

MINUTES OF THE DIRECTORS' MEETING
LANE TRANSIT DISTRICT
SPECIAL BOARD MEETING / WORK SESSION

Monday, November 17, 1997
6:00 p.m.

Pursuant to notice given to *The Register-Guard* for publication on November 14, 1997, and distributed to persons on the mailing list of the District, special meeting/work session of the Board of Directors of the Lane Transit District was held on Monday, November 17, 1997, at 6:00 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey, Vice President
Rob Bennett
Patricia Hocken, President, presiding
Dave Kleger, Treasurer
Mary Murphy, Secretary
Roger Saydack
Hillary Wylie
Phyllis Loobey, General Manager
Susan Hekimoglu, Recording Secretary

Absent: None

CALL TO ORDER: Board President Pat Hocken called the meeting to order at 6:03 p.m. She announced that the agenda would be reorganized to allow discussion of the Springfield Station Work Plan to occur earlier in the meeting. Ms. Wylie needed to leave the meeting early and wanted to participate in that discussion. In addition, Ms. Hocken stated that the Board would first view a 10-minute video on Bus Rapid Transit.

BUS RAPID TRANSIT (BRT) VIDEO: Planning and Development Manager Stefano Viggiano introduced the video that resulted from a trip that Gordon Slater, the head of the Department of Transportation (DOT), and Gordon Linton, the chief administrator of the Federal Transit Administration (FTA), made to Curitiba, Brazil. The video described how Curitiba, Brazil, used buses to streamline its public transportation system. Mr. Linton reported that both he and Mr. Slater were very excited by what they saw in Curitiba. Mr. Viggiano stated that it was very interesting in that many of the features of LTD's proposed BRT plan were mentioned in the video.

SPRINGFIELD STATION WORK PLAN: Mr. Viggiano presented the draft Springfield Station Work Plan to the Board and asked the Board members to comment on the draft plan. Mr. Viggiano explained that one of the agenda items for the Board's regular meeting on November 19, 1997, would be the Facilities Development Standards and Procedures document, for which staff would be seeking Board approval. In that document was a statement that a work plan would be developed for all major facility projects. The Springfield Station Work Plan was a result of that standards and procedures document.

Mr. Viggiano also stated that the Springfield Station project needed to be very closely integrated and coordinated with the BRT project, which he would address later in the meeting.

Mr. Viggiano then outlined the Springfield Station Project Work Plan as presented in the Board packet. The work plan identified how the Springfield Station currently functioned, the characteristics of the station, the purpose of the project, and the key project issues. Staff recommended presenting the draft work plan to the Springfield City Council for comment prior to LTD Board approval. It was expected that the plan would be presented to the LTD Board for approval at its December 1997 meeting. Staff anticipated beginning the project in January, and estimated that it would take approximately 18 months to complete the study process.

The study process would include forming a steering committee to be made up of LTD Board members, local Springfield officials, and "at-large" representatives; establishing project objectives and criteria; identifying alternate locations; selecting the preferred site(s); conducting an environmental assessment, and final selection of the top site. The final recommendation would be presented to the Springfield Planning Commission, the Springfield City Council, and the Steering Committee. The Steering Committee would make the final recommendation to the LTD Board for approval.

Ms. Wylie asked if the \$170,000 was enough. Mr. Viggiano replied that the \$170,000 was to fund the study, and not to build the station. Ms. Wylie asked where the money would come from to build the station. Mr. Viggiano replied that staff would attempt to identify funding sources during the project process.

Ms. Murphy asked who owned the land where the current Springfield Station was located. Mr. Viggiano replied that the station was on Springfield city-owned public right-of-way.

Mr. Bennett asked if a request for proposals would be issued for a consultant to perform the study. Mr. Viggiano replied that LTD currently contracted with an on-call consultant, as there was fairly technical analysis that would need to be completed, such as traffic and air quality impacts. Mr. Bennett asked if there was in-house expertise to complete the study. Mr. Viggiano replied that staff would perform much of the study, and there was funding to cover the staff time as well as a consultant. He explained that some of the reasons for using a consultant were the objectivity of a third person and the expertise of a specialist who would lend more credibility to the process.

Mr. Bennett stated his concern about hiring a consultant, in that he thought that LTD had staff capability, thereby saving money. Mr. Viggiano stated that there was a level of expertise that was not available internally that a consultant could provide. For example, a consultant would have the expertise to look at a particular site and make determinations about the impact on travel flow. Mr. Bennett asked if Springfield City staff could assist with the technical issues. Mr. Viggiano replied that he thought the City might have difficulty allocating staff time to work on an LTD project, but that they certainly would review and comment on any potential sites. Mr. Viggiano further stated that staff could reallocate the funding; and while a consultant would be needed for part of the work, more could be done at the staff level.

Mr. Bailey asked about the steering committee and if there should be representation from outside the Springfield area. Mr. Viggiano replied that there were plans for two "at-large" members on the steering committee, and one of those could be someone from outside the Springfield area. Mr. Kleger stated that he thought it would be important that an LTD bus rider be included on the committee. Mr. Viggiano stated that it was not required to have someone on the committee from outside the area, but he noted that the Springfield Station was a hub for service within Springfield.

Mr. Saydack talked about the staffing requirements and the need for a consultant. Since site selection was something that staff had done in the past and would do in the future, he thought it might be advisable to consider developing the capacity in-house to perform more of the technical functions. In addition, Mr. Saydack asked if staff were confident that funding to build a station would be available. Mr. Viggiano replied that staff had not yet identified a funding source, but would seek the funding after a decision had been made on the station location. Mr. Saydack asked when staff would be making that determination. Mr. Viggiano stated that staff were reluctant to identify and/or apply for funding too early in the process as there were deadlines set by the funding source to begin spending that money. Staff anticipated that construction would begin in the fall of 1999. Mr. Saydack asked what would be the likely sources of funding. Mr. Viggiano replied that the study would be funded through the Surface Transportation Program (STP), and STP might be a source of funding for the construction as well. In addition, staff would look at the State Transportation Improvement Program (STIP) and FTA sources, such as Section 3 and Section 9. Funding also could be tied in with the BRT funding.

Mr. Viggiano added that, until now, LTD project studies had been infrequent. To have an engineer on staff who was used occasionally did not make sense; however, LTD may be entering an era where that type of expertise would make more sense.

Mr. Kleger stated that he was comfortable with the Springfield Station Project Work Plan. Ms. Hocken reiterated Mr. Kleger's comment about including a bus user on the steering committee, and she thought that should be included in the plan. Mr. Kleger stated his concern that the committee not include any more people than the seven called for in the plan. He was comfortable with one of the "at-large" positions being filled by a bus user who perhaps had other interests in downtown Springfield.

Ms. Wylie asked when the steering committee would be formed. Mr. Viggiano replied that after the Springfield City Council reviewed the plan and it was brought back to the LTD Board for approval, the committee would be formed. He thought the committee would be in place sometime in January.

Mr. Saydack asked if staff had given serious consideration to actually relocating the station. Mr. Viggiano stated that staff originally thought it made sense to relocate the station. It did not seem logical to have the station located two to three blocks off the main corridor. Ms. Hocken asked if staff were thinking of an off-street or on-street station. Mr. Viggiano replied that a combination of both an on- and off-street station might be best. There was even thought that the station might have a ticket / information booth, some joint development, etc.

Ms. Murphy stated that she thought that getting people on the steering committee from the various jurisdictions allowed support for the project from the beginning. She

asked about the Springfield City Council representative on the steering committee, and what would happen after an election where that representative did not run for re-election or was not re-elected. Mr. Viggiano replied that it would be up to the City Council, since the Council designated a representative to the steering committee. He knew of instances where a committee member was asked to remain on a committee as the City's representative because it was difficult to bring a new person into a project committee when the project already was well underway. However, if the Council decided to appoint a new representative to the committee, staff would provide the background materials and meet with that new person.

With regard to the project funding issue, Ms. Loobey stated that staff had traveled to Washington, D.C., to lobby for money for the Eugene Station. The process took longer than was originally anticipated, due in part to the local process requirements and due in part to some issues that had to be worked out with the FTA office in Seattle. As a result of that unanticipated delay, LTD lost \$1.65 million of the original request. LTD originally asked for \$11 million for the station, and that amount was earmarked for the project. Later, Senator Hatfield asked LTD to separate the money request into three appropriations over three federal budget years, to which LTD agreed. In each subsequent year, LTD lost money.

Mr. Saydack asked if that suggested that LTD should begin requesting money earlier. Ms. Loobey replied that LTD should get a feeling of what would happen with this station, and whether or not it had the support of the Springfield City Council and City staff before going forward with funding requests. She thought that staff would be discussing the Springfield Station with elected officials in Washington, D.C., in February.

Ms. Hocken asked for further discussion. There being none, she reiterated that there was no action to be taken by the Board at this meeting, and that staff would bring the final plan to the Board after presenting it to the Springfield City Council.

Ms. Wylie left the meeting at 6:52 p.m.

BUS RAPID TRANSIT – PLANNING AND ENGINEERING WORK PLAN:

Mr. Viggiano outlined the BRT Planning and Engineering Work Plan as presented in the agenda packet. He stated that this was a very exciting and significant next step in the BRT process. He provided an update on BRT activities that had occurred and gave an overview of the BRT project phases. He noted that the video of Curitiba, Brazil, showcased four of the main elements of the BRT plan that LTD had proposed, which were to significantly reduce transit travel time, establish a feeder trunk system, integrate land-use and transportation, and implement the BRT system incrementally over time.

Ms. Hocken asked if the Curitiba video could be shown to outside groups. Mr. Viggiano replied that staff had begun showing it to other groups as part of the BRT presentation. Staff would have copies made that could be loaned out.

Mr. Viggiano stated that Mr. Linton was very excited about LTD's project. Mr. Linton was pushing for Curitiba-type systems all over the United States, and he had stated that LTD was farther along in the process than any other transit property. He was speaking very highly of LTD's project to whomever would listen.

Mr. Bennett asked how Curitiba obtained the right-of-way for its system. Mr. Viggiano replied that Curitiba literally closed streets and rebuilt them to accommodate the bus system. In Curitiba, the two center lanes of the main corridors were given exclusively to bus travel, while the two outer lanes were for one-directional car travel. The streets one block on either side of the main corridor were widened and made into high-capacity thoroughfares in opposite directions, so traffic was pulled away from the major corridor, one block on either side.

Mr. Saydack noted that the population of Curitiba was 2.3 million, and he asked if a determination had been made for a minimum population requirement for a BRT system to function in a community, to justify both its initial capital expense and operating cost. Mr. Viggiano did not know if there was a minimum population requirement, but thought the justification most likely depended upon how much money was invested in the system. He thought that money would be invested over time as the community grew. He noted that Curitiba's transit system was started in the 1960s, and he did not have a figure for what the population was at that time, but he knew that it had grown immensely since then.

Mr. Saydack asked if factors had been built into the BRT plan that made assumptions about population growth in the area that would be needed to support and justify BRT. Mr. Viggiano replied that staff had used population growth projections that were developed by experts and were used for all urban area planning. BRT was a long-range plan, and the planning had begun. LTD needed to begin establishing right-of-way now for use in the future when it actually was needed.

Mr. Viggiano cited Seattle as an example where a \$3.9 billion transit plan recently was approved. Some people who worked on the transit plan commented that they wished they had prepared a transit plan 50 years ago when Seattle was not a very big city. Mr. Saydack noted that the reasons for growth in Seattle were different than in Eugene. He did not think the Eugene/Springfield area would witness the same kind of growth that Seattle had experienced.

Mr. Saydack stated that the reason he had mentioned the population issue was that from what he had heard and read, the population growth in this community was slowing. He did not recall that he had seen a feasibility study of the operating costs of BRT. Mr. Viggiano stated that staff had looked at the operational cost of the entire 2015 system. Staff had determined total service hours, and found that the cost would not be much different than the cost associated with projecting LTD's current service growth over the next 20 years, because a BRT route will take less time to operate over the same road than regular or even express service. Operational costs would be reduced with BRT, assuming the same level of service. He thought the challenge would be the capital expense of BRT.

Ms. Hocken noted that LTD had determined that light rail was too expensive for this size of a community, but asked if the expense of BRT for this size of a community was ever considered. She agreed with Mr. Saydack that the cost feasibility should be worked into the initial planning. Mr. Viggiano stated that it could be looked at, but it depended on what initial features BRT would have. A lower-cost BRT system could be initially implemented and evolve over time into the higher-cost system. Cost estimates would be included as part of the detailed engineering study. In managing the project, it was very important that the focus was not only on getting a new project, but also on

making sure that the end product was the desired product. Project management also included ensuring that all of the goals were met, including cost effectiveness.

Mr. Bennett asked about the BRT systems that were being planned and implemented in Orlando, Florida, and Los Angeles, California. He asked if those systems were using already-established public rights-of-way or how they were going about establishing the right-of-way. Mr. Viggiano replied that Los Angeles was very early in the planning process, but was planning to use existing arterials. Mr. Bennett said that most places would not give automobile right-of-way to buses; however, if building from the core out, the land and intensity of development became greater. He thought that by acquiring that right-of-way now, even though it would not be used for some time, future development would be influenced by the fact that the right-of-way existed.

Mr. Bennett reiterated his belief that if LTD were to begin acquiring right-of-way now, before the intensity of development caused it to become more difficult, the community would benefit in the future. He cited Seattle as an example, saying that traffic there was very bad, and that people wasted hours trying to get from one place to another. He did not know how much traffic congestion was too much, but he strongly believed that right-of-way should be acquired now, before it would become too costly and difficult. He said that he often thought that if Portland did not do something soon to ease traffic congestion, it would be too late; and the Eugene/Springfield area had that opportunity now by putting an aggressive transportation plan in place.

Mr. Viggiano stated that the traffic congestion in this area was still fairly minimal, compared with what it was projected to be in 20 years. Congestion in the metropolitan area was expected to triple during the next 20 years.

Ms. Murphy stated that once upon a time, Springfield/Eugene had a light-rail system. There were trolleys that linked the two communities that had exclusive right-of-way. It was alcohol, or lack of alcohol, that brought the two communities together at that time, and in the future, transportation could once again link the communities. It would be interesting to find out why the light-rail system ceased to exist. Mr. Viggiano stated that most rail systems in the early 1900s fell to the competition from the automobile.

Mr. Viggiano continued his overview of the BRT Planning and Engineering work plan as presented in the agenda packet, including the Phase 2 project management, available funding, Phase 2 elements and budget, schedule, and community outreach expenditures.

Mr. Bennett stated that the two community representatives on the steering committee needed to be persons who were strong, prominent leaders in the community. Mr. Kleger agreed. Mr. Viggiano thought that Public Affairs Manager Ed Bergeron would have suggestions for those two positions from his one-on-one contacts within the community.

In regard to the Major Investment Study (MIS), Mr. Bailey asked what that study would provide. Mr. Viggiano explained that the MIS was an alternatives analysis, which was required for certain types of funding that LTD may choose to apply for. Mr. Bailey asked if that study would answer some of Mr. Saydack's earlier questions. Mr. Viggiano replied that most likely it would, as it was intended to determine if this project was right

for this community and area. He further explained that typically this study was used for major highway projects, such as building a new freeway or new rail system. Much of the work for this study was already complete through the TransPlan process.

With regard to the community research proposal, Ms. Hocken asked if LTD would find out more than it already knew, which was that there was a great deal of support for the concept of BRT. She asked if it made more sense to put off this research until more detailed information was available in the community. Mr. Viggiano replied that staff were considering putting some general BRT conceptual questions on another survey at a fairly minimal cost. The information that staff currently had that the concept seemed acceptable was from direct contacts made by staff and the Board. It was important to have some statistically valid information. Currently, the work plan stated that the survey would take place during January through March, but Mr. Viggiano thought that Ms. Hocken's suggestion made sense, to wait until further detailed engineering was complete.

With regard to the BRT engineering study for the pilot corridor, Mr. Bennett asked if the study would show how much right-of-way would be needed. Mr. Viggiano replied that it would, and in fact, this study most likely would answer all questions about the project, including cost and ridership. Mr. Viggiano stated that the request for proposals would be drafted by next month for the Board's review. Mr. Bailey asked what the cost was of the similar study that was conducted for the Eugene Station. Mr. Viggiano replied that the Eugene Station consultant services cost more than \$1 million. Mr. Saydack asked if after this study was complete, more detailed public outreach would take place. Mr. Viggiano replied that the public involvement would occur throughout the engineering process.

With regard to the additional staff support, Ms. Hocken asked what credentials or expertise would be required for staffing. Mr. Viggiano replied that staff initially thought about engineering expertise, but the problem was that engineers currently were in high demand, and since this would be a temporary period, there might be difficulty in hiring someone with that particular expertise. Staff had talked with staff from Tri-Met who had led the MAX process, and he suggested finding an engineer who also had project management skills. However, if both of those skills could not be found, he said that it was best to go with the person who had strong project management skills because engineers could easily be contracted with on a consultant basis. Mr. Viggiano understood the Board's concern that it might be more cost effective to develop staff expertise in certain areas rather than continuing to rely on consultants. Staff would take those concerns under advisement as specific staffing issues were addressed.

BRT COMMUNITY OUTREACH RECOMMENDATIONS: Mr. Viggiano asked the Board to approve additional BRT community outreach programs. He presented the background information for the request that was included in the agenda packet. Staff were asking the Board's approval for additional outreach effort in three specific program areas. These included \$12,000 for retention of the community outreach consultant through June 30, 1998; between \$5,000 and \$6,000 for the production of new printed materials to support the BRT communications effort; and between \$6,000 and \$8,000 to update LTD's BRT video to improve its utility, and to include new information about the project that better addressed the community questions and concerns.

Mr. Viggiano explained that staff had made this proposal to the Community Outreach Committee, which recommended approval of the production of printed materials and the update to the video, even if that meant using general fund money rather than grant money. There was a question about extending the contract with the consultant, and the committee wanted to take that discussion back to the full Board. Mr. Bailey confirmed that was the committee's recommendation.

Mr. Bennett, a member of the Community Outreach Committee, stated that he had given more thought to the proposal. He thought that it related to the points that Mr. Saydack and Ms. Hocken had presented, regarding when was the right time to present more information to the community. He wondered if any additional feedback would be valuable before the specifics of the routing could be shown to the community. He stated that he did not believe in the BRT project without the exclusive right-of-way, and he thought it was critically important that everyone talk the same way about BRT.

Mr. Bailey commented that he supported that concept. His sense was that the Board was committed to achieving exclusive rights-of-way as the primary element of the plan, but how that would be accomplished would come from the engineering study. He thought that was exactly why LTD should retain the consultant for the remainder of the fiscal year, to assist with the continuation of the outreach efforts. He thought it was important to continue to engage the community in conversations about what BRT might mean, even if specifics could not yet be given. It was still two years before the engineering study would be complete, and Mr. Bailey thought that community outreach efforts should continue to be strong and the point made many times in order to gain the kind of support that would be needed.

Mr. Kleger stated that he supported Mr. Bennett's statement 100 percent. He also believed that whether or not BRT was achieved step-by-step or all at once, it would not work without the exclusive right-of-way. He shared Mr. Bailey's concern that the community outreach effort be continuous throughout the process.

Ms. Murphy, also a member of the Community Outreach Committee, stated that one of the points she made during the committee meeting was that when people think of LTD, she liked them to think of someone on staff rather than a hired consultant. At the presentations that she had attended with Mr. Bergeron, he had done an exceptional job of presenting the concept. In talking with Mr. Bergeron, he had shared with Ms. Murphy how the consultant had been helpful in scheduling and making contacts in the community. She still believed that at this point, when people thought of BRT, they were thinking of someone on staff or the Board who was approachable, versus hiring someone to come in who would not be here later on. Also, she was sympathetic to Mr. Bergeron and the enormity of the project. In addition, there was the possible turnover of people in administration, leadership, and elected offices to be considered. She currently was undecided on the retention of the consultant.

Mr. Saydack complimented Mr. Viggiano on the work plan presentation. He particularly liked the managing for results, where the objectives would be continually kept in mind throughout the process. He thought that was where the whole concept of exclusive right-of-way came in. He thought that managing for results, where those objectives were always kept in mind, was good. It was essential that criteria and targets be established, as well as the essential elements to selling the BRT system, such as what it actually meant to be competitive with the automobile in terms of travel time, the

expression of reduction or maintenance of current congestion levels, and how many vehicle miles traveled would be eliminated as a result of BRT. He thought that now was the time to continue the community outreach, but in a modest way. There was not enough known about what BRT would do and cost to make a bigger political push at this time.

Ms. Hocken called for a motion. She stated that she was not sure if the Community Outreach Committee remained comfortable with the motion as recommended. Mr. Bennett stated that he was not comfortable with the extension of the consultant contract until further staff review and Board contemplation.

Mr. Saydack asked for a review of the cost figures. Mr. Viggiano replied that \$12,000 was to continue the consultant contract through fiscal year 1997-98; \$5,000 to \$6,000 was for the BRT brochures, and he mentioned that there were very few of the older brochures left, so at a minimum, there should be a reprint of those; and \$6,000 to \$8,000 for the video, which needed improvements and updating. Mr. Viggiano further stated that many people had been contacted through community outreach efforts to date, but as a percentage of the population, it was a small number. There was a need to continue the effort at the same pace, until more detailed information was available or TransPlan was adopted. The brochure and video would be used until the more detailed information was available.

Ms. Loobey stated that she thought it was very important for LTD to continue the community outreach. If it were dropped at this point, then she thought the issue of BRT in TransPlan might be compromised. It was important to continue talking with community leaders to maintain support and assistance with TransPlan. Ms. Loobey explained that the consultant was not conducting presentations as an LTD representative, but was assisting Mr. Bergeron by taking notes, identifying community contacts, working on the draft outreach plan, and producing reports from the presentations. She had helped LTD by expanding the boundaries beyond those whom staff might have thought to talk to. Mr. Bergeron was making the presentations. Ms. Loobey thought it very important to maintain that level of effort in the community.

Mr. Kleger asked if there was the capacity with existing staff to do what the consultant was doing. Ms. Loobey replied that a staff member would have to stop doing something else. Ms. Hocken stated that one of the issues for the long term was whether there was a need for a spokesperson on staff.

Mr. Bennett asked if the Board needed to vote on that item at this meeting. He had suggested that staff give the consultant contract more thought, and he had wanted to address Ms. Murphy's concerns. He stated that Ms. Murphy's concern was the perception of LTD bringing on too many consultants. He had raised the issue about the Springfield Station, because he wondered why LTD did not have the talent within the organization. He thought that more consideration should be given to when it was appropriate to hire a consultant.

Mr. Bailey asked if this decision could be deferred to the regular Board meeting on November 19. Ms. Loobey replied that the Board could defer that decision. Mr. Bailey then recommended that the Board defer the decision about the consultant contract, which would give the staff and Board more time to consider the issue.

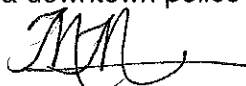
MOTION

Mr. Bailey moved and Mr. Bennett seconded the following resolution: It is hereby resolved that staff be authorized to produce and print new project handout materials, and to make necessary changes and improvements in the BRT video, and that a decision regarding retention of the BRT communications consultant through the end of FY 97-98 be deferred to Wednesday, November 19, 1997. The motion carried by unanimous vote, 5-0, with Bailey, Bennett, Hocken, Kleger, Murphy, and Saydack voting in favor, none opposed.

VOTE

EUGENE STATION SECURITY PLANS: Assistant General Manager Mark Pangborn presented options for Eugene Station security for review and comment by the Board of Directors. He distributed a draft Security Plan, in which staff proposed additional hours of security coverage at the station.

Mr. Pangborn presented four options to address security issues. Option One called for the addition of one or two additional field supervisor positions to provide additional hours of coverage at a cost of \$120,000; Option Two called for additional hours of Mall Guide coverage at a cost of \$67,000; Option Three addressed the hiring of a private security firm at a cost of \$67,000; and Option Four called for the addition of a community policing station in the 1099 Olive building at a one-time cost of \$53,025 and an ongoing annual cost of \$110,671. Mr. Pangborn explained that options one, two, and three were separate from option four, but related to it in a very direct fashion. The preferred recommendation from staff at this time was the addition of two field supervisor positions. Currently the District contracted with the Mall Guides for 2,496 hours and with the Eugene Police Department for 33 percent of a downtown police officer.

Ms. Hocken left the meeting at ^{8:05 p.m.} ~~7:05 p.m.~~ 

Mr. Pangborn discussed the current status of District security, and how security issues currently were addressed on and in District facilities. He reviewed the prevention and enforcement tactics that the District used, such as LTD Ordinance 36 and the use of operators, field supervisors, Mall Guides, and police support. He explained that staff were researching the possibility of adding an additional eight hours per day to the Mall Guides contract, as well as continuing talks with the City of Eugene regarding the placement of a community policing station within the Eugene Station.

Mr. Bennett asked if the City was willing to fund any part of the community service officer. Mr. Pangborn said that was not known at this time. Mr. Saydack asked if the community services officers (CSOs) would be new people with a new cost to the City. Mr. Pangborn replied that City staff were discussing hiring new staff. Ms. Murphy asked if CSO A and B, under option four were two different people. Mr. Pangborn replied that he thought that officer B would be a supervisor or sergeant, and officer A was a first-line officer. Officer B would be more active in the community, working with surrounding businesses on security plans, etc.

Ms. Murphy asked if the issue of a watch commander had been resolved since the joint meeting with the Eugene City Council. During that meeting, there had been discussion about a uniformed officer. Mr. Pangborn stated that what was listed in Option Four was the initial proposal. LTD already funded 33 percent of a uniformed officer, along with the Downtown Eugene, Inc., (DEI) and the City, to patrol downtown. The two CSOs would not be uniformed officers, but would be available to take complaints, etc.

Ms. Murphy stated that her concern was that LTD was about transportation, not about the other issues that people would be coming in to file complaints about, such as booted car tires, etc. Mr. Pangborn stated that in theory, these two officers would be available in the office at the community policing station, and those people who needed their services would be coming to the LTD facility. Ms. Murphy stated that her perspective on that was that at all the local fire stations, when the red light was on outside the building, that meant someone was available within the station for people to contact in emergencies, and people might expect police enforcement-level services. Mr. Pangborn responded that a uniformed officer would cost approximately \$75,000 per year, and there was no guarantee that the uniformed officer would always be available since he or she could be called away from the downtown area to respond to emergencies elsewhere.

Ms. Murphy asked how much was budgeted in the current fiscal year. Mr. Pangborn replied that the current budget included the 33 percent of a uniformed officer, increased day and night station cleaning, and additional CSC staff. Funding was not added for increased patrolling or additional field supervisors. Nothing was budgeted for the draft plan that Mr. Pangborn was presenting. He said that ideally, the proposed security plan would be in place at the time the station opened, and the funding for the remainder of this fiscal year would come out of contingency.

Mr. Bennett asked where the current uniformed officer for whom LTD shared the cost was housed. Mr. Pangborn replied that LTD provided an office space in the old CSC location, and at DEI during the construction of the new station. Mr. Bennett stated that if there was one additional officer, both could operate out of the proposed location. Mr. Pangborn replied that there was space for two officers. He further stated that there was great support for the new location from the DEI and downtown business merchants.

Mr. Bennett asked what the community service officers did on a regular basis. Transit Projects Administrator Rick Bailor replied that the CSOs would keep the substation open and be available to the community. Mr. Bennett asked what the uniformed officers would do. Mr. Bailor replied that if a uniformed, sworn officer was located there and an emergency occurred out in the community, that sworn officer would be pulled from the substation, thereby closing the substation. Mr. Bailor stated that the current officer housed at the DEI was indeed called away often to respond to emergencies elsewhere.

Mr. Kleger asked about the staffing hours for the substation, and if staff had given thought to shifting the hours to provide more night-time coverage. Mr. Pangborn replied that there were several considerations. One was the degree to which LTD would be paying for the substation and personnel, which would dictate how much say LTD would have in the setting of operating hours. The other consideration was that the City saw this as a community policing station and not as a way to solve LTD's problems, but as a place for the public to access, which would dictate the hours of operation.

Mr. Saydack asked who provided the proposed budget numbers for the policing station, to which Mr. Pangborn replied that the City had. Mr. Saydack suggested adding the value of the rent to those numbers. Mr. Pangborn stated that the value of the rent was approximately \$12,000 per year. Mr. Saydack also suggested that a time limit be set on the contract, so that other options could be reviewed each time the lease was

re-negotiated. Mr. Pangborn stated that he thought the lease should be renewed every two years to allow for frequent formal review.

Mr. Saydack stated that security was a very important issue, both to LTD and its customers. He had read recent articles in the paper about severe problems with security at other transit districts that contracted with local police agencies. Mr. Pangborn stated that staff had researched a number of other transit properties, and found that security was handled in a variety of ways. The most common was contracts with private security firms that performed patrols of properties. The larger systems, like Tri-Met and Seattle Metro, either had their own uniformed police officers or contracted with local police agencies. Those officers performed a variety of duties. Usually, they were patrolling stations and were in police vehicles, and if there was a specific problem on a specific bus route, the uniformed officer, either in uniform or under cover, would ride that route. Mr. Pangborn added that with a private security firm, there was no authority for arrest and offenders knew that. With private firms, there would not be much control. It would be desirable to have people who were very sophisticated in personal interaction and prevention.

Mr. Kleger stated that LTD used the field supervisors as general-purpose problem solvers, not just for operational issues, but also for conduct violations. He noticed, however, that the supervisor was usually on the wrong side of town when a problem occurred. He asked if staff were planning to increase the field supervisor capacity, or would that enforcement work be shifted to someone else. Mr. Pangborn replied that one of the proposals for looking at increased platform control was the addition of field supervisor staff who would remain at the station, while other field supervisors worked in the field. Staff preferred using internal staff to address security issues by providing the field supervisor staff with additional training and more tools to enforce Ordinance 36. The field supervisors would do as much as they could prior to calling in uniformed officers. LTD had found that the field supervisors could solve most of the problems, and it seemed more cost effective and useful to focus resources toward that end. In addition to enforcement, the field supervisors could deal with many other issues in the system.

Mr. Kleger stated that his perception was that, currently, there were not enough field supervisors. Mr. Pangborn agreed, saying that the system had become more complex, and, currently, LTD had one field supervisor in the field at all times. As an example, if there were simultaneous incidents on east Main Street and on Barger Drive, it was a problem for LTD.

Mr. Bennett stated that Valley River Center hired its own security staff, who wore uniforms and carried batons and mace or pepper spray. Mr. Pangborn stated that the Mall Guides carried pepper spray and had radio contact for assistance. Mr. Bennett wondered if the Mall Guides could utilize the office space at the station. Mr. Pangborn replied that it was in the plan to have LTD's Mall Guides work in and around the station and had office space set aside for that. Mr. Bennett wondered if DEI might share the cost. Mr. Pangborn stated that the Mall Guides always worked in pairs, and if the cost of the Mall Guides was shared, it would mean that their territory would be much larger than just in and around the station.

Mr. Bailey stated that it was his understanding that Mr. Pangborn would return a formal proposal to the full Board in December for approval. Mr. Pangborn replied that

was correct, if all the issues were worked out with the City by that time. Mr. Bailey stated his full support of the direction of the security plan, but he cautioned that LTD must be careful, in light of some of the security issues, to not be too reactive in how it dealt with those issues. He noticed a reference in the draft plan to the attraction of legitimate people. He stated that currently, there was debate about who those "legitimate people" might be. He thought that LTD was dedicated toward eradicating illegitimate and illegal behavior, but not making valuations about who in the community should be riding the bus. He stated that he knew that LTD staff members thought about those issues and took them seriously. He did not want to see that element lost in the discussions with the City staff and police department. Mr. Pangborn stated that staff addressed that issue with Ordinance 36, because it was behavior based.

Mr. Pangborn stated that staff would present a final recommendation for Board approval at the December meeting.

ADJOURNMENT: There being no further discussion, Mr. Bailey adjourned the meeting at 8:45 p.m.



Mary A. Murphy
Board Secretary