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**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**Wednesday, November 19, 2008
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 _____ Kortge _____ Necker _____ Towery _____

Dubick _____ Evans _____ Eyster _____

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. West Eugene EmX Extension Project Update (20 minutes) | 06 |
| B. Accessible Services Fall Training (20 minutes) | 16 |
| C. 2009 Service Reduction Package (15 minutes) | 17 |

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

- | | |
|--|----|
| VII. EMPLOYEE OF THE MONTH – December 2008 (5 minutes) | 22 |
| VIII. AUDIENCE PARTICIPATION | |
| ◆ Each speaker is limited to three (3) minutes. | |

IX. ITEMS FOR ACTION AT THIS MEETING

- | | | |
|----|---|----|
| A. | Consent Calendar (1 minute) | 23 |
| 1. | Minutes of the September 17, 2008, Regular Board Meeting (Page 24) | |
| B. | 2009 Service Reduction Package (20 minutes) | 34 |
| C. | Public Hearing, Federal Transit Administration Grant Applications (5 minutes) | 35 |
| 1. | Staff Presentation | |
| 2. | Opening of Public Hearing by Board President | |
| 3. | Public Testimony | |
| | ▪ Each speaker is limited to three (3) minutes. | |
| 4. | Closing of Public Hearing | |
| 5. | Board Deliberation and Action | |
| D. | Special Service Policy Revision (5 minutes) | 38 |

X. ITEMS FOR INFORMATION AT THIS MEETING

- | | | |
|----|---|----|
| A. | Board Member Reports (10 minutes) | 42 |
| 1. | Meetings Held or Attended | |
| a. | Board Finance Committee – November 4 | |
| b. | Metropolitan Policy Committee – November 13 | |
| 2. | Other Activities | |
| a. | Lane County Board of Commissioners – November 5 | |
| b. | Springfield City Council – November 10 | |
| 3. | No Meeting/No Report | |
| a. | West Eugene EmX Extension Corridor Committee | |
| b. | EmX Steering Committee | |
| c. | LCOG Board of Directors | |
| d. | Board Service Committee | |
| e. | Board HR Committee | |
| f. | APTA Authorization Committee | |
| g. | Gateway EmX Extension Corridor Committee | |

B.	Board Strategic Planning Session Draft Agenda (15 minutes)	45
C.	Monthly Financial Report—October 2008	47
D.	Federal Surface Transportation Bill Recommendations (respond if questions)	48
E.	Monthly Department Reports (respond if questions)	49
F.	Monthly Performance Reports (respond if questions)	56
XI.	ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	59
A.	Board Strategic Planning Work Session (December)	
B.	Gateway EmX Extension Update (December)	
C.	General Manager Performance Evaluation (December)	
D.	Legislative Agenda (December)	
E.	Independent Audit Report and Comprehensive Annual Financial Report (CAFR) (December)	
F.	Pension Plan Update (December)	
G.	Board Committee Reassignments (January)	
H.	Gateway Station Construction Updates (future meetings)	
I.	LTD Sustainability Plan (future meeting)	
J.	Park & Ride Program (future meeting)	

XII. ADJOURNMENT

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

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AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: OCTOBER FINANCIAL STATEMENTS

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

ACTION REQUESTED: None

BACKGROUND: Because actual quarterly data for Accessible Services programs were not available in time to finalize financial statements for inclusion in the Board agenda packet, the October financial report will be distributed at the beginning of the November 19 work session.

Ridership continues to be very strong. October is typically the highest ridership month of the year, and October 2008 boardings were 10.5 percent higher than October 2007. Boardings for the rolling twelve-month period that ended October 31 were 16.7 percent higher than for the same period last year. For the first four months of the current fiscal year, boardings were 14.3 percent higher.

As reported last month, payroll tax receipts continue to be a significant concern. As of October 31 (before the majority of quarterly receipts were disbursed by the Oregon Department of Revenue), receipts were 99.5 percent of last year's receipts, despite a tax rate increase that went into effect on January 1, 2008. The majority of tax receipts for the quarter ending September 30 were received by November 12. As of that date, receipts were 1.1 percent higher than last year. The current-year budget assumed an 8 percent increase in receipts.

Interest rates of return on investment continue to slide. On October 31, 2007, the Local Government Investment Pool was paying 5.32 percent. By September 30, 2008, the rate had fallen to 2.9 percent. On October 31, 2008, the rate was 2.5 percent.

A more positive result is the decline of fuel prices, which peaked on July 7, 2008, at \$4.20 per gallon. As of October 31, the fiscal year low price was \$2.20 per gallon on October 29, and the year-to-date average price was \$3.17. The current-year budget assumed an average per gallon price of \$3.75.

Additional information will be provided in the October financial statements distributed on November 19.

ATTACHMENTS: None (*handouts at Board meeting*).

PROPOSED MOTION: None

Special Mobility Services: RideSource Activity and Productivity Information

September-08	Current Month	Prior Year's Month	% Change	Current YTD	Previous YTD	% Change	Current 12 Month	Prior 12 Month	% Change
RideSource Ridership	13,293	11,420	16.4%	40,801	36,572	11.6%	159,669	143,726	11.1%
RideSource(All Modes)	10,658	8,952	19.1%	32,248	28,304	13.9%	126,644	110,393	14.7%
Shopper	492	444	10.8%	1,538	1,412	8.9%	6,087	6,277	-3.0%
Escort Volunteers-Metro	744	748	-0.5%	2,363	2,409	-1.9%	9,412	9,015	4.4%
Escort Volunteers-Rural	1,399	1,276	9.6%	4,652	4,447	4.6%	17,526	18,041	-2.9%
RideSource Cost per Ride	\$ 23.23	\$ 20.88	11.3%	\$ 22.20	\$ 19.83	11.9%	\$ 21.32	\$ 18.88	12.9%
RideSource(All Modes)	\$ 28.32	\$ 26.02	8.9%	\$ 27.40	\$ 24.97	9.7%	\$ 26.26	\$ 23.87	10.0%
RideSource Shopper	\$ 12.46	\$ 9.45	31.9%	\$ 12.46	\$ 9.45	31.9%	\$ 12.46	\$ 9.45	31.9%
RideSource Escort	\$ 3.25	\$ 2.72	19.8%	\$ 3.13	\$ 2.72	15.3%	\$ 2.86	\$ 2.89	-0.9%
Ride Reservations	11,267	9,776	15.3%	34,166	30,948	10.4%	137,458	122,646	12.1%
Cancelled Number	834	837	-0.4%	2,628	2,847	-7.7%	12,789	11,844	8.0%
Cancelled % of Total	7.40%	8.56%		7.69%	9.20%		9.30%	9.66%	
No-Show Number	124	117	6.0%	338	333	1.5%	1,576	1,449	8.8%
No-Show % of Total	1.10%	1.20%		0.99%	1.08%		1.15%	1.18%	
Ride Refusals Number	0	0	#DIV/0!	1	0	#DIV/0!	7	29	-75.9%
Ride Refusals % of Total	0.00%	0.00%		0.00%	0.00%		0.01%	0.02%	
Service Hours	5,656	4,821	17.3%	17,384	15,191	14.4%	68,282	58,351	17.0%
Agency Staff	5,358	4,615	16.1%	16,472	14,508	13.5%	65,011	55,499	17.1%
Agency SMS Volunteer	298	206	44.7%	912	683	33.5%	3,271	2,852	14.7%
Avg. Trips/Service Hr.	1.97	1.95	1.0%	1.94	1.96	-1.0%	1.94	2.00	-3.0%
RideSource System Miles	79,249	68,929	15.0%	240,559	215,169	11.8%	941,994	833,643	13.0%
Avg. Miles/Trip	7.11	7.34	-3.1%	7.12	7.24	-1.7%	7.10	7.15	-0.7%
Miles/Vehicle Hour	14.01	14.30	-2.0%	13.84	14.16	-2.3%	13.80	14.29	-3.4%

Special Mobility Services: RideSource Activity and Productivity Information

<u>September-08</u>	<u>Current Month</u>	<u>Prior Year's Month</u>	<u>% Change</u>	<u>Current YTD</u>	<u>Previous YTD</u>	<u>% Change</u>	<u>Current 12 Month</u>	<u>Prior 12 Month</u>	<u>% Change</u>
On-Time Performance %	86.0%	90.1%	-4.5%	86.9%	91.0%	-4.5%	88.4%	92.0%	-3.9%
Sample	8,862	8,131		26,630	25,683		110,313	100,591	
On-Time	7,624	7,327		23,149	23,375		97,552	92,545	

- 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.

2008 LTD Service Redesign Outreach Plan

	Group/Organization	Communication Strategy	Date Implemented	Staff	Notes
1	Riders	Bus Talk	August thru November, 2008	Vobora	
2		Posters	August, 2008	Vobora	
3		Station Signs	September 2, 2008	Sifuentez	
4		Open House	October 1, 2008	Staff	
5					
6		Website			
7	Transportation Planning Committee	Meeting/Presentation	July 10, 2008	Vobora	
8		Handout			
9	Metropolitan Policy Committee	Written Report	For August 14, 2008 Packet		Submitted by Schwetz
10		Presentation	August 14, 2008		Vobora Presented, Board Led Discussion
11	MPC Citizens Advisory Committee	Presentation	August 6, 2008	Vobora	Tour of LTD and Presentation
12					
13					
14	Neighborhood Leaders Council	Presentation			
15		Newsletter Article	Sent to Issac on August 28, 2008		Overview Summary and Newsletter Article
16	Employees	Service Advisory Committee	September 11, 2008	Mueller	
17		Display	September 3, 2008	Sifuentez	
18		Inside Lane	June, August & September 2008	Vobora	
19		Brown Bag Lunches			
20	Employee Council	Meeting			
21	ATU Leadership	Meeting			
22	CSC & AWC Staff	Briefing	September 12, 2008	Vobora	
23					
24					
25	Elected Officials				
26		Written Report - Email	June 28, 2008	Vobora	Under Pangborn's Signature
27	Councils/Commissioners Invited to Outreach Meetings	Email	September 1, 2008	Vobora	
28	Eugene City Council	Work Session	October 13, 2008	Pangborn	
29	Springfield City Council	Work Session	November 10, 2008	Pangborn	
30	County Commissioners	Work Session	October 22, 2008	Vobora	
31	County	Human Service Committee	July 21, 2008	Vobora	
32	Rural Mayors and City Managers	Letter	September 17, 2008	Vobora	Under Pangborn's Signature
33					
34					
35					
36					
37	LTD Board				
38	LTD Service Committee		September 2, 2008	Staff	
39	Board Outreach Meetings	Kortge	September 8, 2008	Staff	
40	Board Outreach Meetings	Eyster	September 10, 2008	Staff	
41	Board Outreach Meetings	Dubick	September 15, 2008	Staff	
42	Board Outreach Meetings	Evans	September 16, 2008	Staff	
43	Board Outreach Meetings	Evans	September 18, 2008	Staff	
44	Board Outreach Meetings	Gaydos	September 18, 2008	Staff	
45	Board Outreach Meetings	Dubick	September 22, 2008	Staff	
46	Board Outreach Meetings	Necker	September 22, 2008	Staff	
47	Board Outreach Meetings	Towery	September 24, 2008	Staff	
48	Board Outreach Meetings	Gaydos	September 23, 2008	Staff	
49	Board Outreach Meetings	Gaydos	September 23, 2008	Staff	Market of Choice
50	Board Outreach Meetings	Eyster	October 1, 2008	Staff	Housing Authority on Fairview
51	Board Outreach Meetings	Necker	October 1, 2008	Staff	Market of Choice
52					

2008 LTD Service Redesign Outreach Plan

	Group/Organization	Communication Strategy	Date Implemented	Staff	Notes
53	LTD Board Meeting	Staff Presentation	September 17, 2008	Vobora/Mueller	
54		Staff Presentation	October 15, 2008	Vobora/Mueller	
55	Accessible Transportation Committee	Presentation	June 17, 2008	Vobora	
56		Email	September 30, 2008	Hekimoglu	
57		Presentation	October 21, 2008	Vobora	
58					
59	CVALCO Board	Email	September 3, 2008	Vobora	
60					
61	Chambers of Commerce				
62	All Area Chambers	Cover Letter and Community Report	October 14, 2008	Vobora	
63	Eugene Chamber	LGAC Meeting/Presentation	July 18, 2008	Pangorn	
64		Newsletter Article			
65		Business Expo	October 16, 2008	Rees	
66	Springfield Chamber	Government Affairs Meeting/Presentation	July 8, 2008	Pangorn	
67		Newsletter Article	August 13, 2008	Vobora	
68		New Member Lunch	September 10, 2008	Vobora	
69		Gateway Committee Meeting	July 26, 2008	Vobora	
70	Rural Chambers	Phone Contact			
71		Newsletter Article			
72	ASUO	Email Letter to President	September 15, 2008	Vobora	
73		Emerald Ads	October 6 & 7, 2008	Vobora	
74		Email to Transportation Coordinator	September 3, 2008	Vobora	
75		Meetings with ASUO/ Admin	September 15, 2008	Staff	
76		Meetings with ASUO/ Admin	November 10, 2008	Staff	
77	ASLCC	Written Letter to President	September 15, 2008	Vobora	
78		Torch Ads	September 25 & October 9, 2008	Vobora	
79		ASLCC Government Meeting	October 24, 2008	Vobora/Mueller	
80	UO	Administration - Written Letter	September 4, 2008	Jeanne/Vobora	Under Pangborn's Signature
81					
82		Intermingle Event	September 26, 2008	Rees	4500 students
83		ASUO Forum	October 24, 2008	Mueller/Sifuentez	Greg Evans
84	LCC Administration	Written Letter	September 4, 2008	Jeanne/Vobora	Under Pangborn's Signature
85					
86	Northwest Christian University	Written Letter	September 4, 2008	Jeanne/Vobora	Under Pangborn's Signature
87					
88	Other Government Agencies				
89		Meeting With Junction City City Manager	August 18, 2008	Vobora	
90					
91					
92	School Districts				
93	4J School District	Written Letter	September 30, 2008	Jeanne/Vobora	Under Pangborn's signature
94		Call Transportation Staff	June 3, 2008	Vobora	
95		Email Jan Anderson - Fed Reg.	September 29, 2008	Vobora	
96	Bethel School District	Written Letter	September 30, 2008	Jeanne/Vobora	Under Pangborn's signature
97	Springfield School District	Written Letter	September 30, 2008	Jeanne/Vobora	Under Pangborn's signature
98	Group Pass ETC's	Email	August 29, 2008	Vobora	To Maffei for Distribution
99		Quarterly Update	September 19, 2008	Vobora	
100	Title VI Organizations	Written Letter	September 2, 2008	Vobora	
101		Written Letter	October 7, 2008	Vobora	

2008 LTD Service Redesign Outreach Plan

	Group/Organization	Communication Strategy	Date Implemented	Staff	Notes
102					
103	General Public				
104		Website	September 8, 2008		Updated as Needed
105		Lane County Fair	August 13 thru 17, 2008	Staff	
106		Eugene Celebration	September 13 & 14, 2008	Staff	
107		Fiesta Latina	September 13, 2008	Staff	
108		Eugene Station Open House	October 1, 2008	Staff	
109					
110		Whiteaker Neighborhood Flea Market	July, 2008	Staff	
111		EmX Newsletter	September 26, 2008	Rees	
112		Direct Mail to Deleted Areas	September 12, 2008	Rees	40,000 Mailed
113		LTD Enewsletter	October 8, 2008	Vobora	
114		City of Eugene - In-Motion Enesnewsletter	August, September, October, 2008	Vobora	Cindy Clarke
115					
116	Media				
117		Paid Media	September 7 & 14 & 21, 2008	Vobora	RG Ads
118		Paid Media	September 11, 2008 - Ticket	Vobora	Spanish Ad for Fiesta
119		Earned Media	June 29, 2008	Eyster/Pangborn	KLCC Noon Program
120		Press Release	September 2, 2008	Vobora	
121		Press releases	Prior to Each Individual Board Meeting	Vobora	
122	Community Organizations				
123		Lion's Club	September 2, 2008	Gaydos/Vobora	
124		Ya Po Ah Residents Meeting	September 9, 2008	Rees	
125		Eugene Rotary	October, 2008	Pangborn	
126					

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: 2009 SERVICE REDUCTION PACKAGE

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

ACTION REQUESTED: ADOPT THE 2009 SERVICE REDUCTION PACKAGE

BACKGROUND: Following an extensive public outreach process and two public hearings, Service Planning staff recommend adoption of a service reduction package that will reduce revenue service hours by 14.5 percent.

Changes will occur in two phases: First, routes 3x, 7x, and 8x will be eliminated in February 2009. Second, reductions involving all other routes affected will occur on September 6, 2009. The February changes are possible because the express routes are able to be eliminated independent of other route changes. Nearly all of the remaining changes require changes to routing or route timing. These changes require service planners to do extensive work involving new bus stop placements, finalizing route scheduling, and updating all route and schedule databases in order to prepare bid documents and public information.

ATTACHMENTS: None. Included with work session agenda item.

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2008-038: Be it resolved that the LTD Board of Directors hereby adopts the 2009 Service Reduction Package as presented.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: 2009 SERVICE REDUCTION PACKAGE

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

ACTION REQUESTED: None. Separate Action Item later in agenda.

BACKGROUND: Following an extensive public outreach process and two public hearings, Service Planning staff recommend adoption of a service reduction package that will reduce revenue service hours by 14.5 percent.

Changes will occur in two phases: First, routes 3x, 7x, and 8x will be eliminated in February 2009. Second, reductions involving all other routes affected will occur on September 6, 2009. The February changes are possible because the express routes are able to be eliminated independent of other route changes. Nearly all of the remaining changes require changes to routing or route timing. These changes require service planners to do extensive work involving new bus stop placements, finalizing route scheduling, and updating all route and schedule databases in order to prepare bid documents and public information.

ATTACHMENTS: Service Change Summary for FY 2009-10
2009 Service Reduction Outreach Plan

PROPOSED MOTION: None.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: ANNOUNCEMENTS AND ADDITIONS TO AGENDA

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: None

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

ATTACHMENT: None

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jeanne Schapper, 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. **Board Finance Committee:** The Board Finance Committee is composed of Dean Kortge (chair), Mike Dubick, and Ed Necker. The committee met on November 4 to discuss fare policy, payroll tax revenue scenarios, the local economy, and the possible short term use of federal formula grant funds to temporarily support operations. The short term use of federal funds to pay for fleet maintenance could reduce the amount of fixed route service that would need to be eliminated as the result of significantly lower tax receipts.
2. **Metropolitan Policy Committee (MPC):** MPC meetings generally are held on the second Thursday of each month. Board members Gerry Gaydos and Greg Evans are LTD's MPC representatives, with Mike Dubick serving as an alternate. The October 9 MPC meeting was canceled. A meeting was held on November 13 in Springfield. The agenda included a report from the Citizens Advisory Committee (CAC), appointment of three new CAC members, and a report on the Regional Transportation and Land Use Work Plan.

OTHER ACTIVITIES

1. **Lane County Commissioners:** Board President Mike Eyster, General Manager Mark Pangborn, and Service Planning, Accessibility, and Marketing Director Andy Vobora attended the November 5 Board of Commissioners meeting. Mr. Eyster presented an overview of the District's financial situation and how the weakening economy is creating a budget gap. Mr. Vobora discussed the goals for the service redesign and answered questions regarding specific service changes. The Board of Commissioners expressed positive comments about the work the District is doing and encouraged LTD to keep the most vulnerable citizens in mind as changes are planned. Mr. Pangborn thanked the commissioners and outlined the coming efforts targeted at finding additional funding through the state and federal governments, as well as looking to the local community for support to improve the transportation system.
2. **Springfield City Council:** On November 10, Board President Mike Eyster, Board member Doris Towery, General Manager Mark Pangborn, and Service Planning Manager Will Mueller presented the Council with an overview of the 2009 service reductions. The Council and LTD representatives engaged in a dialogue about several specific concerns raised by Springfield residents who will be affected by the changes. The Council was supportive of LTD's efforts to find additional funding to restore and enhance transportation services.

NO MEETINGS HELD

1. **West Eugene EmX Extension (WEEE) Corridor Committee:** This committee is a subcommittee of the EmX Steering Committee and is composed of Board members Greg Evans, Dean Kortge, and Gerry Gaydos, along with members of local government and community representatives. The committee last met on September 29. The next WEEE meeting is scheduled to be held on November 25. The agenda includes reviews of the National Environmental Policy Act (NEPA), Section 6002 of SAFETEA-LU, and the Analysis, Data, and Methods Reports (AMDRs). There will be monthly meetings held during the remainder of the year and through the spring of 2009.
2. **EmX Steering Committee:** Board members Gerry Gaydos, Doris Towery, and Greg Evans are members of LTD's EmX Steering Committee, along with members of local units of government and community representatives. The committee meets quarterly and the next meeting is scheduled to be held on December 2.
3. **LCOG Board of Directors:** LTD Board Member Mike Dubick represents LTD on the Lane Council of Governments (LCOG) Board of Directors as a non-voting member. The next meeting of the LCOG Board is scheduled to be held on December 11.

4. **Board Service Committee:** The Board Service Committee members are Greg Evans, Ed Necker, and Chair Mike Eyster. The committee last met on September 2. Following the October 13, 2008, public hearing on service changes, the full Board met in a work session on October 15, 2008, and discussed the service reduction package. The Board provided direction for staff to maintain the service reduction package at 14.5 percent. No meeting is currently scheduled for the committee.
5. **Board HR Committee:** The Board HR Committee is composed of Mike Dubick, Mike Eyster, and Chair Gerry Gaydos. The committee met on October 14 in Executive Session as part of the general manager annual performance evaluation process. The next meeting of the Board HR Committee has not yet been scheduled.
6. **APTA Authorization Committee:** The American Public Transportation Association (APTA) Authorization Task Force is developing transit requests for a new surface transportation bill. SAFETEA-LU, the current surface transportation bill, expires on September 30, 2009. Board member Greg Evans has been appointed to the APTA Authorization Task Force. Mr. Evans attended a Task Force meeting in Washington, D.C. on September 12. The Committee's recommendations are being reviewed and await approval by APTA's Executive Committee and Board of Directors.
7. **Gateway EmX Extension Corridor Committee:** This committee (formerly Pioneer Parkway Corridor Committee) also is a subcommittee of the EmX Steering Committee. It is composed of Board members Doris Towery, Mike Dubick, and Mike Eyster, and local government and community representatives. The committee last met on January 17, 2008. The next meeting has not yet been scheduled.

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, September 17, 2008

Pursuant to notice given to *The Register-Guard* for publication on September 11, 2008, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a public hearing and regular board meeting on Friday, September 17, 2008, beginning at 5:30 p.m., in the LTD Board Room, 3500 East 17th Avenue, Eugene, Oregon.

Present: Greg Evans, Vice President, presiding
Debbie Davis
Ed Necker
Michael Dubick
Gerry Gaydos
Dean Kortge
Mark Pangborn, General Manager
Jeanne Schapper, Clerk of the Board
Will Mueller, Service Planning Manager
Mary Adams, Director of Human Resources and Risk Management
Zack Fish, Customer Service
Diane Hellekson, Director of Finance and Information Technology
Andy Vobora, Director of Service Planning, Accessibility, and Marketing

Absent: Mike Eyster, President

CALL TO ORDER/ROLL CALL – Mr. Evans called the regular board meeting of the Lane Transit District (LTD) Board of Directors to order and called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT – Mr. Eyster was unable to attend the meeting. Mr. Evans had no remarks to share at this time.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA – Mr. Pangborn stated that the LTD Board needed to appoint a representative for the Metropolitan Policy Committee (MPC). He suggested including this in the action items. He also noted that he would include a Memorandum of Understanding (MOU) on diversity in the information items.

BOARD CALENDARS – Mr. Pangborn directed Board members to look at the calendar included in their packets. He then asked for Board feedback on the new Board Room seating arrangement. He pointed out the new Liquid Crystal Display (LCD) screen for presentations, which had been placed centrally on the east wall to optimize visibility.

Mr. Pangborn reported that LTD continued to hold public outreach meetings regarding the service redesign. He stated that two people had attended the meeting in Creswell, four had

attended the meeting held the previous evening, and approximately 20 people attended the meeting in Springfield.

Mr. Pangborn announced that LTD would be hosting the First Friday for Communities of Color on October 3. He also noted that the American Public Transportation Association (APTA) conference was scheduled for October 10. Mr. Pangborn would be attending, along with Mr. Dubick, Mr. Evans, and Mr. Eyster.

In response to a request from Mr. Pangborn, Mr. Kortge agreed to attend the MPC meeting scheduled for October 9.

Mr. Pangborn related that the chief executive officers of all of the public agencies would sign the Diversity and Human Rights Consortium (DHRC) Memorandum of Understanding (MOU) on diversity at 8:30 a.m. on October 14 at the new Justice Center in Springfield. He noted that the MOU had been signed before and this event was a resigning or rededication to diversity and human rights.

Continuing, Mr. Pangborn stated that LTD would hold an open house on the West Eugene EmX Extension (WEEE) at the Eugene Faith Center on October 20. He also noted that another public input opportunity on the service redesign was scheduled for October 13 in the Eugene Library. He stated that LTD would also be making a presentation to the Eugene City Council on that day. He added that the November 10 public hearing coincided with an LTD presentation on the service redesign proposal that is scheduled to be made before the Springfield City Council.

Mr. Pangborn informed the Board that its strategic planning session was planned for December 5 at the PacificSource building on International Way in Springfield.

WORK SESSION –

A. LTD Rewards and Recognition Program

Ms. Adams provided an overview of the new LTD Rewards and Recognition Program. She said this program was derived from the Looking to the Future Plan. She relayed that there had been several outcomes, the largest of which was the training and development program that now was in place. She said another significant piece in the plan was the work being done on health and safety through the Health For Life Committee. She stated that the rewards program had come from the goal to recognize and reinforce exceptional performance.

Mr. Fish reviewed the program through a PowerPoint presentation. He stated that staff had made the nominating process accessible to both employees and customers so that it was a simple procedure to nominate someone.

In response to a question from Mr. Kortge, Mr. Fish said feedback had been positive thus far.

Mr. Dubick remarked that it seemed user-friendly. He complimented staff on a job well done.

B. 2009 Service Reduction Analysis

Mr. Vobora provided an update on the process. He called the proposal a work in progress and stated that staff continue to review the pros and cons of the current design. He felt there were still options to consider that could enable staff to arrive at the budget goal of a 15 percent reduction in operations. He relayed that staff had talked with the Service Advisory Committee, which included bus operators and Operations staff, in order to bring them into the process and gain their perspectives. He stated that staff also were working with the Lane Council of Governments (LCOG) to look at the Title 6 issues to evaluate the low-income and minority census blocks to determine whether any issues would arise from service changes.

Mr. Vobora observed that customer feedback had been sparse. He had been impressed by how understanding people seemed to be, though they did advocate for their own needs. He stated that LTD had done much to publicize the changes. He noted that 40,000 mailings were sent to residences and business included within all of the areas in which route deletions and changes had been proposed. He said other efforts to disseminate the information included posters on the bus, articles in the onboard newsletter, signs at the downtown stations, and letters to the elected officials and all of the Title 6 organizations and social service agencies. He felt that *The Register-Guard* had done a good job of informing the public. He said that radio stations had been picking up the press releases and that LTD had bought ads that listed the meetings as well. There were booths at both the recent Fiesta Latina and the Eugene Celebration with information for the public.

Mr. Vobora stated that staff were trying to understand why more people were not providing input. He said they planned to buy some radio advertising that would run during the first two weeks of October, prior to the public hearing.

Mr. Kortge agreed that people had been receptive to the problems that LTD was trying to address. He thought the Celebration and Fiesta had been great opportunities to get information out.

Mr. Dubick said the couple of people who came to the public input session held in Creswell had determined that there would still be routes that would work for them.

Mr. Evans agreed that the people who came to the input sessions were understanding of the situation. He said that they had their own suggestions and needs, but in the "grand scheme of things" he thought people would be amenable to the changes. He suggested that LTD find a way for people to engage through the Website—perhaps through a message board. He thought it possible to gain more input through e-mails. Mr. Vobora noted that a lot of comments were received via e-mail, though the LTD Website did not provide a message board.

Mr. Vobora stated that he had provided the Board with the packet of information that had been provided to the Service Advisory Committee. He reviewed some of the route changes. He noted that a neighborhood loop had been added in the Terry Street area that was thought to potentially serve more residents there. He said there were two major corridor routes in the South Eugene sector. He stated that the South Willamette area route actually went through the Amazon Station and down Hilyard Street to the University of Oregon, passing South Eugene High School. He said this would be lost under the current proposal. He said that staff were considering allowing

the 73 and the 25 to remain in order to maintain the connection at Amazon Station, but this would cost 2 percent more. He thought there could be some options regarding the frequency of those routes.

Continuing, Mr. Vobora reviewed the proposed changes to the Springfield sector. He said the 18 route was formally a loop route, becoming the 19 route, and now this would be two separate line routes and service to 'Q' Street would be eliminated. He noted that page six of the Board packet indicated the projected lost ridership due to the changes. He stated that there were also some route timing issues between the two routes, which would have to be approved by the City of Springfield. He thought the route changes would be controversial. He indicated that if it was not possible for the route to be made in an hour (requiring LTD to move to expanded routing), it could cost as much as \$120,000 per year to add another bus.

Mr. Vobora brought up the timing issue, noting that staff had been promoting September 2009 as the implementation date. He said there were a few routes that could be cut in February. The advantage to this would be that some savings would be realized sooner.

In response to a question from Mr. Necker, Mr. Mueller clarified that the stand-alone routes were the only routes that could potentially be eliminated in February.

Mr. Evans asked if there was push back regarding the 3X route from the University students and employees. Mr. Vobora replied that there was an alternate service available to them. He pointed out that people who took the 3X could take the 51 instead and transfer to the EmX.

Mr. Gaydos felt the percentage gain made it worthwhile to discontinue those routes. Mr. Kortge concurred.

Mr. Dubick asked how this would affect the bid process. Mr. Vobora replied that it would be folded into the winter bid. Mr. Dubick asked if there would be staffing reductions at that point. Mr. Vobora responded that LTD was already down six operators.

Mr. Necker asked if any operators would have to be terminated in the fall. Mr. Vobora said the proposal being considered would eliminate 27 operator positions, or a net of 21. He thought that LTD would be able to handle all of the layoffs through attrition, including pending retirements.

Mr. Vobora stated that staff and the Leadership Council were trying to decide whether 15 percent would be a sufficient reduction. Mr. Pangborn added that the problem with the situation was that both revenues and expenses were moving targets. He said they decided to adopt the current assumptions--though it may be that the assumption for fuel could be lowered.

Ms. Hellekson stated that the worst case scenario projected fuel costs at \$5 per gallon, but LTD had paid \$2.92 per gallon on the previous day.

Mr. Pangborn acknowledged that costs fluctuated greatly but he assured the Board that the 15 percent cut was necessary. He said the possible need to make more cuts would be addressed as more information came to be known. He stated that one issue that would have to be addressed was the reduction in reserves; LTD needs a plan to build them back up. He felt planning staff had done a magnificent job of rethinking service and getting the message out to the public. Without the reserves, staff would not have been able to do such a good job.

Mr. Pangborn discussed the August performance report, noting that weekday ridership was up 16 percent and that mobility-assisted riders were up 10.4 percent. He also noted that as the economy worsened, LTD payroll collections would likely decline. He said that currently payroll taxes were down 2 percent, without including the Hynix closure.

Mr. Vobora added that other services would be affected. He cited as an example that dispatching 50 buses for services for the home football games might need to be modified.

Mr. Kortge expressed appreciation for the level of complication the situation presented. He asked what would happen if LTD needed to trim another 5 percent. Mr. Vobora responded that a Tier II cut scenario was included in the Board packet. He said they could look at reducing the coverage or frequency more, but this was not a comfortable position. He relayed that he had spoken on the telephone with a woman earlier in the day who had waited for a bus on Main Street at 10 a.m. and had been passed by two buses because they were too full. He did not feel very comfortable in making more cuts, but thought it was a possibility. He thought they might review span and days of the week next.

Mr. Mueller underscored the importance of maintaining frequency, especially during peak hours. He said if ridership kept increasing, the current services had elements that could be in jeopardy.

Mr. Vobora predicted that scheduling delays would increase as buses had to make more stops to pick up people, but the planning staff was adding running time to routes to accommodate larger customer loads.

Mr. Evans remarked that there was hope through the energy bill before Congress, as it included some fuel money for surface transportation. He said House Speaker Pelosi had predicted the bill would be "dead on arrival." He stated that nothing would happen until after the election.

SPECIAL DESSERT IN HONOR OF DEBBIE DAVIS – Mr. Evans spoke glowingly of Ms. Davis's service on the Board and presented her with gifts from the Board and staff. Mr. Gaydos expressed appreciation for having a strong representative from Springfield on the Board.

Ms. Davis commended the staff of LTD for their integrity and hard work. She was pleased with the Governor's appointee, Doris Towery, who would be replacing her.

Mr. Evans introduced Doris Towery, the new representative from Springfield. Ms. Towery thanked Mr. Evans and the Board, stating that she looked forward to working with them.

The meeting temporarily adjourned to enjoy cake in Ms. Davis's honor.

EMPLOYEES OF THE MONTHS – SEPTEMBER AND OCTOBER 2008

Director of Maintenance George Trauger introduced Perry Crawford as the September Employee of the Month. He said Mr. Crawford was well-known for his integrity, honesty, and a good work ethic. He also said that Mr. Crawford set a good example for the rest of the department. He stated that one of the reasons Mr. Crawford was being honored as an Employee of the Month

was that the department had started a Maintenance Instructor Program and Mr. Crawford was part of the Joint Maintenance Committee and had helped to get the program started.

Mr. Crawford thanked everyone and applauded the teamwork of his department.

Mr. Vobora introduced Service Planning Manager Will Mueller who was the October Employee of the Month. He stated that Mr. Mueller had begun his career at LTD as a bus operator and now, some years later, worked in Planning. He commended Mr. Mueller for his teamwork, noting that he had also coached the LTD softball team. He said Mr. Mueller brought passion to his work and cared very much for the people LTD served.

Mr. Mueller expressed appreciation for the family atmosphere at LTD. He commended the present and past LTD Boards for its work, calling it an exemplary group. He said that the Board is a great example of voluntary stewardship of a public agency.

AUDIENCE PARTICIPATION

Cynthia Kokus, 2465 Jefferson Street, Eugene, said she had been riding the bus “forever” as she had grown up in New York City. She now rode the bus because of her convictions and not because of necessity and was devoted to public transit. She related that as an elder she wished to frame the reasons for public transit: human need was first and foremost, and this included populations such as low-income people, young people, the elderly, and people with special needs. She stated that there were also environmental concerns to consider, and it was important to emphasize that transit use had a positive impact on traffic congestion and air quality.

Ms. Kokus stated that public transit was subsidized by federal, state, and local dollars. She thought the public was ill-informed and unable to lobby for their considerations. She attributed part of this to a lack of information. She stressed the importance of gaining the public’s advocacy, but she observed that people were hostile and questioning the need for the EmX and terminals. She related that her hairdresser was angry about the employer tax. She also thought people were unable to get to LTD meetings because of the location of the LTD site. She stressed that when people heard that ridership was up but services were being cut it did not make sense to them. She thought people would not be difficult if they just understood what was going on and would contact their local representatives and lobby on behalf of LTD.

Mr. Evans pointed out that LTD was trying to do just that with the outreach meetings being held regarding the proposed service cuts. He stated that meetings were scheduled for the following night at South Eugene High School and Willamette High School.

Josef Siekiel-Zdzienicki, 1025 Taylor Street, Eugene, observed that there had been an increase in ridership due to the EmX. He mentioned that the next EmX line would be completed in 2010. He asked if LTD was expecting another increase in ridership with the new line and asked how this would coordinate with the current service cuts. He encouraged LTD to communicate the answer to the public.

Mr. Evans clarified that ridership was up due to several factors in addition to EmX. He attributed the majority of the increase to the sporadic increases in fuel prices. He felt that the EmX was one of the linchpins of LTD’s ability to extend its capacity for more service.

ITEMS FOR ACTION**A. Consent Calendar –**

1. Minutes of the May 21, 2008, Regular Board Meeting
2. Minutes of the June 18, 2008, Regular Board Meeting/Public Hearing on Fares
3. Minutes of the July 16, 2008, Regular Board Meeting/Public Hearing on Fares

Mr. Gaydos clarified that though he had not attended the May meeting he had been recorded as having voted, and asked that the minutes be amended to reflect this correction.

MOTION Mr. Gaydos moved adoption of LTD Resolution 2008-032: It is hereby resolved that the Consent Calendar for September 17, 2008, is approved as amended. Mr. Kortge provided the second.

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

B. First Reading – LTD Ordinance No. 40, An Ordinance Regarding the Excise Tax on Employers and Self-Employed Persons; Amending Ordinance 39, Sections 2 and 3

MOTION Mr. Gaydos, seconded by Mr. Kortge, moved that Ordinance Number 40 be read by title only.

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

Mr. Pangborn read Ordinance No. 40 by title only.

ITEMS FOR INFORMATION AT THIS MEETING**A. BOARD MEMBER COMMITTEE REPORTS –**

APTA Authorization Committee – Mr. Evans stated that he had attended the legislative meeting in Washington, D.C. the previous week. He reported that the committee addressed several things in regard to wrapping up the authorization package for presentation in San Diego with the intention of moving the package forward in Congress for the 2009 session. He said that they had addressed section 5309 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) and decided to split it in half. He explained that 50 percent would be discretionary and 50 percent would be formula funding, with the formula funding split in half so that the issue of bus replacement could be addressed. He stated that they had removed the piece that directed replacement at 150 percent of the lifetime of the coach and changed it to direct that replacement should start at the buses' 12-year limit. He said that the language referred to the useful life of the bus. He relayed that they also addressed an issue regarding training and development and had discussed forwarding a proposal within the authorization to

fund training centers around the country specifically dedicated to transit for operators, maintenance people, administration, and professional development personnel.

Regarding para-transit, Mr. Evans reported that there were some issues that no one would address. He explained that some of LTD's fellow transit properties in the east did not have the same kind of relationships with paratransit and accessible and disabled communities. He said they did not want APTA to go after funding for paratransit because they were afraid that transit districts would misuse the money or, if the money went away, they would not live up to commitments made to service for paratransit. He underscored that LTD was "way ahead of the curve" with paratransit and had done a lot in partnership with the paratransit community. He relayed that he had talked with Eugene City Manager Jon Ruiz the previous day about the possibility of a United Front lobbying trip request for LTD funding for paratransit.

In response to a question from Mr. Kortge, Mr. Evans clarified that LTD was unique in how it provided paratransit services. He explained that a lot of the big systems still did not have fully accessible transit. He stated that LTD was fully accessible in 1985 on its fixed-route service. He said the disability communities in the cities that still were not accessible did not trust their transit districts to take money that could be used in other areas and use it for paratransit.

Mr. Pangborn said that LTD took a different approach to serving the community. He stated that LTD was working with the disabled community toward approaching the State Legislature for more money for transit. He explained that places like Philadelphia were under a court order to do a better job of making transit accessible. He said the disabled community suspected that the city would do a "bait and switch" if it received extra money and would just spend it on trains to the suburbs or something. He noted that half of all of the transit riders in the United States resided in the New York City area.

Mr. Evans commented that when he was in Austin, Texas for a bus and paratransit conference, there had been a protest from the paratransit community because the services to the disabled community were inadequate.

West Eugene EmX Extension Corridor Committee – Mr. Gaydos had no further information to report.

EmX Steering Committee – Mr. Gaydos had nothing to report.

Metropolitan Policy Committee – Mr. Evans said that the MPC September meeting had been cancelled. He said Mr. Vobora had made a presentation at the August meeting about the service cuts. He stated that there had been a fierce discussion regarding the proposed expansion of Delta Sand and Gravel.

Board HR Committee – Mr. Gaydos reminded the Board that September 22 would be the last date to turn in their reviews of the General Manager's annual performance.

Board Service Committee – Mr. Necker reported that the committee had discussed the system redesign and what would be acceptable and what would be unacceptable. He noted that the things the committee had discussed were included in the Board packet.

B. BOARD COMMITTEE ASSIGNMENTS – Mr. Pangborn stated that Mr. Eyster had made some appointments: departing Board member Debbie Davis would be replaced on the Finance Committee with Mr. Necker, and new Board member Doris Towery would be replacing Ms. Davis on the EmX Steering Committee and the Pioneer Parkway EmX Corridor Committee. Mr. Pangborn pointed out that in January the Board would have an opportunity to review, and if desired, change current committee assignments.

C. FY 2007-08 ANNUAL PERFORMANCE REPORT – Mr. Pangborn provided a brief overview of the *FY 2007-08 Annual Performance Report*. He attributed the decrease in RideSource productivity to the greater distances driven by service providers. This was because the available land for assisted living centers was located on the periphery of the community. He noted that the results from the independent audit would be available in November.

Regarding *Negative Employee Turnover*, Mr. Kortge asked if this only referred to people who were dismissed. Ms. Adams replied that it included anyone who left for any reason other than retirement. Mr. Kortge remarked that it was an awkward measurement. Ms. Adams pointed out that LTD's turnover rate of 2.6 percent was enviable for most businesses.

Mr. Gaydos was impressed by the reduction in the number of workplace accidents and time lost. Ms. Adams responded that LTD had experienced a somewhat high rate for a while, but now had a significantly reduced number of injuries and had been successful in getting people back to work soon after their accidents.

Mr. Pangborn added one item of New Business: the final design for the Pioneer Parkway Gateway EmX Extension was almost completed and there had been testing for the placement of a bus shelter or bus stop.

D. MONTHLY FINANCIAL REPORT – JULY AND AUGUST, 2008 – Ms. Hellekson highlighted the July and August Financial Statements. She stated that ridership continued to be good. She reported that the major concern was that payroll tax receipts were down.

Mr. Necker asked how the Hynix closure would affect revenue. Ms. Hellekson replied that LTD would not see the effects until the February distributions.

Mr. Evans related that he had discussed fuel prices with the general manager of the Wenatchee, Washington transit district and Wenatchee was getting a good price. Mr. Trauger responded that LTD was going out to bid on fuel and lubricants. He said that LTD invited its other partners and was looking at demand pooling. However, locking into these types of fuel contracts while prices were high was like buying into the futures market; it is a guess as to which way the market will fall. He felt LTD was doing as well or better in costs of those resources. He cautioned the Board and staff from considering buying on outside contracts as it was important to keep the revenue in the community, and it was also uncertain as to who would be hired to deliver the product.

Mr. Kortge commented that LTD was conducting this business in the right way.

Mr. Pangborn stressed that LTD collected local tax dollars and sought to circulate the money back into the community.

ADJOURNMENT – The meeting adjourned at 7:28 p.m.

Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: BOARD STRATEGIC PLANNING SESSION

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: Review draft agenda.

BACKGROUND: An LTD Board Strategic Planning Session has been scheduled for December 5, 2008. Attached is a draft agenda for the meeting. The primary intent of this work session is for the Board to review and discuss budget issues and provide direction to staff regarding the development of the District's FY 2009-10 budget and Long-Range Financial Plan. More specifically, the Board will be asked to review revenue and expense assumptions and to provide direction on possible budget reductions and the option of using federal funds for operations.

ATTACHMENT: Draft LTD Board Strategic Planning Session Agenda

PROPOSED MOTION: None.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: BOARD CALENDARS

PREPARED BY: Jeanne Schapper, 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 Jeanne Schapper with any changes in your availability for LTD-related meetings and events, or to provide your fall and winter vacation dates.

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

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

ACTION REQUESTED: Approval of Consent Calendar Items

BACKGROUND: Issues that can be explained clearly in the written materials for each meeting, and that are not expected to draw public testimony or controversy, are included in the Consent Calendar for approval as a group. Board members can remove any items from the Consent Calendar for discussion before the Consent Calendar is approved each month.

The Consent Calendar for November 19, 2008:

Approval of the minutes of the September 17, 2008, Regular Board Meeting

ATTACHMENT: Minutes of the September 17, 2008, Regular Board Meeting

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

LTD Resolution No. 2008-037: It is hereby resolved that the Consent Calendar for November 19, 2008, is approved as presented.



Lane Transit District
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MONTHLY DEPARTMENT REPORTS

November 19, 2008

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and Development

PROJECT DEVELOPMENT

West Eugene EmX:

On October 20 LTD staff hosted a successful open house at the Eugene Faith Center. Fifty-three members of the public attended and 15 comment forms were received. The October 20 WEEE Open House marks the culmination of comments received on the design options and the resulting refinement of designs previously presented at community design workshops held on July 7, July 8, July 28, and August 20.

These results are provided in a "Report Back," which will be available on LTD's WEEE project website. A draft version of the "Report Back" was made available for public review on October 20 and the refined designs were provided as AutoCAD drawings on aerials. As shown in Attachment 3 in the WEEE agenda item summary, the comments received at the open house provided valuable feedback. Staff felt that the concepts were well received in general. This final public review opportunity initiates the preliminary engineering designs to be considered as part of the Alternatives Analysis/Draft Environmental Impact Statement (AA/DEIS).

Other:

Staff are actively coordinating with the West Eugene Collaborative on future plans for West Eugene. Staff have also been involved in future plans for the Walnut Node and Infill Compatibility Opportunity Siting and Infill Standards with the City of Eugene and the ODOT Beltline project: River Road to Coburg Road.

COMMUTER SOLUTIONS

Connie B. Williams, Program Manager

Program Management:

- Connie Bloom Williams and Tracy Smith attended the Transportation Options Group of Oregon (TOGO) Board meeting.

- Connie and Tracy attended the Oregon Transportation Conference held in Seaside.
- Tracy and Mary Green attended a seminar on project management.

Group Pass/ETC Programs:

The Quarterly Employee Transportation Coordinator Luncheon was hosted by Invitrogen. Presentations were made by Carla Wood from the Oregon Department of Energy's Business Energy Tax Credit program, Invitrogen employees, and Cosette Rees from LTD. There were 15 attendees representing 10 organizations.

A Comprehensive Group Pass Employee transportation survey is currently being conducted. Ten thousand participants representing 75 organizations are being surveyed. The last comprehensive survey was in 2002 with 35 employers participating.

CarPool/VanPool/Emergency Ride Home Program:

Eleven new commuter records were added to the Rideshare database in October. Twenty-eight carpool match reports were generated for new and existing commuters, with 15 commuters receiving at least one match.

Symantec Corporation, representing 1,275 employees, enrolled in the Emergency Ride Home Program.

At a Transportation Fair at Symantec Corporation, Tracy provided information on bus trip planning, transportation options, and the Emergency Ride Home Program to employees.

Smart Ways to School:

Twenty-eight local schools, representing more than 9,000 K-12 students, held events to celebrate the International Walk and Bike Day on October 8. This was a huge increase in participation as compared with the eight schools that held events last year. Smart Ways to School helped schools develop event ideas and provided \$250 in stipends to several schools to fund event supplies and incentives. LTD also provided reflective vests for safety patrol volunteers. *The Register-Guard* published a news story and a Letter to the Editor describing the success of the event.

Lisa Van Winkle attended the quarterly meeting of the Communities and Schools Together four-year research project. This project attempts to encourage healthy nutrition and physical activity for families of elementary school students in the Bethel School District. Smart Ways to School persuaded the project team to conduct the Safe Routes to School parent survey as part of its data collection. This will enable the schools to apply for Safe Routes to School funding to improve conditions for safe walking and biking to school.

Education and Outreach:

Marcia Maffei gave a presentation to the UO Climate Masters at Home program.

CAPITAL PROJECTS

Charlie Simmons, Facilities Services Manager

Gateway EmX Extension:

The final 100 percent design should be completed in late November. A new cost estimate also has been compiled by the designers and Wildish Construction. Staff are currently working through the cost estimate to confirm quantities, scope, and constructability in an effort to reduce the overall construction cost. The plan is to agree on a guaranteed maximum price with Wildish for the construction by the middle of December. Construction is scheduled to start in Spring 2009.

Acquisition of property along International Way continues. Intergovernmental Government Agreements (IGAs) between LTD, the City of Springfield, and ODOT are in various draft stages. These IGAs will address short-term construction and reimbursement agreements, and also long-term operation and maintenance of the completed EmX facility.

Gateway Station:

In consideration of Gateway Mall, its merchants and their customers, LTD will curtail most construction activities from mid-November through early January 2009. During the holiday season, most of the mall parking lot will be available for customer parking, and the outer mall road will reopen to traffic. Construction of the new LTD Gateway Station at Gateway Mall is currently progressing on schedule.

When construction resumes in January, LTD will erect the roof structures on the station platform and the walkway and install the pedestrian crossings, station furniture, and other amenities. LTD plans to open the new station to serve regular buses in Spring 2009.

**SERVICE PLANNING, ACCESSIBILITY,
AND MARKETING**

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

Service:

Fall bid continues to go well. Overloads are being tracked carefully; however, no trippers have been implemented at this time. Changes are being planned as part of the winter bid service change. This will include moving trips around on the #79x service and adding a couple of trips on the #11 to address the most dysfunctional period of the afternoon. Route #11 is carrying such heavy loads that most trips are running behind schedule, and many trips must go out of service to get back into the scheduled departure rotation. For the first time, LTD will have a 7-½ minute frequency on a route. Route #11 will run for one hour at this frequency.

Most of the planning time continues to be centered on the service redesign. With routing and general scheduling coming to a head with the adoption of the service reduction plan, planners will shift efforts to focusing on the details of building the new routes in the scheduling system.

Basketball planning is complete and service began on November 9.

Snow and ice service planning is nearing completion. Service materials will be ready for distribution in mid-November.

Next month, District Marketing staff will prepare and distribute next year's event services. All events (UO football, UO basketball, Eugene Marathon, Oregon Country Fair, and Butte to Butte) will be sent to private providers for review. The timing of putting these events out for review in December is needed in order for LTD to determine bus operator vacation bids and to provide the private operators as much time as possible to coordinate with the event organizers.

Media:

The month of October was pretty quiet overall. Much of the media focus was on the election and the economy; LTD stories focused on the service reduction plan. Both the UO and LCC newspapers have run stories on the reduction in service and student pass programs. Interviews also were conducted with *The Eugene Weekly*, which focused on the service cuts and how the District is addressing budgetary needs through additional cuts.

Outreach:

Board member Greg Evans reported on the Rosa Parks sculpture project last month. Staff continue to partner with local agencies to coordinate the unveiling during the MLK celebration in January. The partnership will result in a quality project that highlights civil rights and allows the group to provide a quality piece of art to the local community.

Marketing staff met with the advertising agency staff to review planned advertising purchases for the remainder of the fiscal year. Efforts will be made to focus advertising on key events LTD will participate in this year. These include the Good Earth Home and Garden Show, MLK Day activities, and Earth Day. All other ad buys will be cut in an effort to save materials and service budget dollars to help mitigate the projected budget shortfall.

ACCESSIBLE SERVICES

Terry Parker, Accessible Services Manager

Accessible Services staff have been busy gearing up for the FY 2009-2011 Oregon Department of Transportation (ODOT) Discretionary Grant process. Staff attended an ODOT workshop on October 16 to learn more about the process and changes that were made this year. One of the most significant changes is that the decision process for project selection will be locally based. In the past, the local review committee has ranked the projects, and the state has then decided which projects to fund. A local review committee, made up of members of the LTD Accessible Transportation Advisory Committee, a Lane Council of Governments staff member, a RideSource rider, and a staff member from ODOT Public Transit Division (acting in an ex-officio capacity), met in early November to begin the process by identifying the goals of the program. These goals include preservation of existing services, vehicle replacement, and a solicitation for project proposals within Lane County that support transportation services to older adults and people with disabilities. All projects must fall within the parameters of the Lane Coordinated Public Transit Human Services Transportation Plan. The final funding recommendations will be submitted to the Accessible Transportation Committee, which will forward its approval recommendation to the LTD Board in March 2009.

TRANSIT OPERATIONS

Mark Johnson, Director of Transit Operations

WSTA Operations Meeting:

LTD hosted the Washington State Transit Association (WSTA) Operations Committee meeting on October 29-31. Transit Service Manager Sue Quick coordinated the event with the Washington agencies. Many representatives had not experienced LTD's EmX service and were very impressed. It was a good opportunity for LTD to connect with the Washington agencies, share experiences, and update each other on the major issues that transit is facing.

UO Football/Basketball Service:

It has been an excellent year for service; both in terms of ridership and smoothness of operation. There have been very few glitches this year thanks to the efforts of staff. Operations Supervisor Van Snyder has done an outstanding job of coordinating the service and the rest of the staff have given up days off to help also. Football service is truly an all-hands-on-deck affair, and the operations staff have handled it very professionally. UO Basketball service began this past week.

Bus Operator Fall Training:

Fall training for operators is in its final days. Every year operators participate in eight hours of training, which takes several weeks to complete and is typically done during the football season. This year the topics included sensitivity training, diversity training, self defense, and other topics. It has been well received and the instructors have done an excellent job.

MAINTENANCE

George Trauger, Director of Maintenance

APTA Conference:

Ernie Turner and Mark Hay attended this year's APTA Conference in Washington, D.C. last month. Both were enthusiastic about the opportunity to network with nationwide transit properties and vendors. Some of the highlights included training on vehicle procurement and acquiring written vehicle contract samples for future ideas; viewing a new mechanical apparatus that would signal potential problems with the drive train system in a hybrid vehicle; viewing new data-driven maintenance software that would spot repair trends; and also included a session on the future of alternative fuels. Both supervisors said that the conference was well worth attending.

EmX Vehicles:

The Master Resolution List review is in the final stages. Staff are working on finalizing the Siemens door/ramp announcements and possibly modifying the street-side wheelchair bay

orientation to be rear-facing and forward-facing. We anticipate the pilot bus will be ready in April 2009 and the remaining four buses will be ready sometime in late Summer 2009.

Fuel Cards:

All fuel card holders, with the exception of a small group in Maintenance, will no longer be able to use the cards to fuel company-owned vehicles off LTD property. The cards have been deactivated and will be returned to Finance for disposal.

Tooling For Articulated Buses:

Tooling for the MAN axles and ATG joints have started arriving and should all be here by January. Having these specialized instruments will complete the necessary tooling needed to make repairs in the articulated buses. Additional vendor training on how to use these tools is being scheduled for early 2009.

Training:

On November 11 and 12, a number of employees attended a two-hour factory training on Pro Heat, the coolant auxiliary heating system installed in the 6100- and 7100-series buses. Training consisted of maintaining, repairing, and testing the system and was offered at no charge.

City of Wilsonville:

Representatives from the City of Wilsonville visited on October 30 to look at, and possibly purchase two or three 900-series buses.

FINANCE AND INFORMATION TECHNOLOGY

Diane Hellekson, Director of Finance and Information Technology

FINANCE

Todd Lipkin, Financial Services Manager

Grants Management:

Grant reimbursements totaling \$1,511,605 were received from the Federal Transit Administration (FTA) in October.

Payroll Processing:

Sixty-four (64) payroll checks and 604 payroll direct deposits totaling \$784,655 were made in October (two pay dates).

Accounts Payable:

Three-hundred-fifty (350) vendor paper and electronic checks totaling \$3,505,490.71 were processed during the month of October.

Accounts Receivable:

Fourteen (14) cash fare deposits totaling \$187,028 were processed in October.

PURCHASING

Jeanette Bailor, Purchasing Manager

A contract for fuel and lubricant requirements has been awarded to Tyree Oil, a local firm. Bids were received from three companies for the contract, which has a maximum life of five years. The selection process for new photocopiers for several departments is nearly complete.

Purchasing is coordinating with LTD's various construction projects to ensure that long lead-time items are being purchased in a timely manner and to assist with those purchases. Various intergovernmental agreements are being developed with the City of Veneta, the City of Springfield, and the Oregon Department of Transportation.

**HUMAN RESOURCES AND
RISK MANAGEMENT**

Mary Adams, Director of Human Resources and Risk Management

Employee Health:

The Health for Life Committee will conduct the annual Benefits Fair on Thursday, November 20. This year's theme is "Stress Less" and will feature vendor booths with a stress reduction theme. Representatives from all LTD health and financial management related contractors will attend.

Workplace Safety:

The employee safety committee met for a full day planning meeting on November 14. The members received safety committee training, reviewed accident history and develop its 2009 work plan.

Selection and Hiring:

LTD has no current openings.

LANE TRANSIT DISTRICT BOARD OF DIRECTORS STRATEGIC PLANNING SESSION

Friday, December 5, 2008
8:00 a.m. to 5:00 p.m.
PacificSource (110 International Way, Springfield)

Strategic Planning Session Objective: Provide direction to staff on assumptions to be used in the development of the FY 2009-10 budget and on longer range financial planning.

Agenda

- 8:00 Continental Breakfast
- 8:15 Welcome and Agenda Overview—Mike Eyster/Mark Pangborn
- 8:30 Assumptions for Key Budget Elements
- Material and Service Costs
 - Service Reduction
 - Fuel Prices
 - Payroll Tax Revenue
 - Paratransit Service Costs
 - Outsourcing
 - Legislative Revenue Possibilities
 - Other Revenue Possibilities
- 10:00 Capital Funding for Operations
- Use of Federal Funds for Operations
 - Staff Recommendation
 - Impact on Capital Projects
 - Next Bus Purchase (articulated buses? fleet improvements?)
- 10:45 Long Range Financial Plan Scenarios
- 11:15 Staff Recommendation
- Tier 1 Proposed Budget Reductions
 - Tier 2 Potential Budget Reductions
 - Decision Points
- Noon Lunch
- 1:00 Board Deliberation/Direction to Staff
- 3:00 Plan for Community Communication and Support/MPC Discussion
- 4:45 Wrap-Up

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: DECEMBER 2008 EMPLOYEE OF THE MONTH

PREPARED BY: Jeanne Schapper, Administrative Services Manager/Clerk of the Board

BACKGROUND: **December 2008 Employee of the Month:** Information Technology Technician I Gabe McGinnis was selected as the December 2008 Employee of the Month. Gabe joined LTD in 2007 after receiving his Bachelor's degree from the University of Oregon. He provides primary technical support for LTD's network users by helping to resolve problems with workstations, printers, copiers, and other assorted electronic devices. Gabe was nominated by fellow employees who wanted to recognize his "outstanding customer service." Gabe has earned a reputation for providing timely service with a friendly spirit and a "can-do" attitude. He is appreciated for staying connected with his customers and making sure that their concerns have been met to their satisfaction. Gabe's positive, friendly, and respectful demeanor makes people comfortable in asking for his help and working with him to resolve issues.

When asked to comment on Gabe's selection as Employee of the Month, IT Manager Steve Parrott said:

Gabe exhibits the people skills and professional qualities we hope to see in the next generation of LTD employees. It's great to see Gabe's co-workers expressing appreciation for his work and his character. He learned valuable lessons from his past experiences with customer service jobs and has applied this knowledge in a warm, respectful manner. Gabe has developed friendly relationships with many people at LTD. His intelligence, interest, and genuinely kind personality enable employees to feel at ease when sharing their concerns. Gabe has done a marvelous job at presenting a hospitable IT face to the organization. I'm proud to have him representing the IT group and look forward to assisting his career development during his time with us at LTD.

Congratulations to Gabe on being selected as the December 2008 Employee of the Month!

AWARD: Gabe will attend the November 19, 2008, meeting to be introduced to the Board and receive his award.

December 2008 Employee of the Month: Information Technology Technician I Gabe McGinnis was selected as the December Employee of the Month. Gabe joined LTD in August of 2007 shortly after receiving his Bachelor's degree from the University of Oregon. He provides primary technical support for LTD's network users by helping to resolve problems with workstations, printers, copiers, and other assorted electronic devices. Gabe was nominated by fellow employees who wanted to recognize his "outstanding customer service". Gabe has earned a reputation of providing timely service with a friendly spirit and a "can-do" attitude. He is appreciated for staying connected with his customers and making sure that their concerns have been met to their satisfaction. Gabe's positive, friendly, and respectful demeanor makes people comfortable in asking for his help and working with him to resolve their issues.

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Congratulations Gabe on being selected as December 2008 Employee of the Month!

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

PREPARED BY: Jeanne Schapper, 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. **Board Strategic Planning Work Session:** A Board strategic planning session has been scheduled for December 5. An eight-hour session to discuss budget and service issues will begin at 8:00 a.m. at PacificSource in Springfield.
- B. **Gateway EmX Extension Updates:** Periodic updates on the progress of the design and construction of the Gateway EmX Extension (formerly the Pioneer Parkway Extension) project will be provided at Board meetings throughout the project. The next update is scheduled to be provided to the Board at the December 17 meeting.
- C. **General Manager Performance Evaluation:** The Board Human Resources Committee met in August to begin the general manager's annual performance evaluation process. An executive session for the full Board to evaluate the performance of the general manager will be scheduled for the December 17 Board meeting.
- D. **Legislative Agenda:** The Board will be provided an overview of the key issues and funding requests for the 2009 Legislative session at the December 17 meeting.
- E. **Independent Audit Report and Comprehensive Annual Financial Report (CAFR):** The annual audit findings and the CAFR will be presented to the Board at the December 17 meeting.
- F. **Pension Plan Update:** The LTD and ATU Pension Trust meeting was held on November 12. Plan updates will be provided at the December 17 Board meeting.
- G. **Board Committee Reassignments:** A list of current LTD Board committee assignments will be e-mailed to Board members in December for review and the opportunity to request reassignment to the same or different committees. Committee assignments will be finalized at the January 21, 2009, Board meeting.

- H. **Gateway Station Construction Updates**: Periodic updates on the progress of the design and construction of the Gateway Station will be provided to the Board throughout the project.
- I. **LTD Sustainability Plan**: The LTD Board has adopted a sustainability policy. The Board will review a plan outlining LTD's role in advancing the social, economic, and environmental sustainability of the Eugene-Springfield metropolitan area at a future meeting.
- J. **Park & Ride Program**: Issues regarding LTD's Park & Ride facilities will be discussed with the Board's Service Committee and then brought to the full Board for discussion at a future meeting.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: FTA GRANT APPLICATION

PREPARED BY: Todd Lipkin, Financial Services Manager

ACTION REQUESTED:

- (1) Hold a public hearing on the grant application
- (2) Approve grant application

BACKGROUND: LTD funds its Capital Improvements Program (CIP) through a combination of federal, state, and local funds. LTD receives federal funds appropriated on an annual basis through the 5307 formula program and awarded through the Federal Transit Administration. LTD receives federal discretionary funds through the 5309 bus program and the 5339 alternatives analysis program. These federal programs are funded at 80 percent, with a 20 percent match provided by LTD. LTD also receives Surface Transportation Program State (STP-State) funds, administered through the Oregon Department of Transportation's Public Transit Division Grant Program, and State Transportation Program-Urban (STP-U) Flexible funds, which are allocated regionally through an application process administered at the discretion of the Central Lane Metropolitan Planning Organization. STP projects are funded at 89.73 percent, with a 10.27 percent match.

Surface Transportation Funds

This grant request is for \$340,974, which includes \$100,498 in STP funds and \$240,476 in STP-U funds. These funds provide support for the Commuter Solutions program.

5307 Urbanized Area Formula Funds

This grant request is for \$209,200 in 5307 funds. This request funds the following projects:

- (1) 2007 Gillig bus purchase - financing and interest charges
- (2) River Road Station land purchase – balance of purchase and other expenses

5309 Small Starts Funding

This grant request is for \$14,800,000 in 5309 Small Starts funds. This represents the second half of the original Small Starts funding amount apportioned by the Federal Transit Administration.

5309 Progressive Corridor Funding

This grant request is for \$640,000 in 5309 funds. This request funds the purchase and installation of fare management technology on the Franklin EmX corridor and the Gateway EmX Extension.

EFFECT OF RECOMMENDED ACTION:

LTD will be able to execute grant agreements with the Federal Transit Administration so that expenses for the applicable projects can be immediately reimbursed at their stated rate of federal participation.

ATTACHMENTS:

Federal Transit Administration Grant Application, November 2008

PROPOSED MOTION:

I move approval of the following resolution:

LTD Resolution No. 039: It is hereby resolved that the LTD Board of Directors approves the proposed grant application, which totals \$15,990,174 in federal funds and authorizes the General Manager to submit the Federal Transit Administration Grant Application, November 2008 to the Federal Transit Administration for approval.

**Federal Transit Administration
Grant Application
November 2008**

	STIP Key #	Fund Type	Match Ratio	Federal Grant	Project Total
<u>Surface Transportation Funds</u>					
Commuter Solutions - Rideshare Activities	13685	STP	100%	100,498	100,498
Commuter Solutions - Rideshare Activities	15971	STP-U	100%	<u>240,476</u>	<u>240,476</u>
				340,974	340,974
<u>5307 Urbanized Area Formula Funds</u>					
River Road Station Land Purchase	15677	5307	80%	49,200	61,500
Gillig Bus Purchase - Financing Charges	14457	5307	80%	<u>160,000</u>	<u>200,000</u>
				209,200	261,500
<u>5309 Small Starts Funding</u>					
Gateway EmX Extension	15516	5309	80%	14,800,000	18,500,000
<u>5309 Progressive Corridor Funding</u>					
Fare Management	14607	5309	80%	640,000	800,000
Grant Application Total				<u>\$15,990,174</u>	<u>\$19,902,474</u>
<u>Federal Assistance by Fund Type</u>					
STP				\$ 100,498	
STP-U				240,476	
5307				209,200	
5309				<u>15,440,000</u>	
Federal Funding Total				<u>\$15,990,174</u>	

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

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.

ATTACHMENT: October 2008 Performance Reports (*handout at Board meeting*)
September 2008 RideSource Activity and Productivity Reports

PROPOSED MOTION: None

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: FEDERAL SURFACE TRANSPORTATION BILL RECOMMENDATIONS

PREPARED BY: Stefano Viggiano, Assistant General Manager

ACTION REQUESTED: None. Information only.

BACKGROUND: At last month's meeting, the Board approved a set of policy recommendations and regional priorities for the reauthorization of the Federal Surface Transportation Bill. As was mentioned at the meeting, the recommendations require approval by the United Front partner agencies. It appears that there will not be agreement on the proposed policy recommendations, so they will not be submitted to the congressional delegation. Instead, the United Front will be submitting a recommended list of projects to fund with the authorization of the new Transportation Bill. This list will be developed during the next couple of months and will be submitted for approval by the United Front partner agencies in early 2009.

LTD has an opportunity to independently provide policy recommendations for consideration by congressional committees working on the new Transportation Bill. While we could simply submit the recommendations approved by the Board last month, staff suggest reworking these to focus on transit issues. Staff will likely have a document for Board consideration at the December 17 meeting.

ATTACHMENT: None.

PROPOSED MOTION: None.

Annual Route Review 2009 -- Service Change Summary for FY 09-10

Route	Route Name or Description of Change	Change in Daily Weekday Hours	Change in Daily Saturday Hours	Change in Daily Sunday Hours	Change in Annual Hours	Percent Increase or Decrease	Cumulative % Change	Cost per Boarding	Comments
Deleted Routes									
00	Breeze	-13,388	0	0	-13,388	-4.83%	-4.83%	\$1.69	covered by #1 & #66/#67 changes
3x	River Road Station	-1,441	0	0	-1,441	-0.52%	-5.35%	\$3.00	
7x	International Way	-745	0	0	-745	-0.27%	-5.62%	\$6.04	
8x	Thurston Station	-681	0	0	-681	-0.25%	-5.87%	\$5.72	
400 series	Miscellaneous 4-J school routes	-855	0	0	-855	-0.31%	-6.18%	\$2.50	Prohibited under new FTA regulations.
25	Amazon	-4,820	-827	-633	-6,279	-2.27%	-8.44%	\$2.60	covered by #24 & #28 changes
30	Bertelsen	-7,013	-1,025	-788	-8,826	-3.19%	-11.63%	\$1.31	most covered by #36/#43 changes
52	Irving	-6,248	-841	-471	-7,560	-2.73%	-14.36%	\$1.24	covered by #51 & #57 changes
55	River Road Connector	-5,197	-500	0	-5,697	-2.06%	-16.41%	\$2.98	covered by #51 & #57 changes
60	Cal Young	-798	0	0	-798	-0.29%	-16.70%	\$5.85	
64	Sheldon Plaza/The Register Guard	-3,787	0	0	-3,787	-1.37%	-18.07%	\$2.23	most covered by new #66/#67
73	UO/Willamette	-6,694	-831	-684	-8,209	-2.96%	-21.03%	\$1.73	partly covered by new #24 & #28
76	UO/Westmoreland	-3,564	0	0	-3,564	-1.29%	-22.32%	\$2.30	most covered by #36/#43 changes
79	UO/Gateway	-4,193	0	0	-4,193	-1.51%	-23.83%	\$1.22	UO/Commons covered by more #79x
81	LCC/Harris (only Saturday service deleted)	0	-314	0	-314	-0.11%	-23.94%	\$3.83	
misc.	school trips on regular routes	-1,434	0	0	-1,434	-0.52%	-24.46%	n/a	most handled by increased peak frequency along corridors
Routes with Major Changes									
13	No connection between Springfield Station & Mohawk area	-3,056	-354	-224	-3,633	-1.31%	-25.77%		covered by new #18 routing
18	Shorter route with no cross-town (Q Street) service	---	---	---	-1,024	-0.37%	-26.14%		
19	Shorter route with no cross-town (Q Street) service	---	---	---	-181	-0.07%	-26.21%		uses Prescott vs. Aspen/Tamarack
41	Shorter route with no service west of Barger & Echo Hollow	---	---	---	-1,118	-0.40%	-26.61%		western portion covered by #44
81	Summer frequency reduced from 30 to 60-minute frequency	---	---	---	-775	-0.28%	-26.89%		
85	No summer service	---	---	---	-990	-0.36%	-27.25%		
Combined routes & 15-minute peak corridor service									
24	Combined 24/73 routing with peak-hour 15-minute frequency	1,687	364	134	2,185	0.79%	-26.46%		peak connect to #28 @ Amazon Sta
28	Combined 25/28 routing with peak-hour 15-minute frequency	3,511	-151	39	3,399	1.23%	-25.23%		peak connect to #24 @ Amazon Sta
36	Combined 30/36/76 routing with peak-hour 15-minute frequency	2,856	0	0	2,856	1.03%	-24.20%		
43	Combined 30/36/76 routing with peak-hour 15-minute frequency	1,727	0	0	1,727	0.62%	-23.58%		also connects to Danebo & Roosevelt
51	Combined 51/52/55 routing with peak-hour 15-minute frequency	2,226	230	280	2,736	0.99%	-22.59%		2nd/Chambers vs. 1st/Railroad Blvd
66	Combined Breeze/64/66 routing with peak-hour 15-minute frequency	5,571	0	0	5,571	2.01%	-20.58%		no 3rd/High--covers Country Club Rd
67	Combined Breeze/64/67 routing with peak-hour 15-minute frequency	6,069	0	0	6,069	2.19%	-18.39%		Country Club Rd & Shadowview but no longer behind Sheldon Plaza
New Connector Routes									
44	WinCo to Terry/Danebo/Roosevelt neighborhood	3,009	1,040	0	4,049	1.46%	-16.93%		connects w. #43 at Danebo & Roosevelt
57	RR Station to River Road north of Irving plus coverage of #51/#52/#55 neighborhood loops	6,714	1,227	0	7,941	2.87%	-14.06%		
Routes with Minor Changes									
1	Minor routing change to cover part of former Breeze route.	0	0	0	0	0.00%	-14.06%		
12	WK 15-minute frequency expanded from 0700-0800 to 0700-0830	238	0	0	238	0.09%	-13.97%		
27	Delete inbound 6:40 a.m., 6:40 a.m., 7:05 p.m., & 8:05 p.m. trips	-638	0	0	-638	-0.23%	-14.20%	\$7.95	
40	Routing change: uses Railroad Blvd/1st vs. Chambers/2nd/Blair	0	0	0	0	0.00%	-14.20%		
79x	Add 8 more trips to cover loss of #79 route	401	0	0	401	0.14%	-14.06%		
92	Delete 5:20 a.m. outbound & 7:55 a.m. inbound trips	-425	0	0	-425	-0.15%	-14.21%	\$7.98	
System-wide changes									
misc.	WK & SA: Move 7:45 p.m. departure to 7:30 p.m. Last departure becomes 10:30 p.m.	-921	0	0	-921	-0.33%	-14.55%		
misc.	Adjustments (sum of minor adjustments made to original proposal)	137	0	0	137	0.05%	-14.50%		
							TOTAL	-14.50%	
Tier 2 Concepts									
misc.	Delete Weekday 9:30 p.m. & 10:30 p.m. departures	-6,834	0	0	-6,834	-2.47%			
misc.	Delete Saturday 9:30 p.m. & 10:30 p.m. departures	0	-1,301	0	-1,301	-0.47%			
misc.	Delete Sunday 6:30 p.m. & 7:30 p.m. departures	0	0	-1,155	-1,155	-0.42%			
misc.	Eliminate Sunday service					-4.90%			

ARR 2009

TIER 1: PROPOSED SERVICE REDUCTION/REDESIGN

SUMMARY OF CHANGES	
CURRENT ANNUAL HOURS	277,076 all day types
TOTAL ADDITIONS	32,328
TOTAL REDUCTIONS	72,494
TOTAL PROPOSED ANNUAL HRS	236,910 -14.5%

-40,166

Reduced Hours	Increased Hours	DELETED ROUTES ANNUAL HRS			% of service		
		WKDY	SAT	SUN			
13,388		Breeze	13,388		4.8%		
1,441		3x	1,441		0.5%		
745		7x	745		0.3%		
681		8x	681		0.2%		
855		400 series	855		0.3%		
6,279		25	4,820	827	633	2.3%	
8,826		30	7,013	1,025	788	3.2%	
7,560		52	6,248	841	471	2.7%	
5,697		55	5,197	500		2.1%	
798		60	798			0.3%	
3,787		64	3,787			1.4%	
8,209		73	6,694	831	684	3.0%	
0		75x	0			0.0%	
3,564		76	3,564			1.3%	
4,193		79	4,193			1.5%	
314		81		314		0.1%	
1,434		school trips on reg. rte.	1,434			0.5%	
			60,857	4,339	2,576	67,771 subtotal	
						72,494 TOTAL REDUCTION IN HOURS	
		ROUTES WITH 15 MINUTE HEADWAYS (MAIN CORRIDORS)			Using a 4 pulse system at Euger		
		ANNUAL HRS	WKDY		proposed		
				Turnaround point	# of trips	Cycle Time	
3,056	238	12 Harlow	16,550	16,787	Springfield Station	+1 NC	add (15) 0800 - 0830 (now
		13 Cent/ssta	10,889	7,833	Mohawk area	31 60	no 15-min. service
	1,687	24 Will/Donald	5,801	7,488	Fox Hollow & Donald	39 45	(15) 0700 - 0830 and
	3,511	28 Hily/Amaz	5,687	9,197	West Amazon & Martin	40 60	(15) 0700 - 0830 and
	2,856	36 18th Ave	6,260	9,116	West 11th Wal-mart	40 60	(15) 0700 - 0830 and
1,118		41 Hwy 99/Brg	8,747	7,629	Cubit & Wagner	30 60	no 15-min. service
	1,727	43 11th Ave	8,466	10,193	West 11th Wal-mart	52.5 60	(15) 0700 - 0830 and
	2,226	51 River Rd	8,925	11,151	River Road & Hunsaker	49 60	(15) 0700 - 0830 and
	5,571	66 VRC/Cbrg	6,541	12,112	Loop route	39 75	(15) 0700 - 0830 and
	6,069	67 Cbrg/VRC	6,681	12,750	Loop route	41 75	(15) 0700 - 0830 and
			84,545	104,256	19,711	INCREASE IN HOURS	
		(There would be a gain in interlining efficiencies with 45 and 60 min cycle times)					
		SAT		30 MIN HDW	60 MIN HDWY		
		proposed	Current hrs	Proposed hrs	# of trips		
354		12 Harlow	2,366	2,366	31		
		13 Cent/ssta	1,654	1,300	25		
	364	24* Will/Donald	494	858	22		
151		28*^ Hily/Amaz	827	676	16		
		36 18th Ave	1,013	1,013	NC		
		41 Hwy 99/Brg	1,456	1,456	NC		
		43 11th /13Ave	1,383	1,383	NC		
	230	51 River Rd	1,191	1,421	28		
		66 VRC/Cbrg	1,420	1,420	NC		
		67 Cbrg/VRC	905	905	NC		
			12,708	12,797	89		
							INCREASE IN HOURS
		^ based on route 25 - no 28 Sat service now			+ based on route 66		

ARR 2009

TIER 1: PROPOSED SERVICE REDUCTION/REDESIGN

Reduced Hours	Increased Hours	SUN	60 MIN HDWY	30 MIN				
			Current hrs	Proposed hrs	# of trips			
224	134 39	12	Harlow 1747	1747	21			
		13	Cent/ssta 896	672	12			
		24*	Will/Donald 370	504	12			
		28**	Hily/Amaz 633	672	12			
		36	18th Ave 487	487	12			
		41	Hwy 99/Brg 1000	1000	12			
		43	11th /13Ave 920	920	12			
	280	51	River Rd 671	951	17	plus 30-minute peak SU frequency -->		
		66	VRC/Cbrg 586	586	12	Reduced hours		
		67	Cbrg/VRC 491	491	12			
			7801	8030	-230			
		NEW CONNECTOR ROUTES			WEEKDAY	# of Trips	SAT	SUN
	4,049	44	WalMart to Barger (WinCo) 30 min ct		3,009	24	1040	NA
	7,941	57	RR Station to Irving/Wilkes 60 min ct		6,714	30	1227.2	NA
			Total		9,723		2267.2	0
		TOTAL PROPOSED ADDITIONS			32,328 INCREASE IN HOURS			
		ROUTES WITH MINOR CHANGES			WEEKDAY	Hdwy	SAT	
638		27 fewer trips		-638	NC	IB 640, 640, 1905 and 2005		
		40 Routing change		0		0		
	401	79X more trips		401	NA	8 more WK trips		
425		92 fewer trips		-425	NA	2 UO trips		
		Change in hours			-1,063 reduced hours			
		ROUTES WITH MAJOR CHANGES			WEEKDAY	SAT	SUN	
			Current hrs	Proposed hrs				
1,024		18	become shorter routes (no 'Q' St.)		2652	1326	-140	-162
181		19	become shorter routes (no 'Q' St.)		2601	2081	31	308
775		81	summer --> 30 to 60 min. frequency			-775	NA	NA
990		85	no summer service			-990	NA	NA
					reduced hours		TOTAL	
					2,969			
		Miscellaneous System Changes						
	921	WK & SA: Move 7:45 p.m. departure to 7:30 p.m. & last departure becomes 10:30 p.m			%	of service	0.33%	Hours
					921			
					Reduced			
		ROUTES WITH NO CHANGE						
		11	91					
		32	93					
		33	95					
		78	96					
		82	98					
			101					
		Miscellaneous Adjustments						
	137	Route 36: add tripper to service students at Churchill H.S.						
		Route 66/67: Use 60-minute cycle time on 5 trips per route in off-peak morning (total = 10 trips)						(already accounted for above)
77,625	37,459	277,076	CURRENT ANNUAL HOURS					
	-40,166	-40,166	TOTAL REDUCTIONS					
		236,910	-14.5% Service Reduction					

ARR 2009
TIER 1: PROPOSED SERVICE REDUCTION/REDESIGN

ie Station

0700-0800)

1400 - 1730

1400 - 1730

1400 - 1730

1400 - 1730

1300 - 1730

1400 - 1730

1400 - 1730

ARR 2009
TIER 1: PROPOSED SERVICE REDUCTION/REDESIGN

0630 - 1830
0630 - 1830

5

hours

ve)

ARR 2009

TIER 1: PROPOSED SERVICE REDUCTION/REDESIGN

Reduced Hours	Increased Hours	SUN		60 MIN HDWY		30 MIN		
		Current hrs	Proposed hrs			# of trips		
224	134 39	12	Harlow	1747	1747	21		
		13	Cent/ssta	896	672	12		
		24*	Will/Donald	370	504	12		
		28*^	Hily/Amaz	633	672	12		
		36	18th Ave	487	487	12		
		41	Hwy 99/Brg	1000	1000	12		
		43	11th /13Ave	920	920	12		
		51	River Rd	671	671	12		
		66	VRC/Cbrg	586	586	12		increase in hours for Sat & Sun
		67	Cbrg/VRC	491	491	12		
		7801	7750	507				
		NEW CONNECTOR ROUTES		WEEKDAY	Frequency in minutes	SAT	SUN	
	4,100	1 Barger, Terry, Royal, Roosevelt, Danebo		3,060	30	1040	NA	0630 - 1830
	7,941	2 RR Station to Irving/Wilkes/Park areas		6,714	30	1227.2	NA	0630 - 1830
		Total		9,774		2267.2	0	
		TOTAL PROPOSED ADDITIONS		31,567 INCREASE IN HOURS				
		ROUTES WITH MINOR CHANGES		WEEKDAY	Hdwy	SAT		
638	401	27 fewer trips		-638	NC	IB 640, 640, 1905 and 2005		
425		79X more trips		401	NA	8 more WK trips		
		92 fewer trips		-425	NA	2 UO trips		
		Change in hours		-1,063 reduced hours				
		ROUTES WITH MAJOR CHANGES		WEEKDAY		SAT	SUN	
1,628	181 1,089 990	18 become shorter routes (no 'Q' St.)		-1,326		-140	-162	-0.6%
181		19 become shorter routes (no 'Q' St.)		-520		31	308	-0.1%
1,089		81 summer --> 30 to 60 min. frequency		-775	no Sat	-314	NA	-0.4%
990		85 no summer service		-990		NA	NA	-0.4%
				reduced hours		TOTAL		3,888
		Miscellaneous System Changes				% of service	Hours	
921		WK & SA: Move 7:45 p.m. departure to 7:30 p.m. & last departure becomes 10:30 p.m				0.33%	921	
		ROUTES WITH NO CHANGE						
		11	91					
		32	93					
		33	95					
		40	96					
		78	98					
		82	101					
66,625	36,825	277,076		CURRENT ANNUAL HOURS				
	-29,801	-29,801		TOTAL REDUCTIONS				
		247,275		-12.1% Service Reduction				

ARR 2009

TIER 2: ADDITIONAL ITEMS TO REDUCE HOURS/COST

Category	Specific Items	Annual Boardings			Service Savings	Comments	RideSource Impact
SPAN							
	Delete WK 10:45 p.m. departures	58,076			1.09%	11h53	
	Delete WK 9:45 p.m. & 10:45 p.m. depa	198,276			2.47%	26h48 (includes the previous line) 140,207	
	Delete WK pre 6:30 a.m. arrivals	124,550			1.05%	11h22	
	Delete WK 6:30 a.m. departures (OB or	221,500			1.77%	19h13 (includes the previous line: pre - 6:30 arrivals) 96,950	
	Delete SA 10:45 p.m. departures	10,921			0.21%	11h04	
	Delete SA 9:45 p.m. & 10:45 p.m. depa	38,721			0.47%	25h02 (includes the previous line) 27,800	
	Delete SA pre-7:30 a.m. arrivals	13,935			0.12%	6h14	
	Delete SA 7:30 a.m. departures (OB on	23,255			0.23%	12h07 (includes the previous line pre - 7:30 arrivals) 9,320	
	Delete SU 7:30 p.m. departures	12,919			0.27%	13h28	
	Delete SU 6:30 p.m. & 7:30 p.m. depart	53,159			0.42%	20h37 (includes the previous line) 40,240	
	Delete SU 8:30 a.m. departures	20,770			0.26%	12h47	
DAYS OF SERVICE							
	Eliminate Sunday service	556,777			4.90%		
	Eliminate Saturday service	960,175			6.40%		
	No Holiday Service Christmas Eve & New Year's Eve, July 4, Memorial Day, and Labor Day				0.03%	70.2	
	Eliminate Sunday Rural service				0.19%	535.4	
	Eliminate Saturday Rural service				0.32%	888.2	
EARLIER WK EVENING DEPARTURES							

USING ROUTES 25 AND 73 INSTEAD OF 24 AND 28

SUMMARY OF CHANGES	
CURRENT ANNUAL HOURS	277,076 all day types
TOTAL ADDITIONS	39,148
TOTAL REDUCTIONS	72,431
TOTAL PROPOSED ANNUAL HR	243,792 -13.7%

Reduced Hours	Increased Hours	DELETED ROUTES ANNUAL HRS			% of service	
		WKDY	SAT	SUN		
13,388		Breeze	13,388		4.8%	
1,441		3x	1,441		0.5%	
745		7x	745		0.3%	
681		8x	681		0.2%	
855		400 series	855		0.3%	
6,666		24	5,801	494	371	2.4%
8,826		30	7,013	1,025	788	3.2%
7,560		52	6,248	841	471	2.7%
5,697		55	5,197	500		2.1%
798		60	798			0.3%
3,787		64	3,787			1.4%
5,687		28	5,687			2.1%
1,619		75x	1,619			0.6%
3,564		76	3,564			1.3%
4,193		79	4,193			1.5%
314		81		314		0.1%
1,434		school trips on reg. rte.	1,434			0.5%
			62,450	3,175	1,630	67,255 subtotal
						72,431 TOTAL REDUCTION IN HOURS

		ROUTES WITH 15 MINUTE HEADWAYS (MAIN CORRIDORS)		Using a 4 pulse system at Eugene			
		ANNUAL HRS	WKDY	proposed			
			Current	Proposed	Turnaround point	# of trips	Cycle Time
3,056	238	12 Harlow	16,550	16,787	Springfield Station	+1	NC add (15) 0800 - 0830 (now
		13 Cent/ssta	10,889	7,833	Mohawk area	31	60 no 15-min. service
	3,239	25 Will/Amazo	6,707	9,945	donfox	39	60 (15) 0700 - 0830 and
	2,499	73 Hily/Donald	7,064	9,563	martin	37.5	60 (15) 0700 - 0830 and
	2,856	36 18th Ave	6,260	9,116	West 11th Wal-ma	40	60 (15) 0700 - 0830 and
1,118		41 Hwy 99/Brg	8,747	7,629	Cubit & Wagner	30	60 no 15-min. service
		43 11th Ave	8,466	12,998	West 11th Wal-ma	52.5	60 (15) 0700 - 1730
	4,532	51 River Rd	8,925	13,446	River Road & Hunsa	49	60 (15) 0700 - 1730
	4,521	66 VRC/Cbrg	6,541	12,431	Loop route	39	75 (15) 0700 - 0830 and
	5,890	67 Cbrg/VRC	6,681	13,069	Loop route	41	75 (15) 0700 - 0830 and
	6,388						
			86,828	112,817	25,989	INCREASE IN HOURS	
		(There would be a gain in interlining efficiencies with 45 and 60 min cycle times)					

		SAT		30 MIN HDWY			
		proposed	Current hrs	Proposed hrs	# of trips		
354		12 Harlow	2,366	2,366	31		
		13 Cent/ssta	1,654	1,300	25		
	266	25 Will/Donald	826	1092	28 45 m		
	625	73 Hily/Amaz	831	1456	28 60 m		
		36 18th Ave	1,013	1,013	NC		
		41 Hwy 99/Brg	1,456	1,456	NC		
		43 11th /13Ave	1,383	1,383	NC		
	230	51 River Rd	1,191	1,421	28		
		66 VRC/Cbrg	1,420	1,420	NC		
		67 Cbrg/VRC	905	905	NC		
			13,044	13,811	767 INCREASE IN HOURS		

^ based on route 25 - no 28 Sat service now

+ based on route 66

| |

Reduced Hours	Increased Hours	SUN	60 MIN HDWY	30 MIN			
			Current hrs Proposed hrs		# of trips		
224			12 Harlow	1747	1747	21	
			13 Cent/ssta	896	672	12	
0	0		25 Will/Donald	633	633	12	
			73 Hily/Amaz	684	684	12	
			36 18th Ave	487	487	12	
			41 Hwy 99/Brg	1000	1000	12	
			43 11th /13Ave	920	920	12	
			51 River Rd	671	671	12	
			66 VRC/Cbrg	586	586	12	
			67 Cbrg/VRC	491	491	12	
				8115	7891	224	
			NEW CONNECTOR ROUTES			WEEKDAY	# of Trips
	4,049		44 WalMart to Barger (WinCo) 30 min c		3,009	24	
	7,941		57 RR Station to Irving/Wilkes 60 min c		6,714	30	
			Total		9,723		
						SAT	
						SUN	
						1040	
						1227.2	
						0	
			TOTAL PROPOSED ADDITIONS			39,148 INCREASE IN HOURS	
			ROUTES WITH MINOR CHANGES			WEEKDAY	Hdwy
						SAT	
638			27 fewer trips		-638	NC	
			40 Routing change		0		
	401		79X more trips		401	NA	
425			92 fewer trips		-425	NA	
						IB 640, 640, 1905 and 200	
						0	
						8 more WK trips	
						2 UO trips	
			Change in hours		-1,063	reduced hours	
			ROUTES WITH MAJOR CHANGES			WEEKDAY	SAT
						SUN	
				Current hrs	Proposed hrs		
1,024			18 become shorter routes (no 'Q' St.)	2652	1326	-140	-162
181			19 become shorter routes (no 'Q' St.)	2601	2081	31	308
775			81 summer --> 30 to 60 min. frequency		-775	NA	NA
990			85 no summer service		-990	NA	NA
						reduced hours	TOTAL
							2,969
			Miscellaneous System Changes				
						% of service	Hours
921			WK & SA: Move 7:45 p.m.departure to 7:30 p.m. & last departure becomes 1C			0.33%	921
			ROUTES WITH NO CHANGE				
			11	91			
			32	93			
			33	95			
			78	96			
			82	98			
				101			
76,958	43,674		277,076	CURRENT ANNUAL HOURS			
			-33,284	TOTAL REDUCTIONS			
			243,792	-13.7%	Service Reduction		

13,388	Breeze	13,388		
1,441	3x	1,441		
745	7x	745		
681	8x	681		
855	400 series	855		
6,666	24	5,801	494	371
8,826	30	7,013	1,025	788
7,560	52	6,248	841	471
5,697	55	5,197	500	
798	60	798		
3,787	64	3,787		
5,687	28	5,687		
1,619	75x	1,619		
3,564	76	3,564		
4,193	79	4,193		
314	81		314	
1,252	school trips on reg. rte.	1,252		
		61,016	2,861	1,630
				65,507
				65,507

ROUTES WITH 15 MINUTE HEADWAYS (MAIN CORRIDORS)

		ANNUAL HRS	WKDY	proposed		
			Current	Proposed	turnaround	# of trips
-7,833	16,787	12 Harlow	0	16,787	springfield	+1
		13 Cent/ssta	0	7,833	springfield	31
	9,945	25 Will/Amazc	0	9,945	donfox	39
	9,945	73 Hily/Donak	0	9,945	martin	39
	9,116	36 18th Ave	0	9,116	Walmart	42
-7,629		41 Hwy 99/Brç	0	7,629	Cubit	30
	12,998	43 11th Ave	0	12,998	terry/arrow	46
	13,446	51 River Rd	0	13,446	santa clara	49
	9,622	66 VRC/Cbrg	0	9,622	Loop	39
	9,554	67 Cbrg/VRC	0	9,554	Loop	41
			0	106,875	106,875 INCREASE	
		(There would be a gain in interlining efficiencies with 45				

SAT 30 MIN HDWY

		proposed	Current hrs	Proposed	# of trips
354	0	12 Harlow	2366	2366	31
		13 Cent/ssta	1654	1300	25
	318	25 Will/Donak	826	1144	22
	313	73 Hily/Amaz	831	1144	22
	0	36 18th Ave	1013	1013	NC
	0	41 Hwy 99/Brç	1456	1456	NC

0	43	11th /13Av	1383	1383	NC
0	51	River Rd	1191	1191	23
0	66	VRC/Cbrg	1420	1420	NC
0	67	Cbrg/VRC	905	905	NC

13,044.0 13,321.4 **INCREASE IN HOURS**

^ based on route 25 - no 28 Sat service now + based on route 66

SUN 60 MIN HDWY 30 MIN

Current hrs Proposed hrs # of trips

12	12	Harlow	1747	1747	21		
224		13	Cent/ssta	896	672	12	
	39	25	Will/Donak	633	672	12	
12		73	Hily/Amaz	684	672	12	
		36	18th Ave	487	487	12	
		41	Hwy 99/Br	1000	1000	12	
		43	11th /13Av	920	920	12	
		51	River Rd	671	671	12	
		66	VRC/Cbrg	586	586	12	increase
		67	Cbrg/VRC	491	491	12	in hours
				8115	7918		80.4

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subtotal

TOTAL REDUCTION IN HOURS

Using a 4 pulse system at ES

Cycle Time

NC	add (15) 0800 - 0830
60	no 15-min. service
60	(15) 0700 - 0830 and 1400 - 1730
60	(15) 0700 - 0830 and 1400 - 1730
45	(15) 0700 - 0830 and 1400 - 1730
60	no 15-min. service
60	(15) 0700 - 1730
60	(15) 0700 - 1730
60	(15) 0700 - 0830 and 1400 - 1730
60	(15) 0700 - 0830 and 1400 - 1730

IN HOURS

and 60 min cycle times)

S

for Sat & Sun

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2009

ITEM TITLE: SPECIAL SERVICE POLICY REVISION

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

ACTION REQUESTED: Approve Revised Special Service Policy

BACKGROUND: At the November 4, 2008, Board Finance Committee meeting, staff presented proposed changes to the District's Special Service Policy. Staff reviewed an overhaul of the Special Service Policy in order to conform to the Federal Transit Administration's Charter Rule changes, which became effective on April 30, 2008.

The proposed changes would also eliminate the current two-tier pricing structure employed by the District. If adopted, the new Charter Service Policy would provide one pricing structure and this pricing structure would utilize the District's fully allocated rate. The fully allocated rate ensures that all District costs are covered when charter services are provided.

Past discussions of using the fully allocated rate has generated concern from some event organizers. These organizers have been concerned about the higher costs forcing them to curtail event shuttle services in order to meet budgetary needs. While the District wants to maintain relationships with its event organizers, two aspects of event services need to be considered: First, the FTA charter rules put into question whether LTD will be providing these services. Second, the District's financial situation dictates that services (outside the mandatory fixed route and paratransit services) must be fully covered in terms of both direct and indirect costs.

RESULTS OF RECOMMENDED ACTION:

All charter services operated by LTD would be priced using the District's fully allocated rate. If the District continues to operate the charter services it traditionally operates, then revenues from charter services would increase by approximately \$52,000 annually.

ATTACHMENT: Revised Special Service Policy

PROPOSED MOTION: I move the following resolution:

LTD Resolution No. 2009-040: Be it resolved that the LTD Board of Directors hereby adopts the revised Special Service Policy as the new Charter Service Policy.

\\Q:\Reference\Board Packet\2008\11\Reg Bd Mtg 11-19-08\special service policy summary 2009 update.doc

Special Charter Service Policy

Service to Community Events

Definition

Public transit service that is organized by LTD or an event organizer to address transportation needs arising from an event **or transit service that is organized to meet a transportation need of a private party or organization. The District will operate all charter services according to the requirements outlined in the Federal Transit Administration's 49 CFR Part 604.**

~~with a sufficient number of participants to cause negative impacts on the community's transportation network or on the neighborhood adjacent to the event site.~~

Access

~~Access to the community event transit service must be open to all persons.~~

Restrictions

- ~~1. Operating service for community events~~ **charter service** should **must** not have a negative impact on regular service. ~~There should not be a reduction in scheduled regular service levels. There also should not be a significant degradation in service capacity or scheduled timing of regular service.~~
2. Consideration will be given to the availability of buses and the type of bus appropriate for the event.
3. Consideration will be given to the availability of staff.
4. Consideration will be given to the availability of bus operators.
 - a. Service expected to use ten (10) or more bus operators must be scheduled in advance and accounted for in the bus operator vacation bid.
 - b. Service planning and **service** marketing staff shall produce a service analysis for proposed special events not accounted for in the bus operator vacation bid. Transit Operations and Maintenance must agree to the proposed service package before the District contracts with the event organizer.

Fees

~~The District will charge fees based upon the level of LTD resources required to plan and implement the shuttle service. Level One event pricing will be based upon the sum of direct variable and direct fixed operating costs, as outlined in the District's Fully Allocated Cost Plan. Level Two event~~ **Charter service** pricing will be based upon the sum of all direct and indirect operating costs, measured at a rate per schedule hour of service (rounded up to the nearest whole dollar) as outlined in the District's Fully Allocated Cost Plan. ~~Events that are not clearly identified as Level One or Level Two will be priced through an in-depth review of all associated costs.~~

~~Level One events are charged the District's direct cost rate and require the following:~~

1. A minimal level of planning is required. Some events require a higher level of planning the first year, but remain relatively unchanged in future years and therefore require fewer planning resources.
2. Operations oversight is conducted by the on-duty field supervisor and a minimal number of transportation coordinators.
3. LTD marketing resources are not used to provide paid media promotion.
4. Vehicle needs are minimal.

Level Two events are charged the District's fully-allocated cost rate and require the following:

1. Extensive planning is required to develop and maintain the service package each year. This may include LTD's involvement in securing Park & Ride locations for the event.
2. Operations oversight is extensive and may involve contracting for outside resources.
3. LTD marketing staff develop and implement marketing plan components in order to promote the event shuttles.
4. Vehicle needs are significant and may require that contingency vehicles be used in service.

The event organizer will determine the fare charged.

Service Provided Through Charter Agreements

Definition

Transit service that is organized to meet a transportation need of a private party or organization.

Access

The contracting party or organization will determine access to chartered service.

Restrictions

Charter service will be directed to local private providers to determine the availability and willingness of these providers to provide the desired service. The District will consider contracting, through subcontracting agreements with private providers, when service on fixed routes is not compromised and when bus operators are available.

Exceptions

The only exceptions will be for **services** organizations that are exempted in FTA 49 CFR Part 604. , which allows the District to contract directly with a government entity that is a qualified social service agency, or a private, non-profit organization serving seniors or people with disabilities.

Fees

The District will charge fees equaling the sum of all direct variable and fixed operating costs, as well as indirect fixed costs (measured at a rate per schedule hour of service), rounded up to the nearest whole dollar, as outlined in the District's Fully Allocated Cost Plan.

The event organizer will determine the fare charged.

Maintenance of the Charter and Community Events Service Policy

The **Service Planning, Accessibility, and Marketing Department** is responsible for maintaining this policy and recommending changes to the policy as necessary.

AGENDA ITEM SUMMARY

DATE OF MEETING: November 19, 2008

ITEM TITLE: WEST EUGENE EmX EXTENSION (WEEE) PROJECT UPDATE

PREPARED BY: Tom Schwetz, Planning and Development Director

ACTION REQUESTED: None

BACKGROUND: WEEE staff members have been consulting on a regular basis with the Federal Transit Administration (FTA), Project Management Group (PMG), and partner agencies on the WEEE project process and coordination material. As shown by Attachment 1, the WEEE project process will require at least nine to ten months before the analysis of alternatives is complete and a Draft Environmental Impact Statement (DEIS) is ready for public review. Following public review of the DEIS; the City Council, the LTD Board, and the MPC will begin the process of selecting a Locally Preferred Alternative.

On October 20 LTD staff members hosted a successful open house at the Eugene Faith Center. Fifty-three members of the public attended and 15 comment forms were collected. The October 20 WEEE Open House marks the culmination of comments received on the design options and the resulting refinement of designs previously presented at community design workshops held on July 7, July 8, July 28, and August 20.

These results are provided in a "Report Back," which will be available on the LTD's WEEE project website. A draft version of the "Report Back" was available for public review on October 20 and the refined designs were provided as AutoCAD drawings on aerials. The "Report Back" also includes a revised range of alternatives map to reflect public and agency feedback. The draft revised range of alternatives is provided as Attachment 2.

As shown in Attachment 3, the comments received at the open house provided valuable feedback. Staff felt that the concepts were well received in general. This final public review opportunity initiates the preliminary engineering designs to be considered as part of the Alternatives Analysis/Draft Environmental Impact Statement (AA/DEIS).

LTD is coordinating with FTA to finalize the Analysis of Methods and Data Reports (AMDRs) that prescribe the methods used to analyze the designs for the alternatives studied in the AA/DEIS phase. Upon FTA's expected approval of the updated AMDRs, the reports will be circulated to the Participating Agencies and Confederated Tribes for review and feedback. Staff anticipate receiving comments back from Participating Agencies during the months of November and December 2008.

As part of the preparation for the AA/DEIS, LTD staff will work to inform and respond to questions from the WEEE Corridor Committee members about each of the environmental disciplines addressed in the environmental review process. These opportunities for the WEEE Corridor Committee members will broaden their understanding as they prepare to review the analyses completed for each alternative in the DEIS. In order to be able to cover all of the environmental disciplines before the DEIS is available for review, the disciplines are grouped into five sets, as shown in Attachment 4. Other topics of interest indicated by the WEEE Corridor Committee members will be covered in upcoming meetings with the expectation that meetings will need to be scheduled more frequently than once a month between November 2008 and August 2009.

During the next five to eight months, LTD staff will be preparing the conceptual engineering alternative designs and conducting the environmental analysis. LTD will seek to engage key stakeholders, agencies, and the interested public in the process and the project through the techniques listed in Attachment 4. It is anticipated that preliminary impact analysis findings will be ready for review and that discussion on potential mitigation of options can begin in May 2009. A complete analysis of impacts is expected in August 2009, leading to the beginning of the public comment period for the Draft EIS.

ATTACHMENTS:

- (1) Project Timeline
- (2) Draft Revised Draft EIS Range of Alternatives Map
- (3) Comments received at the October 20 Open House
- (4) Overview of Environmental Disciplines Assessed in the DEIS
- (5) Public Involvement in the AA/DEIS Phase

PROPOSED MOTION:

None

AGENDA ITEM SUMMARY

- DATE OF MEETING:** November 19, 2008
- ITEM TITLE:** ACCESSIBLE SERVICES FALL TRAINING VIDEO PRESENTATION
- PREPARED BY:** Terry Parker, Accessible Services Manager
- ACTION REQUESTED:** None. Information only.
- BACKGROUND:** Over the years, LTD's Accessible Services Program periodically has been given time on the LTD Fall Training schedule and provided such information as ADA updates and panel discussions with people who experience disabilities. Beginning in 2004, however, the Accessible Services Program has been a regular presenter on the Fall Training agenda.
- These training sessions have included quizzes and surveys regarding ADA and the LTD Accessible Services policy; an ADA Jeopardy game that was developed in-house that reviewed ADA law and awarded prizes to the winners; and an open dialogue with all operators about current issues that resulted in changes and improvements in the provision of accessible services.
- After last year's training, bus operator Carl Faddis, whose daughter experiences a disability, came to Accessible Services staff with the idea of creating something that would make the connection between who we are as individuals and within our families, and who we are as a company; and how we relate to riders and to co-workers. Carl's idea took shape in the form of a series of videos that shows how we all are alike in many ways, showcases one of the contracted services that provides travel training and transit host services, highlights three riders who experience disabilities and who were willing to share their personal stories, and concludes with a music video. All of the video pieces were written and produced by Carl and Bus Operator Trainer Richard Shrope, using regular riders and LTD employees throughout the videos.
- Employee feedback from this training has been very positive, ranging from very good to excellent, with comments such as:
- Very informative
 - Film was excellent – sharing parts of people's lives
 - Beautiful song
 - It's nice to learn more about each other
 - It was nice to see how we help in the community
 - I learned to truly appreciate what others go through to live
 - Really brought it home
- ATTACHMENTS:** None
- PROPOSED MOTION:** None