

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT

ADJOURNED MEETING

May 22, 1984

Pursuant to notice given at the May 15, 1984 regular meeting and to the Register-Guard for publication on May 18, and distributed to persons on the mailing list of the District, an adjourned meeting of the Board of Directors of the Lane Transit District was held on Tuesday, May 22, 1984 at 7:30 p.m. in the Eugene City Hall.

Present: Peter Brandt, Treasurer
Janet Calvert, President, presiding
Judy Nelson
Larry Parducci, Secretary
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

News Media Representatives:

John Selix, KUGN Radio
Mike Stahlberg, The Register-Guard

Absent: Janice Eberly, Vice President
Ted J. Langton
Glenn E. Randall

AUDIENCE PARTICIPATION: After calling the meeting to order at 7:35 p.m. and taking roll, Ms. Calvert asked for participation of a general nature from the audience. She stated that several public hearings would be held during the meeting. There was no participation from any member of the audience.

APPROVAL OF MINUTES: Mr. Brandt moved that the minutes of the April 10, 1984 adjourned meeting and the May 15, 1984 regular meeting be approved as circulated. After seconding by Mr. Parducci, the minutes were approved by unanimous vote.

THE OPENING OF WILLAMETTE BETWEEN 10th AND 11th:

Eugene Downtown Commission Presentation on the Eugene Downtown Plan:
Ms. Calvert introduced Eugene Downtown Commissioner David Filer and staff person Bob Hibschan. Mr. Filer stated that the presentation they would make to the Board was one in a series the Eugene Downtown Commission (EDC) would be making to a wide variety of groups during the time before public hearings were scheduled on this issue. The purpose of the presentation was to invite people to take a closer look at the draft downtown plan and to participate in the public hearing process, which would result in adoption of a plan in some form.

Mr. Filer stated also that he knew the Lane Transit Board of Directors had some specific concerns regarding the draft plan. He wanted to provide the Board with some context regarding how the plan came into being, and said the draft will not be considered finalized until the Commission hears from various publics and agencies who will be affected by it. After the EDC incorporates suggestions through the public hearing process, the plan will be passed on to the Planning Commission and the City Council.

Mr. Filer then spoke in general about the plan, its history, the boundaries, and several varying but related plans for utilization of the downtown area. The draft is a refinement of the 1990 plan and involves boundaries on the West in the Lincoln/Lawrence area; on Fourth Avenue in the North; to the riverside and Hilyard, through EWEB, to 13th on the South; and back to the Lincoln/Lawrence area. The central concept of the Commission for a proper downtown, he explained, would be an intense area with multiple uses supporting each other, of value to the entire community in some way, active day and night. Their final goal for downtown would be for it to be the focal point of the community--thriving, vital, and important to everyone.

He explained four ways, which are not mutually exclusive, in which the downtown plan could be viewed, including the downtown as a neighborhood destination point; suggested changes in various codes to allow better promotion of downtown services and markets; the downtown design, which would enhance natural and man-made features of downtown which exist but aren't really utilized, such as the river, Skinner's Butte, the Hult Center, the public market, etc.; and lastly, the downtown access issue, which perhaps has the most impact on LTD. The issues present in discussing downtown access involve the mall, which cuts up the circulation system, the one-way grid area, and the parking program, which provides benefits for those who use downtown but places a burden on those businesses which support it. It has been suggested that the free parking program be studied to see if it is beneficial and proper for downtown, or if it should be changed in order to relieve the businesses and allow the downtown area to receive more interest from potential developers.

Regarding the opening of Willamette between 10th and 11th, Mr. Filer stated that the Commission did not want to influence the Board; rather, it wanted to know what the District's concerns are in order to make use of them in finalizing the plan. He talked about the history of Willamette Street and the present philosophy that having Willamette be a one-way street changed its function and makes it difficult for traffic on all streets to come into close proximity of the central business core. He said it has been conceded by people who originally argued for the mall that the present mall is too large to support the retail intensity which is present in downtown Eugene. The area where it is most obviously too large, he said, is on Willamette between 10th and 11th, where business has languished for a long time. He said that some people feel strongly that part of the problem is that there isn't adequate circulation at that point, and that the mall intrudes too much on the balance of pedestrian freedom and traffic circulation. The opening of Willamette between 10th and 11th, and converting it to a two-way street, would be an attempt to rebuild Willamette by adjusting the

mall to balance the commercial need for good circulation and access, to bring traffic to 10th rather than stopping at 11th.

Mr. Filer added that the plan will say that the Commission wants to think about opening Willamette further than that, but that does not necessarily mean the Commission has concluded that this is what actually should be done. He said it is important to think about that issue, whether it be for full traffic use or limited access, in thinking about how the downtown actually works. He added that there are some who think opening Willamette between 10th and 11th is worth a try if the financial aspects can be dealt with, because it might strengthen the mall.

Mr. Filer also stated that the EDC has a large investment in the downtown transit station and does not want to see any deterioration of the station. He said the EDC wants to work toward the opening of Willamette, if that is what is going to happen, in a way that will not impede LTD and will have benefits for the District. He mentioned that the EDC planned to hold an informal public meeting at the Convention Center on Tuesday, June 11. At that meeting, the EDC and any interested public will work through the proposed Downtown Plan. The EDC will be taking notes for possible incorporation into the plan. Then, at 7:30 p.m. on June 19, the EDC will hold a public hearing on the Downtown Plan, at which oral and written testimony can be submitted. After those two meetings, the EDC will be trying to incorporate the input and passing it on to the Planning Commission and City Council. He stated that he hoped LTD would help in this input process.

Copies of the Downtown Plan were scheduled to be mailed June 1, and Board members will be on the mailing list.

Ms. Calvert asked about the timing of the separate elements of the plan, noting that the newspaper had said the opening of Willamette would be done ahead of the others. Mr. Filer replied that the EDC had disagreed with the City Council on this issue, and it had been agreed that the street opening would not be taken out of the context of the Plan. However, he said, work is ongoing to prepare other legal requirements to accommodate the plan if it is part of the entire plan as approved (such as renewing the Urban Renewal Plan). Mr. Hibsman thought the earliest construction would begin would be in March of 1985.

Mr. Brandt asked about the cost of the project. Mr. Filer stated that staff are working to estimate the cost, but it will depend on what happens to the final plan. There are a lot of variables, and until the variables are agreed upon, those costs cannot be known.

Ms. Calvert asked if the two public meetings would comprise the majority of the public input. Mr. Filer replied that the Eugene Downtown Commissioners and staff had been making presentations at meetings and would be mailing out 5,000 brochures describing the Plan and process. The Downtown Plan, itself, would also be mailed widely, he said. He added that he hoped people would read the plan before the first meeting on June 11 and be prepared to work on it, rather than depending on that forum to have the Plan explained.

Ms. Calvert then asked if there were studies which showed that Willamette Street would revitalize if cars were going through that area. Mr. Filer replied that the EDC had spent time with consultants and that the wisdom at this time seemed to be that it was better to have a greater balance between a purely pedestrian mall and a vehicular mall, rather than one or the other, and that those with a more flexible vehicular pattern seemed to work better in general, based on the experience of others. He added that the area of Willamette Street between 10th and 11th wasn't part of the original mall and that there were some misgivings about extending the mall that far out in the first place.

Ms. Calvert wondered if opening Willamette would be an expensive gamble, to which Mr. Filer replied that it would be expensive and would be a gamble, but said it had been admitted that the mall is too large and something needs to be done, and that area seems to be the most obvious place to try to do something. Ms. Calvert then asked about attacking the downtown problem without opening Willamette to traffic. Mr. Filer answered that one proposal has been to provide a downtown manager, separate from the mall manager employed by the Eugene Downtown Association, who would encourage people to locate downtown and would attempt to match businesses with available space.

Mr. Brandt questioned holding a public hearing without knowing the project costs. He thought the costs for the District would be significant, and asked if LTD would be reimbursed for its disruption. Mr. Filer stated that he did not know the answer to that question, but would hope that LTD staff could provide the EDC with information on its costs relative to that part of the project.

Mr. Brandt also asked who would make the final decision on the plan. Mr. Filer answered that the City Council has the authority to adopt any refinement plan, and as the Urban Renewal Agency has final authority on any urban renewal project.

Ms. Nelson asked what would be the long-range benefit for that area, given the financial impact at this time, and what would be the benefit to LTD. She expressed the belief that it was a risky situation that cannot really be answered. Mr. Filer replied that it is the goal of the EDC and the Downtown Plan to make the area of Willamette between 10th and 11th a more successful commercial area. He said he was not willing to say that this will accomplish that, because he did not know the answer. He doubted that anyone could say yes with any authority at this point.

Ms. Calvert thanked Mr. Filer and Mr. Hibschan for their presentation.

Staff Presentation: Ms. Calvert called the Board's attention to page 22 of the agenda packet for that evening, and turned the meeting over to Stefano Viggiano, Planning Administrator, to make the staff presentation. Mr. Viggiano stated that LTD, as an integral part of downtown, is very supportive of the Downtown Commission developing a downtown plan. He stated that, after a preliminary review, staff are in agreement with most issues in the Downtown Plan, but that

staff had concentrated their efforts on the area of Willamette between 10th and 11th because it seems to be a high priority for the downtown area, and because it has a major impact on LTD.

He briefly summarized how the District's downtown transfer station came to be in the area of 10th and Willamette. He explained that ten or eleven years ago it was considered a temporary site. Over the years, various permanent sites had been considered, but all were deemed unsuitable for one reason or another. Finally, a compromise was reached and the District decided to stay in that area. The reason it was not the District's first choice for a transfer site, he said, is that LTD's system of operation depends on successful transfers, and the present site is spread out and makes transferring more difficult than it would be at a more compact transfer station. One basic reason the District decided this site would be acceptable is that it was only bisected by one street, which is Olive. Even though it is a long walk from the first bus section to the last, it is fairly uninterrupted, and people don't have to worry about delays or safety. He explained that this is why District staff are concerned about another street being opened in the area of the transfer station.

Mr. Viggiano then mentioned several problems seen by the LTD staff in relation to the opening of Willamette between 10th and 11th. Those are: possible delays in crossing Willamette to transfer, with possible missed transfers; reduced sight clearance, with the possible loss of one bus bay; and a safety issue between buses and cars and pedestrians and cars. Since the last Board meeting, staff had examined the issue in more depth with the help of a local traffic engineering firm, and had been counseled that those problems will probably occur, plus the additional problem of buses being delayed by cars lining up to turn from 10th to Willamette. He stated that it is hard to determine how severe the impacts of these concerns will be, and the final decision will have an impact on how adversely the Downtown Plan will affect LTD. He mentioned also that this will be the first in a series of events which could deteriorate the bus system. If it is less convenient to use the downtown transfer station, he said, that will translate into a loss in ridership. He said it is also difficult to determine the impact on ridership, but it is staff's belief that the District's facilities are an important function in people's propensity to use the system, and that it is no coincidence that ridership began to increase shortly after LTD moved to the new downtown facilities. Any ridership loss, from the District's perspective, would be unacceptable. The community has made a commitment to alternative transportation and transit goals have been addressed in the T-2000 Plan, and the opening of Willamette would go against these goals.

In the event the street is opened, he said, staff have been looking at using pedestrian priority signals for the intersection and at moving the Southeast Eugene (Brown) section of the transfer station closer to the rest of the sections. District staff have been working with City staff on these mitigating measures, and feel that, with more discussion, a compromise which will address both the City's and LTD's goals can be reached. Mr. Viggiano read the staff recommendation and stated once again that staff would like to work with the City staff to reach a compromise on this issue.

Mr. Brandt moved that staff be directed to continue to work with the Downtown Commission to address operational, cost, and safety concerns associated with the proposed opening of Willamette Street between 10th and 11th and explore with the City of Eugene alternatives to reach a mutually agreeable plan for the achievement of the goals of both entities. After seconding by Mr. Parducci, the motion carried unanimously.

At this point, Ms. Calvert appointed Mr. Brandt, Ms. Nelson, and herself to a Downtown Subcommittee, to work with staff in more detail and to develop testimony to present to the Eugene Downtown Commission and City Council.

PROPOSED AMENDMENTS TO FISCAL YEARS 1983 AND 1984 GRANT APPLICATIONS FOR URBAN MASS TRANSPORTATION ADMINISTRATION FUNDS FOR THE PURCHASE OF NINE REPLACEMENT BUSES, 21 AUTOMATIC DESTINATION SIGNS, AND THE TRANSFER OF BUS STOP FUNDING:

Staff Presentation: Mark Pangborn, Director of Administrative Services, stated that the original grant application was for 22 replacement buses and was made in August of 1983. He explained the significance of the time sequence by stating that with the current levels of service, the District must run ten to 12 buses which are 22 to 33 years old, entailing high maintenance costs. Also, the Twin Coaches are inefficient to run and need to be replaced. The specifications were written to allow the District an option to purchase 10 additional buses, depending on the bid price for the original 22 buses. By taking advantage of that option and purchasing nine additional buses, the District will be able to reduce the number of older buses; standardize the fleet rather than adding a few buses of an additional make and model in a year or two; make the fleet 100% accessible; and allow the District to use newer, better buses for the growing number of charters.

Automatic destination signs, he explained, allow for more flexibility in the fleet, because they allow for an almost unlimited number of destinations to be displayed on the buses, rather than the old roller signs, which limit buses to specific routes. The automatic destination signs also are simpler and faster to use, provide more information for the patron, and help standardize the fleet. The power washer is necessary because the present tire washer burned out within the last three months and the tire rims are now being cleaned by hand. If they are not cleaned, mud drops into the brake drum and reduces the life of the brake.

Mr. Pangborn further explained that the Fiscal Year 1983 grant has been approved. In it, the District budgeted for 22 buses at \$177,000 each, at the direction of federal officials, for a total of \$3.9 million. Federal officials also recommended a contingency of \$150,000, making the grant total for the buses \$4,050,480. The low bid price was \$150,000, making the cost for 22 buses only \$3.3 million. Adding in some costs for spare engines and parts, the grant total is \$3,379,029. Four additional buses would cost \$601,472 and sixteen automatic destination signs would cost \$51,200, leaving a balance of \$18,779, which staff propose be placed in contingency, for a grant total of \$4,050,480.

Mr. Pangborn stated that the Fiscal Year 1984 grant had been applied for in December and the District was waiting for final approval. The Federal government

had allocated \$1,862,007 to LTD, to be split between operational and capital support. The operational support was \$893,000, leaving a balance for capital of \$968,000. Remembering that the Federal government provides 80% of the capital and the District is responsible for 20%, by adding the local match of \$242,140, a total of \$1,210,699 is available to the District for capital this year, of which the District has already applied for \$429,900 in the FY 84 grant. The grant actually began with the amount of \$539,000, but in trying to locate more money for additional buses, staff realized that two projects which were included in the FY 84 grant--improvements at the University of Oregon and at 29th and Amazon Parkway--could be completed with Federal Aid Urban (FAU) grant monies instead, so staff were proposing that those projects be transferred out of the FY 84 Urban Mass Transportation Administration (UMTA) grant and that an application be made for FAU monies. This would reduce the UMTA grant to \$429,900 and the \$110,000 could be applied to the purchase of more buses. Five additional buses would cost \$751,840; the remaining automatic destination signs would cost \$16,000; the power washer would cost \$3,600; and a contingency of \$9,359 would still be available.

Public Hearing: Following the staff presentation, Ms. Calvert opened the public hearing on proposed amendments to Fiscal Years 1983 and 1984 UMTA grant applications. Hearing no comments from anyone in the audience, Ms. Calvert closed the public hearing.

Board Deliberation: Mr. Brandt made a motion as set forth on page 4 of the agenda notes for that meeting. That motion reads as follows:

"I move that the Board approve the amendment to federal grant OR-05-0010 to increase the number of buses purchased from 22 to 26 and to purchase 16 automatic destination signs; approve the amendment to federal grant OR-90-X006 to purchase five additional buses, five automatic destination signs, and a power washer, approve removal from OR-90-X006 of funding for the University of Oregon and 29th and Amazon bus stops, and establishment of a grant contingency allocation in the amounts proposed by staff; and that the Board approve the two resolutions authorizing the General Manager to execute the amended applications on behalf of the District."

After seconding by Ms. Nelson, the motion carried by unanimous vote.

GRANT APPLICATIONS FOR FEDERAL AID URBAN FUNDS TO FUND BUS STOP CONSTRUCTION AT 29TH AND AMAZON AND AT THE UNIVERSITY OF OREGON:

Staff Presentation: Ms. Nelson asked if there was anything unusual in making this application, and wondered if there was as much assurance that the District would receive this money, since it had just been removed from the UMTA grant. Mr. Pangborn replied that it looks as if the District can move even faster with the FAU grant than with UMTA, since those who approve the FAU grants have looked at the projects before the Board was asked to approve the application. He said planning for those projects is on schedule and they should be completed this summer.

Public Hearing: Ms. Calvert opened the public hearing on the grant application for Federal Aid Urban funds to fund bus stop construction at 29th and Amazon and at the University of Oregon. Not hearing any testimony from the audience, Ms. Calvert closed the public hearing.

Board Deliberation: Mr. Brandt moved, seconded by Ms. Nelson, that the Board adopt the proposed motion as set forth on page 5 of the agenda packet. That motion reads as follows: "That the Board approve the applications for Federal Aid Urban funds through the Federal Highway Administration for bus stop improvements at the University of Oregon and at 29th and Amazon, and authorize the General Manager to execute the applications on behalf of the District."

With no further discussion, the motion carried by unanimous vote.

DEFERRED COMPENSATION: Ms. Loobey stated that staff had been working on a voluntary, employee-paid deferred compensation program for employees for a number of months and, based on Request for Proposals, had selected Hartford Variable Annuity Life Insurance Program. Now staff were asking for Board approval of the program, and David Harrison, Personnel Administrator, was present to answer any questions the Board might have. She added that staff would like to have the program in place as soon as possible after July 1. Mr. Brandt asked if there was any cost to the District for such a program. Ms. Loobey replied that there would be minimal administrative costs, and virtually no costs would be associated with the ongoing administration of the program. A \$25.00 charge would be taken out of the participating employees' earnings each year. Mr. Brandt also asked how many employees were interested in participating, but Ms. Loobey stated that the specific plan had not been discussed with employees before it was taken to the Board for approval, but that there was high interest in the concept.

Ms. Nelson commented that she had been on the Board Subcommittee discussing the issue, and she thought the program was straightforward in terms of the costs and the benefits to the employees, and she thought there was no reason not to offer such a program.

Ms. Nelson moved that the Board direct the General Manager to proceed with implementation of the deferred compensation program. After seconding, the motion carried by unanimous vote.

COMPENSATION STUDY: Ms. Calvert stated that staff were proposing to ask for bids for a compensation study, which had been discussed during the budget process. Ms. Loobey added that staff would like to develop a Request for Proposals (RFP), by working with the Salary Subcommittee, and then bring the RFP back to the Board for review and a decision about carrying out the other steps to provide for a compensation study. Ms. Nelson further explained that the first action would involve in-house work to gather proposals from the outside and to decide basically what the District would want in such a proposal. Mr. Brandt asked why staff were asking for Board approval, to which Ms. Loobey replied that the Salary Subcommittee felt that at the Budget Committee level there was some

discussion about whether or not the District wanted to go ahead with a study. Ms. Nelson added that the Subcommittee also had wanted to keep the full Board informed of the status of the discussion on this issue.

Ms. Nelson moved that the Board direct staff to develop a Request for Proposals for an administrative compensation analysis. Mr. Brandt seconded, and the motion carried unanimously.

BUDGET TRANSFERS: Mr. Pangborn explained that staff were proposing two budget transfers, which were anticipated by the Budget Committee in their process. The transfers involved over-expenditures in several areas and under-expenditures in others, both of which were done in a planned fashion.

Mr. Brandt moved, seconded by Mr. Parducci, that the Board approve the staff recommendation regarding budget transfers as set forth on page 7 of the agenda packet. That recommendation reads: "That the Board adopt the enclosed resolution authorizing a reduction in appropriations for Administration--Contractual Services in the amount of \$2,900 and Marketing & Planning--Contractual Services in the amount of \$6,600, for a total of \$9,500, and increases in appropriations for Administration--Materials & Supplies in the amount of \$2,900; Marketing & Planning--Materials & Supplies in the amount of \$5,100; and Marketing & Planning --Contractual Services in the amount of \$1,500, for a total of \$9,500."

With no further discussion, the motion carried unanimously.

ITEMS FOR INFORMATION AT THIS MEETING:

Dial-A-Ride: Mr. Pangborn stated that the District had been working with Special Mobility Services (SMS), on the transition from Dial-A-Bus. Leon Skiles, Service Analyst, reported that the problems of lost trips and unanswered requests had basically been eliminated, and that Dial-A-Ride should be able to cover the service until the need drops off in June. The recertification process should make sure that people who do not qualify are moved to the reduced fare program on LTD's fixed route service. He went on to explain that the service is still fairly skeletal and that there will always be a demand, but it is staff's position, in accordance with the Board's transition plan, that the District is willing to offer a part of that service but not all of it. The efforts of the consortium have been to find new funding sources, plus increased efficiency for more trips at a lower cost, not to displace current Dial-A-Bus riders who cannot make the transfer to fixed route service. It appears that the places of those who made the transfer are rapidly being filled by those who have been waiting for curb-to-curb service.

In response to a question from Ms. Nelson, Mr. Skiles explained that the cost to the District is rapidly declining, beginning with a cost to the District of \$15.00 per trip when LTD was operating the service, to about \$6.00 or \$7.00 per trip presently. Ridership has remained the same through increased efficiency on the part of LTD, SMS, and the patrons. The consortium has brought

in other providers, and the goals of the Transition Plan are being achieved, but not without a lot of fine-tuning to match the demand with the capacity for special services.

Promotional Activities: Ms. Loobey stated that the District had that day announced the Totally Transit Summer Youth Pass promotion, and introduced Susan Hanson, Marketing Representative, who played the new radio and television commercials for the Board. Ms. Hanson explained that one radio commercial was geared toward the youth, ages 5 to 17, and one was geared to the parents, to encourage them to buy passes for their children. She also showed the Board members samples of the pass and promotional materials, and presented each member with a Totally Transit t-shirt. She said the t-shirts will be sold at the Customer Service Center for \$5.00 and painter hats, which have not arrived yet, will be sold, as well.

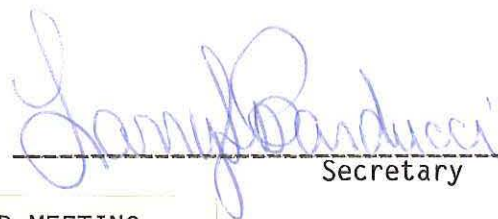
Ms. Nelson asked about the costs of the promotion. Ms. Hanson replied that the costs were not all in, but that the television, radio, and newspaper ads had been produced for \$1,600, and the printing costs were extra. She said they would be able to report in more detail the following month. Ms. Calvert wondered if there was any program to encourage and help children to ride the bus. Ms. Hanson said that many of them have timetables, and can call information, and the hope is that the parents will help the children plan their trips.

Oregon Lottery: Ms. Loobey commented that she was not sure how the petition drive for the lottery was doing. Important issues in the campaign are whether the promoters are successful in gathering signatures by July 7, and who will be financing the campaign before the November ballot.

Donald Duck Charter: Ms. Loobey stated that the Disney character, Donald Duck, would be stopping by Eugene as part of a national tour to celebrate his 50th birthday. He was scheduled to be at the Eugene airport on June 6, and the University of Oregon was planning a large celebration because Donald Duck has been the UO's mascot for so many years. LTD had been asked to participate in the celebration and had donated three or four buses to take school children to the airport and back.

ADJOURNMENT: The Board members discussed attending the EDC public hearing on the Downtown Plan at 7:30 p.m. on Tuesday, June 19, the time of the Board's regular monthly meeting. It was decided that the Board would meet at 5:30 p.m. instead of 7:30 p.m., with the District supplying a box lunch, so the members could attend the public hearing at 7:30.

Mr. Brandt moved, seconded by Ms. Nelson, that the meeting be adjourned. With no further discussion, the meeting was unanimously adjourned at 9:33 p.m.


Secretary