

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, June 19, 1991

Pursuant to notice given to *The Register-Guard* for publication on June 13, 1991, and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Wednesday, June 19, 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, Vice President
Herbert Herzberg, Secretary
Thomas Montgomery
Keith Parks, President, presiding
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: (vacancy in subdistrict 5)

CALL TO ORDER: The meeting was called to order at 7:30 p.m.

NEW MEMBER APPOINTED TO BOARD: Mr. Parks introduced Jack Billings, who had been appointed by the Governor to fill the position vacated by H. Thomas Andersen, and was scheduled to appear before the Senate for his confirmation hearing the following morning.

EMPLOYEE OF THE MONTH: Mr. Parks introduced Maurice Brown, the June Employee of the Month. Maurice was hired on August 21, 1984, and had received awards for six years' safe driving and exceptional attendance. During his employment with LTD, Maurice had never had a preventable accident and had never missed a day of work due to illness. A co-worker nominated Maurice because of his integrity, honesty, loyalty, professionalism, and service orientation, as well as his quick smile and sensitivity for others' needs.

Mr. Parks presented Mr. Brown with an award and check. Mr. Brown said he had just heard a lot of good things about himself, but said he had always had good attendance, so it didn't seem like that impressive of an accomplishment to him. He said he appreciated the award very much, and didn't know how to thank the staff and the Board.

REQUEST FOR FOURTH OF JULY SHUTTLE SERVICE: County Commissioner Steve Cornacchia was present to request the donation of bus service for a Lane County Board of Commissioners-sponsored parade and ceremony on July 4th to welcome home local military participants in the Persian Gulf conflict. A letter requesting LTD's assistance was included in the agenda packet for that evening. He explained that, although the County Commissioners were sponsoring the event, the cost of staging the parade and ceremony was being borne by

donations from the private and public sectors. Corporations, businesses, and individuals were donating cash, materials, and services, and Lane County, Springfield, and the State of Oregon were donating police services for traffic control.

He explained the history of the project, the amount of community involvement in it, and the other events occurring in the community the same day. He explained the parade route from Hamlin Middle School in Springfield to Autzen Stadium.

Because of the traffic complications and the reduced parking, the welcome home ceremony committee thought that LTD should be contacted about providing shuttle service. The committee was quoted a price of \$2,000 for three buses, as the entire cost with no fares charged. The committee had been told it would need 30 buses to handle 150,000 people.

Mr. Cornacchia said he "sold" the event to the Lane County Board of Commissioners on the basis that saying thanks and welcome home to troops and their families was a community-wide event. He stressed that it would not be a celebration of war or victory or a comment regarding the relationship between the United States and Iraq. The committee wanted to keep the event as non-political as possible, and to create a positive experience for everyone and decrease the potential for protests.

Mr. Cornacchia said he could not tell the Board exactly what the committee needed, but that he was there to ask for whatever the Board could provide to them, and whatever breaks the Board could give them. He added that his intention was not to sit and wait for the Board to make a decision; rather, he would just present the request, and was prepared to wait until a later date for the Board's decision. He thanked the Board members for their time.

AUDIENCE PARTICIPATION: Mr. Parks asked for audience participation on any other topic. There was none.

MOTION **APPROVAL OF MINUTES:** Ms. Fitch moved approval of the March 13, 1991, and
VOTE May 15, 1991, Board minutes as distributed. The motion was seconded, and the minutes were approved by unanimous vote.

DISCUSSION OF REQUEST FOR FOURTH OF JULY SHUTTLE SERVICE: Mr. Parks asked Ed Bergeron, Marketing Administrator, about Mr. Cornacchia's request for shuttle service. Mr. Bergeron said the staff had discussed the request, and their best guess was that 15 buses would be a good place to start. He said this kind of effort had not been done before in the community, but staff were impressed with the work of the committee and the volunteers. Staff believed that the most need for shuttle service would be before and after the fireworks. Normally, there would be no bus service at all on the Fourth of July, so it would require operators to work on a holiday.

Mr. Parks asked if the shuttles would go from Gateway to Autzen, as suggested earlier. Mr. Bergeron said that if that many buses were used, other shuttle sites, such as South Eugene High School, would also be used. The Gateway Mall had become a regular LTD park and ride location, for football service and other special events, and it was staff's understanding that the mall would welcome LTD on the Fourth of July.

Mr. Brandt asked why staff thought the event would be so big. Mr. Bergeron thought that it might take even more buses, but the difficulty for staff was that holiday service was so expensive to gear up. They did not want to provide too much service, but also did not want to provide too little. Mr. Brandt asked Mr. Cornacchia how many people would be allowed into that area. Mr. Cornacchia said he did not know. The Fourth was on a Thursday, and many people would have to work that day. He anticipated that the crowd would be close to what the community experienced during a University of Oregon football game at Autzen Stadium. With a stage at one end and fireworks set up at the other, there would not be room for 40,000 people in the stadium. Mr. Cornacchia mentioned that the Eugene Emeralds baseball team would be having its fireworks for 5,000 to 7,000 people, and Fern Ridge's fireworks and regatta would also draw people away from Eugene. If only 10,000 people attended the welcome home ceremony, there would be ample parking at Autzen. The committee really did not know what to expect.

Mr. Cornacchia added that the people who had worked with the LTD staff had relayed to him their complete satisfaction and the cooperation on the part of the staff. He said they were thrilled to date with the response from LTD.

Mr. Brandt asked how additional buses would be scheduled, if they were needed. Transportation Administrator Bob Hunt said that the District could gear up for a contingency, but before staff went much farther, they needed to be fairly comfortable with the number of buses needed. If more buses were needed on the holiday, many bus operators might be out of town. Mr. Brandt wondered if the Board could just approve a maximum amount that evening, and the District would have more specific information later. Ms. Loobey said that was an option. She stated that this was a community-wide event, and there was a Board policy in place which allowed the District to participate in community-wide events. She was concerned that if the Board approved 15 buses and staff found they needed 17, would staff need to go back to the Board for further approval? She said her preference would be for the Board to say this was a community event it would like to support by providing service. It was known that the original three buses would not be enough; LTD would not look good if it provided far too little service. Mr. Hunt said he would like to post the bid for bus operators the following day.

Ms. Loobey told Mr. Cornacchia that it was very important that the public service announcements (PSA's) indicate that there would be shuttle service, and where those locations were. She said that many people in the community were accustomed to going to Autzen Stadium on the bus, and would respond very well to taking the bus rather than driving in traffic. Mr. Cornacchia said that KEZI had already produced the video for the television PSA's, but the radio PSA's could be changed. He said he would also be putting together a letter for everyone's doorstep along the route. He said the committee took seriously the commitment that it had to deal with the impacts it created.

Mr. Herzberg asked if a fare would be charged on the shuttles. When Ms. Loobey replied that it would not, Mr. Herzberg expressed concern that there might be a problem with basketball and football shuttles. Ms. Loobey said, however, that the District had provided free service for other community events, although it did charge for the sports shuttles.

Ms. Calvert said she realized that this was a community event, but said it was too bad that those events did not get together and find ways to pay for the service. She said she had some problems with providing this service, since the Board had been buffeted by some very serious needs in the community that it had to refuse.

MOTION Mr. Brandt moved that the Board allow staff to determine and provide the number of buses necessary for the welcome home parade and ceremony at no cost. Ms. Fitch seconded the motion.

Mr. Herzberg said he disagreed with no cap on the donation of service. He thought it would still be good to charge a small fare, possibly \$.30 or \$.35 for the day, to ride to Autzen and back, to help defray some of the costs. He thought some sports events would want the same kind of consideration. He said also that some people would bypass all the other festivities and just go the fireworks, which was an annual event and not related to the welcome home ceremony. Mr. Brandt suggested that the District could charge the committee \$500 to show that it had charged for some of the service. Mr. Montgomery suggested that the Board charge a token fee and then donate that amount to those who had asked for increased assistance in the past.

Mr. Cornacchia added that the 20-30 Club would be taking a \$5.00 donation to park inside Autzen. He said the PSA could let people know they could ride the bus for a small fee or pay \$5.00 to park. Mr. Herzberg said that people would be riding the bus for free and the 20-30 Club would not be getting its money.

Mr. Brandt said he really thought this event was positive, and that it had been positive all across the country. He thought it was a great opportunity for LTD to show that it participates in the community. He saw this totally as a community event, with a lot of government agencies supporting it. He said he had enough trust in the staff that they would not decide to put 100 buses into service for the event. He thought maybe the bid should be posted for a few extra buses, but the number of shuttle buses needed would probably be better known closer to the date of the event.

VOTE There was no further discussion. The motion carried by a vote of 4 to 2, with Ms. Calvert and Mr. Herzberg voting in opposition and all others in favor.

Mr. Cornacchia thanked the Board for its support of this event. He said, for the Board members who had concerns, that he was still raising money, and there was still a possibility that the committee could defray some of the District's costs. He said their concerns about costs were very legitimate, but the committee did not know yet how much money would be available.

MOTION **BUDGET TRANSFER:** Mr. Brandt moved that the Board adopt the resolution transferring \$13,000 from the General Fund to the Capital Fund for the purpose of meeting unexpected capital expenditures, and transferring \$35,000 within the Operations General Fund budget, from Materials and Services to Personal Services. Mr. Herzberg seconded the motion.

VOTE There was no discussion, and the motion carried by unanimous vote.

ADOPTION OF FISCAL YEAR 1991-92 BUDGET: Mark Pangborn, Director of Administrative Services and Budget Officer, explained that budget estimates done in January for the current year were based on half of the fiscal year and were very conservative. Staff suggested that an additional \$377,235 be transferred to the Capital Projects Fund as a cash carry-forward. He stated that a number of things had changed since the January estimate, and that an additional \$405,073 had been received. Passenger fare revenues were \$147,550 higher than anticipated; \$62,000 were available from additional interest earnings; and payroll tax collections were \$75,500 higher than estimated. Mr. Pangborn said that the payroll tax revenues were the most interesting, with a 9.8 percent increase in the first quarter of FY 90-91, an 8.3 percent increase during the second quarter, a 3.6 percent decrease during the third quarter, and a 2.6 percent increase during the fourth quarter. Because of the decrease in the third quarter, staff had estimated a loss of 2 percent in the fourth quarter, so that resulted in a 4.7 percent fluctuation. He said it was hard to know why this fluctuation occurred, except that some people did not pay their payroll taxes in the third quarter and then did pay them in the fourth quarter. On the expense side, the District had under-expended by \$127,000, and the Board had just transferred \$13,000 to capital for over-expenditures there.

Mr. Pangborn discussed what the District should do with the additional \$405,000 anticipated for FY 90-91. In the past, most of the year-end balances had gone into capital, risk management, and a reserve for sick leave and vacation accrual. However, staff were proposing that a portion of the \$405,000 (\$350,000) be used to create a rainy day reserve, called a payroll tax fluctuation contingency account. This was the flexibility account that had been discussed with the LTD Budget Committee, to adjust for fluctuations in payroll tax revenues. The District had an opportunity to create such an account, so it would be available for future years, to help when LTD faced a fluctuation in revenues similar to what it had experienced that year. Staff also suggested that the balance of the \$405,000 (\$55,000, or the actual final balance at year-end) be transferred to local capital. He said staff would know the actual final balance, which was expected to be somewhat higher than \$55,000, by June, and could let the Board know in July or August. He stated that the long-term financial plan showed that the budget could be balanced in the long term, and he recommended setting up the contingency plan as explained.

Mr. Brandt asked what the Board would be voting on. Mr. Pangborn said it needed to vote on adoption of the revised resolution for the FY 91-92 budget, as well as the transfer of the actual ending fund balance to the Capital Fund. Mr. Brandt asked if this was the same budget approved by the Budget Committee, and if it included service to Laurel Hill. Ms. Loobey responded affirmatively to both questions. Mr. Brandt asked when the payroll tax was scheduled to increase. Mr. Pangborn said it would increase on January 1, 1992, and that the Board would have to make a final decision in September or October. The District would receive the August collections before the Board would have to make its final decision about increasing the payroll tax rate.

Public Hearing on Fiscal Year 1991-92 Budget: Mr. Parks asked for public comments on the proposed FY 91-92 LTD budget. There was no testimony from the audience, and Mr. Parks closed the public hearing.

Board Deliberation and Decision: Ms. Fitch said she was very happy that the District was setting up a contingency, and thought it would help in the future not to have to deal with fluctuations in revenues.

MOTION Ms. Calvert moved that the Board approve the transfer of the actual ending fund balance which exceeds the estimate of \$727,235 from the General Fund to the Capital Fund. Ms. Fitch
VOTE seconded, and the motion carried by unanimous vote.

MOTION Ms. Fitch moved the resolution on the revised page 40 of the agenda packet, adopting
VOTE the budget of Lane Transit District for the Fiscal Year 1991-92 in the total combined fund sum of \$16,304,919. Mr. Montgomery seconded the motion, and the budget was passed by unanimous vote.

MOTION **RESOLUTION REAFFIRMING DISTRICT BOUNDARIES:** Mr. Brandt moved the
VOTE resolution reaffirming the District's boundaries for FY 91-92. Ms. Calvert seconded the motion. Ms. Loobey stated that this was a "housekeeping" measure; that LTD was required under law to do so annually. Mr. Parks stated that there were no changes to the service boundaries. With no further discussion, the motion carried unanimously.

TRANSPORTATION/LAND USE PLANNING: Ms. Loobey said that the Board previously had reached consensus that it was important for the District to present its position on various land use documents, so others would understand how important it was for them to incorporate transit issues in those documents. A number of those documents were before the District at that time, and more were expected before the end of the year. Staff wanted to give the Board a sense of the magnitude of the community's direction in transit land use issues.

Mr. Viggiano said there were a number of local planning documents at various stages of local review and approval, and called the Board's attention to page 49 of the agenda packet. On April 29, 1991, the Land Conservation and Development Department approved the LCDC Transportation Rule. This rule defined requirements for the implementation of Statewide Planning Goal 12 (Transportation). Communities would have two or more years, depending on the specific requirement and the size of the urban area, to implement the provisions of the rule. Some of the most significant items in the rule for LTD and the local community were a 20 percent reduction, over 30 years, in vehicle miles traveled per capita; implementation of a parking plan which achieves a 10 percent reduction in the number of parking spaces per capita; and required code changes to make new development and street patterns more compatible with transit, pedestrian, and bicycle use. Mr. Viggiano said there seemed to be a growing recognition that transportation and land use were very strongly linked, and very specific items had been included in this transportation planning rule.

The other three plans discussed in the packet were local plans that had not been adopted. The packet included a written response from Board President Keith Parks to a draft commercial land use study. Mr. Viggiano said the Willakenzie section of the Ferry Street Bridge area was the fastest growing area in the community. Gateway included quite a bit of undeveloped land, and it was anticipated that the Gateway area would be where most of Springfield's development would occur.

Mr. Viggiano showed the Board the Gateway plan and how staff were providing input into the planning process, and were looking for a way to loop bus service through the Gateway area efficiently. The plan included three scenarios for traffic in the Gateway area, but the various would not affect LTD, because the District would continue to use Game Farm Road. LTD had no major issues with this plan. LTD typically worked at the staff level on these local transportation issues, and provided input to the Planning Commission during the review process.

Ms. Calvert said she was having trouble visualizing the Willakenzie plan. Mr. Viggiano showed sub-areas of that plan, including the area between the city limits and urban growth boundaries that could be developed and were in the jurisdiction of the City of Eugene. The concerns staff had were that it would include two commercial centers as well as mid-density housing. One of the commercial centers would be difficult to serve, and it would be more difficult to serve two small nodes than one larger one, so staff would like to see the commercial centers combined. Staff also wanted the road to go straight through the center of the developed area. The plan was also to barricade VanDuyn from Harlow and Bailey, and staff would like to see that portion of VanDuyn open.

Mr. Brandt wondered why the staff needed a resolution from the Board in order to provide comment, and Mr. Parks added that the Board had already determined that land-use planning was a number-one priority. He said staff knew generally what the Board's goals were, and unless an issue became a big political battle, he thought staff should just handle these transportation land use issues based on past discussion.

Ms. Calvert wondered if staff would be making a statement about which Ferry Street Bridge option the District preferred. Mr. Viggiano said that he was a member of the technical committee, and would be commenting as the plans went through the review process. Ms. Calvert asked to be brought up to date on that as the process went along. Ms. Fitch said that the Ferry Street Bridge issues would not go before the Central Area Transportation Study (CATS) citizen advisory committee, of which she was a member. She said CATS was talking about the report as it affected other plans, and would be suggesting or recommending that other committees be reconvened to update their plans to avoid future problems.

Mr. Parks said that the location of a new Ferry Street Bridge was a key issue in the search for a new Eugene Transit Station site. Mr. Viggiano said staff had checked every currently-known design for the Ferry Street Bridge, and LTD would have good access to all of them.

LEGISLATIVE UPDATE: Ms. Loobey said she had been following closely the Surface Transportation Assistance Act (STAA) reauthorization process, and was working with the Oregon Department of Transportation Commission on a response to the proposed federal legislation, which was being modified often.

Ms. Loobey explained that Senate Bill 2175-B was a state companion bill for implementation of the Clean Air Act that Congress passed last year, which defined what the state must do. SB 2175-B would regulate the replacement of wood stoves, industrial emissions, and automobile emissions. There was a lot of controversy around the bill when it

went through the House side, but not from industry, who had wanted a bill which gave them time to respond. The Senate Agriculture and Natural Resources Committee put the bill back together again and it was scheduled to go through Ways and Means that week. Funds from this bill would be dedicated to transit capital across the state. The testimony in the Senate was that it was time to do something about other transit needs in the state, in addition to light rail, which was already being funded. The bill could have an annual impact of \$200,000 to \$300,000 for LTD for capital needs, which was equal to one or two points of payroll tax revenues.

Senate Bill 766, as originally written, would have an impact only on Tri-Met and Rogue Valley Transportation District in Medford, requiring them to use alternatively-fueled buses. However, the bill had been amended to include all transit districts. The Board had earlier opposed the bill, and Ms. Loobey had been working against it, showing the impact it would have on LTD. She said that requiring alternative fuels for 3 percent of the vehicles that use diesel would not be the way to clean the air. Instead, efforts should be based on vehicle miles traveled, which is highest among automobiles.

Ms. Calvert wondered if, since most older cars were owned by people who could not afford new cars, there were any concerns about how the \$4 fee would affect those people. Ms. Loobey said she had not heard any. Mr. Brandt said he was not in favor of supporting SB 766, which he said was just another revenue-raising tax. He thought that if the state wanted to clean up the environment, laws which changed things should be set, rather than raising taxes. He was not in favor of another tax increase. Ms. Calvert said, however, that things begin to happen when issues hit people "in their back pockets." Mr. Brandt thought that it would not have an impact on anyone other than poor people, since it was only \$4 every two years. Mr. Herzberg commented that Portland's emission standards required people to clean up their cars, so this bill probably only would affect people outside Portland. He said he was not in favor of taxes, but at least this bill might help clean up the air. Mr. Brandt said he didn't know why the Board should support this bill, unless it was as another source of revenue. Ms. Loobey said that the funds would be used for transit capital, so it would be another source of revenue. The bill stated that non-attainment areas would not get transit funds. LTD would receive part of the funds for alternative transportation modes. Mr. Montgomery said it seemed to him that if LTD did not take its cut in this, the money would go to someone else.

MOTION Ms. Fitch moved that the LTD Board of Directors formally support House Bill 2175-B.
VOTE Mr. Herzberg seconded, and the motion carried 5 to 1, with Mr. Brandt voting against, and all others in favor.

ITEMS FOR INFORMATION AT THIS MEETING:

Eugene Station Site Selection Update: Mr. Parks said he wanted to talk with the Board about the Eugene Station site selection process. He said it appeared to him that the District had been going in all directions, with the same results over and over again. He said the District needed to recommend a potential number of sites, and the Board should be ready to discuss the issues and come to some decision. He recommended that the Board not discuss this topic that evening, unless the Board members were ready to make some decisions.

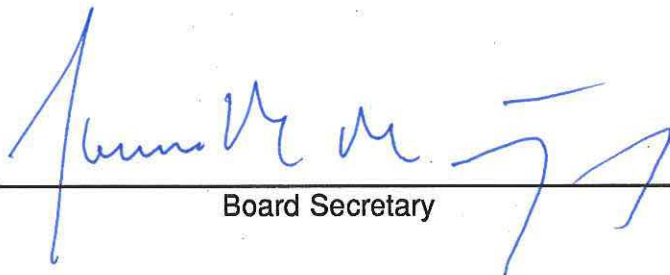
Mr. Brandt asked about cost estimates. Mr. Parks replied that some costs were available, but the Board needed total costs. He thought the Board needed time to discuss the sites one at a time and eliminate 90 percent of the potential sites.

Mr. Parks also thought the Board should wait to hold any further discussions until the new Board member was officially confirmed. Since Mr. Billings would be involved in the final decision on the Eugene Station, Mr. Parks thought he should be involved in the process as soon as possible.

Mr. Brandt asked if the Board needed to hold the Executive Session that was on the agenda. Ms. Loobey said it was not; staff had planned to talk about property values, and did not want those to be part of the public discussion, but those were only part of the total costs.

Mr. Herzberg asked if a work session could be scheduled so the Board could complete this discussion. Ms. Calvert agreed that this would be best. Mr. Brandt said there had been a lot of discussions at the committee level, and the key was not to get frustrated and make decisions just to be making decisions. He thought it made sense to wait for the new Board member, since the Board seemed to be at a new starting point. The downtown mall streets were not to be reopened, and that had been an issue previously. It was agreed that a special work session would be held in July or August.

ADJOURNMENT: Mr. Brandt moved that the meeting be adjourned. Mr. Herzberg seconded the motion, and the meeting was unanimously adjourned at 9:10 p.m.


Board Secretary