

MINUTES OF MEETING  
LANE TRANSIT DISTRICT  
EmX STEERING COMMITTEE

Wednesday, November 30, 2016

Pursuant to notice given to *The Register-Guard* for publication on November 24, 2016, and distributed to persons on the mailing list of the District, the EmX Steering Committee for the Lane Transit District held a meeting on Wednesday, November 30, 2016, beginning at 7:30 a.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

**Present:**

EmX Steering Committee

Carl Yeh, Chair, LTD Board  
Frannie Brindle, ODOT  
Mike Eyster, At Large  
Gary Gillespie, LTD Board  
Sheri Moore, Springfield City Council  
George Poling, Eugene City Council  
Josh Skov, At Large

LTD Staff

A.J. Jackson, General Manager  
Tom Schwetz, Director of Planning and Development  
Kelly Hoell, Transit Development Planner  
Jeanne Schapper, Clerk of the Board  
Lisa VanWinkle, Project Communications Coordinator

Guests:

Rob Zako, BEST  
Emma Newman, City of Springfield  
Chris Henry, City of Eugene  
Zack Galloway, City of Eugene  
Bill Johnston, ODOT

**Absent:**

EmX Steering Committee

Sid Leiken, Lane County Board of Commissioners  
Gerry Gaydos, At Large  
Julie Grossman, LTD Board  
Rick Satre, At Large  
Dave Hauser, Chamber of Commerce

**CALL TO ORDER/ROLL CALL:** Mr. Yeh called the meeting to order at 7:37 a.m. and called roll.

**COMMENTS FROM THE CHAIR:** There were no comments

**AGENDA REVIEW:** Mr. Schwetz suggested that the discussion of adding a member to the MovingAhead Sounding Board be added to the agenda.

Mr. Poling asked if the December 6, 2016, meeting was canceled. Mr. Yeh confirmed that it was canceled.

**AUDIENCE PARTICIPATION:** The chair determined that no one present wished to address the Committee.

### **MINUTES APPROVAL**

**MOTION:** Mr. Gillespie, seconded by Mr. Eyster, moved to approve the August 2, 2016, meeting minutes as submitted.

**VOTE:** The motion was approved as follows:  
AYES: Brindle, Eyster, Gillespie, Moore, Polling, Yeh, Skov (7)  
NAYS: None  
ABSTENTIONS: None  
EXCUSED: Leiken, Gaydos, Satre, Grossman, Hauser, (5)

**NEW MEMBER TO THE MOVINGAHEAD SOUNDING BOARD:** Ms. Hoell asked if someone from the EmX Steering Committee was interested in being the second required member of the MovingAhead Sounding Board. She explained that the purpose of the Board was to give guidance to the Oversight Committee. She added that the commitment would be from January until early fall. She shared the list of members already on the Board.

Mr. Schwetz reminded the Committee of the option to defer.

Mr. Yeh agreed to defer. He commented that a student member could be an option.

Mr. Gillespie asked that a notice be sent to those not present at this Committee meeting.

**EMX STEERING COMMITTEE RE-CHARTERING:** Mr. Schwetz gave a recap and suggested that the resolution be read through clause by clause.

In reference to the two versions of the resolution, Mr. Skov suggested that they refer to the edited version of the draft resolution.

Mr. Schwetz clarified that there was a proposal to shorten the “Whereas” statements, and he suggested referencing a number of goals from the Long Range Transit Plan. He continued to suggest that they focus on the resolution portion of the document before addressing the “Whereas” statements.

Ms. Moore asked that “strategic issues” in clause one of the “Resolved” section be clarified.

Ms. Brindle suggested that in clause one of the resolution portion, “...advice *focused* on strategic issues...” be added for the sake of clarification.

Mr. Schwetz commented that clause two was meant to be a general list and that the phrase, “right-sizing solutions for outlying areas” should be generalized.

Mr. Zako suggested that the second clause be changed to "...including, but not limited to, developing the frequent transit network, making better connections, reducing trip and waiting times, bridging the first and last mile, creating safer ways to access service, and optimizing solutions for rural and urban area networks".

Mr. Skov recommended that pertaining to the third clause, two members be required from the LTD Board instead of one.

Mr. Schwetz read out the third clause with the suggested changes, "directs the General Manager, with the advice and consent of the Board of the Directors, to appoint members of the Strategic Planning Committee to serve renewable two-year terms. The Committee shall include at least two members of the LTD Board of Directors as well as representatives from the Eugene City Council, Springfield City Council, the Lane County Board of Commissioners, and the Oregon Department of Transportation, but shall not include a quorum of any policymaking body. The Committee should also include a diverse set of stakeholders."

Mr. Poling encouraged a close connection between the Committee and the Board be maintained and that internal operating agreements needed review by the LTD Board.

Mr. Eyster agreed that accountability to the Board should be built in. He commented that it could be redundant if both the Board and the Committee held public testimony over the same issues, and he expressed that it should be something for the Board to consider when developing the bylaws.

Mr. Zako commented that the proposal's purpose was to give the Committee an independent voice to give recommendations to the Board but to retain accountability. He suggested changes to the fourth clause as follows, "authorize the Strategic Planning Committee to select its own chair from its membership and to develop other internal operating agreements with the advice and consent of the Board."

Mr. Yeh asked for clarification as to whether or not the Committee was required to have public testimony.

Ms. Schapper responded that public meetings law requires only the opportunity for the public to attend; it was not a public participation law. Mr. Schwetz strongly recommended providing an opportunity for public comment—specifically in the interest of transparency and public engagement.

Ms. Moore commented that the Planning Commission held public hearings on specific topics, which aided the Commission in forming its recommendations to the City Council. She recommended this model of public engagement.

Mr. Zako proposed a 4.5 clause, "Direct the Strategic Planning Committee to involve the public as needed to develop the Committee's recommendations."

Mr. Poling suggested that the proposed clause be clause 5 instead of clause 4.5 and that the current clause 5 be made clause 6.

Ms. Moore asked that clause 6 use stronger language than "invite".

Ms. Brindle suggested that they wait for direction from the Board as to when the Board would want to hear from the Committee.

Mr. Zako replied that the Committee should report to the Board as needed.

Mr. Yeh recommended waiting to hear from the Board before any changes were made to clause 6.

Mr. Skov suggested that they differ the review of the "Whereas" statements to staff.

Mr. Yeh noted consensus among Committee members to accept the changes made to the draft resolution.

**ADJOURNMENT:** Mr. Yeh adjourned the meeting at 9:28 a.m.

*(Recorded by Hannah Parks)*