

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, January 15, 1992

Pursuant to notice given to *The Register-Guard* for publication on January 9, 1992, 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, January 15, 1992, at 7:30 p.m. in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Jack Billings
Peter Brandt, Treasurer
Janet Calvert
Tammy Fitch, Vice President
Patricia Hocken
Thomas Montgomery, Secretary
Keith Parks, President, presiding
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

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

AUDIENCE PARTICIPATION: Mr. Parks asked for participation from the audience on topics other than the Americans with Disabilities Act draft plan and the LCC group pass, which would both be discussed later during the meeting. Jeanne Benson, Director of Catholic Community Services, thanked the Board and staff for their ongoing consideration of transportation needs for very low income people.

Keith MacKay, of Eugene, said he was representing the Pacific Northwest District of Circle K International, a non-profit service organization sponsored by Kiwanis International. He said his group would be hosting a district convention at the Valley River Inn, involving 200 participants. The participants would need transportation from Valley River Inn to the Lane Ice Rink. He wondered if it would be possible for the District to donate service, or to work out a way to charter service for the group. He said he had called staff and was told that LTD was not providing charter service at that time, due to a legal stipulation, and that he would need to ask the Board if he wanted donated service. Mr. Parks asked Mr. MacKay if Circle K was considering paying for any of the service. Mr. MacKay replied that, if possible, they would like to have the service donated. Ms. Loobey asked Mr. MacKay to call her the following day to discuss his request in more detail.

There was no other audience participation at this time.

EMPLOYEE OF THE MONTH: Mr. Parks introduced the December 1991 Employee of the Month, Bus Operator Loyal Heath, who was hired on March 25, 1974, and had previously

been chosen as Employee of the Month in April 1985. Mr. Heath had excellent attendance and safety records, receiving his 16-year safe driving award in March 1991. He was nominated by a customer who said that Mr. Heath has a very professional attitude on the route, is patient with those who need patience, and is an all-around good worker.

Mr. Parks next introduced the January 1992 Employee of the Month, Bus Operator Hai Nguyen, who was hired on August 15, 1977. Mr. Nguyen also had excellent attendance and safety records, having earned his 12-year safe driving award. He was nominated by a customer who said that Mr. Nguyen is very pleasant, polite, helpful, and a very careful bus driver. She explained that she used a cane, and that Mr. Nguyen was extra careful when she boarded and left the bus.

MOTION **APPROVAL OF MINUTES:** Ms. Hocken moved that the minutes of the December 18, 1991, work session and regular Board meeting be approved as distributed. Mr. Billings
VOTE seconded the motion, and the minutes were approved by unanimous vote.

AMERICANS WITH DISABILITIES ACT PARATRANSIT PLAN:

Staff Presentation: Micki Kaplan, LTD Transit Planner, called the Board's attention to page 19 of the agenda packet for that evening. She explained that the full Draft Paratransit Plan had been distributed in December. Additional copies were available, and an Executive Summary was included in this agenda packet for the Board's review. The most significant requirement of the Americans with Disabilities Act (ADA) was that transit districts were required to provide lift-equipped fixed-route service plus comparable paratransit service. Under the ADA, LTD was required to submit a paratransit plan to the Federal Transit Administration (FTA--formerly the Urban Mass Transportation Administration, or UMTA) by January 27, 1992. The plan had to outline how LTD would comply with the ADA paratransit service requirements, and be developed with input from persons with disabilities. A public hearing on the draft plan was also required.

Ms. Kaplan explained that LTD's plan was developed in conjunction with the Lane Council of Governments (L-COG), and introduced L-COG employee Terry Parker, who managed the Dial-a-Ride service on behalf of LTD. The plan was also developed with input from a Special Transportation Plan Advisory Committee. Ms. Kaplan introduced Committee Co-Chair Dave Kleger. Information on the plan was developed and distributed to the public, revisions were made, and a public hearing was held December 17. The Lane Council of Governments was also required to take action on LTD's ADA Paratransit Plan, which was scheduled for L-COG's January 23 board meeting.

Minutes from the December 17 public hearing and other testimony were included in the January 15 agenda packet for the Board's information. Ms. Kaplan said that most of the comments were generally supportive. One letter from an LTD employee expressed concerns about some of the ADA's fixed-route policies, which did not actually pertain to the paratransit plan. Six persons attended the public hearing and provided helpful input regarding issues LTD will be faced with in the future regarding Dial-a-Ride, such as a new paratransit fare structure and eligibility.

Ms. Kaplan briefly summarized some of the major elements in the plan. Expansion of Dial-a-Ride to comply with the ADA requirements would add approximately \$320,000 to \$600,000 in annual costs. The ADA may allow LTD up to five years to phase in the service expansion, in order to lessen the financial burden on LTD. Staff expected to reach full compliance by fiscal year 1994-95. However, if demand for service is high, it could take LTD up to five years, or until 1996-97, to reach compliance. Last spring, the Board budgeted \$87,000 for the first phase of ADA expansion, which was scheduled to begin in February 1992.

With adoption of the Plan, LTD's policy on paratransit service, adopted in the late 1970s, would be modified to reflect LTD's commitment to the Americans with Disabilities Act. The current policy stated, "LTD has a responsibility to participate with other public agencies in the continued funding of some form of curb-to-curb service for those disabled who cannot use accessible fixed-route service." With adoption of the ADA Paratransit Plan, current policy would be changed to read, "LTD is committed to the successful implementation of a curb-to-curb paratransit service for persons who, due to their disabilities, cannot use the fixed-route bus service."

Ms. Kaplan said that staff were requesting that the Board take final action to approve the Plan that evening.

Mr. Billings asked if the regulations to support the legislation were complete or being developed. Ms. Kaplan said that the transportation portion of the regulations was complete, but there were some other areas that might not be. The regulations related to eligibility were issued in October 1991 by the Department of Transportation. LTD could phase in some of the transportation requirements, including eligibility, but planned to meet the eligibility requirements by the summer of 1992.

Ms. Fitch commented that staff and the Committee had done a good job, and the Plan was well written.

Public Hearing on LTD's American with Disabilities Act Paratransit Plan:

(1) Dave Kleger, of Eugene, introduced himself as the Chairman of the planning committee working with LTD and L-COG staff on this effort. He said he wanted to communicate to the Board the strong support of the Specialized Transportation Fund Advisory Committee and the planning subcommittee for this ADA compliance plan. The committee members believed it to be a good one, and as far as they could tell, it met the terms specified in the law. He said it moved just about as fast as the District had the means to move to comply with the ADA, and gave the District some room to adjust as they learned what they were doing. On the whole, he said, he thought the Plan was going to work. He also expressed his appreciation for the actions of the LTD Board over many, many years, without pressure of law, which made complying with the ADA and writing the ADA Paratransit Plan a great deal easier than it might have been. He also expressed appreciation to General Manager Phyllis Loobey and the staff for hundreds of hours of work on what had not been an easy job. He thought some changes might have to be made later, but that those changes probably would not be extensive.

(2) Adele Jones stated that she was a fairly new Dial-a-Ride rider, having ridden for approximately six months, and was very appreciative of the courtesy she received in the office when she called and the courtesy of the drivers. She said she was thankful that she could go places without having to depend on friends and neighbors all the time. She said it was a wonderful system, and she hoped it would continue and do well.

(3) Margaret Gwelt said she was legally blind and could not really go anywhere on her own. Dial-a-Ride had given her the privilege of going to the doctor, appointments, and other places. She said she appreciated it very much. She also explained what it was like for her to be on the LTD regular schedule. She said she had to have someone with her, and they were the people who would try to strap her chair in the bus, but there were only two straps that went around the arm of the chair, which did not tighten. She said some of the drivers had a "heavy foot," starting out fast and stopping fast, and she ended up out in the aisle. She said that was another reason that she was thankful for Dial-a-Ride service during the day, and looked forward to evening and weekend service.

(4) Olga Morrison said she had been using Dial-a-Ride for about four months. She said she was visually impaired and unable to follow the printed materials. She understood that the District was considering a measure to extend Dial-a-Ride service, and asked to have that explained.

Mr. Parks replied that LTD's ADA Paratransit Plan would bring LTD in conformance with the Americans with Disabilities Act passed by Congress, and was a five-year plan toward conformance. Additions of service in February would be LTD's first step toward compliance.

(5) Don Woodward of Eugene asked about evening and weekend service. He said he was an aide for someone with Multiple Sclerosis, and that he worries about her, but feels that she will get where she is going safely when she rides Dial-a-Ride.

Staff replied that Dial-a-Ride service would be expanded to evenings and weekends. Beginning in February, weekday service hours would be extended to 8:30 p.m. On Friday night, new service would go to 10:30 p.m., and on Saturdays, when there currently was not service, service would be offered from 10:30 a.m. until 8:30 p.m.

(6) Someone in the audience asked about Sunday service. Ms. Kaplan replied that Sunday service would be phased in later, in about a year and a half. Angie Sifuentez, LTD Marketing Representative, said that a mailing would be sent to all current Dial-a-Ride customers to explain the schedule and other changes. This information would be sent in large print; if it was not large enough for someone, Ms. Sifuentez requested that the customer call her. The information would also be available on cassette tape.

(7) A woman in the audience asked if Dial-a-Ride would be willing to take her husband, who had seizures all the time and needed to have someone go with him, and said that riding Dial-a-Ride was very helpful to her.

Ms. Kaplan replied that a Dial-a-Ride customer could take a family member or friend along, according to the new rules. Ms. Sifuentez added that a lot of details and information

about the service expansion would be sent to Dial-a-Ride customers in the near future, and would be available on tape if requested.

(8) Don Perry stated that Dial-a-Ride was set up basically for people with physical disabilities which made it difficult for them to ride the bus. He asked why he would not qualify for Dial-a-Ride, since he had seizures all the time, so that he could ride without his wife, who was certified to ride Dial-a-Ride.

Ms. Kaplan replied that the details" of eligibility had not yet been determined, but that his disability did not necessarily qualify him for Dial-a-Ride, because he could use the LTD fixed-route bus. Basically, paratransit was for people with functional impairments who could not ride the fixed-route service. She said the eligibility criteria would be determined during the coming spring, and invited Mr. Perry to participate in that process if he wished.

(9) A woman in the audience offered an explanation from her own experience, saying that a person she knows who has seizures explained to her that she believed she could not qualify for Dial-a-Ride because she was able to walk and ride a bicycle, so therefore could ride the fixed route.

Closure of Public Hearing: There was no further testimony from the audience, and Mr. Parks closed the public hearing.

MOTION **Board Deliberation and Decision:** Ms. Fitch moved that the Board approve the LTD Americans with Disabilities Act Paratransit Plan. Ms. Calvert seconded the motion.

Mr. Billings expressed his appreciation to Ms. Kaplan and Ms. Parker for their hard work on this plan.

VOTE With no further discussion, the motion to approve the LTD ADA Paratransit Plan passed by unanimous vote.

LCC GROUP PASS PROGRAM: This informational item was brought forward on the agenda for the convenience of LCC representatives who were present.

(1) **Staff Presentation:** Ed Bergeron, Marketing Administrator, told the Board that staff had been working with Lane Community College staff and student leaders for almost two years to establish a workable group pass plan for the college. He said that LCC was a huge organization with complex needs, and that LTD would continue to work with LCC to adopt a plan that would meet LTD's resource needs and also the needs of LCC. Three representatives from LCC were present to talk to the Board.

(2) **LCC Request:** (a) Bob Marshall, Vice President of Student Services at LCC, said he was there both to provide information to the Board and ask for their help. He said he would like to see the Board direct staff to continue to work with LCC to find a way to come back to the Board with a proposal agreeable to both LTD and LCC. He said that LCC's President, Dr. Moskus, was concerned and would like to have LCC be part of the Group Pass Program.

He said he thought LTD and LCC were willing to work toward the same goals, and hoped the Board would help them.

(b) Vincent Jones, a representative from LCC student government, said he wanted to exemplify the needs of the student population, and that there was a lot of consensus on the part of the students to obtain an equitable bus pass program. He stated that 90 percent of those going to LCC were residents in LTD's district, and LCC also had a strong working community, with 60 percent of its students working locally. The students chose LCC because of the attractive low cost, and because costs were a resounding call that student government heard from students over and over, LCC representatives were coming before the Board that evening. Mr. Jones stated that one of the less attractive features of LCC was its location, which required some form of transportation.

Mr. Jones said that LCC and LTD were in agreement on the issue of whether a group pass was needed, and an equitable group pass went along with some of the issues LTD was working on, such as Goal 12, the transportation component of the LCDC Rule. LTD had a vested interest in cutting down on traffic and pollution, and having fewer cars traveling to the college's parking lot. Mr. Jones said that LCC was asking the Board to allow staff the flexibility within its Group Pass Policy to arrive at a different percentage to be charged to LCC.

(c) Martin Lewis explained that he was a former LCC Board member; he was working with LCC as an exit project from the University of Oregon, and had been a part of team working to set up of the UO Group Pass Program. He said that all three of the LCC representatives would be happy to answer questions from the Board.

Mr. Bergeron said that staff would continue to work with LCC and unless LTD and LCC could reach an agreement within the context of the Board-adopted policy, they would come back to the Board at a later date.

Mr. Parks said that LTD staff and LCC should keep in mind that it was quite a process to develop the policy, and any changes may have an effect on other group pass programs. He said the Board was concerned that the District at least be reimbursed for its costs, and that it was building an additional load for itself at a figure below the going rate, and had worked the policy over several times.

Ms. Calvert said that one of the concerns was that the District began sizing its service to accommodate the number of riders in the group pass programs, and then if one or some of the programs decided not to continue, the District would have made quite a capital investment.

Mr. Brandt asked if cost were the only problem between LTD and LCC. Mr. Bergeron replied that it came down to cost, to the students at LCC. Mr. Marshall said the issue was primarily cost. He said he thought the institution was willing to work out a long-term agreement rather than have the program subject to yearly votes.

Ms. Hocken said she understood that one of the key financial elements was that LCC did not pay the payroll tax. However, Mr. Marshall said he thought it had to do more with mileage and routes than with the payroll tax.

Mr. Parks asked if the college had concrete figures for enrollment. Mr. Marshall said those figures had been refined, and LCC felt comfortable with them. He said that was not what was keeping LCC and LTD apart. Mr. Montgomery thought that the Board should let the staff and LCC continue their discussion until they could put something on the table that the Board could say yes or no to. Ms. Hocken wondered if the Board should give staff direction for a time limit. Mr. Parks said that the negotiations with the University of Oregon had taken a long time, because first they had to want to do it, then they had to feel they could do it, and then it had to be approved through a democratic process, and then the student government changed and set the process back a bit. He thought staff and LCC should continue to negotiate, and said he was surprised that LCC was asking for the Board's help when the District had been trying to do this for a year or so.

Mr. Bergeron said that the real issue was that LCC and LTD had not been able to come to an agreement within the context of the current policies. With the Board's permission, he said, staff would continue to negotiate with LCC and possibly come back with an agreement that may fall short of the original contract.

DISCOUNT TOKEN PROGRAM: Ms. Loobey explained that over a number of years, the District had been approached for discount fares. Transportation is one of the most vital necessities for work, etc., but the poor people in the community did not necessarily have the same access to transportation, so the social service agencies in the community had a burden to provide them with that access. Those agencies, in turn, came to the Board with requests for free or discounted service. Staff had set up a program three or four years ago to provide \$300 in tokens per month to United Way, the dedicated agency to allow equitable distribution of tokens. United Way chose Catholic Community Services to distribute the tokens, and the demand was much greater than \$300 per month. The social service programs receiving the tokens ran out of them quickly.

Last year, staff suggested that they would try to ascertain the need and determine the best plan for the District. Angie Sifuentez, LTD Marketing Representative, surveyed social service agencies to determine the demand. Mr. Pangborn said that the demand was substantial, but it would not be fiscally responsible for LTD to provide free service to meet the entire need. Staff wanted to bring to the Board some options to address the need. Staff were proposing to continue the \$300 per month in free tokens, or \$3,600 annually, and to freeze that program at that level. In addition, staff recommended that the District allow social service agencies qualified through United Way to purchase tokens at a discount, which would ensure that the responsibility and value of the program would be shared. Staff also recommended a cap of \$15,000 annually. A report in the agenda packet explained the recommendation in more detail.

Mr. Pangborn said that the District's total receipts for passenger fares were more than \$2 million per year, so the Discount Token Program was a fairly small amount in terms of total revenues. Staff were unclear at that point whether the tokens would even be utilized fully

because many agencies had limited resources, and may not choose to reallocate those resources to participate. Mr. Pangborn said that staff would work with United Way on the distribution of tokens, to spread them throughout the community. LTD staff would not have to monitor the program; that would be done by United Way. Staff would assess the program in 12 months, and the Board could choose to continue it or drop it at that point.

Ms. Fitch asked when the program would be effective. Mr. Pangborn said it would take some time to set it up, but it could be done in the current fiscal year. Mr. Parks wondered who would set the standards for who would receive tokens. Mr. Pangborn said the tokens would be given to low income people to search for employment, housing, nutrition, and basic services such as the doctor or unemployment office. The District could not assure that the person would use the tokens for the stated purpose, but because other agencies would be paying for the tokens, they would have a vested interest in being sure the tokens were not squandered. Staff had also wondered whether the tokens would be given to people who were already using the bus, or to those who were walking and without other means of transportation.

Ms. Fitch said that she belonged to Soroptimists, which had been contacted by Brethren Housing for assistance because their supply of tokens did not make it through the month. The Soroptimists decided to donate \$50 per month to buy tokens. Ms. Fitch thought the proposed discount token program would help spread tokens out a little farther in the community.

Ms. Hocken asked if United Way would decide which agencies would receive how much money, or if LTD staff would be involved. Mr. Pangborn said LTD staff had been talking about allocating the tokens on a month-by-month basis, with United Way allocating to agencies a certain number per month, and reporting those amounts to LTD. The agencies would actually go to LTD to purchase the tokens in bulk, but United Way would decide which agencies would be eligible to buy them.

Ms. Sifuentez said staff were also suggesting that a limit be set on the number of tokens an agency could buy, with a cap of 120 tokens per month. That way, LTD would not run out of tokens at any one time.

Ms. Calvert asked if this program would work, and if the agencies felt they had the money to purchase discounted tokens. Ms. Sifuentez said her survey showed that government agencies would purchase the same amount as before, but social service agencies would buy more tokens with the same amount of money. Mr. Pangborn said that staff were not proposing to offer this program to government agencies.

Mr. Brandt asked if there would be an agreement that an agency would not sell the tokens for profit. Ms. Sifuentez said there would be a written agreement, and Mr. Pangborn added that agencies could be disqualified for an inappropriate use of the tokens.

Mr. Parks asked if United Way had agreed to manage the program. Mr. Pangborn said it had, because its agencies really needed this kind of program. Ms. Sifuentez said that United Way would not be using its allocations panel to determine eligibility. Rather, United Way would identify legitimate 503(c)(3) agencies, and the tokens would be used for housing, employment, nutritional, and health needs.

MOTION Ms. Calvert said she thought Ms. Sifuentez and staff had done a good job of arriving at a policy that was a difficult one to arrive at. She thought the District should move forward with it; the Board knew the need was there, and should see how the program worked. She moved that the Board approve the Discount Token Program as presented in the agenda packet. Ms. Fitch seconded the motion. Mr. Parks said he would like to have staff keep the Board informed of what was occurring with this program. He said it was truly a social service problem, and he didn't think the District's charter provided for this sort of program. Ms. Calvert said that might be true, but the District was also mandated to provide discounted service for the elderly and persons with disabilities. There was some discussion about the details and management of the program. Mr. Pangborn said staff could work on the details with United Way, and before implementation could report back to the Board.

Mr. Brandt said he would venture to guess that this program would not cost the District \$15,000 per year because the people who received the tokens would not have been riding anyway, and the District would not be adding service. He said there was a potential for lost revenue, but not very much.

VOTE Mr. Brandt called for the question, and the motion carried by unanimous vote.

Mr. Parks called a five-minute recess, and the Board returned at 8:30 p.m.

CENTRAL AREA TRANSPORTATION STUDY (CATS) PRELIMINARY DISCUSSION

PAPER: Planning Administrator Stefano Viggiano handed out an updated version of the discussion paper. The CATS boundaries were shown on page 2 of the discussion paper. The purpose of the Preliminary Discussion Paper was to put the ideas of the Citizen Advisory Committee before the public for comment. The paper had been distributed to approximately 500 people who had expressed an interest, and discussed at meetings with various groups. Next, the committee would go through the comments and decide whether they wanted to include these issues in the final plan.

Mr. Viggiano discussed strategies and concepts on page 6 of the paper. Included was a discussion of land use to encourage increased density and development. Staff suggested that this was a good strategy for the community. Also discussed was transit-oriented development, which was a new term taken from the LCDC Transportation Rule, calling for fairly high-density development along higher-traveled transit corridors. Staff suggested that the community should make sure that high-density development would occur along areas that transit could serve.

The paper also included discussion of a circulator shuttle bus in downtown Eugene. Staff needed time to investigate this issue and determine whether it made sense for the community. Staff were suggesting that the Board support an investigation into this issue. Ms. Hocken asked who was supposed to pay for the free fares. Mr. Viggiano said that question had not been answered, and he hoped it would be addressed as part of the investigation. He said there was some idea that the merchants' association would help pay for it. The fares were a small part of the cost; capital expenditures and ongoing operational expenses would be more significant costs.

Ms. Hocken said she did not think people would travel as far as Autzen Stadium and then ride the bus, after they had already made two-thirds of their trip to downtown. Ms. Fitch said she thought LTD was making some headway on that issue at the CATS meetings. She said that staff did an excellent job of bringing up how many park and ride locations the District already had, and the fact that if their destinations were close to the park and ride locations, once they were in their cars, people would go to their destinations.

Mr. Parks thought that parking costs downtown needed to be much higher, so people would choose to ride the bus. Mr. Montgomery thought that if people did not have places to park, and parking cost too much, then they might use Autzen as a park and ride, if it took the same amount of time to take the bus as to drive downtown.

Mr. Viggiano commented that the goal of the downtown shuttle was not clear, whether it would circulate downtown or serve a park and ride location. Ms. Fitch said that ideas were that the shuttle should be "fuzzy, fun, and low-polluting," as well as frequent, with a shuttle never out of site. Mr. Viggiano said that on a large loop, frequent service would be very expensive. Mr. Brandt said the District should be sure to tell the CATS committee how unworkable these ideas were, and find out how they planned to pay for such a shuttle. He said he would not spend any staff time on the shuttle issue, because there was no money in the budget for it. Mr. Viggiano said the City was doing most of the research, which he thought would not be very time-consuming. Ms. Calvert said that if the District was ever going to get to the place where it had a park and ride to downtown, then it would also need to provide a way for people to get around while they were downtown or in the University area. Ms. Hocken said that it was currently possible to get from the UO to downtown every 15 minutes, on a trip that took only five minutes. Mr. Viggiano explained that the District used to have a UO/5th Street shuttle, but found it was operating like a regular route, with transfers. Since it was duplicating service already offered to the UO, the shuttle was discontinued a year ago, and 5th Street and the Campbell Center now have half-hour service. He said that shuttles worked in some places and not in others, and it would be difficult to predict the demand for this type of service because the District did not have a lot of experience with it.

Ms. Hocken asked if it would be appropriate to suggest to people purposing this that they should do a survey and get a handle on how many people would ride. She thought that walking six to eight blocks from downtown to 5th Street did not seem like a problem to her, so wondered why people would wait for a bus. Mr. Billings said he would have some reservations about LTD having too much of a commitment to a study on ridership and use that it did not develop. He also thought that a bus every five to seven minutes seemed a bit out of the question.

Ms. Calvert said she would like to not get hung up on the shuttle idea, because there were some other significant issues in the document, including parking. The City currently required a minimum number of parking spaces, and she would like to have a maximum number, instead.

Mr. Viggiano pointed out that on page 8 of the discussion paper the idea of compensating for the fact that parking away from downtown was cheaper than parking

downtown was presented. He said it was not clear how that might happen, but the idea had at least been put forward.

Ms. Hocken thought that the District's requests for investigation should be phrased that there was a lot of skepticism; stating that if the committee thought the idea had merit, the District could possibly go along with further investigation, but the Board did not believe it to be a viable alternative. Mr. Parks wondered what happened if the Board approved the discussion paper. Mr. Viggiano explained that it was just ideas at that point, and that Board approval was not requested. It would be discussed by the Citizen Advisory Committee, and then put into the refinement plan for approval. He said that there were policies in the TransPlan that had never been implemented. The document would not bind the City Council to change the parking code, but it could set in motion a process to accomplish the change. He explained that the discussion paper issues would set policy, and approval by the City Council would mean that the Council approved the ideas, and they would direct staff to write the language.

Mr. Viggiano said that "non-polluting vehicles on streets," as found on page 8, meant that those streets would be open to any non-polluting vehicle, such as bicycles, electric cars, etc.

Mr. Billings asked what direction Ms. Fitch, the Board's CATS representative, would like to have. She replied that a letter would be helpful, and would give her more support during discussions with the group. Mr. Parks suggested that the letter state that some of the ideas would be okay if others were willing to fund them, and that there were other ideas which the District was not willing to do. He thought the Board should go on the record telling the committee its position, and that it was faced with certain limitations about special interest work. Ms. Calvert thought the Board's biggest concern was about the shuttle. There were three other strategies under the transportation part, including the group pass program, which the Board was already dealing with; coordinating the CATS update with the downtown station and the Comprehensive Service Redesign; and installing bus turn-outs. Ms. Hocken asked who the bus turn-out was supposed to help. Mr. Viggiano said that turn-outs sometimes delay buses trying to get back into traffic, and that staff had pointed out that this was not a transit strategy. Director of Operations Tim Dallas said, however, that a lot of the accidents with LTD buses were from people running into the back of a bus stopped in traffic. In California, there is a state law that says automobiles have to yield to a bus trying to enter traffic. He said that perhaps turn-outs would be okay if there were an ordinance within the cities that cars had to yield to buses or be fined.

Ms. Fitch said that committee members had asked whether it would be feasible to look at offering group passes to areas such as the Citizen's Bank Building, if all the employers joined together. Mr. Viggiano said that the Group Pass Policy allows that kind of group pass program.

Ms. Calvert thought there were a couple of items under parking (page 8) which would be worthy of the Board's support. Changes to ensure access and/or adequate parking for transit and other alternative modes (6th bullet under Parking Strategies and Concepts) seemed to be a good idea; as well as modifying existing parking requirements (3rd and 5th bullets). However, she wasn't sure about the last one, regarding residential parking programs.

Ms. Hocken said she wasn't sure what problem the statement was trying to protect against. Mr. Viggiano said it referred to the east campus area of the University of Oregon.

Mr. Billings stated that the discussion paper included six land use strategies, 4 transit strategies, eight for bicycles and pedestrians, seven for parking, four for alternative modes, and three for streets. He thought that some may have intentions or understandings that might not be clear from a reading of the item in a discussion paper. He wondered if the Board should just charge Ms. Fitch and Mr. Viggiano to draft a response to the discussion paper. If it were needed before it could be an action item at the February Board meeting, then approval could be delegated to the Board President. He said he was prepared to delegate some responsibility, and that the Board members had given some direction and input. Mr. Parks said he thought the discussion paper strategies would be modified a couple of dozen times. Mr. Viggiano said that the draft letter could be brought to the Board for approval. Ms. Calvert echoed Mr. Billings' suggestion that staff draft a response, since Ms. Fitch asked for some support and direction to take to the meetings.

Mr. Billings said he would be happy to see the letter after it went to the CATS committee. Mr. Brandt said, however, that he was not in favor of a letter from the Board, and would like to see it first. He said he did not want to be connected with the document, because it had a lot of serious ramifications. Ms. Hocken said she did not envision a sweeping statement about the entire document; rather, she thought the Board should comment on those issues in the document that deal with transportation. Mr. Brandt agreed with commenting on only those which deal with transportation issues. It was decided that staff would draft a letter for Ms. Fitch's review and then bring it to the Board.

Ms. Hocken commented that changes in the parking requirements from a minimum number of spaces to a maximum number were just what the District needed in order to develop a new downtown Eugene transit station, so the Board should support that kind of change.

FEDERAL LOBBYING AGENDA: Ms. Loobey explained that annually since 1989 there had been a "United Front" that has talked with the Oregon delegation regarding federal funding and programs of importance to the community. LTD had been part of that, and the process had worked very well. The United Front was preparing for a trip to Washington, D.C. in February. The group included representatives from the City of Eugene, Eugene Water and Electric Board, the University of Oregon, the City of Springfield, School District 4J, Lane Community College, and LTD. The elements that affected LTD, including funding for the next bus purchase and the Eugene Station, were listed on page 43 of the agenda packet. Trap oxidizers were included not because LTD was going to ask for funding, but to let the Congressional delegation know that the District would ask for funding for those strategies which would reduce airborne particulates. She said that staff may be talking with managers of other public fleets to determine if LTD should try a demonstration project.

Ms. Loobey said that in some cases an elected official would go with the contingent of staff. Roger Rutan had been a key person on airport funding since 1989, so had participated in these lobbying efforts. There were usually between 12 and 14 people in the contingent.

Ms. Loobey asked the Board to approve the LTD element of the federal lobbying agenda. She explained that the other elements were for other participants to approve, but the program is presented as one item to the entire Oregon delegation. She said that the Oregon delegation had commented more than once that it was nice to gain an understanding all at one time of the kind of assistance that was being requested of them.

MOTION

Ms. Fitch moved that the LTD elements of the draft federal agenda be approved as presented on page 43 of the agenda packet. The motion was seconded. Mr. Billings said that LTD had not sent anyone from the Board to participate in the past, but it seemed to him that it was fairly helpful when the school board association sent board members in the past. He thought there was some benefit in the delegation having relationships with policy makers, and that the delegation members were appreciative of talking to someone who was not on the payroll. Also, he had the sense that when people such as Congressman DeFazio come back to meet in the community, it is helpful to have one of the policy makers he is familiar with to talk with. He said he was fine with the agenda, but wanted to see what the other Board members thought about the idea of sending a representative with the contingent.

Mr. Brandt asked Ms. Loobey what she thought of the idea. She said she thought it could be beneficial; there was something about the "clout" of an elected or appointed board member when talking with the Congressional delegation. She said Roger Rutan's efforts in arguing for funding were very effective. Staff were there to answer the technical questions, but having an elected official there was very well received, especially since Mr. Rutan had done his homework and understood the needs of the program, and effectively carried that to the delegation. He also built a relationship with key staff as well as with the delegation.

Mr. Brandt asked who had gone in the past. Ms. Loobey said she had represented LTD in the past. For the City of Eugene, there were maybe the Mayor and one or two City Council members, the Governmental Affairs staff, and the City Manager. The UO had sent an administrator, but no one from the Oregon State System of Higher Education Board had participated. School Board members from 4J had attended with key staff.

Mr. Brandt asked about the trip's length. Ms. Loobey said that the contingent arrived in Washington, D.C., on Sunday and had meetings on Monday and Tuesday, including breakfast with the delegation, and individual visits or conferences on specific agenda items. A reception was usually held, and people such as the Administrator of the FTA (formerly UMTA) routinely attended. Ms. Loobey said she had been able to talk with him each time. Key staff from the appropriations committee and other subject areas, such as the DEQ, HUD, etc., also attended the reception.

Ms. Loobey said that staff were in the process of making reservations for airlines and hotel accommodations, so would need to know soon if a Board member were interested in participating. Mr. Brandt said he did not want to go, but someone else might. He said it might be worthwhile, adding that the District always seemed to get what it wanted, possibly because Ms. Loobey does such an excellent job. Mr. Parks said he had no objection to a Board member going, but he did not want to go. Mr. Billings said he would be interested in talking with Ms. Loobey about the trap oxidizers, and the possibility of an opportunity to make some

inroads. He said a board member might not have an impact on funding for new buses, but that he would like to talk with Ms. Loobey about whether or not this was a good opportunity.

Ms. Loobey said it was not automatic that the District would receive the funding for new buses because Section 3 funds were discretionary, and for the last three bus purchases, the District had asked for help from the Congressional delegation. Mr. Parks said it was helpful to know people and work with them in an ongoing relationship.

AMEND Mr. Brandt said he would not mind if Mr. Billings wanted to talk with Ms. Loobey to determine if his participation would be helpful. He asked to incorporate into the main motion that a Board member participate on the federal lobbying trip if it is deemed to be helpful. The VOTE amendment to the main motion was seconded, and approved by unanimous vote. The vote VOTE on the main motion also carried unanimously.

ITEMS FOR INFORMATION AT THIS MEETING:

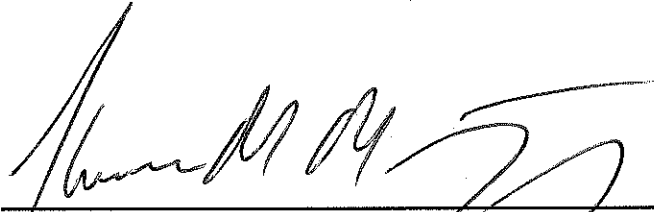
Deferred Compensation: Ms. Loobey explained that staff were still investigating the Board's fiduciary responsibility regarding the selection of a deferred compensation carrier.

Salaried Employee Trust: Ms. Loobey stated that the trust's earnings for the year-to-date for 1991 were 15.4 percent, better than Moody's or Standard and Poor.

Annual Employee Banquet: Ms. Loobey told the Board members that they would be receiving invitations to the Annual Employee Awards Banquet, being held on Sunday, February 16, at the Springfield Red Lion.

ADJOURNMENT: Ms. Loobey suggested that the Board adjourn to a work session on Wednesday, February 12. Mr. Parks suggested a two-hour limit for the meeting. He asked that when staff were anticipating a 40-minute public hearing they try to keep the rest of the agenda down, if possible.

MOTION Ms. Fitch moved that the meeting be adjourned to Wednesday, February 12, 1992, for a dinner meeting beginning at 5:30 p.m. The motion was seconded, and the meeting was VOTE unanimously adjourned.


Board Secretary