

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

ADJOURNED MEETING

Wednesday, January 23, 1991

Pursuant to notice given at the January 16, 1991, regular meeting, 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 Wednesday, January 23, 1991, at 7:30 p.m. in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Peter Brandt, Treasurer  
Janet Calvert  
Tammy Fitch, Secretary  
Keith Parks, Vice President, presiding  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: Herbert Herzberg  
Thomas Montgomery  
(vacancy in subdistrict 5)

**CALL TO ORDER:** The meeting was called to order at 7:30 p.m. For the meeting, a revised agenda page and the December 19, 1990, agenda packet were being used, since the December meeting had been cancelled due to ice and snow.

Mr. Parks said the Board members needed to commit their time to accomplish the work that they promised to do when they were at the strategic planning work session in early January, because the things that happen at the Board meetings affect the direction the Board wants to go. Ms. Loobey said that the Board needed at least two additional meetings to finish their examination of the strategic issues begun at the first work session, and suggested bringing the consultant, Jeff Luke, back to continue that work with the Board.

Mr. Parks suggested that Ms. Calvert and Mr. Brandt, who had participated on the Site Selection Committee, meet with him to determine the process and information required from staff to complete the Board discussion of the Eugene Transit Station. They agreed to meet at noon on February 1 at LTD. Staff would then research the requested information and take it back to the full Board for discussion at a work session.

**BUSES ON A REOPENED WILLAMETTE STREET:** Ms. Loobey said that the Board had sent a letter to the City Council, stating the Board's position that buses should be allowed on all downtown streets. A measure to prohibit the opening of downtown streets would be on the ballot in March, but the Council was still going forward. The position of the retail task force was that buses not be allowed on reopened streets. Ms. Loobey said that LTD may or may not need to travel on Willamette between 8th and 10th if it were reopened, depending on the downtown station, so buses should not be denied access forever. Therefore, staff proposed

that the Board reiterate its position. Ms. Loobey said that most cities do allow transit access to downtown, and was concerned that LTD might not have access to reopened streets in the future if they were designed so buses could not turn onto them. Ms. Calvert commented that Portland had rebuilt its downtown just for buses.

Mr. Brandt thought the District should be very public about this issue, because if the streets were designed to not allow buses, the City would be re-doing those streets in the future in order to allow bus access.

**MOTION** Ms. Fitch moved that the Board publicly reiterate its position that LTD should have access to all downtown streets, and that, at a minimum, all reopened streets should be designed for bus access. Mr. Brandt seconded, and the motion carried by unanimous vote.

**VOTE**

**LOCAL AND STATE TRANSIT ISSUES:** The Board discussed a memo from the Eugene Director of Public Works titled, "Summary of Alternative Modes Discussions," found on page 36 of the December 19, 1990, agenda packet. Ms. Loobey proposed that the staff provide a briefing paper regarding City/LTD issues before the March 4 joint LTD Board/Eugene City Council meeting. Ms. Calvert asked about current City standards for parking. Stefano Viggiano, Planning Administrator, said that there was a minimum requirement, with no maximum. The new Department of Land Conservation and Development (DLCD) rule would provide a maximum.

Mr. Brandt asked about the "LTD payroll tax differential" mentioned in the City's memorandum. Mr. Pangborn explained that the Council, when talking about the group pass program and ways to encourage private business to join, had wondered if LTD could give a rebate to those who join. The answer to that question is that, by constitution, as well as by Board preference, the District cannot do so.

The Board also discussed a letter received by Roger Martin, Executive Director of the Oregon Transit Association, from Mike Hollern, Chairman of the Oregon Transportation Commission. At a previous meeting, the Board had received copies of a Washington state model for collaboration between the Washington State Department of Transportation and other state agencies regarding the reauthorization of the federal Surface Transportation Assistance Act. Ms. Loobey had talked to Mr. Hollern about that alliance, and he had suggested a similar transportation alliance in Oregon. There had been an organizing meeting of the Transportation Alliance of Oregon, and a member of the Tri-Met staff had attended. Ms. Loobey suggested that, as the 1991 President of the Oregon Transit Association (OTA), she attend those meetings.

Ms. Loobey said that position papers prepared by the Oregon Department of Transportation (ODOT) do not recognize transit properties smaller than Tri-Met. ODOT's position on Section 9 funding, which is authorized by the Surface Transportation Assistance Act, was that Section 9 was fine as it was, but more money was needed for light rail. For smaller properties, however, Section 9 was very important, especially since capital funding was declining. Ms. Loobey thought the Oregon alliance needed to hear a small-property perspective, and asked for the Board's permission to participate in this process. Ms. Calvert asked if this group would be presenting any kind of legislative package. Ms. Loobey said it

was her understanding that the group was to work on the reauthorization bill for the federal Surface Transportation Assistance Act. However, there were not minutes from the first meeting, so she was not sure if the group would also be working on Oregon legislative issues.

**MOTION** Ms. Fitch moved that Ms. Loobey serve on the Transportation Alliance of Oregon.  
**VOTE** Mr. Brandt seconded, and the motion carried by unanimous vote.

On page 40 of the December agenda packet was a revised Department of Environmental Quality (DEQ) Comprehensive Emission Fee Draft Bill, dated November 9, 1990. Ms. Loobey explained that the DEQ had drafted the bill for the 1991 Oregon legislative session, in response to the Clean Air Act of 1990 presented by President Bush, which placed the funding responsibility on the states. Section 9, Motor Vehicle Program, of the draft bill, included a surcharge on new replacement motor vehicle tire fees.

Ms. Loobey explained that, in the past, the State had granted general fund money to transit in Oregon for purposes of local match. In the previous two bienniums, transit received "mystery money," or one-time amounts not from the general fund (e.g., stripper well funds), which had to be used for capital match. If funds generated from the tire surcharge were distributed on a county-by-county per capita basis, then LTD could receive from \$100,000 to \$200,000 annually, to be used as either operating or capital funds. However, if the tire surcharge were to be treated as stripper well money or half of the local match, those funds would be in the ODOT budget and distributed across the state based on capital needs.

Ms. Loobey said she did not know what was happening with this bill yet in Salem. She asked the Board members if they would approve of her working on this bill, or if they would prefer that she just watch what happened. Mr. Parks asked if someone were watching the committee for transit, because the committee could remove LTD's ability to have some of the money. He said he was nervous about these kinds of bills, because everyone in the state was looking for every nickel possible. He said he would hope, if Ms. Loobey were not keeping close tabs on the bill, that the District had someone who was, because there might only be a couple of hours' notice of any change to be made. Ms. Loobey said she had not seen the Public Transit Division budget after the first round of budget cuts, but would find out more at the OTA meeting the following week.

Ms. Calvert agreed with Mr. Parks, saying that just a watchful eye is really no eye, and that she thought LTD should be more than reactive in this case. Mr. Parks said this might require lobbying every day. Mr. Brandt said he did not think LTD's General Manager should spend that kind of time in Salem. He said he did not mind her being there for things being discussed at a specific time, and asked the rest of the Board if they wanted her being in Salem lobbying. Ms. Calvert commented that Ms. Loobey might have to wait around quite a bit, but by the time things happen, you need to be there, because the decisions have basically been made. Mr. Parks said he thought Ms. Loobey should keep tabs with committee staff, and added that sometimes the most effective work is done outside the legislative chambers.

Ms. Loobey used the example of representatives from Texas petroleum institutions paying a visit to a friendly senator during the last legislative session, and a bill that required Tri-Met and Medford to use alternative fuels was written. Ms. Loobey happened to be there

working on the tort liability bill for public bodies and found out about it. The bill did not mention LTD, but it would not have taken more than a quick change to add LTD, and Ms. Loobey was able to defeat that through quick lobbying.

Ms. Loobey said there was no schedule of bills, and there was no assurance that new bills wouldn't pop up until after the bill filing date. Mr. Parks commented that often hearings aren't held when they are scheduled. Ms. Calvert said it seems like a waste of time when a person sits around and waits, but she didn't know any other way to keep on top of important issues.

Ms. Calvert commented that two of the Board members were not present that evening, and she thought they should all be present when giving Ms. Loobey direction regarding lobbying activities. Mr. Brandt said he would like to see some kind of time table for lobbying activities, rather than giving Ms. Loobey carte blanche. He was not convinced that it was important for Ms. Loobey to be in Salem a lot, and believed that she would be able to know about important bills in time. He said he did not believe it was LTD's General Manager's job to be in Salem influencing the legislature, and that LTD was not a lobbying group. He said LTD should be watching out for its own interests in the best manner, but not by being in Salem all the time. He said he would like to see a schedule of how much time would be spent, but if Ms. Loobey was talking about spending 90 percent of her time for the next four months, then he thought that was not appropriate, that this was not her job. Ms. Calvert said she disagreed somewhat; she thought that for LTD to be successful, it needed to present and protect its concerns.

Ms. Calvert suggested that Ms. Loobey follow the DEQ Section 9 motor vehicle program for the time being, and discuss it with the full Board at a later date. Mr. Parks said it would be important for the Board to decide what the majority wanted to do, to give staff a comfort level. Mr. Brandt said he wanted to see how much time Ms. Loobey would be gone--how many days a week. Ms. Loobey said that every legislative session is different; that about three sessions ago, she did not go to Salem one time, and that this session would be preoccupied with the consequences of Ballot Measure 5. She said she would talk with the OTA staff the following week, try to assess the need for her presence in Salem, and report back to the Board.

Ms. Loobey then discussed a revised Department of Lane Conservation and Development (DLCD) Transportation Planning Rule. She said that a lot of development was occurring between I-5, south of Beltline, and Coburg Road, which LTD could not serve because of a lack of collector streets. Ms. Calvert asked why the City did not require collector streets in subdivisions. Ms. Loobey said the City would be working on this issue, and public hearings would be held. Ms. Loobey said she would bring the issue back to the Board at a later meeting. On page 81 of the December agenda packet was a memorandum from Planning Administrator Stefano Viggiano, which talked about the City of Eugene's draft Alternative Transportation Mode Work Program, which included some of the elements found in the DLCD rule.

Ms. Loobey said she would like LTD staff to be able to monitor the progress of the MOTION elements discussed that evening. Mr. Brandt moved that the Board direct staff to continue to

participate with the City of Eugene, the Oregon Transportation Commission, the Oregon Department of Energy, and the Land and Conservation Development Commission, and report back to the Board as initiatives become more fully developed. Ms. Fitch seconded, and the motion carried by unanimous vote.

VOTE

**RESOLUTION AUTHORIZING GENERAL MANAGER TO ACCEPT FY 90-91 SECTION 9 CAPITAL AND OPERATING GRANT:** Mark Pangborn, Director of Administrative Services, explained that LTD had applied for federal Section 9 money before it was known how much the District would be eligible to receive, so the amount of money requested was different than the amount authorized in the final grant. The District had applied for \$1,210,000 in operating assistance and \$160,000 in capital assistance, but had received approval from the Urban Mass Transportation Administration for a grant in the amounts of \$1,159,216 for operating assistance and \$210,784 for capital assistance. District Counsel Richard Bryson had recommended that the Board approve a resolution making it clear that the Board approved receipt of the grant as approved by UMTA. Mr. Pangborn handed out a resolution prepared by Mr. Bryson.

**MOTION** Mr. Brandt moved that the Board approve the resolution authorizing acceptance of the Fiscal Year 1990-91 Section 9 operating and capital assistance in the amounts of \$1,159,216 for operating assistance and \$210,784 for capital assistance. The motion was seconded and passed unanimously.

VOTE

**MOTION** **RESOLUTION NAMING BOARD PRESIDENT AS PENSION TRUSTEE:** Mr. Brandt moved that the Board approve the resolution naming Board President A. Keith Parks as Trustee for the Lane Transit District/Amalgamated Transit Union Local No. 757 Pension Trust and the Lane Transit District Salaried Employees Retirement Plan, effective January 23, 1991.

**VOTE** Ms. Calvert seconded the motion, and the resolution was approved by unanimous vote.

**MOTION** **ELECTION OF BOARD VICE PRESIDENT:** Mr. Brandt nominated Ms. Fitch for the office of Board Vice President. Ms. Calvert seconded and moved that the Board cast a unanimous ballot for Ms. Fitch. Mr. Brandt seconded, and Ms. Fitch was elected on a vote of 3-0, with Ms. Fitch abstaining.

VOTE

**MOTION** **ELECTION OF BOARD SECRETARY:** The election of Ms. Fitch to Vice President left the office of Board Secretary vacant. Mr. Brandt nominated Mr. Herzberg. Ms. Fitch seconded the motion, and Mr. Herzberg was elected by unanimous vote.

VOTE

**ITEMS FOR INFORMATION AT THIS MEETING:**

**Annual Route Review:** Ms. Loobey told the Board that the District had received far more requests for service this year than ever in the past, including requests for service outside the District's current boundaries. She said that those requests would be factored into the Annual Route Review. She also explained that the process for unincorporated areas to petition for inclusion in the service boundaries was for interested persons to speak with their County Commissioner, and have the Commissioner forward the request to LTD, since LTD had no jurisdiction outside its own boundaries. In the case of an incorporated area requesting service, such as Creswell, Cottage Grove, and Florence, the City Council would make that request to LTD directly.

Ms. Loobey said that LTD had recently had inquiries about service from the Florence Chamber of Commerce, in addition to Creswell and Cottage Grove. There had been no formal request from any of the three cities. Rather, they were asking about the costs and how service might be provided. Ms. Loobey had told them that the Board would not independently expand the boundaries; the issue of payroll taxes and boundaries had to be settled within the communities.

Mr. Parks asked why unincorporated communities had to take their request to the County Commissioners, since LTD set its own boundaries. Ms. Loobey said it was more a matter of protocol, which Ms. Calvert called the "blessing" of a formal governmental body. Ms. Calvert said the request that seemed the most logical to consider was from the Lorane/Spencer Creek area, since that would still result in contiguous boundaries. Ms. Loobey said that the District would have to make any boundary contiguous, so there would have to be a strip down I-5 to Cottage Grove if Cottage Grove were to have service.

**University of Oregon Shuttle Bus:** Ms. Loobey said that the University of Oregon (UO) recently finished a study of parking structures and alternative methods to relieve some of the parking on campus. The recommendation of that study was to look at increasing alternative modes and not build a parking structure. The task force had suggested a variety of incentives for people to switch to bus riding, and a shuttle was being discussed. LTD staff had been involved in the examination of alternatives. At the very least, LTD could provide technical assistance for a shuttle. A shuttle would be similar to the zoo train in Portland, a separate vehicle dedicated to UO shuttle service.

Ms. Calvert asked if the shuttle could go across the foot bridge to Autzen Stadium. Mr. Parks said the foot bridge was not owned by the UO, and was too small for vehicles. He added that there was a high pressure steam line under the bridge.

**LCC Group Pass Program:** Ms. Loobey explained that LTD had been approached by Lane Community College for a group pass program. Staff and LCC were discussing the details, and would let the Board know the outcome of those discussions.

**Parkway Transit Station Park and Ride:** Ms. Loobey called the Board's attention to a memorandum on page 87 of the December 19 agenda packet. The City of Eugene and LTD had worked together to build the Parkway transit station on Amazon Parkway, which was a non-conforming use for that land. The total scheme was to be a transit station, restrooms, and a parking lot for people who use the Amazon Park. Staff recently inquired about jointly building a parking lot to be used as a park and ride, but the City replied that, due in large part to the passage of Ballot Measure 5, they would not be able to budget money for the project. LTD staff believe that the transit station would be enhanced by a park and ride, for the many riders in South Eugene who have requested such a facility in that area. LTD had Federal Aid Urban funding which could be used for that purpose. Ms. Loobey said that staff would come back to the Board before any action was taken. She said that a lot of people use the Parkway transit station for transferring between buses, to the UO, LCC, and downtown.

**Fuel Cost Chart:** Ms. Fitch commented that the January Fuel Cost chart looked better than the December chart. Mr. Parks asked about buying fuel on the spot market.

Mr. Pangborn said that LTD could only buy fuel in 10,000 gallon lots; when it gets near the time to purchase fuel, staff begin watching the market, and have a local jobber who buys on the spot market and guarantees prices for LTD. Tim Dallas, Director of Operations, added that LTD has the capacity for 80,000 gallons, which is about a 45-day supply, but tries to keep the tanks at about 20,000 gallons from the top. When it appeared that there might be a price decrease, staff have waited until about 30,000 gallons. However, they do not delay purchase very often, because they do not want to get caught without an adequate supply if there is a shortage.

**Banquet:** Ms. Loobey invited Board members and their spouses to the District's annual employee awards banquet, to be held on Sunday, March 3.

MOTION      **ADJOURNMENT:** Ms. Calvert moved that the meeting be adjourned to Wednesday, February 6, 1991, at 6:00 p.m. at LTD, for a strategic planning work session. Ms. Fitch  
VOTE      seconded the motion, and the meeting was unanimously adjourned at 8:55 p.m.

  
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Board Secretary