ and a
Graphics decompressor
are needed to see this picture.

2007 Legislative Report

Prepared for LTD

Session Overview

Despite the failure to increase funding for Elderly and Disabled Transit, 2007 was a good session for transit. There were no major battles between transit and other modes of transportation, ConnectOregon II passed easily, and bus replacement dollars were included in the department budget without question. No transit district fared as well as TriMet, however, which received more than \$250 million for its next extension of light rail.

Democrats accomplished many of their priorities, including:

- The parties agreed early in the year to adjourn by June 29 – and they beat the target by a day;
- New ethics rules were enacted to limit gifts and out-of-state trips;
- Corporate kicker rebates totaling \$300 million were suspended and the funds were put in a “rainy day” fund; and
- A robust state budget was enacted that restores many cuts made during the recession.

GOP legislators didn't agree to increase tobacco taxes for the governor's Healthy Kids Plan to fund health insurance for 117,000 uninsured kids, so Democrats sent a constitutional amendment to the November 2007 ballot so voters can decide.

Legislative Agenda

Elderly and Disabled Transit (HB 2422)

Goal

LTD, along with the Oregon Transit Association, advocated for a three-cent increase in the cigarette tax to raise \$6 million in additional revenue for the Elderly and Handicapped Special Transportation fund. Rep. Terry Beyer (D-Springfield), chair of the House Transportation Committee, introduced HB 2422 and advocated for the bill.

Outcome

HB 2422 had several positive hearings in both the House Transportation and House Revenue committees but never made it to the House floor for a vote. The governor's proposed 84.5-cent increase to the cigarette tax for the Healthy Kids Plan dominated the discussion and taxes in any form became highly politicized.

A note was included in the Department of Human Services (DHS) budget, which directs DHS to work directly with the Oregon Department of Transportation and transit to secure an increased source of revenue for elderly and disabled transit in 2009. Ideally, the three parties will develop a funding proposal that Gov. Kulongoski can include in his next budget.

Next steps

The transit community needs to redouble its efforts and work together to educate lawmakers on the growing need for additional E & D funds. We should consider new sources of funding, potentially proposing a very narrow amendment to the constitution that would allow a dedicated fee, like a rental car tax, to be allocated to elderly and disabled transit rather than the highway trust fund.

ConnectOregon II (HB 2278)

Goal

ConnectOregon I, passed in 2005, provided \$100 million in lottery-backed bonds to support multi-modal transportation construction projects. The purpose of the fund is to provide resources to rail, transit, air and port facilities. LTD strongly supported and received funding under ConnectOregon I. The goal for 2007 was to pass ConnectOregon II, and make transit more viable under the program by adjusting the criteria used to score projects.

Outcome

HB 2278, the legislative vehicle for Connect II, passed with overwhelming support. As a successful recipient of Connect I funding, LTD testified in both the House and Senate committee hearings on the bill.

To improve the viability of transit projects under the program, LTD and OTA advocated for the addition of “improved access to jobs and sources of labor” as a project criteria under Section 3 of the bill. The amendment was successfully adopted and included upon final passage of the bill.

Amendments to the bill changed the regional allocation percentage from 15 to 10 percent. Chair of the Oregon Transportation Commission, Stuart Foster, argued for the reduction in the regional allocation because some ODOT regions struggled to find \$15 million in projects that qualified for the program during the Connect I application process.

A late amendment requiring applicants to pay the state 2 percent of the project’s total cost in order to receive Connect II funds almost derailed the bill. After much discussion, the Oregon Department of Transportation and legislative leaders agreed to limit the 2 percent fee to the Connect II allocation, thereby making the provision much more feasible.

Next steps

LTD should determine if it has a project eligible for ConnectOregon II funds and apply.

Elected Board (SB 476)

Goal

LTD's goal was to maintain the existing board governance structure, and defend against attempts to change it from governor-appointed to elected.

Outcome

Sen. Bill Morrisette (D-Springfield) introduced a bill (SB 476) to change the governance structure of the LTD Board of Directors.

In its original form, SB 476 would have made five of the positions elected and leave two appointed by the governor. However, the change in the number of districts would have required the secretary of state to conduct redistricting before any election could take place. Redistricting costs would have killed the bill, so Morrisette proposed an amendment to make all seven board positions elected but add two appointed at-large positions in the hope of avoiding any state redistricting costs.

The bill had the support of four local cosponsors – Sen. Floyd Prozanski, Sen. Walker, Rep. Paul Holvey and Rep. Nancy Nathanson. The bill narrowly avoided a work session, and eventually died in the Senate committee after one public hearing.

Bus Replacement Funding (HB 5047)

Goal

Maintain the 2005 levels of bus replacement funding.

Outcome

LTD's goal was attained and the Oregon Legislature dedicated \$4 million towards bus replacement for the 2007-2009 biennium. The bus replacement dollars were never called into question. It was perceived as a noncontroversial element within the agency budget.

Additional High Priority Issues

High Capacity Transit Bonds (HB 5036)

Goal

This issue arose after the governor's budget earmarked \$100 million in bonds for high capacity transit in the Portland metropolitan area. LTD initially viewed the \$100 million as using all of the excess bonding capacity from the retirement of the Westside Light Rail debt in 2009. LTD met with the governor's office and the local delegation to see if there was a way to use \$10 million of these "high capacity transit" bonds to fund the third line of EmX in West Eugene.

Outcome

In short, LTD did not get the funds for West Eugene EmX. However, in the process of researching the TriMet bonds, we learned that this type of funding will be available in the future, because lottery revenue continues to increase. The most important issue to stress is the economic development benefits associated with EmX. There is a powerful story to tell about Pioneer Parkway, and local discussions that need to continue in order to build the type of consensus LTD will need for a successful request in 2009.

Next steps

LTD must reach out to the local delegation and Oregon Department of Transportation to build support for West Eugene EmX, and come back in 2009 with legislation to fund the project.

Highway Transportation Funding Packages

Goal

In response to a report commissioned by the Portland Business Alliance, Oregon Business Council and Association of Oregon Industries outlining the cost of transportation congestion to Oregon's economy, legislators introduced two bills proposing increases to the gas tax and vehicle title and registration fees to create a sustainable revenue source for congestion relief projects.

HB 3018 sought to double license plate fees and revise mileage tax rates and axle-weight mileage tax rates. HB 2653 sought to increase the gas tax from 24 cents to 29 cents per gallon, and automatically increase the tax rate by a nickel every five years. LTD supported passage of both HB 3018 and HB 2653.

Outcome

Parties disagreed on how to move forward. Some wanted to approve \$200 million in bonds for projects in 2007 and ask a task force to come back in 2009 with a larger transportation funding package. Members of the Oregon Transportation Commission, counties, cities and House Democrats did not want to wait until 2009 to find new revenue for transportation. The House Republican Caucus said the gas tax increase would slow the economy and jeopardize jobs. Both HB 3018 and HB 2653 failed to pass in 2007.

HB 2269, a proposal to raise license plate fees by \$10 – generating \$112 million in bonds for transportation projects – also failed when House Republicans decided to lock up against the bill, which needed a three-fifths vote for passage on the House floor. Rep. Chris Edwards (D-Eugene) joined House Republicans in voting against the measure.

When policymakers can't reach a deal, they do the next best thing, and ask for a report. SB 566 convenes a Joint Interim Committee on Transportation, composed of five members from each chamber, to investigate local and regional transportation funding options over the interim. The measure also directs the Oregon Transportation Commission to review how to maximize the return on investment of property owned by the Department of Transportation and recommend specific highway projects that will reduce traffic congestion, improve freight mobility and enhance safety.

The Oregon Trucking Association, AAA and Portland Business Alliance supported Sen. Rick Metsger's (D-Welches) efforts to fund a study and forgo increasing the gas tax.

Next steps

Work with the Oregon Trucking Association, AAA, ODOT and legislators to move a comprehensive congestion relief funding package forward in 2009.

Binding Interest Arbitration (HB 2537)

Goal

HB 2537 prohibits transit employees from striking. It requires management and labor to enter into binding interest arbitration if the parties reach an impasse during labor negotiations. The LTD Board of Directors decided not to take a position on HB 2537 because of ongoing contract negotiations.

Outcome

HB 2537 passed both chambers and was signed by the governor on June 26, 2007. The bill has an emergency clause and is now in effect. The bill was amended to preclude any of the SB 400 staffing and safety provisions from applying to transit employees.

Mobile Communication Devices

Goal

Driving while using a cell phone was a hot topic in Salem this session. LTD's objective was simply to monitor mobile communication device legislation to ensure that the bills did not prohibit communication devices used by LTD drivers.

Outcome

Numerous bills were introduced banning the use of mobile communication devices, and one went so far as to pass both chambers but fail in the House on a final concurrence vote. This bill, HB 2872, applied to drivers under 18 years old and therefore had no impact on LTD operations.

The policy disagreement that killed HB 2872 was whether or not driving while using a cell phone should be a primary or secondary offense for teen drivers.

Next steps

This issue will surely arise again in 2009 and potentially in the 2008 short session. LTD should continue to monitor cell phone legislation and work with OTA to voice the needs of transit with respect to mobile communication devices.

Bike Safety

Goal

Any bike safety legislation must be workable for transit districts. Due to an alarming number of bicycle accidents involving automobiles, Sen. Floyd Prozanski (D-Eugene) and the Bicycle

Transportation Alliance worked together on legislation to increase bicycle safety during the 2007 session.

Outcome

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Elderly and Disabled Transit

LTD is actively working with our transit partners around the state to find a solution to the growing demand for E & D services. We plan to pursue both a state and federal funding strategy.

Employer Notification

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AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 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: June, July, and August 2007 Performance Reports (*handouts at meeting*)
May, June, and July 2007 RideSource Activity and Productivity Reports

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: DEBT RESOLUTION

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

ACTION REQUESTED: Approval

BACKGROUND:

LTD is in negotiations with Lane County to purchase most of the property on which LTD's River Road Station and Park & Ride are currently located. It is anticipated that this purchase will be made with federal discretionary grant funds expected over a period of years as funds are appropriated by Congress. In order to complete the purchase in a timely manner (and in accordance with federal regulations on such purchases), it may be necessary to initially finance part or all of the purchase with short-term debt. Some Board members may recall that a similar arrangement was made in December 2005 so that twenty-five new 40-foot buses could be ordered. At that time, the Board authorized up to \$9 million in short-term debt, \$3 million was eventually borrowed to finance the purchase, and the terms were very favorable.

To purchase the River Road property, authorization to borrow up to \$3 million on a short-term basis is requested. The final purchase price has not yet been determined, but the current estimate is approximately \$1.9 million. In order to grant borrowing authority, an approved debt resolution is required from the Board of Directors.

Approval of this resolution does not guarantee that debt will be incurred. The amount of debt required, if any, will be determined by the final value established for the property and the length of time that will be required to complete the partitioning and the sale. Staff will provide regular reports to the Board Finance Committee about anticipated vehicle funding. The Finance Committee and the full Board will be notified in advance of the need to borrow funds to complete the property purchase.

RESULTS OF RECOMMENDED ACTION: LTD will proceed with the River Road property purchase process.

ATTACHMENT: Debt Resolution No. 2007-031

PROPOSED MOTION: I move approval of LTD Resolution 2007-031, authorizing debt financing of the purchase of designated River Road property.

AGENDA ITEM SUMMARY

- DATE OF MEETING:** September 19, 2007
- ITEM TITLE:** RIVER ROAD STATION PURCHASE
- PREPARED BY:** Tom Schwetz, Director of Planning and Development
- ACTION REQUESTED:** None. Information only.
- BACKGROUND:** On May 16, 2007, the LTD Board of Directors directed the general manager to pursue the purchase of the River Road Transit Station site from Lane County. Discussions with the County led to a proposal to partition the site, with Lane County retaining approximately one quarter of the site and LTD purchasing the remaining three-quarters of the site. The proposed partition is shown on the attached photograph.
- This option provides the County with both sales revenue and an ongoing revenue stream from a lease of the property that they retain, while allowing the transit station to continue operating. Parking at the station would be reduced from about 145 spaces to 110 spaces. Current weekday use is approximately 75 to 80 spaces. Should future parking demand exceed the parking supply, there may be opportunities to add parking by redesigning the site layout and/or by purchasing some additional property to the east of the site.
- The Board of County Commissioners endorsed this split-site arrangement at their meeting on August 29, 2007. The memo provided to the Commissioners on this topic is attached.
- LTD has contracted for a property appraisal, a requirement when federal funds are used. Following the appraisal and approval of the purchase by the Federal Transit Administration, staff will proceed with the site partition and complete the transaction. An Intergovernmental Agreement between the County and LTD is being developed to direct the property transaction process.
- The purchase price for the partial site is expected to be approximately \$1.9 million. Staff propose to fund this purchase by eliminating or delaying various items in the Capital Improvements Program (CIP). A revised CIP will be reviewed by the Board Finance Committee and taken to the full Board for approval early next year.
- ATTACHMENTS:**
1. Aerial photo indicating the possible partitioning of the River Road Station site
 2. Board of County Commissioners August 16, 2007, Memorandum and Attachments on River Road Station
- PROPOSED MOTION:** None

SB 10

As a member of the LTD Board of Directors, you are a public official and, therefore, your activities and conduct fall under many of the provisions of Oregon's newest ethics law (SB 10). This fact sheet is not intended to serve as legal advice. If you have any questions about a specific gift or reporting requirement, please contact the Oregon Ethics Commission at 503-378-5105, or seek the counsel of an attorney.

What does SB 10 do?

- Establishes a funding mechanism for the Oregon Government Ethics Commission (OGEC).
- Requires quarterly filing of expenditure statements by lobbyists.
- Increases penalties for lobbying or government ethics violations from \$1,000 to \$5,000.
- Prohibits former legislators from lobbying during the first regular session out of the Legislative Assembly.
- Sets a monetary limit of \$50 on gifts received by public officials from people with legislative or administrative interests.
- Exempts certain food, beverage, travel, lodging and receptions from the definition of "gift."
- Requires quarterly reporting of gifts over \$15.

When does the bill go into effect?

The provisions of SB 10 go into effect in January 2008. Rulemaking begins on October 8, 2007, and there will be opportunities for public comment. It is unclear if the issues associated with the law will be resolved prior to January. There will also be a constitutional challenge to SB 10, which may eliminate it altogether.

How does it impact you?

As a voting member of a public body, you (or any member of your household) cannot accept gifts exceeding the limits of SB 10 from someone who has a legislative or administrative issue before you. The gift limits do not apply to gifts from family members. There is also a total ban on gifts of entertainment from individuals with an interest before LTD; examples are paying for Board members to attend golf outings, sporting events (including Ducks games), or concerts.

You may accept:

- Almost any item or meal under \$50. (Note that if your spouse/partner attends with you, the meal must be under \$25 because gifts to your family count against your limit. Also, this is \$50 per year, per organization; so choose your events with care.)
- An unsolicited token or award of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item with a resale value reasonably expected to be less than \$25.
- Informational material, publications, or subscriptions related to the recipient's performance of official duties.
- The cost of your admission, food, and beverage at a reception, meal, or meeting held by an organization where you will speak or answer questions as part of a scheduled program.

Q:\Reference\Board Packet FINAL\2007\09\Reg Meeting 09-19-07\SB 10 FAQs.doc

**Lane Transit District
Resolution No. 2007-031**

**A Resolution of the Board of the Lane Transit District Authorizing the
District to Undertake a Loan in an Amount Not to Exceed \$3,000,000 for the
Purpose of Providing Interim Financing for River Road Station
Property Acquisition**

WHEREAS, the Lane Transit District (the "**District**") is in the process of acquiring the land currently used as River Road Station Park & Ride (the "**Land**"); and

WHEREAS, the District has arranged long-term financing for the Land, including various federal grants that the District expects to receive over a period of years as funds are appropriated by Congress to fund such grants (such federal grants together with such other sources of long-term financing being herein collectively called the "**Grants**"); and

WHEREAS, the District expects to purchase the Land in 2008 and needs to make provision for securing interim financing of the Land pending receipt of the Grants; and

WHEREAS, pursuant to ORS 271.390 (the "**Act**"), the District is authorized to enter into contracts for the purpose of financing or refinancing real or personal property that the Board determines is needed for District purposes, including property such as the Land; and

WHEREAS, the District has incurred, or will incur in the future, preliminary expenditures relating to the acquisition of the Land, all within the meaning of Treasury Regulations, Section 1.150-2, and will continue to incur from time to time additional costs of acquiring the Land (such preliminary expenditures together with such other costs of the Land incurred and paid prior to the closing of the financing authorized herein being herein collectively called the "Pre-Issuance Expenditures"), which Pre-Issuance Expenditures, in accordance with the budget for the Land and the District's operating budget, will ultimately be financed on an interim basis out of the proceeds of the financing authorized herein; and

WHEREAS, pending the issuance of, and the availability of the proceeds derived from the financing authorized herein, the Pre-Issuance Expenditures have been and will be paid on an interim basis out of monies which, in accordance with the District budget and budgetary practices, are not and will not be available on a long-term basis to pay such costs (the "**Advances**"), with the expectation and intent that the District will be reimbursed for all such Advances out of the proceeds of the interim financing when the same closes.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Subject to the limitations set forth herein, the Board hereby authorizes, empowers and directs the General Manager or the Acting General Manager of the District, as the case may be (the General Manager and any Acting General Manager being herein called the "**General Manager**"), and the District's Director of Finance and Information Technology/Chief Financial Officer (the "**Finance Director**"), and each of them acting individually, to do the following for and on behalf of the District: (a) solicit proposals from banks and other financial institutions to provide interim financing for the Land (the "**Financing**");

(b) select the interim Financing proposal that best meets the needs of the District, including the execution and delivery of a term sheet setting forth the same and the payment of any commitment or loan fee required to be paid in connection therewith; and (c) negotiate the terms and conditions of such Financing, including the terms and conditions to be included in the related note and financing agreement.

Section 2. The Board further authorizes the District to undertake the Financing pursuant to the Act in a principal amount not to exceed \$3,000,000, or in such lesser principal amount as shall be sufficient to provide the funds needed for the interim financing of the Land. The principal amount of the Financing shall mature over a period not to exceed four (4) years and shall bear interest payable periodically in arrears at a rate to be established pursuant to negotiations with the Bank, which shall not exceed the rate of 6 percent *per annum*, except in the event of a default by the District, in which case the note may bear interest at a default rate established pursuant to the Financing documents. The District's obligation to repay the moneys loaned pursuant to the Financing shall be evidenced by a promissory note (the "**Note**"). The Note shall be issued in the form of a single fully registered Note. The Note shall be subject to prepayment in whole or in part at such times, under such conditions and at such price as shall be negotiated as authorized herein.

Section 3. Pursuant to and in accordance with the Act and other applicable laws of the State of Oregon, the obligation of the District to make the payments under the Note as provided in the Financing documents shall be an unconditional obligation of the District payable from all lawfully available revenues of the District, including without limitation: (a) revenues credited to the District's general fund; (b) any payroll and self-employment taxes imposed by the Issuer pursuant to ORS 267.380 and 267.385, as amended; and (c) the Grants (the foregoing being herein collectively called the "**Security**"). The District is hereby authorized to pledge all or any part of the Security as security for the payment of the amounts owing under the Note. The District hereby covenants and agrees to budget and appropriate in each fiscal year, in accordance with applicable law, sums sufficient to pay when due all amounts owing under the Note. The foregoing security provisions shall be included in the Note.

Section 4. The Finance Director shall be the custodian of the moneys received by the District from the Financing. The Finance Director shall apply such moneys for the purposes for which the Financing has been hereby authorized (including, without limitation, the payment of all costs incurred in connection with undertaking the Financing, including fees and expenses of Bond Counsel to the District and any fees or expenses of the Financing required to be paid by the District, including but not limited to any loan or commitment fees). Pending such application, such moneys shall be held in such bank account as the Finance Director shall determine and invest in accordance with the laws of the State of Oregon and the District's investment policies.

Section 5. The General Manager and the Finance Director, and each of them acting individually, are each hereby authorized, empowered and directed, for and on behalf of the District, to enter into, execute and deliver any and all documents, instruments, or certificates as may be necessary or appropriate in order to accomplish the Financing, including but not limited to the Note and the related financing agreement, and to do and perform any and all other acts and things which may be required to obtain the Financing as contemplated by this Resolution.

Section 6. The Board of the District hereby declares its intent to finance all Pre-Issuance Expenditures out of the proceeds of the Financing as and when such proceeds become available to the District, and to reimburse itself out of the proceeds of the Financing for all Advances made for the purpose of paying on an interim basis all Pre-Issuance Expenditures.

The District acknowledges that such reimbursement from Financing proceeds may be made only to the extent that all other applicable requirements of Treasury Regulations, Section 1.150-2, are met with respect to the Financing, the Pre-Issuance Costs, the sources of funds used to make the Advances and such reimbursement from Financing proceeds, but intends and hereby directs, all District officials and personnel to take such lawful actions as may be necessary or appropriate in order to ensure that the Advances may be reimbursed from Financing proceeds to the fullest extent permitted by law. This Section 6 is intended to constitute an official declaration on the part of the District to reimburse itself out of the proceeds of the Financing for all Advances made to pay Pre-Issuance Expenditures, all within the meaning of and pursuant to Treasury Regulations, Section 1.150-2. Within 30 days after the date of adoption of this resolution, the Secretary of the Board shall make a certified copy hereof available for public inspection at the main administrative offices of the District, and shall keep such certified copy available for public inspection at said administrative offices until the Financing has been obtained.

Section 7. This Resolution shall take effect immediately upon its adoption by the Board.

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

_____ **Date**

_____ **Board Secretary**

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: FARE ORDINANCE CHANGE

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

ACTION REQUESTED: Provide comment and direction regarding a staff recommendation to create a Student Pass Rate

BACKGROUND: The Oregon Department of Energy (ODOE) intends to modify the Business Energy Tax Credit (BETC) program requirements in order to allow transit districts to make direct application for student transit pass programs. The current student transit pass program is funded through the ODOE's research and development BETC funding pool, but with changes, the new regulations would allow funding through the standard BETC program funds.

In order to be consistent with new program requirements, ODOE staff have suggested that LTD develop a Board-adopted student pass group rate. With regard to funding a student pass program as compared to selling individual passes, LTD's position is to be revenue neutral. The current individual youth pass rate of \$19.00 qualifies as a Board adopted rate; however, utilizing this rate in the formula for determining the tax credit would result in an excess of funds for the program. LTD staff have determined that, based on student ridership and costs for operations and program administration, a group rate of \$12.00 per student would generate a tax credit reflecting a revenue neutral program.

ATTACHMENTS: None

RESULTS OF RECOMMENDED ACTION: LTD staff will prepare an updated fare ordinance for public comment and adoption by the Board in November.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: UNITED FRONT UPDATE

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: LTD participates with Lane County; the cities of Eugene, Springfield, and Coburg; and Springfield Public Schools to develop a package of federal priorities. This effort, called the United Front, is intended to provide a coordinated set of local priorities for federal funding. Staff and officials representing the participating agencies travel to Washington, D.C. annually to present the priorities to the Oregon congressional delegation.

This year, LTD had three funding requests in the United Front package: A request for \$29.59 million in Small Starts funds for the Pioneer Parkway EmX; a request for \$2 million for an upgrade of LTD's radio system; and a request for \$500,000 to conduct Alternatives Analysis for the third EmX corridor. Preliminary indications are that LTD will receive the Pioneer Parkway EmX funding and half (\$250,000) of the funding request for the EmX Alternatives Analysis. This result is positive, especially considering that congressional earmarks were significantly reduced this year due to stricter rules guiding earmarks.

Recently, local agency Government Relations staff discussed the United Front process. Recommended changes include:

- Provide a greater focus on major projects that are truly regional in nature and more "visionary". This addresses a concern that the United Front package has become simply a list of each agency's individual priorities.
- Consider two trips per year. The first would be limited to introduce the United Front priorities to representatives, senators, and other key officials and staff. Participation on this trip would be limited. Follow-up trips would be held, as necessary, to pursue funding discussions with congressional staff.
- Conduct formal evaluations of the lobbying firm.

Staff suggest that a discussion of the United Front process, Board and staff participation, and United Front funding priorities be scheduled for the Board Strategic Planning Workshop this fall.

ATTACHMENTS: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: September 19, 2007

ITEM TITLE: WEST EUGENE EmX EXTENSION STATUS REPORT

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.

Federal Process Initiated:

LTD has initiated the process for the development of an Environmental Impact Statement for the West Eugene EmX Extension project. This process is required under the National Environmental Protection Act (NEPA) for projects using federal funds. This process entails an extensive public outreach effort in the development and evaluation of a broad range of alternatives. It will be integrated with the Alternatives Analysis process required by the Federal Transit Administration.

Public Involvement Scheduled:

As part of the federal process described above, a public involvement process has been established. A series of outreach efforts are being planned over the course of the project; the first series will take place during the week of October 8. Public workshops are scheduled for October 8 and 9. Additional involvement efforts include distribution of a project newsletter and speaking at various community organization meetings.

In addition, the EmX Steering Committee made appointments to the West Eugene Corridor Committee at its September 4 meeting. Details on this action are provided under a separate Agenda Item Summary.

Technical Analysis Funded:

LTD has been awarded \$300,000 by FTA to supplement the technical analysis of the West Eugene EmX Extension project. This funding will be used for data, modeling, and analysis on the project. Specific work includes conducting an origin-destination survey of transit riders on LTD's entire system; and use of LTD's Automated Passenger Count (APC) and Automated Vehicle Location (AVL) data. The data collected from these efforts will update the regional demand model used by LCOG and allow more extensive assessment of alternatives developed as part of the project.

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

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DATE OF MEETING: September 19, 2007

ITEM TITLE: WEST BROADWAY (EUGENE) REDEVELOPMENT

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Support West Broadway Redevelopment Proposal

BACKGROUND: The City of Eugene is considering redevelopment proposals for the West Broadway area of downtown Eugene. A West Broadway Advisory Committee appointed by the Eugene City Council recently held a series of meetings and public workshops and has developed recommendations for consideration by the City Council.

The Advisory Committee supports moving forward with the proposed redevelopment. Specific Committee recommendations address issues such as the mixture of uses, parking, design elements, open space, and transition of businesses. A copy of the Committee's recommendations is attached.

LTD staff recommend that the Board formally support the redevelopment of the West Broadway area of downtown Eugene. Land use patterns have a significant impact on the effectiveness and efficiency of public transportation. A healthy and vibrant city center can greatly benefit transit, as it is the part of the community that is most easily served by transit. The redevelopment of West Broadway is an important step in enhancing the vitality of downtown Eugene.

Please note that this action in support of transit-oriented development in downtown Eugene would not constitute a position on the Downtown Urban Renewal Plan Amendment ballot measure that is scheduled to be voted upon this November.

ATTACHMENTS:

1. West Broadway Advisory Committee Draft Summary Recommendations
2. Draft letter to Eugene Mayor Kitty Piercy and City Council

PROPOSED MOTION: I move approval of the following resolution:

LTD Resolution No. 2007-033: It is hereby resolved that the Land Transit District Board of Directors supports the proposed redevelopment of West Broadway in downtown Eugene.

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