

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, February 20, 2019

Pursuant to notice given to *The Register-Guard* for publication on February 14, 2019, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular board meeting on Wednesday, February 20, 2019, beginning at 5:30 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Carl Yeh, President
Kate Reid, Vice President
Josh Skov, Secretary
Don Nordin, Treasurer
Emily Secord
Caitlin Vargas
Steven Yett
A.J. Jackson, General Manager
Dwight Purdy, General Counsel
Camille Gandolfi, Clerk of the Board

CALL TO ORDER/ROLL CALL — Mr. Yeh convened the meeting and called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT — Mr. Yeh thanked Board members and staff for a very productive joint work session with the Eugene City Council.

COMMENTS FROM THE GENERAL MANAGER — There were no comments.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA — Mr. Yeh moved the Monthly Financial Report to the first item under Items for Information Only. He added remarks from the Board's general counsel to Items for Action/Information.

BOARD CALENDARS — Ms. Jackson reviewed upcoming events and noted that she and Ms. Reid would be traveling to Washington D.C. as part of the region's United Front effort. Key LTD priorities were funding for MovingAhead projects and vehicle replacement.

EMPLOYEE OF THE MONTH – MARCH — The Board recognized Operations Field Supervisor Van Snyder as the March 2019 Employee of the Month. Mr. Yeh presented Mr. Snyder with his award and thanked him for his outstanding service and dedication to LTD's mission. Mr. Snyder thanked the Board for his award and expressed appreciation for his job at LTD. He said he had been with LTD for 16 years and never considered working for another employer.

AUDIENCE PARTICIPATION — Mr. Yeh explained the procedures for providing public testimony.

Rob Zako, Eugene, representing Better Eugene-Springfield Transportation (BEST), commented on engagement in Transit Tomorrow by the public, by BEST and by the LTD Board. He said

during the Board's earlier work session on Transit Tomorrow it had asked about the quantity of public input and the representation. He urged the Board to also consider the quality of the input and what people were saying and understand the reasons for those responses and what values were reflected. He said BEST was also reaching out to its 50 directors and advisors and offering to organize discussions about Transit Tomorrow. He said in an informal focus group he facilitated, people arrived somewhat confused about the issue, but after an hour of discussion tended to have a better informed viewpoint about the future of transit, could state their preferences, and reasons for those preferences. BEST would continue to host such events, but ultimately the decision would rest with the Board and he hoped that when it was made, the Board could articulate why it was the best decision for the community, beyond simply a tally of public responses.

ITEMS FOR ACTION AT THIS MEETING

Public Hearing: Proposed Fiscal Year 2018-2019 Supplemental Budget — Director of Finance Christina Shew said the Supplemental Budget would increase the Medicaid Fund budget by \$1.3 million, from \$10.6 million to \$11.9 million; and increase the transfer from the General Fund by \$369,000. Oregon Budget Law recognized that when the budget was developed, it was an estimate and allowed for supplemental budgets of unanticipated increases after the budget was adopted. She said the Medicaid Fund increase of \$1.3 million was due to unanticipated costs charged for Trillium non-emergency medical transportation (NEMT) services. She said the \$1.3 million increase was offset by \$1.3 million in resources received from Trillium reimbursements, resulting in a net zero impact to the General Fund.

Ms. Shew said the increase in transfer from the General Fund was due to beginning the year with a budget of zero for beginning working capital, but ending the 2018 fiscal year with a \$369,000 deficit because of timing of rejected claims and denials. She said over \$1 million in rejected claims and denials had been resubmitted and she expected to receive reimbursements for at least 50 percent of those, which would cover the \$369,000 request. She said the request for an increase in the General Fund transfer was a conservative approach and a transfer would likely not be necessary. She would keep the Board apprised of the situation.

Mr. Skov asked if a supplemental budget request was unusual. Ms. Shew said implementation of the new NOVUS software in the previous fiscal year had impacted the timing of claims submissions and resubmissions of denials. She did not expect it would be an ongoing issue. Ms. Jackson added that although the NOVUS software provided improved tracking of claims, it did not prevent denials. LTD was improving its timing, but there was still time involved in researching and resubmitting denied claims; ultimate resolution could take several months.

Ms. Reid pointed out that there were also increases in costs charged for Trillium NEMT services and that was not something LTD had control over during budget development.

Mr. Yeh opened the public hearing and provided instructions on how to provide testimony. He determined there was no one wishing to speak and closed the hearing.

Public Hearing: Grant Applications - In and Out-of-District Enhanced Mobility Services — Accessible Services Specialist John Ahlen summarized his presentation at the Board's January 16, 2019, meeting during which details of the programs and services to assist older adults and individuals who identify with disabilities in the metro area and rural communities to get where they need to go had been discussed. He said the Special Transportation Fund (STF) Committee had thoroughly reviewed funding requests and met with applicants prior to developing its

recommendations to the Board for the allocation of 5310 formula funds and STF grants. This process was repeated biennially. He thanked members of the STF Committee for their service.

Mr. Ahlen said slightly more funds would be received in the new biennium and the community partners applying for funding were providing match to leverage those funds and provide more services throughout the community. He asked for the Board's approval of the 5310 and STF funding recommendations.

Mr. Nordin remarked that he had been impressed by the thoroughness and thoughtfulness of the STF Committee and commended Mr. Ahlen for his work.

Mr. Yeh opened the public hearing. He determined there was no one wishing to speak and closed the hearing.

MOTION Adoption: Grant Applications - In and Out-of-District Enhanced Mobility Services — Ms. Vargas moved adoption of LTD Resolution No. 2019-02-20-008: It is hereby resolved that the LTD Board of Directors approves the applications for Section 5310 and STF formula funds as presented. Ms. Secord provided the second.

VOTE The motion was approved as follows:
AYES: Nordin, Reid, Secord, Skov, Vargas, Yeh, Yett (7)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

MOTION Consent Calendar — Ms. Reid moved adoption of LTD Resolution No. 2019-02-20-006; It is hereby resolved that the Consent Calendar for February 20, 2019, is approved as presented. Ms. Secord provided the second. The Consent Calendar consisted of the Minutes of the January 16, 2019, Special Board Meeting/Work Session; Minutes of the January 16, 2019, Regular Board Meeting; Delegated Authority Report-February; and State Transportation Improvement Fund (STIF) Committee Bylaws.

VOTE The motion was approved as follows:
AYES: Nordin, Reid, Secord, Skov, Vargas, Yeh, Yett (7)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

ITEMS FOR INFORMATION AT THIS MEETING

Financial Report - December — Ms. Shew reviewed the December 2018 Year-to-Date financial report provided in the agenda packet, noting key drivers for revenues and expenditures in the General Fund, Medicaid Fund, Accessible Services Fund, Capital Projects Fund, and Point2point Fund. She said payroll taxes included an overpayment of \$1.3 million and she expected that payroll taxes would end the year approximately \$400,000 lower than budget due to a decrease in the number of employed persons in Lane County. She said a \$1 million medical payment was received in January so not reflected in the financial report for the first half of the fiscal year.

Ms. Jackson explained that Ms. Shew conducted a mid-year reconciliation and projections, which resulted in the request for a supplemental budget. She was now finalizing numbers for the

General Fund and if a shortfall was projected, that information would be presented to the Board with a request for a supplemental budget if necessary.

City of Eugene Franklin Boulevard Transformation Project Update — City of Eugene Transportation Planner Larisa Varela presented an overview of the Franklin Boulevard Project. She distributed copies of her slide presentation, including a set of conceptual drawings of various street designs. The city had identified Franklin Boulevard as one of six key corridors. She said the project study area was from Interstate 5 to Alder Street and included Garden Avenue. She explained that the project was a city priority because it was part of a River District Collaboration among many partners, including LTD. She also said that the project is working to transform Franklin Boulevard from an automobile-oriented arterial to a multi-modal, inviting gateway to the community. She said that the project was consistent with land use and transportation plans, supported mixed use development, and emphasized connection with the Willamette River. The city also wanted to focus growth along key transportation corridors in terms of housing and jobs.

She reviewed previous land use planning and development activities along the corridor, noting that a multi-way boulevard was one of the designs being considered, although it would require a significantly wider right-of-way than currently existed. She said the conceptual drawings indicated the right-of-way widths required for different design concepts.

Ms. Varela said the planning process would take about a year, followed by an environmental analysis. When the environmental analysis is complete, the city will begin to pursue funding for the project. She said the soonest construction could begin would be 2022. She described a four-day design discovery workshop that was held to obtain community feedback; design concepts would be based on that feedback. She listed the likes, dislikes, what was perceived to be missing from Franklin Boulevard as it currently existed, and the key issues that emerged from the workshop. Those issues related to speed, bicycle and pedestrian safety, access, EmX crowding, and not presenting a sense of welcome to the community.

Ms. Varela reviewed a number of design tools, including protected bikeways and roundabouts. She said a traditional intersection had many conflict points, making it unsafe. Roundabouts reduced those conflicts and were consistent with the city's goal to reduce traffic fatalities and the severity of crashes. Roundabouts were a good fit for the types of traffic on Franklin Boulevard.

Ms. Varela listed the project goals:

- improve the area for business, residents, and the University population
- double the EmX facility
- accommodate motorists and freight
- welcome people to the city and University
- make the area attractive, green, and connected
- change the street so that people walking and cycling are accommodated safely, comfortably, and conveniently.

Ms. Varela described the following design options as set forth in the drawings: English Oaks, Multi-way Boulevard, Median Bikeway, and Treed Boulevards. Other concepts included zones and nodes along the corridor and gateways at each end. She said all designs included EmX lanes in both directions and travel through the center of roundabouts. She said another design workshop would be held in May.

Mr. Skov asked that copies of Ms. Varela's slide presentation be added to the agenda packet materials on LTD's website. He said based on his personal experience, biking along Franklin

Boulevard had some harrowing areas of travel. He asked how the Franklin Boulevard project fit with the Transit Tomorrow project and seven and a half minute overlapping EmX service on the corridor.

Director of Planning and Development Tom Schwetz said there were issues beyond the Franklin Boulevard project related to seven and a half minute service, such as traffic signaling, and LTD was working with the City of Eugene to address those. It was a question of money and time, and overlapping service in 2020 might not be possible.

Mr. Skov said the purpose of bus rapid transit was to have a series of design elements that made it distinct from regular bus service, such as signal priority over cars at key intersections. He asked if that was considered a disadvantage in design options under consideration. Ms. Varela replied that in some transportation circles the priority was to ensure that EmX had signal priority, but some people in cars did not understand how the EmX on Franklin Boulevard impacted traffic signals in terms of normal corridor commute times. That had been raised by some drivers in discussions of the corridor.

Mr. Schwetz added that in conversations with Eugene's traffic engineers a number of options for achieving the desired running time had been discussed. One of those was double- instead of single-tracking, another was signal priority and there were several other strategies to consider.

Ms. Reid urged clear communications and collaboration during construction of future roundabouts, drawing on the lessons learned with the Glenwood roundabout regarding the movement of buses through those facilities. She said the Oregon MPO Consortium recently had a presentation from Portland Metro about tactical design and pop-up bike corridors that was very informative. Ms. Varela said planners were aware of those types of tactical options.

Ms. Secord asked how the Franklin Boulevard project would be funded. Ms. Varela said potential funding included grants from the Federal Highways Administration, Federal Transit Administration, LTD funding, a bond measure, and STIF dollars.

Mr. Yeh commended the bicycle safety improvements being planned and asked that the design of roundabouts, if used, did not impede the speed of EmX along the corridor.

Mr. Skov said LTD's recent pedestrian network analysis identified several areas along the corridor as more dangerous.

Ms. Reid noted that LTD had budgeted \$5 million in its Community Investment Program (CIP) for Franklin Boulevard corridor improvements.

Board Travel and Reimbursement Policy — Ms. Jackson said the policy had been revised to incorporate changes requested by the Board at its last meeting. She said any additional changes requested by the Board would be made and the updated policy would be presented for adoption on the Consent Calendar at the next Board meeting. She pointed out that the policy was silent on alcohol reimbursement, which meant it would be reimbursable. She asked for feedback on that issue.

Mr. Yett said that he felt the policy should explicitly state that alcohol was not reimbursable. Regarding Section 109 Booking Travel, he asked for clarification regarding when a Board member made their own travel arrangement and requested reimbursement at coach fare. Ms. Jackson said the Clerk of the Board would arrange travel whenever possible, but there were

circumstances when it was not feasible, such as when a Board member was traveling with a companion. The policy did specify that Board travel had to be approved in advance.

Mr. Yett said the term "whenever" was confusing as he could not envision a situation when it would not be possible for the Clerk to book travel. He did not see the option of a member making their own arrangements under the current wording and would like to see that clarified, along with provision that reimbursement would be at standard coach fare. Mr. Purdy said the language could be modified to incorporate those items.

Mr. Yeh said that he supported language expressly prohibiting reimbursement for alcohol. There was consensus to support amendments related to booking travel and prohibiting alcohol reimbursement.

Board Member Reports — Mr. Nordin reported that the LaneACT (Lane Area Commission on Transportation) had conducted a feasibility study on transportation between Florence and Eugene that also included a partnership with the Coos County transit agency. The Coos County agency would fund transit to Florence and provide a reader board and shelter, if grants were approved.

Ms. Reid reported that OMPOC's new chair was from Portland Metro and the vice chair was from Albany. She said items discussed at the meeting included the Oregon Department of Transportation's (ODOT) speed methodology workgroup and the search for a new ODOT director. She said 18 plans were received during the first round of STIF funding and would be reviewed at the Oregon Transportation Commission's March 2019 meeting; May was the second round for plan submissions. She said potential changes to the ConnectOregon funding process and availability of dollars for bike and pedestrian projects were discussed and OMPOC approved a list of legislative priorities for 2019.

Monthly Cash Disbursements - January — There were no questions.

Quarterly Grant Report (presented in March, June, September, December) — There were no questions.

Monthly Performance Reports - January — Mr. Nordin asked what factors resulted in a decrease of 7.3 percent in RideSource MTM rides. Ms. Jackson said she was not certain but staff would continue to monitor that issue.

Monthly Department Reports - January — Ms. Reid asked what routes the pilot electric bus was on. Assistant General Manager Service Delivery Mark Johnson said he would email information about routes and days. A schedule for the official electric bus launch was still to be determined.

ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD — Mr. Nordin said he was still pursuing a transportation mobility hub in Cottage Grove. Ms. Jackson said the matter could be scheduled on the Board's agenda at his request.

Ms. Reid asked for information on the downtown Eugene mobility-on-demand (MOD) project. Mr. Johnson said he had met with potential partners City of Eugene, Lane County, Lane Council of Governments, Eugene Water & Electric Board, and the University of Oregon, all of whom were very interested in supporting the project. He said July 1, 2019, was the target date for implementation and three vehicles were being purchased. Operation of the service would be

contracted out, it would be a one-year pilot and service would use the same MOD application being used in Cottage Grove.

Mr. Skov noted that a recent New York Times article, in recognition of Black History Month, had highlighted Granville T. Woods, who had invented technical innovations for transit.

Mr. Purdy announced he was retiring as Board general counsel on May 1 and Kristen Denmark would assume the role of LTD's general counsel, along with Shawn Walker. He said the role of the general counsel was to be the Board's attorney and loyalty to the Board was the first priority, although the general counsel also worked with LTD staff. Communications with Board members were confidential. He thanked the Board for the privilege of being LTD's general counsel for many years.

ADJOURNMENT

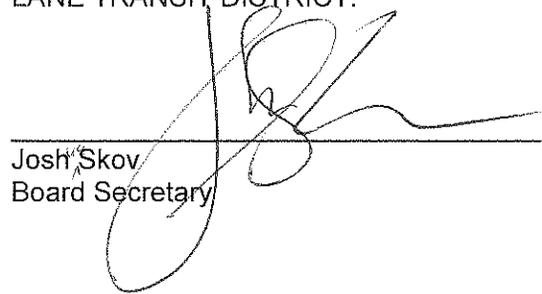
Mr. Wildish adjourned the meeting at 7:13 p.m.

ATTEST:

LANE TRANSIT DISTRICT:



Camille Gandoffi
Clerk of the Board



Josh Skov
Board Secretary

Date Approved: 3/17/19