MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, March 16, 1994

Pursuant to notice given to The Register-Guard for publication on March 10, 1994, 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 (LTD) was held on Wednesday, March 16, 1994, at 7:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey
Rob Bennett
Steve Engel
Pat Hocken, President
Dave Kleger, Treasurer
Thomas Montgomery, Secretary
Phyllis Loobey, General Manager
Jennifer Self, Minutes Recorder

Absent: Tammy Fitch, Vice President

CALL TO ORDER: Ms. Hocken called the meeting to order.

AUDIENCE PARTICIPATION: There were no comments from the audience.

EMPLOYEE OF THE MONTH: Ms. Hocken introduced the March Employee of the Month, Robert Prine. She briefly reviewed his employment history and praised his exemplary duty as a bus driver by reading comments made by the customer who nominated him and by his supervisor. On behalf of LTD, she awarded Mr. Prine with a certificate, letter of congratulation, and an honorarium. Mr. Prine thanked the board and said that it was an honor to be singled out amidst all of the incredible LTD employees.

ITEMS FOR ACTION AT THIS MEETING

CONSENT CALENDAR

MOTION Mr. Montgomery moved, seconded by Mr. Bennett to approve the Consent Calendar of March 16, 1994, as presented. This included the approval of the February 16, 1994, work session minutes, the regular minutes from that date, and the appointment of Ted Reams to the STF Advisory Committee. The motion passed unanimously, 6:0.

VOTE

FY 1994-95 SERVICE IMPROVEMENTS

Staff Presentation: Planning Administrator Stefano Viggiano referred members to page 21 in the meeting packet and the following pages containing a summary table, written testimony from the general public, and the five-year service plan. He said that the Board was requested to approve the five-year service plan; in doing so the members would approve the specific changes contained in the first year of that plan. He explained that years two through

five were indications of what could occur, but the Board was not locked into those recommendations by approving the plan.

Mr. Bennett asked if it was always the case that there was an 18-month probationary period after a change in service. He asked why LTD did not react more quickly if service changes were not productive. Mr. Viggiano said that the probationary period does not always last 18 months. He said LTD staff tracks trends, and if a service was doing very poorly, staff would do something before the end of the 18-month period. However, if the service was progressing but had not yet met the standards, then the service would be given 18 months to prove itself. Ms. Loobey commented that LTD usually made changes in the system once a year in September. She said that there were three sign-up bids each year, in January, June, and September, wherein the operators would sign up for the work that they would do for that period. Minor adjustments were made in the system in January and June, and any major changes were made in conjunction with the September bid.

Mr. Viggiano said that there were two changes to the recommendation in the packet. He referred members to item H and said that staff was not recommending Sunday service to McKenzie Bridge and that the bus operators on the Service Advisory Committee felt that Saturday evening service was more important, so an 11:30 p.m. departure from downtown was added. He referred members to item D, saying that the hours should read 680, not 780.

Mr. Viggiano said that there were changes from the proposal the Board reviewed in February. He said that LTD staff decided not to add a trip to the #23 Fox Hollow and the #81 Lane Community College (LCC). LTD staff decided that the #34 extra weekend trip to the University of Oregon was a lower priority item, and it did not add that item. Staff also decided to delete the #77 to the University of Oregon rather than replacing the #78. LTD staff was proposing adding a morning trip to Lowell and adjusting another trip from Lowell during the mornings for the nine months of the school year. He said that trip would help the University of Oregon crew team get to and from practice, would not adversely affect the system, and would maintain the same amount of service to the University.

Mr. Engel said that there had been a good deal of testimony about extending bus service into the Columbia Street area and he wanted to know what staff had decided. Mr. Viggiano said that staff had decided not to extend bus service into that area because it was considered intrusive. He said that perhaps in the future an alternative type of service to that area would be a good investment.

Ms. Hocken commented that she would like to see more frequent service to Country Club Road. She said that she questioned why the staff had recommended adding service to Ayres Road in 1995-96 and not to Country Club Road. Mr. Viggiano said that was contingent upon it being further developed.

MOTION VOTE Mr. Kleger moved, seconded by Mr. Montgomery, to approve the FY 1994-95 to FY 1998-99 Five-Year Service Plan. The motion pass unanimously, 6:0.

Section 9 money. He said that staff was planning on installing the minimum that was needed to operate an effective system.

Mr. Pangborn said that some money was unallocated in case a project went over its funding limit or for other unexpected costs. He said that the total was $4.534 million, with $135,000 from STP funds for the Park and Rides, $400,000 for a portion of the bus radios, $2.865 million for the Eugene Station, and $10,000 for the TDM grant for a balance of $1.124 million for other capital.

MOTION VOTE Mr. Kleger moved, seconded by Mr. Montgomery, to approve the attached 1994-95 LTD Capital Improvements Program. The motion passed unanimously, 6:0.

FIRST READING, SECOND AMENDED ORDINANCE NO. 35

Ms. Hocken, referring to the written ordinance in the packet, said that there were some replacement pages being distributed. She said that the board was to have the first reading of the ordinance, and could vote to just read the ordinance by name. Ms. Hocken said that a public hearing on the fare changes included in the ordinance had been held at the previous meeting. She said that there had to be two readings of an ordinance for it to be adopted. The second reading would be at the next meeting, whereupon the Board would vote on approval of the ordinance. Mr. Pangborn said that if the Board did not agree with the ordinance, the members should make changes at that point, because at the next meeting they would be voting to adopt it. Ms. Hocken informed the audience that copies of the ordinance were available to anyone wishing to have one.

MOTION VOTE Mr. Kleger moved, seconded by Mr. Bailey, that Second Amended Ordinance No. 35 be read by title only. The motion passed unanimously, 6:0.

Ms. Hocken read the title of the ordinance: "Lane Transit District second amended Ordinance No. 35, an ordinance setting fares for use of district services."

EUGENE STATION PARKING REPLACEMENT

Ms. Hocken said that the Board had never taken formal action approving the increase of its contribution to the parking replacement.

Staff presentation: Mr. Viggiano said that the replacement page in the packet included mention of $1.8 million for the parking replacement. He said that a new element that the members had not discussed was a part of the TDM portion of the packet, which was a proposal to allow a parking permit for downtown users to serve as a bus pass and also to provide bus passes to Lane Community College (LCC) Downtown Center students in two of its programs: English as a Second Language (ESL) and Adult Basic Education (ABE). He said that those would be one-year pilot programs. Mr. Viggiano explained that the contribution of the parking/bus pass and LCC group pass would work as a cost split. He said that normally LTD staff charged $2 per month for a group pass participant; instead LTD would be receiving $1 per month from the City for each parking permit sold. He said that he did not believe that LTD would lose

revenue, since that group of people would be unlikely to be currently using transit because they were paying $35 a month for a parking permit. He said that the proposal had gone forward as a packet to the City Council who had approved everything except the sky bridge from the Overpark to LCC.

Mr. Montgomery asked why LTD would be giving $1.8 million when the construction of one level would cost $1.4 million. Mr. Viggiano said that the estimates for one level were $1.4 million to $1.8 million, and for two levels $2.4 million to $2.8 million. He said that because these figures were rough estimates, LTD staff recommended preparing for the maximum, or the upper end of the cost of one level. If LTD did not receive Federal money to cover the $1.8 million and did not come up with local money to cover it, then the deal would be null and void. Ms. Loobey stated that if the Board voted for the proposal then the members were voting to put up the money. She continued, saying that without parking replacement and responding to LCC's concerns, LCC would probably challenge the Eugene Station project through the conditional use permit process, with the potential to delay the project. Because of the Federal recision rules, a delay could cause LTD to lose the first year's apportionment for the Eugene Station.

Mr. Pangborn, in response to questions, said that he thought there was a good chance that LTD would receive the extra funding from the Federal government. He said that it would be hard for the FTA to say that LTD could not use the money for parking replacement, because it could easily be ruled as a legitimate cost. He said that it could be that the FTA would want to maintain an interest in the parking places and would share that interest with LTD. Mr. Bennett added that there was some support from the County to allocate some money toward the project.

The members discussed the likelihood of LCC helping to pay for the addition of an external elevator if the sky bridge was eliminated from the project. Mr. Viggiano said that at the LCC Board meeting, the sky bridge was mentioned and some of the members said that they did not want to pay for it. Ms. Hocken said that the City might be willing to pick up the difference between the cost of the sky bridge and the external elevator.

Mr. Montgomery asked if the City of Eugene was going to have the Overpark built before LTD began construction. Mr. Viggiano said that LTD staff had decided not to delay construction if the Overpark was not completed. He said that LTD had never agreed to delay construction. Mr. Montgomery asked what conditions existed that would allow LCC, LTD, and the City of Eugene to work together without a negative impact on the conditional use permit process. Mr. Viggiano said that he thought the City and LCC would be supportive. Mr. Viggiano said that unless the completion of the Overpark became a condition in the conditional land use permit, then LCC would have no recourse of construction on the station began before completion of the Overpark. Mr. Montgomery stated that was concerned that LCC and the City would not remain supportive of LTD. The other members stated that they felt supported by LCC and the City.

MOTION Mr. Kleger moved, seconded by Mr. Bailey, that the parking TDM package as described in the packet be approved, contingent upon final approval of the McDonald site for the new Eugene Station and availability of Federal funding

VOTE for the $1.8 million to pay for parking replacement. The motion passed unanimously, 6:0.

BUDGET COMMITTEE NOMINATIONS

MOTION Mr. Montgomery moved, seconded by Mr. Kleger, that Cynthia Pappas and Tim Luck be reappointed to the LTD Budget Committee for three-Year terms beginning March 16, 1994, and ending January 1, 1997.

Mr. Bennett said that Russ Brink had agreed to be his representative to the Budget Committee for the three-year term beginning March 19, 1994, and ending on January 1, 1997. Ms. Hocken suggested that the Board members vote on the motion on the floor first.

VOTE The motion passed unanimously, 6:0.

MOTION Mr. Bennett moved, seconded by Mr. Montgomery, that Mr. Brink be approved as a Budget Committee member for the three-year term beginning on March 16, 1994, and ending on January 1, 1997.

Mr. Bennett said that Mr. Brink was the administrator for Downtown Eugene, Incorporated, was a former City of Eugene employee, and had budget experience and administrative capability.

VOTE The motion passed unanimously, 6:0.

EUGENE STATION COMMITTEE REPORT

Ms. Hocken said that the committee had one meeting and had devoted that time to discussing architect selection. The committee decided to only open the architectural bid only to local firms. She said that the request for qualifications (RFQ) was going out the following week. Mr. Viggiano said that a notice of availability would go to every architectural firm in the area.

Mr. Bennett warned the members against letting the architect run the project. He advised creating a system of checks and balances within the project.

ITEMS FOR INFORMATION

CURRENT ACTIVITIES

Board member reports: Metropolitan Policy Committee. Ms. Hocken said that the City staff of Eugene and Springfield were still in debate about the Metropolitan Plan amendment process. She said that the local jurisdictions had put together their local transportation improvement plans (TIP) and sent them to the State. The State had returned its version of local priorities and it matched well with the local priorities.

Willamette Valley Policy Advisory Committee on Transportation. Ms. Hocken said that she would be attending a meeting the following day.

TransPlan Update Symposia Process. Mr. Kleger said that the Transportation System Improvements (TSI) committee had spent the last two meetings reviewing what LTD was presently doing and the next meeting would deal with the prospects and issues surrounding rail transit in the Willamette Valley.

DEI and Transportation. Ms. Loobey added that she spoke with Mr. Brink and he had said that the DEI had sponsored a meeting wherein Councilor Paul Nicholson spoke to the DEI about transportation issues. After the meeting, several of the members said that it would be good to have members of the LTD Board speak to them. She said that she thought it would be useful to arrange a meeting with DEI.

School district 4J bus service to high schools: No comment.

Lane County Fair service: No comment.

Lane Community College group pass update: Ms. Hocken said that staff had drafted a letter to the president of the LCC Board encouraging the Board to let the students vote on the group pass program for the 30th Avenue campus.

Three- to five-year strategic budget goals: No comment.

Board schedule for balance of year: Mr. Bennett said that he would not be at the August 17, 1994, meeting.

New Ballot Measure 5: The members viewed the new Ballot Measure 5 as unfavorable.

Survey of transit fares. Mr. Bennett said that he had read it and said that it contained good information. He said that he was surprised that there were only two out of the group that had multi-month or term passes.

Eugene Station conditional use permit: Ms. Hocken said that the date of the hearing was April 13. Mr. Bennett said that he thought Ms. Hocken should be there.

Special services report: No comment.

OPERATIONS SUMMARY REPORT

Ms. Hocken asked if Grateful Dead concert goers would need a group gathering permit, which would mean that LTD would be involved in the planning for the concert transportation issues. Mr. Viggiano said that the concert organizers would be paying for shuttles.

Olive Plaza report: Mr. Bennett said that he did not want to see the project hurt by trying to make every property owner happy. He stressed the importance of doing what was architecturally sound. Mr. Viggiano said that eventually LTD staff would need some official direction from the Board. He said that a telephone poll would work. Mr. Bennett asked if the noise level at the Olive Plaza would be raised by having the Eugene Station at the McDonald site. Mr. Viggiano said that the noise level would be slightly

raised, but the building was in a place that was already above the allowed noise level for residential uses. Mr. Bennett said that it was important to show good faith to all the involved parties. Ms. Hocken said that it was staff's belief that installation of some air conditioning units would allay the concerns of the apartment residents. If more than that needed to be done, then the Board would need to be polled.

PUBLIC EDUCATION MARKETING CAMPAIGN

MOTION Mr. Kleger moved, seconded by Mr. Bailey, to approve the marketing campaign activities outlined in the Board packet and the authorized expenditure of associated marketing public education campaign budget resources.

VOTE The motion passed by a vote of 5:1. Mr. Engel said that he voted no because he was not comfortable with working with the other groups in an open-ended manner, and he thought that the Board should not be involved in the marketing process.

ADJOURNMENT: With no further discussion, the meeting adjourned at 9:45 p.m.

Board Secretary