



**LANE TRANSIT DISTRICT
STRATEGIC PLANNING COMMITTEE MEETING**

**Tuesday, May 1, 2018
5:30 p.m. to 7:30 p.m.**

LTD BOARD ROOM

3500 E. 17th Avenue, Eugene
(Off Glenwood Boulevard in Glenwood)

AGENDA

<u>Time</u>		<u>Page</u>
5:30 p.m.	I. CALL TO ORDER	
5:31 p.m.	II. ROLL CALL	
	<input type="checkbox"/> Mike Eyster (Chair) <input type="checkbox"/> Josh Skov (Vice Chair) <input type="checkbox"/> Frannie Brindle <input type="checkbox"/> Carl Yeh <input type="checkbox"/> Gerry Gaydos <input type="checkbox"/> Andy Vobora <input type="checkbox"/> Sid Leiken <input type="checkbox"/> Annie Loe <input type="checkbox"/> Sheri Moore <input type="checkbox"/> Kate Reid <input type="checkbox"/> Rick Satre <input type="checkbox"/> Greg Evans <input type="checkbox"/> Lindsey Hayward <input type="checkbox"/> Amy Cabbage <input type="checkbox"/> Matt Nelson	
5:32 p.m.	III. COMMENTS FROM THE CHAIR	
5:35 p.m.	IV. AGENDA REVIEW	
	<i>This agenda item provides a formal opportunity for the Board president to announce additions to the agenda, and also for Board members to make announcements.</i>	
5:40 p.m.	V. AUDIENCE PARTICIPATION	
	<ul style="list-style-type: none"> ◆ <u>Public Comment Note:</u> <i>This part of the agenda is reserved for members of the public to address the Board on any issue. The person speaking is requested to sign-in on the Audience Participation form for submittal to the Clerk of the Board. When your name is called, please step up to the podium and give your name and address for the audio record. If you are unable to utilize the podium, you may address the Board from your seat.</i> ◆ <i>Citizens testifying are asked to limit testimony to three minutes.</i> 	
5:45 p.m.	VI. APPROVAL OF MEETING MINUTES	3
	Action Needed: <i>Vote to approve minutes from March 06, 2017</i>	
5:50 p.m.	VII. MAIN STREET PROJECTS	13
	Action needed: <i>Discussion and action.</i>	
	<i>The chair would like to discuss a letter that has been drafted after the last Main Street Projects update.</i>	
6:20 p.m.	VIII. HB 2017 UPDATE	19
	Action needed: <i>Information and discussion only.</i>	
	<i>Edward McGlone will give an update on HB 2017 and a timeline for informing the formation of the Advisory Committee.</i>	

6:35 p.m. IX. VISION ZERO UPDATE 21

Action needed: *Information and discussion only.*

Staff will provide an update on the District's safety efforts.

6:45 p.m. X. WRITTEN REPORTS AND UPDATES 24

a. *MovingAhead* (Attached) 24

b. Comprehensive Operations Analysis (COA) (Attached) 30

c. Santa Clara Community Transit Center (Attached) 34

d. Ridership Update 35

e. Fare Management - *Report postponed.*

6:55 p.m. XI. NEXT/FUTURE MEETING AGENDAS: WORK PLAN DEVELOPMENT

Action Needed: *Additions/Changes to SPC Working Agenda (formerly work-plan).*

The Chair will ask for updates to be added to the working agenda and which month they should be placed. Per usual, the existing working agenda, and project milestone Gantt chart are attached to inform this discussion.

7:00 p.m. XII. ADJOURNMENT

The facility used for this meeting is wheelchair accessible. If you require any special physical or language accommodations, including alternative formats of printed materials, please contact LTD's Administration office as far in advance of the meeting as possible and no later than 48 hours prior to the meeting. To request these arrangements, please call 682-5555 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments.

STRATEGIC PLANNING COMMITTEE MEETING

LANE TRANSIT DISTRICT

Tuesday, March 6, 2018

Pursuant to notice given to *The Register-Guard* for publication on February 27, 2018, and distributed to persons on the mailing list of the District, the Strategic Planning Committee of the Lane Transit District held a meeting on Tuesday, March 6, 2018, beginning at 5:30 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Mike Eyster, Chair
Josh Skov, Vice Chair
Frannie Brindle
Amy Cabbage
Gerry Gaydos
Lindsey Hayward
Sara Means for Sid Leiken
Annie Loe
Sheri Moore
Kate Reid
Rick Satre
Lucy Vinis
Andy Vobora
Carl Yeh
Aurora Jackson, LTD General Manager

Absent: Matt Nelson

CALL TO ORDER/ROLL CALL — Mr. Eyster convened the meeting of the Strategic Planning Committee (SPC) and called the roll.

COMMENTS FROM THE CHAIR — There were no comments.

AGENDA REVIEW — There were no changes to the agenda.

AUDIENCE PARTICIPATION — There was no one wishing to speak.

MOTION APPROVAL OF MEETING MINUTES — Mr. Satre moved to approve the February 6, 2017, Strategic Planning Committee minutes as submitted. Mr. Evans provided the second.

In response to a question from Mr. Eyster, Director of Planning and Development Tom Schwetz clarified that EmX remained an option for Main Street, but not for the McVay Highway.

VOTE The motion was approved as follows:

AYES: Mike Eyster, Frannie Brindle, Amy Cabbage, Gerry Gaydos, Lindsey Hayward, Annie Low, Sara Means for Sid Leiken, Sheri Moore, Kate Reid, Rick Satre, Joshua Skov, Lucy Vinis, Andy Vobora, Carl Yeh (14)

NAYS: None

ABSTENTIONS: None

EXCUSED: Matt Nelson (1)

HB 2017 RULE-MAKING UPDATE — Director of Public Affairs Edward McGlone stated that the legislation created a one-tenth of one percent statewide employee payroll tax to be used for transit. He said funds would be collected by the Department of Revenue and distributed by the Oregon Department of Transportation (ODOT). He said revenue was projected to generate \$100-120 million annually and funds would be divided among four categories:

- 90 percent to counties without a mass transit district or transportation district, mass transit districts, transportation districts, and federally-recognized tribes;
- Five percent to “public transportation service providers” based on a competitive grant program adopted by the Oregon Transportation Commission (OTC);
- Four percent to public transportation service providers on a competitive grant basis to improve public transportation between two or more communities; and
- One percent to ODOT to establish a statewide public transportation technical resource center to assist public transportation providers in rural areas with training, planning, and information technology

Mr. McGlone said draft rules would be finalized in late April or early May. He explained a legislative proposal to dedicate one percent of the new transit revenue to youth transit passes. That failed, but youth transit passes was now one of seven elements that recipients of formula funds must report on. Recipients were required, where practicable, to spend at least one percent of those funds on student transit activities.

Mr. McGlone said a transit agency would be required to form an advisory committee for the disbursement of HB 2017 funds and a new requirement was the addition of a K-12 school provider to that committee. Revenue collection would commence July 1, 2018, and while funds would not be available until June 2019, expenditures of funds after July 1, 2018, were eligible for reimbursement. In reference to the SPC's discussion at a prior meeting, this meant the District would be eligible for reimbursement if it chose to implement a youth pass program in the fall of 2018.

Mr. McGlone explained that HB 2017 transit funds intended for Lane County would flow through LTD and LTD, with the advice of an advisory committee, would distribute funds to projects both within and outside of its service district. He said rules were being finalized regarding the proportionality of fund distributions based on where they were generated. LTD, as the qualified entity in Lane County, was required to develop and submit a plan to ODOT for expenditure of the funds for a minimum period of two years and a maximum of four years. The plan would need to be reviewed by an advisory committee prior to approval by the LTD Board of Directors and submission to ODOT.

Mr. McGlone said LTD would be required to report quarterly on the following criteria:

- Increased service frequency and expansion of bus routes in communities with a high percentage of low-income households;
- Expansion of bus routes and services to reach communities with a high percentage of low-income households;
- Fund implementation of programs to reduce fares for public transportation in communities with a high percentage of low-income households;
- Procurement of buses powered by natural gas, electricity or other low- or no-emission propulsion for use in areas with populations of 200,000 or more;
- Improved frequency and reliability of service connections between communities inside and outside of the qualified entity's service area; and

- Coordination between public transportation service providers to reduce fragmentation of services
- Youth passes for grades 9-12

Mr. McGlone said the plan had to be tied to existing transportation plans in the community and identify measures that would indicate success for those plans. He said funds not spent within the two-year plan period could be rolled into the next year.

Mr. Skov asked to what extent the term "bus" restricted expenditures in partnerships with other transportation providers that did use buses, such as ride-hailing companies. Mr. McGlone said the legislation was about bus services, but the seven mandated reporting criteria were not the areas in which funds could be spent. Funds could be spent on other things, depending on local community priorities.

In response to a question from Mr. Skov, Mr. McGlone acknowledged that there were not currently local or regional plans that included youth passes other than LTD's fare policies that discounted youth fares; however, staff was developing proposals for consideration by the advisory committee.

Mr. Vobora asked if smaller communities like Oakridge could use the funds to match other funding they had, such as Congestion Mitigation and Air Quality (CMAQ) dollars, in order to expand service. Mr. McGlone said a direct intention of the formula funds was for it to be available to transportation providers out of a transit district's service area. LTD would receive the funds from ODOT, but work with Oakridge to identify investment priorities and determine consistency with legislative intent. He said LTD was exploring the option of contracting with Lane Council of Governments (LCOG) to work with outlying communities to develop proposals and funding requests.

HB 2017 ADVISORY COMMITTEE — Mr. McGlone distributed a memorandum from him to the SPC dated March 6, 2018, and detailing options for establishing LTD's advisory committee to help prioritize the use of HB 2017 funds. He said the intent was for involvement of the community in understanding, reviewing and prioritizing projects and making a recommendation to the LTD Board. He said the SPC had indicated an interest in serving as the advisory committee and during the rule-making process the definition of that committee had remained sufficiently broad to allow the SPC, for the most part, to fit that role.

Mr. McGlone said an advisory committee had to have a minimum of seven members, although there was no limit on the size. The committee had to meet at least twice annually and members had to be representative of 16 different interest groups; composition of the SPC met both the size and most representational requirements and it currently met monthly. At least one committee member had to live outside of LTD's service boundary. He said there were also specific requirements for bylaws and if the SPC functioned in that capacity its bylaws would need to be amended. Mandatory categories of representation on the advisory committee were:

- A. low-income individuals,
- B. individuals age 65 or older or people with disabilities,
- C. public transportation service providers or non-profit entities which provide public transportation service, and
- D. K-12 education providers

Mr. McGlone reviewed each of the three options for establishing LTD's advisory committee:

1. Expand SPC membership and revise bylaws,
2. Create a unique, independent advisory committee, or
3. Create a new advisory committee that is inclusive of SPC membership

Mr. Eyster encouraged committee members to have a thorough discussion of advisory committee options in order to make a recommendation to the Board.

Ms. Reid pointed out that when the SPC originally discussed becoming the advisory committee it was a much smaller group and it was important that current members were aware of the functions of a committee that made funding recommendations and prioritized applications. She wanted the group to have a common understanding of the ramifications of the SPC undertaking the role of advisory committee.

Mr. Skov asked if the SPC bylaws would allow a member who lived outside District boundaries. Ms. Reid said an LTD Board member must reside within District boundaries, but there was no specific prohibition against SPC members living outside the area. The SPC bylaws were unique to it and could be amended to comply with advisory committee membership requirements.

Mr. McGlone observed that the SPC had been largely urban in its focus and membership; adjusting membership to function as the advisory committee would add one or two members who would not share that interest. Mr. Eyster added that currently Lane County was the sole representative of rural interests on the SPC and should be consulted on whether additional rural representation was desirable. Ms. Means said the county would need to consider that and if it remained the lone representative of rural communities would likely establish a process for being more representative of those communities. Mr. Skov pointed out that the county's current SPC representative lived inside of LTD's boundaries.

Mr. Eyster asked staff to estimate how much time would be required to conduct the advisory committee's work.

Ms. Moore shared her experience serving on a body that had separate functions and said it worked well to have back-to-back meetings. She suggested that members whose interests were focused on advisory committee business would only need to attend SPC meetings that were dedicated to conducting that business. She felt there was an advantage to having the SPC serve as the advisory committee because of members' knowledge of local transit issues. She supported Option 3 and allowing members that were only interested in participating in advisory committee activities to opt out of regular SPC meetings.

Mr. Schwetz commented that the proposed agreement with LCOG to work with rural communities would help address the legislative intent to involve those communities in discussions of regional transit issues. LCOG Executive Director Brenda Wilson said her organization was willing to help its members participate in the process in any way it could.

In response to questions from members, Mr. McGlone said he would research the feasibility of having LCOG represent rural interests on the advisory committee, including how the requirement that a rural representative live outside LTD's boundaries could be handled.

Mr. Skov suggested that Better Eugene-Springfield Transportation (BEST) was an advocate of transit and transit equity and could represent low-income individuals on the advisory committee. Mr. McGlone said the SPC already had representatives that fit in that category. He estimated that

between six and eight hours annually would be required to conduct advisory committee business, including an orientation meeting, at least two meetings to review applications, prioritize and develop recommendations for the LTD Board.

Mr. Satre said that he liked the suggestion of having LCOG, which had been providing service to rural communities for 50 years, serve as the representative and spokesperson for those communities. He felt LCOG would be able to find a representative that lived outside of LTD's service area. He said that he also liked the option of SPC serving as the advisory committee, amending its bylaws and expanding membership as necessary. He agreed with Mr. McGlone's estimate of time and meetings and the need for an orientation meeting to learn the rules and advisory committee process. He said the SPC would function in its advisory committee capacity at 25 percent of its meetings over the course of a year.

Mr. Eyster said a question to be addressed was whether current members of the SPC were interested in that option.

Mr. McGlone said staff hoped to see the advisory committee established no later than June, once rule-making was completed, in order to complete all of the steps for submission of LTD's plan by the end of the calendar year. Ms. Jackson added that this was also important from the perspective of LTD having approved projects that could be implemented early and reimbursed when funds became available.

Mr. Satre supported Option 1, with three or four of the SPC's twelve annual meetings dedicated to advisory committee work and perhaps extended to three hours each.

Mr. Yeh said during his tenure the SPC had often expressed an interest in having more substantive work and he supported the SPC becoming the advisory committee.

In response to a question from Mr. Skov, Mr. McGlone said he doubted that the advisory committee would be established and able to review and recommend projects by July 1, 2018. Ms. Reid pointed out that the advisory body would be submitting recommendations for approval of projects to the LTD Board, and then those would be submitted to the state. There were a number of steps before LTD would be assured of receiving any funds.

Mr. Skov asked that staff provide the SPC at its next meeting an estimate of the full timeline for accomplishing those steps. He asked SPC members to consider how an advisory committee member who was not also an SPC member would feel about being involved in the ongoing SPC discussions when they attended a meeting.

Ms. Moore said she had served on a group where the Florence and Oakridge mayors regularly attended meetings. She said that she felt that representatives of outlying communities would be willing to participate, particularly if discussions involved funds that they might be able to access. She said that she did not feel that they would need to attend every monthly meeting.

Mr. Eyster said he was motivated to get the process moving as quickly as possible so that there would be access to funds. An orientation meeting could be followed shortly before the next meeting of the advisory committee instead of waiting for a month. Mr. McGlone said that he appreciated the desire to move quickly. LTD had a great advantage compared to those outside of its boundaries because it had been preparing as the legislation and rule-making moved forward. He said if LCOG was contracted to conduct outreach with rural communities it would be

important to allow them a reasonable amount of time for communities to plan and compete for the funds in a meaningful way.

Ms. Moore asked if the two-year plan could be amended or update once it was approved. Mr. McGlone said that ODOT wanted to lock into the biennial process, which was consistent with legislative appropriations and the state's funding process. He said if the qualified entity (LTD) missed the first two-year plan deadline, the formula funds it would have received would be rolled into the next two-year period and available to it; however, if a rural community missed the deadline for submitting an application to LTD and therefore was not included in LTD's plan, no funds would be rolled over and available to it as there was no entitlement. He said rural communities would be submitting project applications that, if recommended by the advisory committee and approved by the Board, would be incorporated in LTD's plan.

Ms. Cabbage said the advisory committee had a very specific and well-defined purpose related to allocating funds. She suggested it might be easier to keep the two groups separate on paper so SPC committee members would be advisory committee members by default, with any gaps in advisory committee membership filled in as necessary to meeting statutory requirements. Advisory committee meetings could be held at the same time as an SPC meeting, with a clear opening and closing of advisory committee business to avoid confusion about which group was discussing a topic.

Mr. Satre agreed with Ms. Cabbage's suggestion. He noted that city council meetings often functioned like that, such as when they were conducting urban renewal district business. He also supported Mr. Skov's request for a timeline/work plan for how to move from the SPC's discussion to formation of a functioning advisory committee.

Mr. McGlone discussed the risks involved in moving forward with a project that had been approved and included in LTD's plan before it was approved by ODOT. Reimbursement of expenditures was contingent on the state's approval of the plan.

Mr. Evans thought it would more likely take nine to 12 months to establish the advisory committee. He said that he agreed with Mr. Satre's point about how the SPC could have separate functions like city councils did when they acted as an urban renewal board. Mr. McGlone said LTD would have to meet ODOT's plan submission deadline of either December 2018 or March 2019, otherwise funds available to Lane County during the first two-year period would be lost. He said that he agreed the timeline was aggressive, but staff would do everything necessary to meet it.

Ms. Jackson said the SPC could also make a recommendation to the LTD Board for its consideration on whether it was feasible to attempt the earlier deadline or wait until the March deadline to assure adequate time for rural outreach. Mr. McGlone added that the March deadline was provisional and had not yet been confirmed by ODOT.

Ms. Brindle favored having the SPC serve as the advisory committee and using LCOG to help with outreach and assistance to rural communities. She said that based on her experience with the Metropolitan Policy Committee and Lane Area Commission on Transportation's funding processes and cycles, she felt that once the HB 2017 process was established it would function smoothly.

In response to questions from Ms. Moore, Mr. McGlone said once the advisory committee had reviewed applications, determined whether they met the criteria, and made its funding

recommendations, approved projects would be included in LTD's plan and forward to ODOT, which would also confirm projects' eligibility. He said the committee's major workload would occur at the beginning of a funding cycle, after which the committee would be provided with progress reports and updates.

Ms. Moore said it seemed feasible for the SPC to function as the advisory committee, with that work separate from the SPC's ongoing activities.

Mr. Eyster asked if rural communities were aware of and planning for HB 2017 funding. Mr. McGlone said the communities were aware of the funds, but until recently the relationship between the qualified entity and rural communities was uncertain and LTD had not actively engaged with them. Now that rules had clarified that relationship LTD had begun to do that by initiating discussions with LCOG about how to best develop lines of communication.

Mr. Eyster determined there was consensus to recommend Option 3, with SPC acting as the advisory committee and adding members to meeting statutory requirements. Those members would only be required to attend when the SPC was functioning as the advisory committee.

Mr. McGlone clarified that the SPC was recommending it be the advisory committee, with the addition of members required by statute and separate bylaws. The SPC would remain unchanged.

Following a general discussion of how quickly formation of an advisory committee could move forward, Mr. McGlone recommended allowing staff to identify prospective members to meet the statutory requirements and develop draft bylaws. He felt that could be done by late May or June and then the committee's first meeting could be scheduled.

Mr. Skov cautioned that it would be difficult to determine a schedule until there was a better understanding of the timeline for steps in the HB 2017 process.

Mr. McGlone said a progress report would be provided at the next SPC meeting.

BOARD RETREAT DEBRIEF — Ms. Reid reported that topics at the retreat included ethics training, a review of Board and committee bylaws, discussion of HB 2017 rule-making, formation of an ad hoc committee to review LTD's fare policies and fare structure and implementation of an electronic fare management system. She said that representatives of various community interests would be invited to participate on the ad hoc committee and asked SPC members to let either her, Mr. Yeh or Board member April Wick know if they would be interested in participating. She said one of the goals was to increase ridership and the committee would look at way the market could be expanded through changes to the fare structure. She said Board members had an opportunity to take a short tour on the new electric bus with Senator Jeff Merkley.

Mr. Yeh said if SPC members were not interested in being on the ad hoc committee, but would like to provide input on issues related to the fare structure and policies they could talk to him, Ms. Reid or Ms. Wick.

STANDING PROJECT AND COMMITTEE REPORTS

Comprehensive Operations Analysis (COA) — Associate Planner Hart Migdal provided an update on the COA process. He said the COA was designed to deliver service improvement scenarios by the end of the calendar year, with decision-making and refinement extending into

2019. He reviewed and compared timelines for the COA and MovingAhead projects and said the COA was currently in the data gathering and preparation of a choices report phase. The choices report was the first major deliverable. He described current activities under way to gather information for the choices report and the period of public engaged that would follow release of the report. He anticipated the final choices report in late May 2018. He said separate contracts had executed for the data gathering/analysis and public engagement components of the COA project.

Mr. Vobora asked if the COA would begin with LTD's current service policy and productivity and coverage standards as the foundation. He also asked if the COA process would tie in with Lane County's transportation system plan process and LTD's service with respect to the county's identified needs for service. Mr. Schwetz said the COA would begin with current policies and standards. He said county staff was aware of the COA and it would help inform the county's process.

Mr. Eyster asked if the independent study of the Gateway EmX corridor would be provided to the COA consultants. Mr. Schwetz said the study would be included in COA data gathering.

Mr. Skov asked that the SPC be provided with copies of the scope of work for both COA contracts. He asked if the COA would connect with the City of Eugene's transportation system plan and whether the SPC would be involved in COA public engagement activities. Mr. Migdal said the consultant would be reviewing local plans and policies as part of its data gathering activities. He said staff would present the choices report to the SPC at its May or June meeting. The public engagement plan was in development and he would have better understanding of what role the SPC could play once it was completed.

Mr. Skov said that he hoped the SPC could be productively engaged and hoped that a discussion of the COA could be scheduled at each of its meetings. He said that he did not want to wait until May or June for the next discussion.

Mr. Migdal described a stakeholder forum to be scheduled in May that was intended to engage other jurisdictions, agencies, and organizations. Additionally, three-day core design retreats would also involve staff from other jurisdictions providing input on service design scenarios.

Ms. Moore said it was important to engage the Chambers of Commerce and business community in the process because they provided much of the revenue for transit. Mr. Eyster said that he agreed.

MovingAhead — Senior Project Manager Sasha Luftig introduced Chris Henry with the City of Eugene, who was co-project manager of the joint LTD/City of Eugene *MovingAhead* project. She provided a brief description of the *MovingAhead* project for new SPC members. She said it was a new approach to investing in main transportation corridors that integrated land use and transportation planning. Five corridors had been selected for a system-level, multi-modal evaluation of investments for all users of the roadway, specifically infrastructure for biking, walking, and taking the bus. She said a range of transit investments from traditional fixed-route service to full bus rapid transit (EmX) would be considered for each corridor. An enhanced corridor option was between fixed-route and EmX and could include investments in service and infrastructure.

Mr. Henry said investments would not be limited to riding the bus; they would include investments for walking, biking and using mobility devices. Land uses associated with Envision Eugene, the

city's plan for the future, supported growth of population and employment and safe mobility for people along and across corridors. He said *MovingAhead* represented a more strategic approach by examining the entire system at once to gain efficiencies in the process of preparing projects for future investment, integrating land use with transit and active transportation modes, engaging in conversations with the community and reflecting community values into the decision-making process.

Ms. Luftig reviewed a handout entitled *MovingAhead Project Schedule*. She highlighted benchmarks in the timeline and said the decision-making process was expected to be completed by December 2018. Mr. Henry said that updates would be provided to stakeholders, decision-makers and the community throughout the *MovingAhead* process.

In response to questions from Mr. Yeh, Ms. Luftig said that input from the initial analysis and the community was the foundation for the corridor alternatives. The community would also be asked for feedback on the alternatives. She said the *MovingAhead* and COA schedules were well aligned to inform how LTD's full services could be integrated into the corridors. Mr. Schwetz added that selection of *MovingAhead* corridor priorities would help inform the COA outcomes.

Mr. Evans asked about the status of the planning grant for River Road. Ms. Luftig said a request for proposal (RFP) for consultant services had been released by the City of Eugene in partnership with LTD and responses were due back the week of March 12. She expected project work to begin during the summer.

Mr. Skov asked that the timeline and schedule handouts be posted on the LTD website.

Mr. Eyster announced that he had received notification from ODOT that the second application period for the first two years of HB 2017 funding was May 2019 instead of March 2019.

Main-McVay Transit Study — There was no report.

City of Eugene Bike Share — Ms. Hayward announced that the Bike Share program would be launched on April 19, 2018, and invited everyone to join to community celebration at Eugene Water & Electric Board's waterfront plaza.

Electric Bus Roll-Out — There was no report.

NEXT/FUTURE MEETING AGENDAS: WORK PLAN DEVELOPMENT — Mr. Skov expressed concern that there had not been a Vision Zero quarterly report and asked that one be provided at the next SPC meeting. He also requested an update on the pedestrian network analysis (PNA) schedule as soon as information became available. He did not want items in the work plan to be overlooked.

Ms. Reid suggested that the SPC be flexible regarding its work plan as a number of new issues requiring the committee's attention had recently emerged.

Mr. Skov said that meetings of the agenda setting committee were open to any SPC member interested in attending. Ms. Luftig said she would send out a schedule of those meetings to SPC members.

In response to a question from Ms. Brindle, Mr. Schwetz said in order to better accommodate the SPC's discussion of issues, updates on ongoing projects would be provided in written form in the agenda packet, rather than as a presentation at the meeting.

ADJOURNMENT — Mr. Eyster adjourned the meeting at 7:30 p.m.

(Recorded by Lynn Taylor)

AGENDA ITEM SUMMARY

DATE OF MEETING: May 1, 2018

ITEM TITLE: MAIN STREET PROJECTS UPDATE

PREPARED BY: Sasha Luftig, Senior Project Manager

ACTION REQUESTED: Discussion and Action

BACKGROUND:

An update was provided on the Main Street Safety Project and the status of the Main-McVay Transit Study at the February 6, 2018, SPC meeting. A lengthy discussion from the Committee followed the presentation from City of Springfield's Molly Markarian. Chair Eyster has drafted a letter referencing this discussion and Lane Transit District's role in the Main Street Safety Project.

ATTACHMENTS: 1.) Draft letter from Chair Eyster

PROPOSED MOTION: None.

Dear Governance Team:

I'm writing to bring you up to date on some work the LTD Strategic Planning Committee (SPC) has done regarding the Main/McVay project. On Feb. 6, 2018 the SPC held a robust discussion on this topic. Springfield planner, Molly Markarian, was an invited presenter and provided factual and helpful information. A summary of the discussion from that meeting is presented below for your consideration. I thought this information might be helpful to the Governance Team as you move forward.

It also occurs to me that the discussion held at the Feb. 6 SPC meeting raises the question as to the value of LTD board members continuing to serve on the GT for the immediate future. LTD has been asked by the City of Springfield to place the transit project "on hold" for the time being while focus is being placed on the safety project. The primary work of the GT for the next several years is the ODOT safety project not the Main McVay transit project.

The summary of notes from the meeting is below.

Mike Eyster

Strategic Planning Committee Chair

Summary of Main Street Safety Project/Main-McVay Transit Study Discussion at SPC on February 6, 2018

At the February 6 Strategic Planning Committee meeting, City of Springfield Senior Planner, Molly Markarian, updated the Committee on the Main Street Safety Project. She reviewed the main milestones and discussed how LTD staff and decision makers would be involved. She also summarized the Main-McVay Transit Study and how the two projects would be coordinated.

Ms. Markarian explained that in 2016, the City of Springfield (the City) was awarded funding to construct a safety median on Main Street, and the City accepted the funding and decided to go forward with the Main Street Safety Project. ODOT pledged additional funds for an extensive community planning effort to help determine where the median would be most appropriate. She concluded that the transit study was paused at the time. In following conversation it was confirmed that the transit study was officially paused in September 2016. The following bullets summarize the SPC discussion:

- Chair Eyster asked someone to explain the governance team. Ms. Hoell said the Governance Team (GT) convened to provide strategic policy direction for the Main-McVay Transit Study. The team included representatives from ODOT, LTD, and the City. She explained it was the decision-making body which provided guidance and oversight of the project, and then provided recommendations to the City Council and the LTD Board of Directors. Mr. Eyster asked if the governance team was paused. Ms. Hoell said yes, and added the last meeting was early May of 2017 to give an update on the safety project.
- Ms. Markarian continued to describe the safety project, saying that the project was a collaborative effort between the City, ODOT, and LTD. Ms. Hoell was LTD's lead on the safety project while Bill Johnston was the ODOT Project Manager.
- Ms. Markarian provided background on why they were doing the Main Street Safety Project. In 2011, the City Council gave staff direction to improve safety on Main Street. The following year, ODOT and the City completed Main Street's safety study, which made a number of recommendations for improvements. Over the subsequent six years, the City and ODOT implemented crossing improvements on Main Street, such as rapid flashing beacons.
- In 2016, ODOT awarded All Routes Transportation Safety (ARTS) funding for \$3.9 million to the City of Springfield to install a raised center safety median and also pledged to fund the planning phase. Ms. Markarian said that over the course of 2017, the team did a lot of project coordination and scope development. At the time of the meeting, they were very close to having a finalized scope of work with the consulting firm.
- Ms. Markarian explained funding for the project was a combination of ODOT dollars and City staff time. The project would be staffed with an extensive consultant team, City staff, and ODOT staff. Ms. Markarian provided an overview of the tasks and timeline. She said the planning phase would take about three years. City Council requested City staff look at ways to shrink the timeline as much as possible. Ms. Markarian noted they were not starting fresh because lots of work had already been done for the Main-McVay Transit Study.
- Ms. Markarian said the team would be going to City Council and the GT throughout the project, but during the adoption phase was where those two bodies would make decisions on the potential median concept. Ms. Markarian said stakeholder involvement was critical for the project. She explained they would work with the consultant team to create an outreach and

engagement plan. She said they would be working with ODOT, the City, LTD, the school district, the Springfield Utility Board, and Department of Land Conservation and Development (DCLD) for technical analysis. They needed to procure a consultant team, and the City needed to finalize its intergovernmental agreement with ODOT. They were hopeful the notice to proceed would be received in April 2018.

- Mr. Eyster asked if the GT was commissioned before the ODOT study was conceived. Ms. Markarian said yes; the GT was for all Main Street projects, not only the safety study.
- Councilor Moore said from a constituent's perspective; there had been lots of confusion. She said that the very word median had created anxiety. City Council wanted to move forward as fast as possible to get involvement from the public. Chair Eyster said that he thought the City of Springfield asked to stop the transit study. Ms. Moore said yes, because it did not make sense to work on a transit study without involving the safety piece. She added that businesses on Main Street were concerned. She said that she hoped whoever was brought in for the study would involve the public as much as possible.
- Ms. Reid said she was part of the GT. She said that it seemed the City and ODOT were working on the safety piece, specifically the median. She stated that LTD wanted to help the City, and would help decide what the locally preferred alternative was for the transit route. Ms. Reid asked if the process described was specifically around the median. Ms. Markarian responded yes; the funding was specifically for the study and the median.
- Chair Eyster attended a City Council meeting in November. He recalled a presentation and thought he remembered two directions from Council. One, was they were not happy about the pace of the project. Two, they wanted it to be a coordinated project between LTD, ODOT, and the City. Ms. Moore said it would not make sense to leave LTD out of the planning process if they wanted to improve the corridor.
- Chair Eyster clarified that the City and LTD had put the Main-McVay project on hold; he wondered how long that would be for. Mr. Schwetz said they were not sure what outcomes the safety project would have. Regarding the Transit Study, the GT directed staff to reduce impacts and come up with a minimum configuration. He said they talked about what collaboration would look like between the two projects. Chair Eyster said the Mayor wanted the projects to be considered a single project. Ms. Markarian said the desire was for the community to understand the City was trying to make transportation enhancements to the corridor. There was a transit component, as well as a safety component. The reality was the project management and delivery had to be done separately, due to different funding sources and different regulatory components. Ms. Markarian said staff would do their best to reduce confusion with the public. She said the project paths were still parallel.
- Councilor Moore asked whether there was funding set aside for Main Street transit study. Ms. Hoell said the total remaining study project funds were about \$315,000.
- Chair Eyster said that he did not want City Council to be surprised about the long project timeline. Councilor Moore said there was concern from the Council; however, they understood LTD had other areas to focus on. She concluded stating that it did not make sense to look at Main Street transit study without the safety study completed.
- Ms. Reid said the transit study was not just focused on Main Street. It went along McVay Highway and connected to Lane Community College. Ms. Reid said the GT was ready to support Springfield, but there was not a lot for them to do at that time.

- Ms. Markarian said that as staff looked at coordination along the two projects' paths, they concluded that LTD would be watching the safety project, understanding the alternatives the project was developing for the corridor and understanding how transit could fit in. LTD would be a technical advisory committee (TAC) member on the safety project. The TAC would meet about 14 times over a three year period. At the conclusion of that phase, Springfield staff and LTD would try to understand and match outreach for each phase of the project. The second phase of the safety project would include more significant design work, which would not be for another three years. It was estimated that the safety project was four to five years out from a locally preferred solution. At that point, construction could move forward for safety improvements; however, the transit schedule is less certain and would be looking for funding for any build alternative.
- Mr. Vobora said the process sounded very reactive and not coordinated. He said that he thought it was important to share results from studies to each body. Mr. Schwetz said if there was not a transit development project on Main Street, LTD would still be involved as the transit operator. He said that he thought it was a question of how work done on a potential transit infrastructure improvement could collaborate with ongoing safety design being completed as part of the safety study. Ms. Reid said that she thought there was some political uncertainty within the governmental advisory, but they wanted to be a collaborator in ways they were allowed to be. She said that the hope was that in moving forward they could be transparent.
- Ms. Brindle said that from the perspective of ARTS, the project was completely a cost-benefit analysis on how to provide the most safety at the lowest price. ODOT was specifically addressing pedestrian safety, so they worked with the City on a number of crossings with pedestrian-activated beacons. They found a need for pedestrians to have a landing spot, instead of crossing five or six lanes of traffic. It was very much about pedestrian mobility, which would be affected if a safety median were installed because it could act as a landing. In addition, the median would affect ADA, transit, sidewalks, and movement of cars. Ms. Brindle said the project was a refinement to a corridor that would look at mobility. The project would change the cross-section of the five-lane facility, slow traffic, and make it more multimodal. She acknowledged the change would have access implications to businesses.
- Ms. Brindle said ODOT was mitigating and minimizing impacts to the business community as they put in the safety features. The economic analysis was all about how to get to businesses. She said the scope of work took a long time to put together because of all the players. Ms. Brindle added public outreach will take a long time and involve going business to business. She said a bright side of the long timeline is more opportunity for funding.
- Mr. Skov asked a question regarding Bus Rapid Transit (BRT) and federal funding. Ms. Markarian said BRT was still a possibility. Ms. Reid said BRT was not necessary to enhance the corridor. She said that there were a number of other options that could be suitable. Ms. Reid said some political outcry came from small businesses, because they were worried about access. Some thought BRT could be a barrier to access.
- Chair Eyster said he saw two potential wrinkles in the project. First, he said City Council and the city government wanted safety project done faster, but the project could not be faster than five years. He said that he wondered if that timeline was understood. Second, Chair Eyster said the project was supposed to be coordinated and collaborative with the transit study and LTD. He said that he did not think 14 meetings over three years constituted collaboration.

- Chair Eyster said that he thought it was a misnomer to call it a collaboration, and he was not sure how to reconcile that difference. Ms. Markarian said that while the GT would be the primary consensus body for the project, ultimately OTC and City Council will be making a decision on the facility plan. She said that they would use the GT as a check-in point along the way to build consensus around the project and address concerns earlier. Chair Eyster said that he wondered who called the GT to meet. Ms. Markarian said City staff or City Council. Chair Eyster said that he wondered when they would get the GT together again. Ms. Markarian said City staff did not feel comfortable calling another meeting until receiving the notice to proceed from ODOT for the safety project, which would likely be in April 2018, making it a year since the last meeting.

DRAFT



Statewide Transportation Improvement Fund Overview of Draft Rules

recommendation to its governing body or board based on its review of the proposed projects' contents according to the criteria in the draft rule. That body will submit STIF Plans to ODOT. ODOT staff will review STIF Plans for completeness and refer each complete STIF Plan to the Public Transportation Advisory Committee (PTAC) for review. PTAC will decide whether to recommend STIF plans to the OTC. If PTAC decides it will not advance all or a portion of a STIF Plan, the Qualified Entity will have 30 days to complete revisions. The OTC will decide whether to accept or deny PTAC's recommended STIF Plans. A schedule and flow chart for this decision-making process is located on page 2 of this fact sheet.

Other Formula Fund rules

In addition to the key elements described above, Division 42 includes rules about the Formula Fund cycle, reporting requirements, and capital asset requirements.

Key elements of draft Intercommunity Fund and Discretionary Fund rules

Purposes

These rules (Chapter 732, Division 44) establish the procedures and requirements necessary for the administration of the Discretionary Fund and Intercommunity Discretionary Fund. The purpose of the Discretionary Fund is to provide a flexible funding source to improve public transportation in Oregon. All project types are eligible for funding, except ongoing operations.

The Intercommunity Discretionary Fund is for improving connections between communities and other key destinations important for a connected statewide transit network. Projects eligible to receive grants under the Intercommunity Discretionary Fund include but are not limited to: capital projects such as vehicles, facilities, equipment and technology as well as mobility management, planning, research and operations. As a competitive funding source, ongoing operations projects are subject to risk of not receiving continuous funding. Public transportation service providers may apply to ODOT directly for these funds.

Match

Discretionary Fund applicants are required to demonstrate the ability to provide a match of at least 20 percent of the total project's cost. There are a few exceptions that merit a 10 percent match, such as if the project will predominantly serve or provide access to and from rural communities. Rural communities for this purpose are described as communities outside of urban areas with populations of 50,000 or less. Details on match requirements can be found in the draft rule.

Advisory Committee review

ODOT will provide a copy of the application to the Qualified Entity associated with the application, as appropriate. Qualified Entity Advisory Committees shall provide a written recommendation to the Qualified Entity's governing body stating whether the OTC should award funding. Committees have the option of submitting a prioritized list of projects. Each Qualified Entity shall submit the recommendation of its advisory committee to ODOT.

Project selection

The draft rules include a list of OTC investment priorities. The OTC may refine its investment priorities with input from PTAC. PTAC will make a funding recommendation to the OTC considering input from Qualified Entity Advisory Committees and Area Commissions on Transportation. OTC will determine whether to accept or reject grant applications for discretionary funding.

Other funding rules

In addition to the key elements described above, the draft Discretionary Fund rules address the solicitation and application submission periods, application requirements, recipient qualifications, grant agreement contents, reporting requirements, withholding or repaying of funds, and capital asset requirements.

Contact information

For more information about STIF, please reach STIF Project Manager Karyn Criswell by phone at 503-856-6172 or via email at Karyn.C.CRISWELL@odot.state.or.us

Find additional information about STIF and sign up for email updates at: <http://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>

Updated: 4/5/2018

Improving public transportation for Oregonians

With the passage of House Bill 2017, Keep Oregon Moving, the Oregon Legislature made a significant investment in transportation to help advance the things that Oregonians value—a vibrant economy with good jobs, strong communities with high quality of life, a clean environment, and safe, healthy people. A centerpiece of Keep Oregon Moving is the Statewide Transportation Improvement Fund (STIF). This fund provides a new dedicated source of funding to expand public transportation service in Oregon communities.

Public comment sought on draft rules

Over the past six months, the Oregon Department of Transportation (ODOT) worked with a Rules Advisory Committee to develop draft rules to guide the use and implementation of the fund. The committee's process included opportunities for public input through listening sessions and online surveys. This input was incorporated into the draft language to amend Oregon Administrative Rules Chapter 732, Divisions 40, 42, and 44 that will be considered by the Oregon Transportation Commission (OTC) in 2018.

Review the complete content of the draft rules and provide comment to the ODOT Rules Coordinator:

bit.ly/FundDraftRules

Participate in rulemaking

Public comment on the draft rules is invited during the rulemaking process. For a copy of the draft rules, current rulemaking schedule, and to comment, go to: bit.ly/FundDraftRules

Rulemaking schedule

The rulemaking schedule, below, is current as of April 5, 2018. Please visit the ODOT Rulemaking website as the process proceeds to confirm the schedule.

- **March 28, 2018**
Notice filed with Oregon Secretary of State
- **April 1 through April 21, 2018**
Public comment period
- **April 17, 4-6 p.m.**
Public hearing at ODOT Region 2 Campus 885 Airport Rd SE, Building X
- **June 22, 2018**
Oregon Transportation Commission meeting to consider draft rules
- **July 1, 2018**
Rules go into effect, pending OTC action

STIF program areas in rulemaking:

Formula Fund

Ninety percent (90%) of the STIF will be distributed to Qualified Entities based on taxes paid within their geographic area, with a minimum amount of \$100,000 per year to each Qualified Entity.

Discretionary Fund

Five percent (5%) of the STIF will be awarded to eligible public transportation service providers based on a competitive grant process.

Intercommunity Discretionary Fund

Four percent (4%) of the STIF will be used to improve public transportation between two or more communities based on a competitive grant process.



Key elements of draft Formula Fund rules

These rules establish (Chapter 732, Division 40) the procedures and requirements for the administration of the STIF Formula, Discretionary and Intercommunity Discretionary fund rules to improve public transportation service in Oregon. The content of Division 40 pertains to all three funds.

Purpose and use of funds

STIF resources may be used for public transportation purposes that support the effective planning, deployment, operation, and administration of STIF-funded public transportation programs. These uses include, but are not limited to, creating new transit systems and services, maintaining or continuing systems and services, creating plans to improve service, and to meet match requirements for state or federal funds used to provide public transportation services. In 2018, the Oregon Legislature clarified that these funds also may be used for light rail operations expenses.

Advisory Committees

Advisory Committees are required to assist Qualified Entities in carrying out the purposes of the STIF including advising on the projects to be funded by STIF moneys. Qualified Entities are defined in the draft rule as a county in which no part of a mass transit district or transportation district exists, a mass transit district, a transportation district or an Indian Tribe. A Qualified Entity may use an existing advisory committee, combine committees, or join with another

Qualified Entity to may appoint a joint advisory committee as long as the committee meets the STIF requirements established in rule. Each advisory committee must include diverse interests, perspectives, geography and reflect the population demographics of the area. Members will need to be knowledgeable about the public transportation needs of residents or employees in the area.

Additional general rule content

The general rules include requirements pertaining to audits and compliance review, accounting, reporting, Qualified Entity management and joint management of STIF moneys, circumstances under which ODOT may withhold payment, and appeal procedures.

Key elements of draft Formula Fund rules

Purpose

These rules (Chapter 732, Division 42) establish procedures and requirements necessary for the administration of the STIF Formula Fund.

Formula Fund calculation and disbursement

This draft describes the process, schedule, and requirements for ODOT to estimate the STIF Formula Fund disbursements to Qualified Entities, Qualified Entity calculation of sub-allocation estimates, ODOT distribution of Formula Funds, and related requirements.

Formula funding application process

Public Transportation Service Providers may apply for formula funds through Qualified Entities.

Two or more Qualified Entities may jointly manage STIF moneys dispersed to them if they enter into a written agreement described in the rule. A map of Qualified Entities is available on the STIF website. Qualified Entities will distribute funds to subrecipients as described in the draft rule.

Public Transportation Service Providers are defined as a Qualified Entity or a city, county, special district, intergovernmental

entity or any other political subdivision or municipal or public corporation that provides public transportation services.

STIF Plan contents

STIF Plans will be used as the application for formula funds. They must be written to span at least one biennium and up to two biennia, subject to OTC approval. A STIF Plan must address the transportation needs of people residing in or traveling into and out of the Qualified Entity's

area of responsibility. It must include descriptions of proposed projects, summary of planned and previous STIF Formula Fund expenditures, anticipated benefits, Advisory Committee information, accountability methods, as well as other requirements.

Advisory Committee review of proposed Formula Fund projects

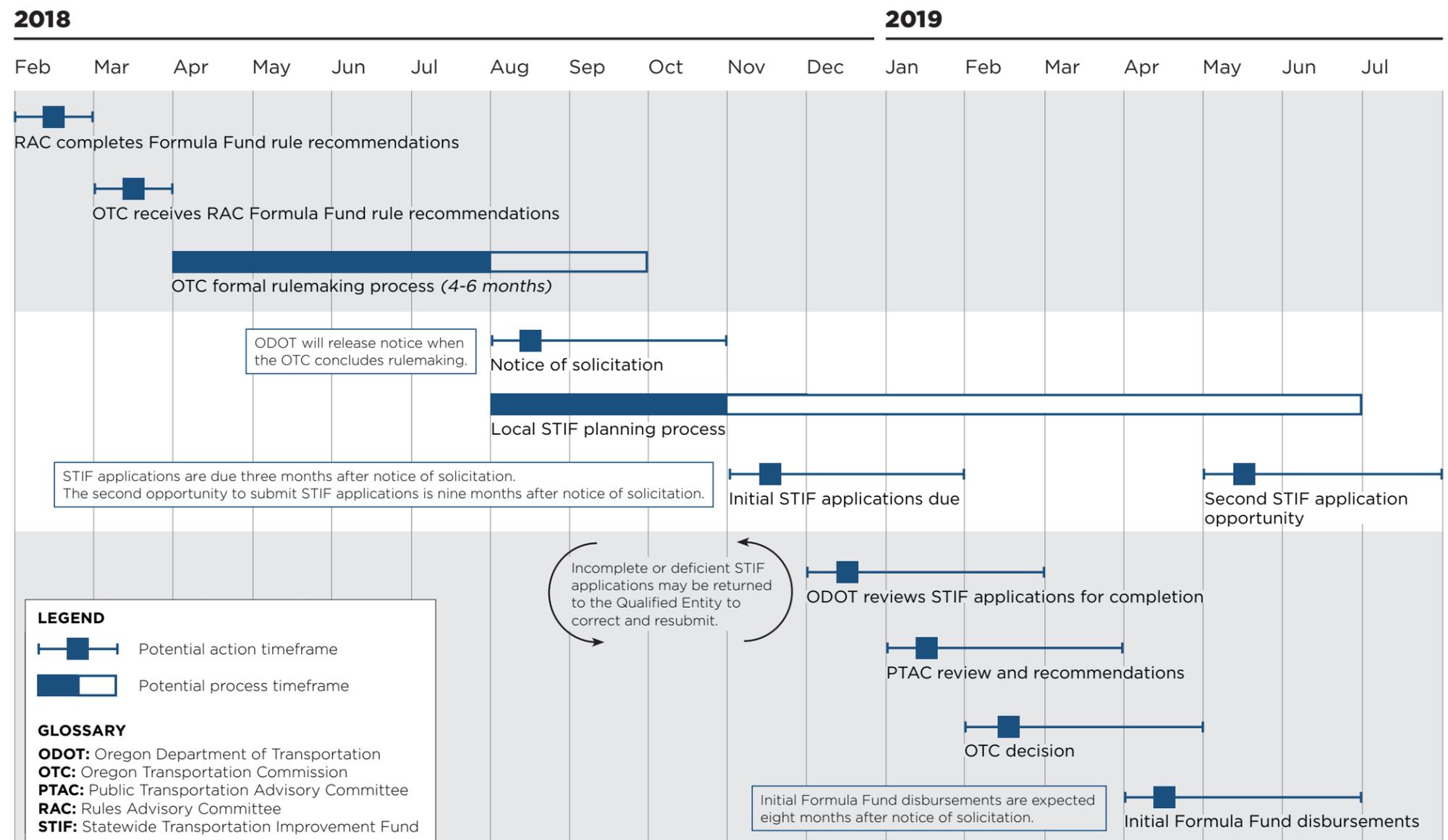
Advisory Committees are required to review Public Transportation Service Providers'

proposed projects and make a funding recommendation to the Qualified Entity's governing body based on the criteria established by this rule. Advisory Committees are required to hold public meetings and conduct themselves consistent with bylaws established by the governing body.

Decision-making for Formula Funds

The Advisory Committee of a Qualified Entity will make a

FORMULA FUND INITIAL IMPLEMENTATION SCHEDULE



AGENDA ITEM SUMMARY

DATE OF MEETING: May 1, 2018

ITEM TITLE: SAFETY-CONSCIOUS LTD RESOLUTION NO. 2016-012

PREPARED BY: Aurora Jackson, General Manager

ACTION REQUESTED: None.

BACKGROUND:

At the April 20, 2016, Board Meeting, the LTD Board of Directors adopted Resolution No. 2016-012 setting forth a safety-conscious environment focused on eliminating fatalities and serious injuries. The resolution commits to the following provisions:

1. Adopts a vision of reducing deaths and serious injuries from transportation-related crashes to zero through maintaining safety and security as core values in all of its operational, planning, and strategic decisions.
2. Supports collaboration with urban and rural partners to determine which bus routes have the highest rate, number, and severity of transportation collisions with users of the road, especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users.
3. Supports efforts by LTD and regional partner agencies to prioritize safety improvements for all users of the road, especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users.
4. Support efforts by LTD and regional partners to eliminate deaths and serious injuries on the transportation system, with an emphasis on the most vulnerable users.
5. Directs the LTD General Manager to continually evaluate passenger safety and access along bus routes and maintain an annual report on the efforts made to improve safety.
6. Directs the LTD General Manager to continually evaluate passenger safety and access along bus routes and maintain an annual report on the efforts made to improve safety.

With the adoptions of Resolution No. 2016-012, staff developed an implementation plan to support the listed provisions. An update on the progress of the implementation plan will be provided to SPC.

ATTACHMENT: Resolution No. 2016-012

PROPOSED MOTION: None.

RESOLUTION NO. 2016-012

A RESOLUTION SETTING FORTH THE ADOPTION OF A SAFETY-CONSCIOUS ENVIRONMENT FOCUSED ON ELIMINATING FATALITIES AND SERIOUS INJURIES

WHEREAS, safety is Lane Transit District's highest priority;

WHEREAS, every person who rides the bus is a pedestrian;

WHEREAS, some of the people most vulnerable to transportation-related crashes - youth, seniors, low income, and disabled - are many of the same people who rely on public transit the most;

WHEREAS, Goal No. 4 of LTD's Long-Range Transit Plan calls for maintaining and enhancing safety and security of LTD's services;

WHEREAS, Policy 4.1 of LTD's Long-Range Transit Plan calls for maintaining safety and security as core values in all operational, planning, and strategic decisions;

WHEREAS, Strategy 4.1.B of LTD's Long-Range Transit Plan calls for implementation of LTD's Safety and Security Preparedness Plan during modification of the transit system using strategies that include the improved lighting of high-use pedestrian and bicycle areas and crossings, and utilization of safety controls;

WHEREAS, Strategy 4.1.C of LTD's Long-Range Transit Plan calls for coordination with agency partners to implement safety improvements for routes used by LTD;

WHEREAS, LTD is engaged with the City of Eugene and the City of Springfield, Lane County, and the Oregon Department of Transportation - the authorities of transportation facilities in their jurisdictions - in the identification and implementation of improvements along corridors where LTD operates;

WHEREAS, LTD provides oversight of the region's Transportation Options and Safe Routes to School programs, supporting safe, practical, and affordable transportation options;

WHEREAS, LTD is currently working with the City of Springfield to conduct a transit road safety audit along Main Street;

WHEREAS, fatalities and serious injuries continue to happen along corridors where LTD currently operates;

WHEREAS, LTD desires to uphold a safety-conscious environment focused on eliminating fatalities and serious injuries;

WHEREAS, in Lane County, 57 people were killed in transportation-related crashes in 2015, up from 45 in 2014, and up from the longer-term average in Lane County of 30 per year, and that several of these fatalities involved people crossing the street near bus stops; and

WHEREAS, the perceived safety of using transit affects the use of transit;

THEREFORE, BE IT RESOLVED that the Lane Transit District Board of Directors:

- 1) Adopts a vision of reducing deaths and serious injuries from transportation related crashes to zero through maintaining safety and security as core values in all of its operational, planning, and strategic decisions;
- 2) Supports collaboration with urban and rural partners to determine which bus routes have the highest rate, number, and severity of transportation collisions with users of the road--especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users;
- 3) Supports efforts by LTD and regional partner agencies to prioritize safety improvements for all users of the road, especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users;
- 4) Supports efforts by LTD and regional partners to eliminate deaths and serious injuries on our transportation system, with an emphasis on the most vulnerable users;
- 5) Directs the LTD General Manager to continually evaluate passenger safety and access along bus routes and maintain an annual report on the efforts made to improve safety; and
- 6) Directs the General Manager to develop a work program for the implementation of the provisions of this resolution.

Adopted by the Lane Transit District Board of Directors on the 20 day of April, 2016.


President, LTD Board of Directors

AGENDA ITEM SUMMARY

DATE OF MEETING: May 1, 2018

ITEM TITLE: MOVINGAHEAD PROJECT UPDATE

PREPARED BY: Sasha Luftig, Senior Project Manager

ACTION REQUESTED: None. Information only.

Below is the information that was provided to the Eugene City Council and Lane Transit District Board at separate meetings on Wednesday, April 18, 2018.

BACKGROUND:

The City of Eugene and Lane Transit District (LTD), with the help of other regional partners, are collaborating on the MovingAhead project to determine how best to invest on our main corridors that connect our neighborhoods, shopping areas, and places of employment. After years of long-range planning in our community, MovingAhead is an implementation effort that will result in prioritized transit, walking, and biking projects in each of five corridors as identified in Envision Eugene, LTD's Long-Range Transit Plan, and the Eugene 2035 Transportation System Plan (TSP).

In 2018, the MovingAhead project team will finalize the technical analysis and then move into a phase of extensive public engagement to gather feedback on the analysis and potential investments. Following that outreach, the formal decision making process by the Eugene City Council and LTD Board of Directors is planned for later this year. The decision makers will be asked to select a preferred package of walking, biking, and transit investments.

The MovingAhead project began with public workshops held along each of the 5 corridors under consideration. At each workshop, local residents were asked to design their ideal street to accommodate people walking, biking, driving, and using transit. After gathering that public input, the project team developed conceptual designs on which the formal technical analysis was conducted. These conceptual designs include Enhanced Corridor and EmX alternatives.

Comprehensive bus rapid transit – known as EmX locally – is a recognizable transit service in our community. The No-build alternative assumes maintaining the current service on a street. On a continuum of transit service investments, the Enhanced Corridor alternatives fall between the other two alternatives, thereby providing greater transit frequency through minimal infrastructure investments. These may include traffic signal prioritization of buses or additional lanes to create 'queue jump', which allows buses to bypass points of congestion. There are complementary pedestrian and bicycle infrastructure investments in both the EmX and Enhanced Corridor alternatives. (Attachment A includes proposed alignments for each corridor.)

The Eugene City Council and LTD Board of Directors have received project updates and twice taken action to focus the MovingAhead analysis on five major corridors. In October 2015, the Council and Board advanced the following MovingAhead corridors for further study to evaluate an EmX alternative, an Enhanced Corridor alternative, and a No-Build alternative:

- Highway 99 Corridor
- River Road Corridor
- Coburg Road Corridor
- 30th Avenue/Lane Community College Corridor

Also, the Council and Board recommended that the Martin Luther King, Jr. Boulevard Corridor advance as an Enhanced Corridor alternative and a No-Build alternative. This direction was reaffirmed in April 2016 by a joint action.

With Council and Board direction to proceed, MovingAhead is developing the groundwork for five transportation corridors simultaneously instead of one-by-one, as has been the past practice. This system-level approach readies projects for funding and construction on parallel paths. It also gains efficiencies in the environmental analysis and reduces the time to deliver important transportation services to our community. It's a responsible approach to understand the complexities of environmental impacts and benefits as required by the National Environmental Policy Act (NEPA). The NEPA process analyzed EmX, Enhanced Corridor, and No-build alternatives.

Next Steps

After gathering public input to inform the conceptual designs in May 2015, the project team shifted focus to the technical analysis of those designs. With this analysis approaching completion, MovingAhead is preparing to reengage the public to gather feedback on the analysis prior to the concluding decision-making phase.

Finalize Technical Analysis

The technical analysis – known as the Alternatives Analysis – that is required as part of the NEPA process, will be completed in summer 2018. This comparative analysis helps us understand the potential environmental effects, both impacts and benefits, of the different alternatives. The legally required and responsible analysis is intended to inform decisions for selecting a preferred package of active transportation investments. However, preliminary results reveal that no single corridor alternative significantly outperforms others. In brief, all of the Enhanced Corridor and EmX alternatives advance the project objectives, to varying degrees based on the level of investment. In contrast, choosing to build nothing new on a corridor does not advance the project objectives.

With a lack of major separation among corridor alternatives identified in the Alternatives Analysis, the project team chose to add a values-based consideration to the analysis to inform decision-making. We conducted a public opinion poll that drew on values from existing plans (e.g., Transportation System Plan, Envision Eugene) to determine which values Eugene residents deemed most important in creating a successful transportation system. Values related to safety, livable communities with access to all modes of travel, environmental stewardship, and benefits to economic development ranked highest in the poll results.

Since the technical analysis did not create separation among the corridor alternatives, the project team is now working to develop investment packages (i.e., joining two or more corridor alternatives) to determine if there are complementary benefits of different combinations. These possible synergies will be based on both the technical objectives and the community's values.

Public Outreach and Feedback

With the technical analysis nearly complete, the bulk of the next project phase centers on public involvement. First, in late spring 2018, we will focus outreach to owners whose properties are potentially affected by the concept designs. Public outreach will then shift to a broader audience to inform residents of the process schedule, their opportunities to review, and ways to provide feedback on the evaluation. In late

summer 2018, the analysis will be released for public review and feedback. Our intent is to make the highly technical analysis accessible and clear.

The project team will employ varied methods to enable meaningful feedback. Those methods include conventional open houses, online surveys, tabling, and neighborhood meetings, as well as online open houses, small group listening sessions, targeted outreach to under-represented groups, and infographics to distill the complex information in more easily understood ways. Once the public review period concludes, the project team will share that feedback with decision-makers.

Decision-Making Process

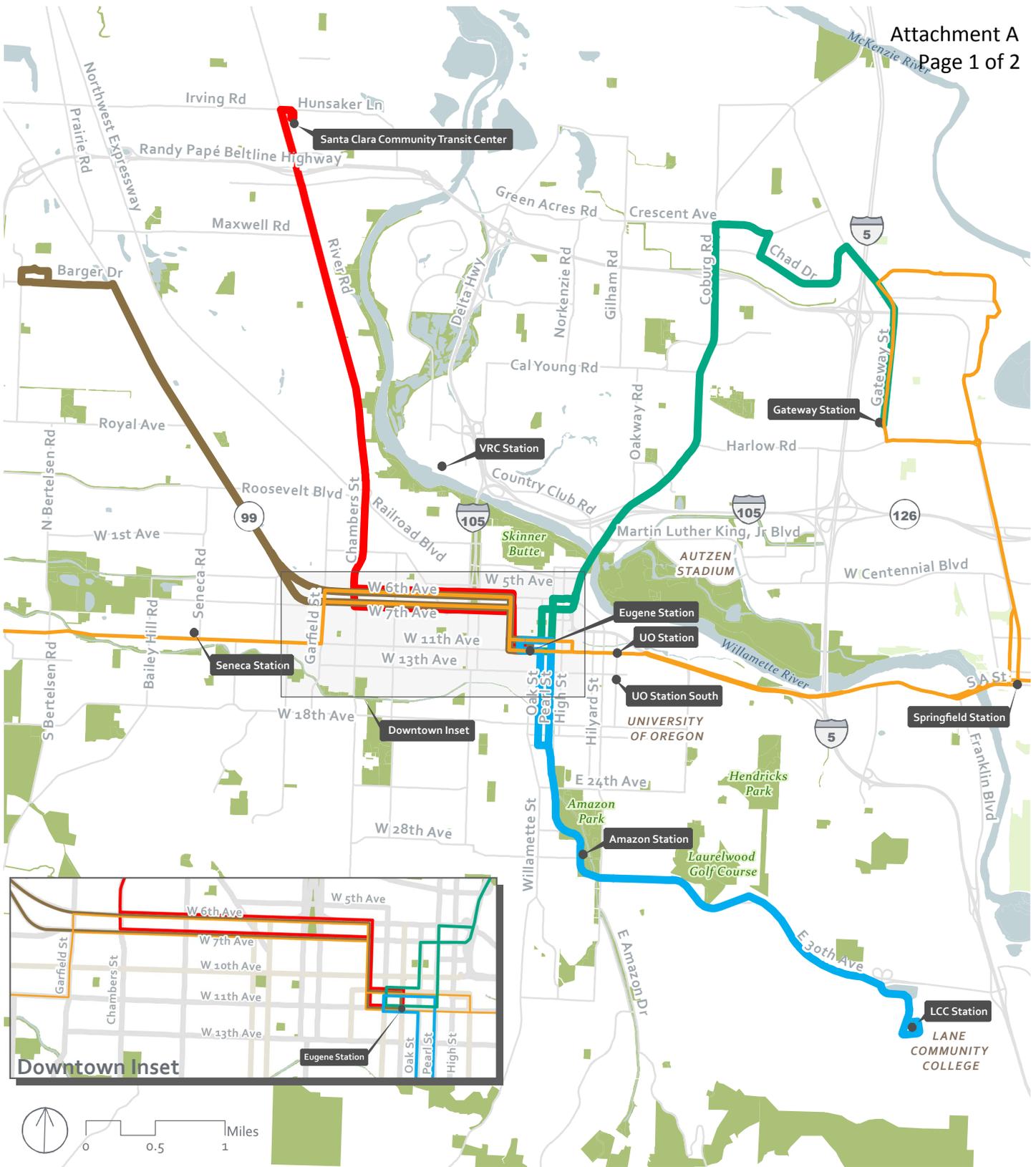
The MovingAhead project includes an Oversight Committee and a Sounding Board. The former is comprised of elected officials and executive staff from the City, LTD, ODOT, and Lane County, while the latter’s members come from and represent numerous City of Eugene and LTD committees and commissions. Both entities review project proposals, offer critical feedback to the project management team, and act as conduits back to their constituencies and fellow committee/commission members. Both bodies will meet throughout 2018 to ensure broad distribution of project information and preparation for the final decision-making process. A process schedule is included here as Attachment B.

The public outreach, review, and feedback period will conclude in fall 2018. At that time, the project team will revise the draft analyses to address public comments, as appropriate, to ensure technical accuracy. The Oversight Committee will make a formal recommendation to the LTD Board and Eugene City Council. LTD’s Strategic Planning Committee will also make a recommendation to the LTD Board. Then, the Eugene City Council and LTD Board will be asked to select a preferred package of active transportation investments (e.g., EmX, enhanced corridor, or no-build alternatives).

The selected package will be advanced to the next MovingAhead project phase, which will include preparing NEPA environmental reviews, initiating the Federal Transit Administration (FTA) project development process for qualifying projects and seeking other funds for project elements that do not qualify for FTA funding. The next project phase will also include design refinements, which will be based on input we receive during the public review period this year and subsequent outreach to state holders along the corridor in the next phase. The selected package will include designs that reflect our community priorities and enable the City and LTD to make smaller strategic investments such as pedestrian crossing signals and islands. This type of incremental implementation allows us to make investments today that address our community’s needs without precluding our ability to later construct a larger project.

- ATTACHMENTS:**
- 1.) MovingAhead Maps of Corridor Alternatives
 - 2.) Project Timeline

PROPOSED MOTION: This is an informational item. No action is requested.



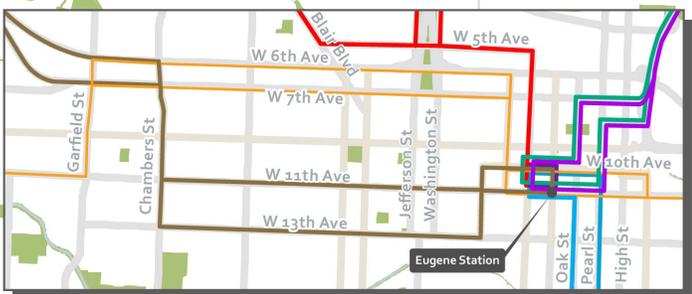
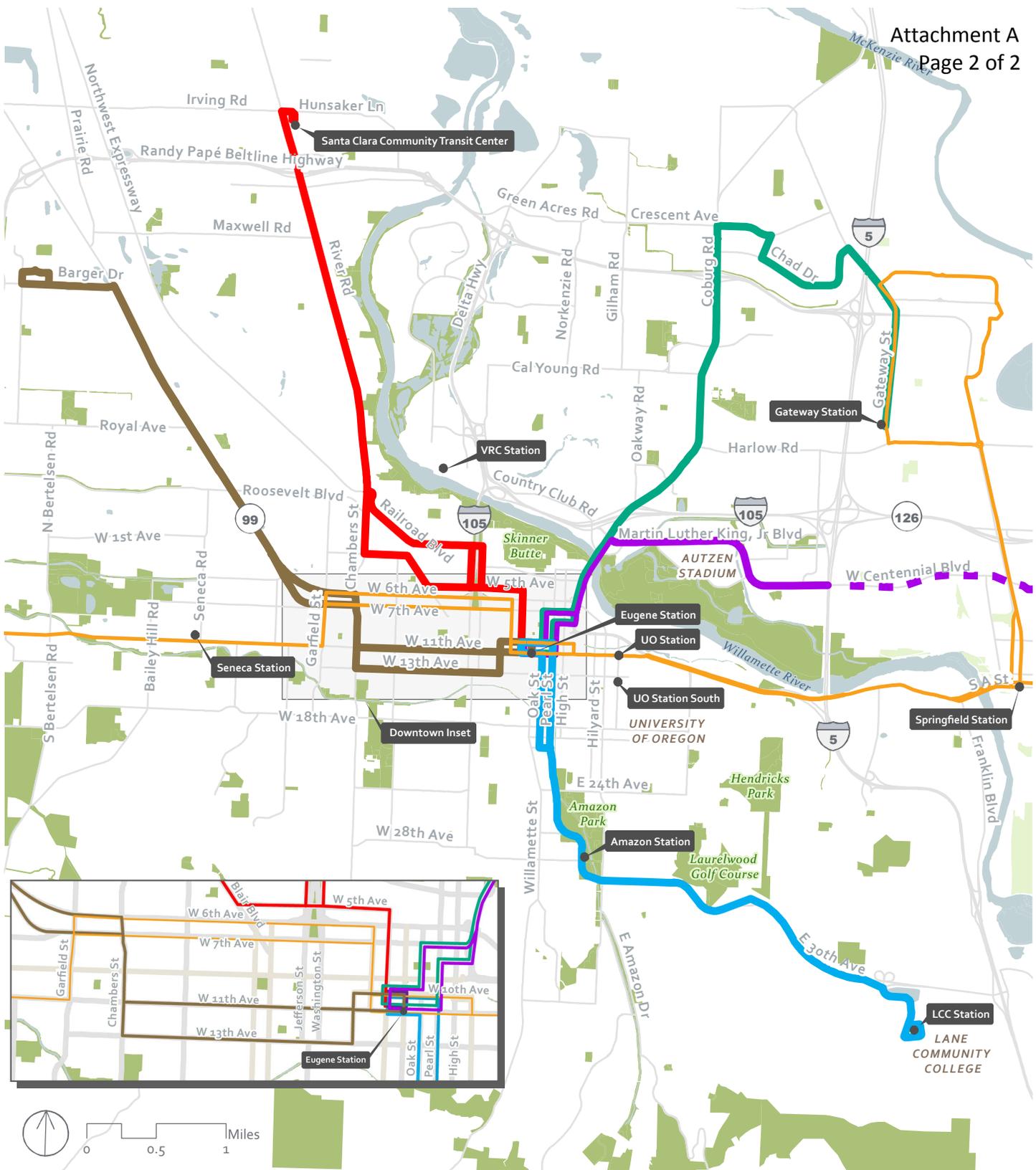
Legend

- 30th Avenue to Lane Community College Corridor
- Coburg Road Corridor
- Highway 99 Corridor
- River Road Corridor
- 2035 No-Build EmX
- Road
- Water
- Park

Vicinity Map

EmX Alternatives Overview



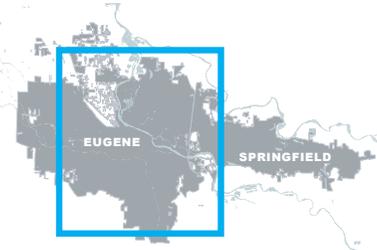


Legend

- 30th Avenue to Lane Community College Corridor
- Coburg Road Corridor
- Highway 99 Corridor
- Martin Luther King, Jr Blvd Corridor
- Continues east of I-5 as existing route #13
- River Road Corridor
- 2035 No-Build EmX
- Road
- Water
- Park

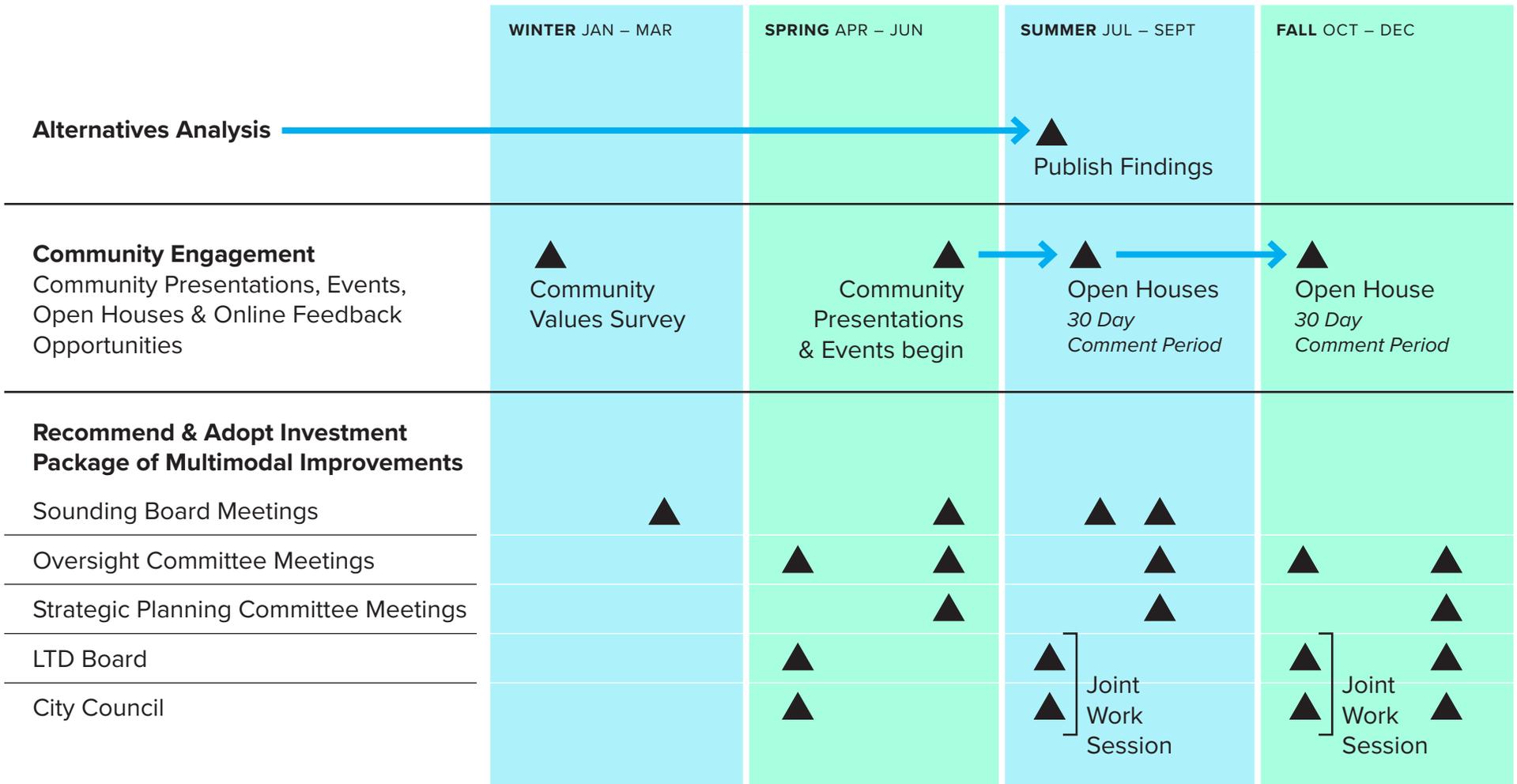
Vicinity Map

Enhanced Corridor
Alternatives Overview





Timeline 2018



LTD: Transit Tomorrow (COA)

Project Update: SPC

Public Involvement & Communications Plan Overview

PROJECT IDENTITY

Project Name: Transit Tomorrow

PROJECT OVERVIEW & OUTCOMES

Project Goals: LTD is redesigning its transit network to accomplish three primary goals:

1. Ensure better connections and access to transportation
2. Make the transit system more useful to riders and the broader community
3. Create cost-effective solutions for future transportation needs

Transit Tomorrow looks to build relationships with customers and stakeholders to better understand, and plan for, future service development.

Public Involvement Purpose and Goals

The public involvement and communication goals of the Transit Tomorrow Project center on three core themes or commitments. All activity should further the constructive work of the COA and build trust between community stakeholders and LTD:

1. Communication & Transparency
2. Opportunity & Awareness
3. Inclusivity & Equity

Public Involvement Strategies

The primary objective of this project's public involvement program is to actively engage stakeholders in setting the District's service priorities and ensuring opportunities for the community to inform the Board's decision-making process. The project also involves stakeholders by seeking input at two key phases of the project, 1) understanding transit system and connectivity choices and 2) selecting system improvement scenarios for future system redesign.

Public involvement tools and techniques for this project are guided by four primary strategies in the approach. These strategies are outlined and defined below:

1. **Scoping:** *Identifying stakeholders and key issues*
2. **Advisory Groups:** *Groups to share perspectives and concerns, provide advice, and/or develop consensus on plans of action*
3. **Public Conversations:** *Gatherings and individual contacts with stakeholders that are not part of the formal committee structure*
4. **Information & Awareness:** *Build awareness and understanding among the broader public and stakeholders*

TABLE 6.1: PUBLIC INVOLVEMENT STRATEGIES & TOOLS

STRATEGIES	TYPES OF INVOLVEMENT	PICP TOOLS/TECHNIQUES
SCOPING	RESEARCH	<ul style="list-style-type: none"> ● Review other efforts & existing information ● Existing Stakeholder/Contact/Mailing List
	PERSONAL CONTACT	<ul style="list-style-type: none"> ● Community Values Poll
DECISION MAKING & ADVISORY GROUPS	STANDING GROUPS	<ul style="list-style-type: none"> ● LTD Board of Directors ● Strategic Planning Committee (SPC)
PUBLIC CONVERSATION	WORKSHOPS: INPUT & PROBLEM SOLVING	<ul style="list-style-type: none"> ● Stakeholder Forums ● Listening Sessions
	ONLINE PARTICIPATION	<ul style="list-style-type: none"> ● Online Open Houses ● Online Comment Form
	LOCAL RESOURCES & EVENTS	<ul style="list-style-type: none"> ● Tabling & community events ● Kiosk at transit stations
INFORMATION & AWARENESS	WRITTEN & GRAPHIC INFORMATION	<ul style="list-style-type: none"> ● Project factsheets ● Translated project factsheet ● Online Open House invitations
	ONLINE INFORMATION	<ul style="list-style-type: none"> ● Webpage ● Online opt-on e-news form ● Online graphics, documents and maps ● E-news & social media outreach ● Display ads – Facebook & online (Online Open House promotion)
	COMMUNITY PRESENCE	<ul style="list-style-type: none"> ● Small-group briefings/presentations (<i>Neighborhood associations, stakeholder groups</i>) ● Tabling ● Kiosk at transit stations
	MEDIA COORDINATION	<ul style="list-style-type: none"> ● Press briefing ● Press release & media packets (TV, radio, newspaper) ● Display ads – Facebook & online (Online Open House promotion) ● Public access cable channel

Overview of Public Involvement Activities & Key Project Milestones:

◆ - Public Input Milestone * - Technical Planning Key Milestone ⊗ – Media Coordination

SPC Input & Engagement

Project Timeline	
Phase A: Data Gathering & Project Initiation	Feb – April 2018
◆Public Involvement and Communications Plan <i>(April)</i>	
Public Opinion Poll – Community Values <i>(April)</i>	
Public Opinion Poll Results Technical Memo <i>(April)</i>	
Phase B: Community Input Round 1 (Choices & Trade-Offs)	April – June 2018
Establish Stakeholder Forum Outreach & Invite List <i>(April)</i>	
Create Project Fact Sheet <i>(May)</i> <i>Key graphics (outreach timeline, project goals)</i> <i>Translation (Spanish)</i>	
Outreach: Stakeholder Forum Invites <i>(Early May)</i>	
Project Update to SPC <i>(May 1st)</i> <i>Present PICP overview, outreach activities & and project timeline</i>	
⊗ Media Coordination <i>(May)</i>	
<ul style="list-style-type: none"> ● Project Briefing ● Media Packet 1 	
◆*Stakeholder Forum #1 <i>(June 12th - Details to Come)</i>	
◆Online Open House #1: Choices & Trade-offs <i>(June-July 2018)</i>	
Community Presentations <i>Scheduled any point during Phase B</i> <i>Focus: Project introduction, Online Open House</i>	
Listening Sessions <i>(June)</i> <i>Focus: Input on Engagement, Choices & Access for Underrepresented Populations</i>	
Tabling & Community Events <i>Scheduled any point during Phase B</i> <i>Focus: Project introduction, Online Open House Promotion</i>	
Website Content <i>(May)</i>	
Social Media, E-News Outreach <i>(May – June)</i>	
<ul style="list-style-type: none"> ● Intro to Project (Project Fact sheet); Input Opportunities (Project Process Graphic) <i>Online Open House Link; Interested Parties/Project Email List Sign Up; Request for Presentations</i> ● Online Open House 1 Link & Promotion ● Public Input Summary from Open House 1 (Brief “What we Heard”) & Next Steps 	
*Draft Choices Report <i>(Early June)</i>	
◆Phase B Outreach Summary <i>(Late July)</i>	
◆*LTD Board Meeting	
*◆ SPC Meeting: Summary of Public Input and Involvement	

Pedestrian Network Analysis (PNA) Pilot Study

The Pedestrian Network Analysis (PNA) pilot study comprises a set of analysis methods to identify sites within LTD's service area for further field study where future projects to improve pedestrian access to transit could be desirable. The project is currently being developed as a pilot study within the scope of the broader and ongoing Comprehensive Operations Analysis: Transit Tomorrow, which is led by Jarrett Walker & Associates (JWA). The goals of this phase of the PNA are to pilot the use of a refreshable, data-driven method for identifying sites, and the development of a coordinated method for prioritizing and then completing in-the-field assessments of a selection of those sites produced by the data method.

Overall PNA Objectives Include:

Identify focus areas where pedestrian access infrastructure improvements are likely to most effectively:

- Address the needs of seniors, people with disabilities, the economically disadvantaged, and school children;
- make existing transit customers' walking trips safer, more direct, and comfortable;
- improve pedestrian safety and comfort through design and operations;
- attract new transit and walking trips;
- leverage other public and private investments.

The draft PNA methods are in large part based on a similar study conducted by TriMet in 2010, though minor modifications have been made based upon the data available in the Eugene region. A first draft of a data tool is under current development, and has been reviewed by local partners. Next, the PNA will look to refining the data model based on input from its partners. The PNA will then look to determining a process for selecting which sites should be assessed in the field, mindful of what efforts or improvements might be deployed by LTD and its partners to measurably improve pedestrian safety, comfort, and access in those identified areas. A report containing a description of the tools and methods used, initial assessments of up to 8 sites from the field, and recommended improvements for those areas are expected by the end of this summer.

AGENDA ITEM SUMMARY

DATE OF MEETING: May 1, 2018

ITEM TITLE: SANTA CLARA COMMUNITY TRANSIT CENTER

PREPARED BY: Joe McCormack, Director of Facilities Management; Therese Lang, Public Information Officer

ACTION REQUESTED: None.

BACKGROUND:

Solicitation for professional services is anticipated in late April with proposals due late May. These services will only identify the development of the Transit Station and will include the following summary tasks: Tentative PUD, Final PUD, NEPA Expertise, Property Line Adjustments, Design Development, Construction Documentation, Permitting, Bidding, Construction Administration, and Record Drawings. It's anticipated that construction will start late 2019 with substantial completion by the end of calendar year 2020.

Joe McCormack, Director of Facilities Management

At the Board's request, LTD staff have been working with the city of Eugene and St. Vincent de Paul to determine whether the vacant lot for the Santa Clara Transit Station should be used for car camping while waiting for construction to ramp up. Staff conducted outreach to the neighborhood, informing them about a presentation at the next Santa Clara Community Organization's meeting. This meeting, which took place on April 5, was attended by nearly 200 people, with the majority of them opposed to car camping on LTD's property.

Therese Lang, Public Information Officer

ATTACHMENTS: None.

PROPOSED MOTION: None.

Ridership Update

Figure 1: EmX West Boardings through April 23, 2018

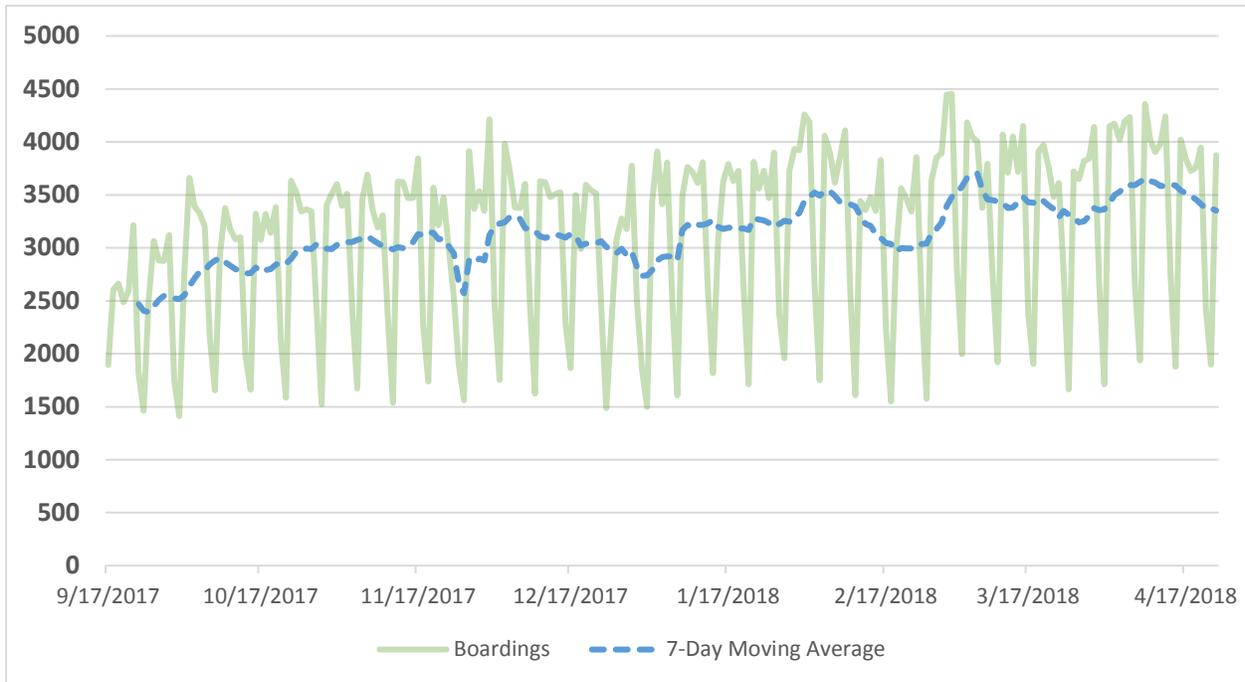


Figure 2: Average Ridership by Service Type

Day Type	Average Boardings
Weekday	3592
Saturday	2412
Sunday	1705

EmX West has seen ridership continue to grow since launch. The blue line on the above graph shows the 7-day rolling average, which shows a smoothed version of ridership trends. Figure 1 clearly indicates that weekday and weekend ridership are both increasing. The increase in ridership is atypical for the LTD system, which typically shows highest ridership in October. Riders have taken approximately 680,000 rides on EmX West since launch!

Ridership on the LTD system as a whole is flat over the last fiscal year.



JAN

FEB

MAR

APR



SPC Meeting Annual Calendar

Action/Discussion Items
Written Reports

MAY

JUNE

JULY

AUG



SEPT

OCT

NOV

DEC

AUDIENCE PARTICIPATION SIGN-UP SHEET—STRATEGIC PLANNING COMMITTEE MEETING

Date May 1, 2018

THIS IS A PUBLIC RECORD

TOPIC	NAME	ADDRESS	GROUP / REPRESENTING
	Rob Zako	PO Box 773 Eugene 97440	Best

This document is a public record subject to disclosure under the Oregon Public Records Law.

Q:\Reference\Board Packet\Templates\Sign in Sheets\Audience Participation Form - EmX.doc

RESOLUTION NO. 2016-012

Safety-Conscious Environment Focused on Eliminating Deaths and Serious Injuries

May 2018 Update

BACKGROUND

In April 2016, The LTD Board of Directors Resolution 2016-012 stating the agency's commitment to reducing deaths and serious injuries from transportation related crashes. The agency has been working to implement the provisions of the resolution and adopt safety-focused measures in current projects and operations.

LTD has conducted extensive research into the best practices of transit agencies who have adopted safety-conscious efforts, commonly known as Vision Zero. The success of each transit agency's efforts appear to be highly dependent on a few factors: the opportunity to collaborate with local and regional partners; development of well-planned transportation projects focused on safety elements; and, the transit agency's ability to improve its own internal safety environment. Some of the most impressive safety efforts are those in which the local jurisdictions lead the safety conversation with the support of the transit agency as a strong partner. With these elements in mind, LTD is in a prime position with both metropolitan jurisdictions currently working on safety projects, ODOT is engaged in a local safety study, and Lane County made its safety pledge through the adoption of the Transportation Safety Action Plan (TSAP).

With over ninety percent of LTD's service concentrated in the metropolitan area, LTD has focused its last two years' safety efforts in support of Resolution 2016-012 within the cities of Eugene and Springfield. Future efforts, where possible, will be expanded to collaborate with urban partners. District efforts to improve transportation safety have been focused in four areas:

1. Implementing safety focus on existing and future capital construction projects;
2. Initiating a Pedestrian Network Analysis (PNA);
3. Applying safety criteria to existing operations; improving safety operations;
4. Training.

RESOLUTION PROVISIONS

1. Adopts a vision of reducing deaths and serious injuries from transportation-related crashes to zero through maintaining safety and security as core values in all of its operational, planning, and strategic decisions.
2. Supports collaboration with urban and rural partners to determine which bus routes have the highest rate, number, and severity of transportation collisions with users of the road, especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users.
3. Supports efforts by LTD and regional partner agencies to prioritize safety improvements for all users of the road, especially for people who are walking, bicycling, and using mobility devices - our most vulnerable users.

4. Supports efforts by LTD and regional partners to eliminate deaths and serious injuries on the transportation system, with an emphasis on the most vulnerable users.
5. Direct the LTD General Manager to continually evaluate passenger safety and access along bus routes and maintain an annual report on the efforts made to improve safety.
6. Direct the LTD General Manager to develop a work program for the implementation of the provisions of this resolution.

REGIONAL ACTION ON SAFETY

The City of Eugene adopted a comprehensive approach to their safety efforts by adopting a Vision Zero resolution in 2015. They appointed a Technical Advisory Committee to work with City staff to identify actions to be undertaken that will change policies, practices and programs and further shift the culture around transportation safety. These efforts are underway as a new staff position dedicated to move these efforts forward has been added, and a final draft report is completed.

The City of Springfield took a different approach by adopting a safety conscious environment focused on action but absent of the formal Vision Zero branding. Nonetheless, their efforts have changed the way pedestrians, bicyclists and mobility users interact with motorists along Main Street. The City made the corridor safer by adding pedestrian crossings, traffic signal, signage, and relocating bus stops. Additionally, the City is involved in a safety study funded by ODOT that will evaluate the feasibility of medians and intersection improvements along Main Street.

CAPITAL PROJECTS

The strong commitments to safety by both metropolitan cities creates a framework for LTD to successfully integrate a safety-focused approach to the planning stage of large projects. Planning projects currently underway are: Moving Ahead; Main Street Transit Study; Santa Clara Community Transit Center; and, COA/ Pedestrian Network Analysis. Consistent with Resolution No. 2016-12, LTD increased its coordinated efforts internally to gather safety information early in the planning stage, doing so allows safety to be built into the costs and original design of the project. (Details/examples?)

PEDESTRIAN NETWORK ANALYSIS

In addition to integrating safety into its planning process, LTD is evaluating its existing system for safety opportunities with the pedestrian network analysis (PNA) contract awarded jointly with the Comprehensive Operations Analysis in December 2017. Both projects are scheduled to have preliminary reports by the end of 2018. The PNA along, with crash data in the metropolitan area, will enable future transportation projects to build in safety elements.

EXISTING OPERATIONS

Core to ensuring the safety of customers and the community is examining LTD's existing operations. A series of three criteria were used to evaluate LTD operations. The criteria are:

- High volume of vehicles, pedestrians, bicyclist and mobility users interacting with buses;
- Possibility for the occurrence of a serious injury or death caused by unpredictable behavior;
- Opportunity for LTD to collaborate.

Resulting from the analysis described above, four locations were identified for further action. The four locations that meet the established criteria are:

- **West Eugene EmX project corridor** – Emx West was launched in September 2017. The project invested in safety enhancements by installing five miles of new and improved/wider sidewalks, 36 traffic signals to regulate traffic and provide safe crossing, two signalized pedestrian crosswalks, audible pedestrian signals for the visually impaired and three new bike/ped bridges.

Since the route's launch, a number of other improvements have been made to enhance safety. More signage and restriping along Garfield have been added to address motorist behavior. Pedestrian railings will be added to provide enhanced safety at the Commerce St. crossing. This corridor will continue to be at the top of LTD's safety monitoring until the project is closed out.

- **Eugene Station** – This location is the single busiest location of LTD's transit system with buses from multiple routes boarding and alighting passengers. Pedestrians, bicyclists, skateboarders, and users of mobility devices travel in multiple directions within the transit station and along 10th Street, 11th Street, Olive St. and Willamette St. A spike in loitering activities, erratic behavior and non-compliance with the Walk your Wheels requirements, has resulted in an increased potential for an incident resulting in death or serious injury.

LTD's public safety, operations and management team have undertaken a year-long collaboration with the City of Eugene to improve safety. In recent months, elected officials have engaged in the efforts resulting in heightened awareness. LTD will participate in an upcoming meeting in May 2018 with multiple stakeholders who will be focused on safety.

- **EmX corridor between Hillyard and Walnut St** – This corridor has LTD's highest boarding concentration with XX boardings per hour. Students travel outside of the established crosswalks and in front of motorists and buses. Tall shrubs make it difficult to see students dashing across the highway. LTD and the City of Eugene are evaluating this corridor for transit, pedestrian and bike lane improvements. LTD has secured a state grant to partly fund these safety efforts.

- **Springfield Station** – This transit center does not rise to the same level of safety concern as the Eugene Station, however, it is still a busy location and the busiest location within the City of Springfield. Greyhound will relocate its bus station to Springfield and LTD will monitor this site for any potential safety concerns.

TRAINING

Bus operators receive hours of training on safe operation of buses and defensive driving techniques. Operators are trained how to adjust their mirrors to fill blind spots, to 'rock and roll' in their seats to gain better sight lines, and are trained to drive with the expectation that someone will pull in front of their vehicle without notice. Bus operators receive annual training and undergo direct supervision from LTD Operations Supervisors who monitor for adherence to policy and safety practices. All LTD employees are required to participate in the Smith System Safe Driving certification program.

AJ/em

The Pedestrian Network Analysis (PNA) pilot study comprises a set of analysis methods to identify sites within LTD's service area for further field study where future projects to improve pedestrian access to transit could be desirable. The project is currently being developed as a pilot study within the scope of the broader and ongoing Comprehensive Operations Analysis: Transit Tomorrow, which is led by Jarrett Walker & Associates (JWA). The goals of this phase of the PNA are to pilot the use of a refreshable, data-driven method for identifying sites, and the development of a coordinated method for prioritizing and then completing in-the-field assessments of a selection of those sites produced by the data method.

Overall PNA Objectives Include:

Identify focus areas where pedestrian access infrastructure improvements are likely to most effectively:

- Address the needs of seniors, people with disabilities, the economically disadvantaged, and school children;
- make existing transit customers' walking trips safer, more direct, and comfortable;
- improve pedestrian safety and comfort through design and operations;
- attract new transit and walking trips;
- leverage other public and private investments.

The draft PNA methods are in large part based on a similar study conducted by TriMet in 2010, though minor modifications have been made based upon the data available in the Eugene region. A first draft of a data tool is under current development, and has been reviewed by local partners. Next, the PNA will look to refining the data model based on input from its partners. The PNA will then look to determining a process for selecting which sites should be assessed in the field, mindful of what efforts or improvements might be deployed by LTD and its partners to measurably improve pedestrian safety, comfort, and access in those identified areas. A report containing a description of the tools and methods used, initial assessments of up to 8 sites from the field, and recommended improvements for those areas are expected by the end of this summer.

LTD: Transit Tomorrow (COA)

Project Update: SPC

Public Involvement & Communications Plan Overview

PROJECT IDENTITY

Project Name: Transit Tomorrow

PROJECT OVERVIEW & OUTCOMES

Project Goals: LTD is redesigning its transit network to accomplish three primary goals:

1. Ensure better connections and access to transportation
2. Make the transit system more useful to riders and the broader community
3. Create cost-effective solutions for future transportation needs

Transit Tomorrow looks to build relationships with customers and stakeholders to better understand, and plan for, future service development.

Public Involvement Purpose and Goals

The public involvement and communication goals of the Transit Tomorrow Project center on three core themes or commitments. All activity should further the constructive work of the COA and build trust between community stakeholders and LTD:

1. Communication & Transparency
2. Opportunity & Awareness
3. Inclusivity & Equity

Public Involvement Strategies

The primary objective of this project's public involvement program is to actively engage stakeholders in setting the District's service priorities and ensuring opportunities for the community to inform the Board's decision-making process. The project also involves stakeholders by seeking input at two key phases of the project, 1) understanding transit system and connectivity choices and 2) selecting system improvement scenarios for future system redesign.

Public involvement tools and techniques for this project are guided by four primary strategies in the approach. These strategies are outlined and defined below:

1. **Scoping:** *Identifying stakeholders and key issues*
2. **Advisory Groups:** *Groups to share perspectives and concerns, provide advice, and/or develop consensus on plans of action*
3. **Public Conversations:** *Gatherings and individual contacts with stakeholders that are not part of the formal committee structure*
4. **Information & Awareness:** *Build awareness and understanding among the broader public and stakeholders*

TABLE 6.1: PUBLIC INVOLVEMENT STRATEGIES & TOOLS

STRATEGIES	TYPES OF INVOLVEMENT	PICP TOOLS/TECHNIQUES
	RESEARCH	<ul style="list-style-type: none">• Review other efforts & existing information

SCOPING		<ul style="list-style-type: none"> Existing Stakeholder/Contact/Mailing List
	PERSONAL CONTACT	<ul style="list-style-type: none"> Community Values Poll
DECISION MAKING & ADVISORY GROUPS	STANDING GROUPS	<ul style="list-style-type: none"> LTD Board of Directors Strategic Planning Committee (SPC)
PUBLIC CONVERSATION	WORKSHOPS: INPUT & PROBLEM SOLVING	<ul style="list-style-type: none"> Stakeholder Forums Listening Sessions
	ONLINE PARTICIPATION	<ul style="list-style-type: none"> Online Open Houses Online Comment Form
	LOCAL RESOURCES & EVENTS	<ul style="list-style-type: none"> Tabling & community events Kiosk at transit stations
INFORMATION & AWARENESS	WRITTEN & GRAPHIC INFORMATION	<ul style="list-style-type: none"> Project factsheets Translated project factsheet Online Open House invitations
	ONLINE INFORMATION	<ul style="list-style-type: none"> Webpage Online opt-on e-news form Online graphics, documents and maps E-news & social media outreach Display ads – Facebook & online (Online Open House promotion)
	COMMUNITY PRESENCE	<ul style="list-style-type: none"> Small-group briefings/presentations (<i>Neighborhood associations, stakeholder groups</i>) Tabling Kiosk at transit stations
	MEDIA COORDINATION	<ul style="list-style-type: none"> Press briefing Press release & media packets (TV, radio, newspaper) Display ads – Facebook & online (Online Open House promotion) Public access cable channel

Overview of Public Involvement Activities & Key Project Milestones:

◆- Public Input Milestone * - Technical Planning Key Milestone ⊗ – Media Coordination

SPC Input & Engagement



◆Public Involvement and Communications Plan (April)

Public Opinion Poll – Community Values (April)

Public Opinion Poll Results Technical Memo (April)

Phase B: Community Input Round 1 (Choices & Trade-Offs) April – June 2018

Establish Stakeholder Forum Outreach & Invite List (April)

Create Project Fact Sheet (May)

Key graphics (outreach timeline, project goals)

Translation (Spanish)

Outreach: Stakeholder Forum Invites (Early May)

Project Update to SPC (May 1st)

Present PICP overview, outreach activities & and project timeline

⊗ Media Coordination (May)

- Project Briefing
- Media Packet 1

◆Stakeholder Forum #1 (June 12th - Details to Come)

◆Online Open House #1: Choices & Trade-offs

(June-July 2018)

Community Presentations Scheduled any point during Phase B

Focus: Project introduction, Online Open House

Listening Sessions (June)

Focus: Input on Engagement, Choices & Access for Underrepresented Populations

Tabling & Community Events Scheduled any point during Phase B

Focus: Project introduction, Online Open House Promotion

Website Content (May)

Social Media, E-News Outreach (May – June)

- Intro to Project (Project Fact sheet); Input Opportunities (Project Process Graphic)
Online Open House Link; Interested Parties/Project Email List Sign Up; Request for Presentations
- Online Open House 1 Link & Promotion
- Public Input Summary from Open House 1 (Brief "What we Heard") & Next Steps

*Draft Choices Report (Early June)

◆Phase B Outreach Summary (Late July)

◆*LTD Board Meeting

*◆ SPC Meeting: Summary of Public Input and Involvement

	MAR	APR	MAY	JUNE	JULY
Bylaws					
Committee Application Process					
Committee Selection					
Committee Mtgs					
Public Comment Period					
1st Application Period					
2nd Application Period					

