

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, May 19, 1993

Pursuant to notice given to *The Register-Guard* for publication on May 13, 1993, 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, May 19, 1993, at 7:30 p.m. in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

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

Absent: Peter Brandt, Treasurer

CALL TO ORDER: The meeting was called to order at 7:30 p.m. Ms. Fitch and Mr. Montgomery were not yet present.

CONSENT CALENDAR: The May 19, 1993, Consent Calendar included approval of the minutes of the April 21, 1993, regular meeting and the April 28, 1993, adjourned meeting; approval of a Resolution Concerning the Sale of Former LTD Operations Facility; approval of a Resolution Revising DBE Policies and DBE Affirmative Action Program; approval of Special Transportation Five-Year Capital Plan; and appointment of Ms. Vicki Jack to STF Advisory Committee. Mr. Billings moved approval of the Consent Calendar for May 19, 1993. The motion was seconded by Ms. Calvert, and carried unanimously.

SECOND READING AND ADOPTION, FIRST AMENDED ORDINANCE NO. 35, AN ORDINANCE SETTING FARES FOR USE OF DISTRICT SERVICES: Ms. Hocken moved that First Amended Ordinance No. 35 be read by title only. Mr. Billings seconded, and the motion carried by unanimous vote. Mr. Parks read the title, "Lane Transit District First Amended Ordinance No. 35, an Ordinance Setting Fares for Use of District Services."

Ms. Calvert moved that the Board adopt First Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services, effective July 1, 1993. Ms. Hocken seconded the motion, and the ordinance was adopted by unanimous vote. Ms. Fitch and Mr. Montgomery were not present during the vote.

Mr. Montgomery arrived at 7:35 p.m.

EMPLOYEE OF THE MONTH: Mr. Parks introduced the May Employee of the Month, Inventory Technician Carline Stratton. Ms. Stratton was hired on December 18, 1978, and recently received awards for 14 years' no time loss and excellent attendance. She was nominated by a co-worker, who said that Ms. Stratton is a valuable and appreciated member of the parts section, performing some special duties that demonstrate her expertise, as well as serving on the District's Banquet and Take Care committees for the past several years. When asked what made Ms. Stratton a good employee, Inventory Supervisor Jim Walline said that she was a highly productive member of the parts section who could be counted on to perform her duties in an efficient and professional manner, and who also made District-wide contributions by participating on various committees, as her fine job on the last Banquet Committee.

Mr. Parks presented Ms. Stratton with her certificate and check and thanked her for her efforts. Mr. Billings and Mr. Parks commented that the last employee awards banquet was very well done and very nice.

Ms. Fitch arrived at this point in the meeting.

LTD LEGISLATIVE AGENDA: Ms. Loobey said that the binding interest arbitration bill, Senate Bill 429, and the subcontracting bill, Senate Bill 430, both requested by the Amalgamated Transit Union (ATU), were combined and received a Do Pass from the Senate labor and Government Operations committee. House Joint Resolution (HJR) 7 would allow the use of vehicle registration fees for purposes other than road and highway programs, so those funds could be used for transit. If this constitutional amendment passed, vehicle registration fees would be increased by \$20 in 1995, to be used for transit statewide. The proceeds for LTD would be about \$5 million. There was strong support in the House subcommittee for this measure, which had taken the place of the tire and battery tax proposal that the LTD Board previously had supported. Ms. Loobey explained that polling throughout the state indicated that there was much stronger support for vehicle registration fees than for a tire and battery tax. The House Revenue Subcommittee had not yet held hearings, but that was expected to occur soon. The Association of Oregon Cities supported HJR 7. Consumers and business groups had not yet supported the Transportation '93 proposals, but did support funds for transit. Senate Bills 614 and 616 were initiatives requested by LTD. They were incorrectly assigned to the Senate Judiciary Committee and were sent back for reassignment to Senate Labor and Government Operations.

Ms. Fitch asked if Ms. Loobey anticipated that hearings would be held on these bills, especially HJR 7, prior to discussion of a statewide sales tax. Ms. Loobey replied that it was not yet known when the House Revenue Subcommittee would hold hearings. She anticipated that action would be taken, but the legislature could be in session until September or October.

Ms. Calvert asked if the vehicle registration fee was restricted to transit. Ms. Loobey explained that if there is a transit district or transportation district in a county, the county would be the pass-through agency, and funds would be apportioned according to the number of vehicles registered within the service area. The balance would be distributed through the county for transportation purposes, first for elderly and handicapped services. If there were funds left over, the county could use those funds for any transportation purposes, including

roads. If there were a dispute for any reason about how the money would be spent, the appeal process would be through the Oregon Department of Transportation Commission. She added that about 87 percent of the registered vehicles in Lane County were in LTD's service area. Therefore, 87 percent of the money that would be distributed to Lane County would go to LTD. This would equal about \$5 million. At a later time, the Board would need to discuss service to rural areas. If rural areas were paying the vehicle registration fee with a primary use for transit, they might ask to have service, possibly even by contracting for transit service. However, this funding was totally dependent upon the passing of HJR 7. Ms. Loobey said she expected that a statewide committee would be set up to support passage of the measure. Over 50 percent of those surveyed by Tri-Met said they supported measures to cut down on pollution, and would pay for such a program.

MOTION Ms. Fitch moved that the Board support HJR 7 and HB 2416, and that staff be instructed
VOTE to work toward the passage of these two bills. Mr. Billing seconded, and the motion carried by unanimous vote.

Ms. Calvert said she assumed that Ms. Loobey would continue to work in the House regarding the binding interest arbitration bill. Ms. Loobey said that she would. Ms. Fitch asked if the Board members should make any contacts. Ms. Loobey said they might be asked to. She added that it would be a contradiction of some magnitude for the House to support this bill, since the public employee union had made such a strong push to settle at the table and not within the legislative body.

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports: Ms. Calvert asked about the high-speed rail demonstration run. Ms. Loobey said it was programmed to be in Eugene on July 8. It would have tilt cars but not a tilt engine, because the manufacturer had not yet designed and manufactured a diesel tilt engine. The top speed for the demonstration would be 59 miles per hour, not the high speeds it would be capable of reaching with a tilt engine and different track. Ms. Loobey asked that Board members interested in taking a demonstration ride on July 8 contact staff as soon as possible.

Ms. Calvert said it was interesting that there were 200 rail crossings between Eugene and Portland that would have to be dealt with in some way, such as going under, or re-routing in smaller communities. The total cost within the state may be \$450 million, in federal and state money. So far, \$11.62 million in lottery funds had been set aside for the study. When built, the train should take care of approximately 16 percent of I-5 traffic at busy times.

Ms. Calvert said that the Oregon Department of Transportation (ODOT) had expressed no official position on the proposed Emerald Empire Rail Road, but had suggested that standard gauge would be more feasible and economical than 3/4 gauge, since everything would have to be custom-made for the smaller size. ODOT also said a greater ridership analysis was needed.

Ms. Calvert said that the Metropolitan Policy Committee (MPC) was to recommend projects for ODOT's 1995-2000 Transportation Improvement Program (TIP). For the past six

to eight years, local jurisdictions had submitted projects as part of a "United Front" effort. ODOT would then select some of the projects to be included in the TIP. Eventually, MPC would have to establish the priority of local projects. The organizational structure to do so was not yet set up, and MPC basically said that it wanted to develop a method. Ms. Loobey added that part of the dilemma was that members from the city said the MPC did not yet have the criteria to rank projects in the way ODOT had requested. Staff planned to develop the criteria and take the project list and criteria back to MPC for a decision on priorities. Ms. Calvert said that having MPC decide could mean that projects such as Highway 58 Improvements would be pitted against other projects in the county. Mr. Billings added that each jurisdiction represented on MPC has veto power; it takes at least one vote, out of two, from each jurisdiction to pass an issue.

Proposed Budget 1993-94: Ms. Loobey said that staff had heard a number of issues from the Budget Committee, and a memo responding to those issues was included on page 58 of the agenda packet. Ms. Loobey thought that it might be interesting to discuss with the Board staff's methodology for projecting ridership, counting customers, etc., in order to determine if the current fare policy needs to be adjusted, as well as how the budget is developed and how the Board would prefer that it be developed. These issues could be discussed at a special Board meeting or at the fall Board retreat.

Mr. Billings said he would like to see the evolution of the fare policy and ridership projection efforts, and how well the District is able to review its progress. Mr. Parks wondered if riders were asked if they saw the television advertisements, etc. Ed Bergeron, Marketing Administrator, replied that those kinds of questions have been asked from time to time in the Origin and Destination Survey, but most of the time have been asked in the community-wide Attitude and Awareness Survey, which was last done in 1988. Ms. Fitch thought that LTD was having more luck encouraging ridership in the younger age groups, and thought staff should check with other transit districts about age groups and who best to target.

Ms. Calvert said that the proposed public education campaign was not just to educate people to ride the bus, but to educate people regarding other forms of transit. Mr. Parks said that the basic governments were legally responsible to see that the Transportation Rule Implementation Plan (TRIP), the TransPlan, etc., were carried out, and if the District were to unilaterally advertize what others had adopted, there could be problems. He commented that LTD's advertising budget might be a "carrot" and others might want to join in. Ms. Loobey explained that the emphasis of the Lane Council of Governments (L-COG) series of meetings on TransPlan would be more on public involvement than public education, and the people who attended L-COG's first workshop were not from a broad section of the community. LTD and L-COG staff were planning to meet the next day to discuss the goals of these programs.

Ms. Hocken said that she would be most interested in the Board's examination of the budgetary practice of revenue and expense calculations. She said that currently budgets were put together and expenditures were generously estimated or over-estimated, so staff did not spend up to the budgeted amount, and a large amount was usually left over at the end of the year and transferred to the Capital Improvements Program (CIP). She thought it would be more realistic to estimate expenditures more closely, and to budget a more realistic transfer to the CIP. She added that the District would want to budget a large contingency fund if

budgeting were to be done this way. Ms. Loobey said that staff currently collect information about what it will take to maintain service, with an inflationary figure, and then see how much of that can be accomplished with available revenues. Staff are given an inflationary increase for their budgets. She did not believe that staff budgeted over-generously, but that they were very careful about what they spent during the year. During the budget process, costs are sometimes not known until later in the budget process, so staff would need to request an appropriate level of contingency if the budget process were changed. As an example, Ms. Loobey said that staff did not budget funds for snow and ice service, because it is not always necessary. When it becomes necessary, staff offer the appropriate service and make sure that those expenses do not make it difficult to meet the budget at the end of the year.

Ms. Calvert asked if the Board should discuss this before the fall retreat, or if there would be room on the retreat agenda for this discussion. Ms. Loobey said staff did not yet know about all the issues for the Board retreat, but would be happy to hold a dinner meeting after year-end closing and the audit. Staff did not want to jump into this discussion without time to prepare, but would need the Board's input before the next budget process began. She added that staff were contemplating holding the Board retreat earlier in the year, possibly in September, so would begin developing an agenda within the next couple of months. Ms. Fitch wondered if there would be Eugene Station issues to discuss at the retreat. Planning Administrator Stefano Viggiano explained that the draft Environmental Impact Statement (EIS) would be ready in late August, and there would be a 45-day public review period. After that, probably in October, staff would ask the Board to select its preferred site, but that would not be a final decision until the EIS is final. The Conditional Use Permit process would begin after the EIS. Mr. Parks asked if the Board would conduct the hearing on the EIS. Mr. Viggiano said he thought the hearing would be in front of the Board.

Ms. Hocken asked if the public education campaign was envisioned to start sooner than October, and if it should be on a faster time line than the rest of the budget questions. Ms. Loobey said that it was, and that staff would develop information for the Board sooner, especially if the District were working in concert with other local units of government. Ms. Calvert suggested a dinner meeting to discuss this one issue, and discussing the others at the retreat. Mr. Parks wondered if the public education campaign should be discussed before the Board adopted the budget in June, since it was unknown whether the Board would pass the budget as approved or move money around within the budget. Ms. Calvert said that the direction from the Budget Committee was that the budget would be approved as presented, but the Board would have review of the public education campaign afterward. Ms. Hocken said this was also her understanding. Ms. Loobey said that staff were very clear on the Budget Committee's and Board's wishes, and that this did not put a hold on marketing for regular service, such as the Rider's Digest. Ms. Calvert and Ms. Hocken agreed that this was correct.

Downtown Circulator Shuttle: Ms. Loobey said that staff had been invited to make a presentation on the shuttle study to the Eugene City Council at a work session on June 9. Staff would convey to the Council that the following conditions, either individually or in some combination, would be necessary to make the shuttle viable: an increase of 50 percent in downtown employment and/or activity level; a group pass program for downtown employees; a doubling of downtown residents; a doubling of downtown parking rates and a decrease in

parking availability; a more direct connection from Autzen Stadium (for the park and ride shuttle); and/or full development of the Riverfront Research Park.

Mr. Montgomery said he would be more comfortable if the statement were made that "some" of these conditions were necessary, rather than the statement that they could be met individually. He would prefer to say that a large chunk of these criteria would have to be satisfied for a shuttle to be considered viable, rather than individually. Ms. Calvert asked if there was any one thing that would make the shuttle viable. Mr. Viggiano said that some of the criteria would have a bigger impact than others, such as a 50 percent increase in employment. The intent was that these criteria could make a shuttle viable, and would trigger reconsideration of the shuttle; it would not be automatic. Ms. Hocken asked Mr. Viggiano to describe the group pass program for downtown employees. Mr. Viggiano said the group pass program would be made up of all downtown employees within a defined geographic area.

Eugene Station Update: Ms. Loobey said that staff previously had suggested a facilities committee to work on Eugene Station issues, as was done during the planning and construction of the Glenwood facility. That might include reviewing architect proposals, interviewing candidates, and making a recommendation to the full Board. Mr. Parks said he would want to make sure that the people on the committee would be on the LTD Board for the duration of the project.

Airport Service Study: Transit Planner Micki Kaplan said that LTD continued to receive a lot of requests for service to the airport, so a feasibility study was recently updated. She summarized the study's findings, as included in the agenda packet. She stated that there might be some value in providing a minimum level of commuter-oriented, peak-hour service, and said that staff would investigate this option as part of the FY 93-94 Annual Route Review. This would enable the Board to consider airport service in conjunction with other service requests.

Ms. Kaplan said it was her opinion that airport boarding data was not an accurate indicator of bus ridership, and that a highly-developed business area was necessary to generate enough ridership demand to make airport service productive. She thought that Highway 99 was not developed enough to create a high enough demand for service. In order to provide service to accommodate airline schedules, the District would have to run hourly service between 6:00 a.m. and 11:00 p.m. This would be very expensive, probably more than \$200,000 per year. It would be more realistic, she said, to provide commuter service, possibly four trips in the morning and four in the afternoon, built around people's work schedules, which probably would cost \$80,000 per year. If ridership demand increased, the service could eventually grow. As an example, she mentioned peak-hour service instituted on Amazon to the University several years ago that became so popular that it currently had 30-minute service.

Staff were recommending that airport service be evaluated in the spring of 1994 as part of the Annual Route Review process. If the service were successful, it could increase to a full-day route. At the worst, the District would lose some money but implement service with a high level of public support.

Ms. Hocken asked about considering service to the airport as part of Junction City/Veneta service. The objections to that option were that it would inconvenience existing customers and not be frequent enough. Ms. Calvert said that was a long route, anyway, and wasn't sure that five minutes in and out of the airport would make that much difference. Maybe the District would end up with more service to Junction City. She asked if new fares were being considered. Ms. Kaplan said that staff were trying to be creative in suggesting ways to generate new revenue. They were not necessarily advocating a higher fare for airport service; they were just exploring different options to address the questions they might receive from the public. If a higher fare were charged for airline customers, the farebox-to-operating cost ratio would improve. Ms. Hocken mentioned that under one scenario, the farebox-to-operating cost ratio was considerably higher than for the system as a whole. Ms. Kaplan cautioned that this information was based on a high estimate of a 4 percent modal split, which was very optimistic. If airport service were to be considered during the next Annual Route Review, it would undergo more careful study.

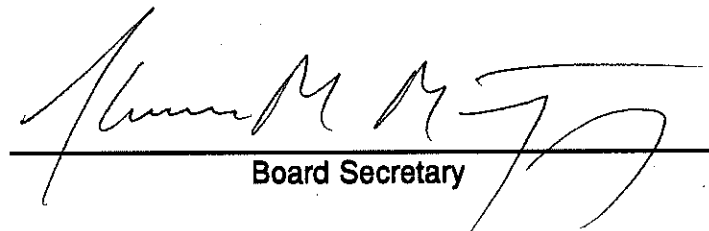
Ms. Fitch asked what percent of airport riders might be Lane Community College students and employees. Ms. Kaplan said that there were about 200 airport employees, and LCC students varied by school quarter and class schedule. Ms. Fitch thought that if LCC began a group pass program, this might be a way of implementing airport service as part of their cost to part of their extended campus.

Ms. Hocken thought that the idea of using existing hotel shuttles was a good one. Mr. Parks said that the City would lose revenue from taxi cabs if those riders began riding the bus. Ms. Fitch thanked Ms. Kaplan for a good study.

High-speed Rail Demonstration: Ms. Loobey asked Board members to let staff know if they were interested in riding the demonstration run of the high-speed train on July 8.

EXECUTIVE SESSION: Following a five-minute break, the Board unanimously moved into Executive Session pursuant to ORS 192.660(1)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Bob Hewett of Cascade Employers Association was present for this discussion with the Board.

REGULAR SESSION/ADJOURNMENT: The Board returned to regular session and the meeting was adjourned at 10:00 p.m.


Board Secretary