

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, November 18, 1998

Pursuant to notice given to *The Register-Guard* for publication on November 12, 1998, and distributed to persons on the mailing list of the District, the regular meeting of the Board of Directors of the Lane Transit District was held on Wednesday, November 18, 1998, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey, President, presiding
Rob Bennett, Vice President
Patricia Hocken
Dave Kleger, Treasurer
Virginia Lauritsen
Hillary Wylie, Secretary
Mark Pangborn, Assistant General Manager
Susan Hekimoglu, Recording Secretary

Absent: Dean Kortge
Phyllis Loobey, General Manager

CALL TO ORDER: The meeting was called to order at 5:34 p.m. by Board President Kirk Bailey.

INTRODUCTORY REMARKS BY BOARD PRESIDENT: Mr. Bailey asked Recording Secretary Susan Hekimoglu to introduce to the Board Ms. Annette Schelsky, who recently was hired as an administrative secretary with the District. Ms. Schelsky was hired to assist Government Relations Manager Linda Lynch, as well as to assist in General Administration. Ms. Schelsky would be involved in Board scheduling tasks.

BOARD MEMBER REPORTS

a) **Metropolitan Policy Committee (MPC):** Ms. Hocken stated that she had not participated, but that the MPC only ratified an earlier decision, so her presence wasn't mandatory. She stated that Mr. Bennett or she had to be at MPC anytime that transportation was discussed. Mr. Pangborn stated that staff were clarifying the need for LTD presence at MPC, and would communicate with the Board once that clarification was made.

b) **Statewide Livability Forum:** Ms. Hocken stated that the Willamette Valley Livability Forum was a group of approximately 60 to 80 people who were appointed by Governor Kitzhaber to study the Willamette Valley and make recommendations to the Governor on issues that could improve livability. The group met once every six months, and had drafted a working vision, which addressed the group's vision for the Willamette Valley. There were six areas of concern: land use, transportation, water, environment, economy, and community decision making. At the recent meeting, the group reviewed the working vision and some of the recommendations within those six areas.

Ms. Hocken reported that most of the recommendations to come from the group would be very supportive of LTD, such as developing compact, livable communities; how to improve transit services in metropolitan areas and to the smaller, outlying areas; support for High Speed Rail; etc. The land-use and transportation recommendations would be most relevant to LTD.

The last recommendation addressed a regional coordination issue. And while there already was good coordination within the Eugene, Springfield, and Lane County metropolitan areas, there also was a vision for broader regional coordination.

Ms. Hocken referred to a survey that had been conducted within the Willamette Valley, except within the Tri-County area. Respondents were given statements regarding livability, and were asked to rate each statement based on the probability and desirability of each subject. Ms. Hocken distributed copies of the survey results.

One of the statements, "High Quality Public Transit is Available in Communities and Between Cities," was of great interest to LTD. All the counties ranked high-quality public transit as desirable, but in Lane County, the probability of high-quality public transit was ranked very high as well. Ms. Hocken thought this meant that people recognized that LTD was doing something very positive.

c) **BRT Steering Committee / Public Design Workshops / Walkabout Input:** Mr. Bennett reported that the steering committee meetings were going well. He thought it was good to have elected as well as appointed officials together, and he appreciated the willingness of busy people to meet together on a regular basis on any subject.

The committee spent a great deal of time considering evaluation criteria. For instance, in the Franklin Boulevard segment, it was projected that traffic congestion would increase to a very high level, if no improvements were made. However, even by making some improvements, it still would be difficult to prove that traffic congestion had been significantly reduced. Showing how much progress had been made would be difficult. The Board needed to consider and talk about BRT in different ways.

The BRT projection model that had been produced by Lane Council of Governments (LCOG) may not provide the appropriate information, particularly on the positive side, that was needed. The Committee would work harder to further model the options to provide more appropriate information.

Ms. Wylie asked what the LCOG model was. Mr. Bennett replied that LCOG had a computerized model that projected traffic increases into the year 2015 in certain corridors. The model projected traffic increases with no changes, with regular transit services, and with the addition of BRT. Many cities across the country were considering ideas such as BRT, but there were no historical experiences to draw from.

Ms. Lauritsen asked what Mr. Bennett meant by the Board viewing and talking about BRT in different ways. Mr. Bennett said that one way to talk about BRT differently, for instance, was for LTD to show that BRT could reduced traffic congestion from an extreme, expected level to a more moderate, current level by including more descriptive information, such as footnotes, in the model projections. It was important to offer a better sense of what could happen, such as literally being stopped in traffic or having the ability to keep moving even if at a slower pace.

d) **Springfield Station Steering Committee:** Mr. Kleger stated that the Committee had begun the first round of site selection and had eliminated fatal-flaw and undesirable sites. The Committee would meet again on November 19, 1998, for a second round of site selection. It was expected that the Committee would select no more than five or six final sites on which to conduct more extensive analysis.

e) **Presentation to Lane County Board of Commissioners:** Mr. Bennett and staff had attended a County Commissioners' meeting to provide an update on the status of BRT. The Commissioners had requested LTD's presence at the meeting, and Mr. Bennett was pleased that he had been given the opportunity to appear and discuss BRT with the Commissioners.

f) **Nodal Development Consultation:** Mr. Kleger and Ms. Hocken had participated on a nodal development consultation for the Royal Avenue and 11th & Chambers nodal development projects. They made the point that pedestrian access to transit amenities should be considered a high priority for both projects.

Ms. Hocken added that the 11th & Chambers area already was built up, while the Royal Avenue project, which was near the edge of the urban growth boundary between Terry Street and Greenhill, was still largely undeveloped. The City was researching zoning issues so the Royal Avenue project could be a truly planned nodal development.

Mr. Bennett asked who else was involved in the conversations. Ms. Hocken replied that both City staff and consultants were involved, as were LTD staff members Lisa Gardner and Stefano Viggiano.

Mr. Bennett asked if they had talked about lower densities in those areas. Mr. Kleger replied that density was not discussed; however, the nodes would be established around existing commercial development and an attempt would be made to attract new commercial development.

Mr. Bennett stated that he was very interested in the continued planning for these nodes, and he asked staff to report back to the Board. He had heard that the plan called for 25 units per acre, and he wanted to know if that had changed. Also, he was concerned about the development around existing commercial establishments, because often those existing commercial establishments did not meet the needs of the nodal development. Planning and Development Manager Stefano Viggiano stated that staff would provide an update at the Board's December meeting. Mr. Viggiano added that he believed the City was considering lower residential density.

Ms. Hocken added that a discussion had taken place about getting the right mix of business within the node so that people would live within walking distances of appropriate services, such as grocery stores.

PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FY 1997-98: Finance Manager Diane Hellekson stated that the Comprehensive Annual Financial Report (CAFR) had been distributed to Board members at the meeting. She reminded the Board that LTD previously had secured the services of Grove, Mueller, Hall and Swank as auditors for the District. Mr. Chuck Swank was present to provide an overview of the audit to the Board. Ms. Hellekson also thanked Assistant Finance Manager Roy Burling for his contribution to the report. In addition, Ms. Hellekson noted that there were several typographical errors in the notes that would be corrected prior to the report being submitted to the Government Finance Officers Association (GFOA) for review.

Mr. Swank stated that his firm had been delighted with the experience of working with LTD. He reviewed the contents of the report. He directed the Board to the Balance Sheet on page 18 of the CAFR and noted that there were two fairly significant changes in the comparative balances from 1997 and 1998. One was the Deferred Compensation benefit that had been transferred to a third-party trust, and the other change was to the contributed capital depreciation. Both changes were explained in more detail in the notes to financial statements on pages 22 through 36 of the CAFR.

Mr. Swank directed the Board to the management letter from the auditors that was on page eight of the Board packet. The auditors had reviewed the District's prior year management letter with District staff and had updated those comments as part of

the current year procedures. Those updated comments were included in the Board packet on page nine, and current year comments could be found on page 10.

Mr. Bennett referred to the Repair Cost Per Mile comments. He asked why Repair Cost Per Mile needed to be mentioned at all, and if the management letter suggested that it was not being determined properly or that those costs were increasing.

Mr. Bennett also noted the technology recommendations and asked if those comments meant that LTD was behind in terms of technology. Also, the comments were made in the context of taking a lot of people's time, and he believed that a great deal of staff time had been spent on technology, and there were requests for more staff time to accomplish the goals that the Board had set.

Mr. Bennett also asked if capital depreciation had been considered into LTDs Cost Per Mile of operations.

Mr. Swank stated that those recommendations on page nine were from the previous year's audit report. His firm had worked with staff to provide the update to those recommendations. This was done so that there would be no loss of continuity between the management letter the Board had received in 1997 and the management letter that his firm had prepared for 1998.

Mr. Swank believed that the depreciation recommendation from the 1997 audit was a good one, and he had assisted staff with making those adjustments and with how they should be made. On a budgetary basis of accounting, depreciation was not considered. Depreciation was a number that changed between the budgetary method of accounting and the generally accepted accounting practices. Depreciation was a method of spreading the cost of a fixed asset over the expected years of the useful life of that fixed asset. For example, the useful life expectancy for a bus was 12 years. The cost of that bus would be split equally over a 12-year period for accounting purposes, even though the actual payout for the bus would not occur during that same length of time.

Ms. Hocken restated Mr. Bennett's question that when the fully-allocated cost of service was being figured, was depreciation being considered in those costs? Ms. Hellekson stated that depreciation was included in the fully-allocated cost model. In fact, all expenses were included in that model. Mr. Bennett asked if depreciation were figured on a straight-line basis. Mr. Swank stated that was the norm in the government sector. The real-world issue of using accelerated depreciation was for income-tax purposes. Ms. Hellekson added that the real-life usefulness of computers was down to about three years, and staff were making those changes.

In regard to repair cost per mile, Ms. Hellekson responded that the previous auditor had tracked those costs during the five years of the auditor's contract, and

those costs had remained level, except for a slight jump in one year. The recommendation from those auditors was for staff to understand what had happened in that year to cause the jump in those figures, and then to continue to watch those figures.

In addressing Mr. Bennett's question about technology, Mr. Swank did not think the District was lacking in its use of technology, and he had identified even more ways that the District might benefit from technology and had included his recommendations on page 10 of the Board packet.

His firm had made three broad-based recommendations, mostly having to do with accounting processes. In all cases, the recommendations were made to make the accounting processes easier and less labor intensive.

There being no further questions from the Board, Ms. Hellekson thanked Mr. Swank and his firm for a very pleasant auditing process. Mr. Bailey thanked Mr. Swank for his presentation.

ITEMS FOR ACTION: Mr. Bailey noted that it was time to begin review of the items for action at this meeting, and if time allowed, the Board would return to the informational items later in the evening.

AUDIENCE PARTICIPATION: Mr. Don Nordin of Cottage Grove addressed the Board concerning bus service to Cottage Grove following the failure of the ballot measure for bus service. He stated that he believed the issue needed to be addressed in another way. He previously had addressed the LTD Board about the process of developing a rural Lane County transit district, which would include all of rural Lane County not currently served by LTD. LTD had the franchise to operate throughout Lane County, and if something else were done, it would have to be with LTD's permission.

There currently were transportation studies being conducted in Cottage Grove, Oakridge, and Florence, which were individually focused on those particular communities. It was Mr. Nordin's hope that these three communities could coordinate with one another to develop something a little more comprehensive. He stated that he and several others were working on this, and at some point would approach the LTD Board about its franchise in Lane County and how it regarded service in other parts of the county that currently were receiving no LTD service.

Mr. Bailey thanked Mr. Nordin for his comments and stated that following the election in Cottage Grove, the Board and staff were considering what might happen next in that area of the county.

Cottage Grove City Manager Richard Myers then spoke to the Board about the same subject. He wanted to take the opportunity to thank the LTD Board and staff for

the work that was done during the past year in Cottage Grove. He stated that personally, he wanted to commend Service Planning and Marketing Manager Andy Vobora and other staff for an excellent effort in the Cottage Grove service issue.

He stated that he would be meeting with a transit committee that he had put together in Cottage Grove to try to determine what to do about addressing demonstrated transit needs in Cottage Grove. He asked the Board to consider the possibility of a short-term contract with the City of Cottage Grove to provide service from the Wal-Mart in Cottage Grove to Creswell while long-term solutions continued to be considered. He asked the Board to request LTD staff to consider a long-term contract with the City as well. Mr. Myers stated that the City of Cottage Grove would continue to consider some innovative ways to work together with LTD to provide both intracity and inner-city transit to the citizens of Cottage Grove.

Mr. Bailey stated that he appreciated the comments made by Mr. Myers, and asked if there were questions or comments from Board members. Mr. Kleger made the observation that he felt a strong need to ensure that LTD did not conduct business differently in different parts of the County. Mr. Myers responded that was understood, and the City of Cottage Grove was just looking for different ways to fund the service.

Ms. Lauritsen asked Mr. Myers what he thought the likely next step should be. Mr. Myers responded that his transit committee would review all the information it had gathered on different options for providing some bus service. But the first thing the committee would consider would be how to immediately get service started again on a temporary basis until a more permanent solution could be found.

Mr. Bailey asked if the City of Cottage Grove would submit its request in writing to the LTD Board for consideration, and Mr. Myers replied that it would.

There were no other members of the audience who wished to address the Board.

EMPLOYEE OF THE MONTH: Mr. Bailey introduced December 1998 Employee of the Month, GL/Grant Accountant Robert Tintle. Mr. Tintle was hired as an accounting technician on May 19, 1994, and recently was promoted to GL/grant accountant. He was nominated by his co-workers in the Finance department, who complimented Mr. Tintle for stepping into a gap while the department was operating with two fewer staff than normal. He handled payroll, general ledger and grant accounting, and the training of a new employee in accounts payable. He currently was providing training in both payroll and accounts payable and learning the duties of his new general ledger and grant accounting position. His co-workers said that despite an extreme workload and added stress, he remained thoroughly professional, responsible, and a pleasure to work with; he was always ready to help others and make time for the many employee questions and concerns that the payroll area received every day. They added that he had displayed the kind of "courage under



fire” characteristics that made him a special employee and worthy of the Employee of the Month recognition.

Mr. Bailey presented Mr. Tintle with a letter of recognition, a certificate, and a monetary award. Mr. Tintle stated that he had the opportunity to attend a financial management workshop that was geared more toward smaller agencies and communities that were developing such services as curb-to-curb service to the elderly and people with disabilities. Most of the attendees were struggling with the formation issues of these services, such as funding. Those discussions caused Mr. Tintle to think back to the beginning of LTD and how far the District had come, and gave him a new appreciation for the hard work that the Board and LTD management had done to make LTD what it was today.

MOTION
VOTE

CONSENT CALENDAR: Mr. Kleger moved that the Board adopt the following resolution: It is hereby resolved that the Consent Calendar for November 18, 1998, is approved as presented. Ms. Hocken seconded the motion, which passed unanimously, 6-0, with Bailey, Bennett, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed. The Consent Calendar consisted of the Minutes of the September 14, 1998, Special Board Meeting/Work Session; the Minutes of the September 16, 1998, Regular Board Meeting; the Minutes of the October 10-11, 1998, Board Work Session; the Minutes of the October 19, 1998, Special Board Meeting; the Minutes of the October 21, 1998, Canceled Regular Board Meeting; the Minutes of the November 9, 1998, Special Board Meeting; and a Low-Income Fare Discount Program Modification.

SECOND READING AND ADOPTION – ORDINANCE NO. 24, 1998 REVISION, DESCRIBING THE TERRITORIAL BOUNDARIES OF LANE TRANSIT DISTRICT:
Mr. Pangborn stated that this was the second reading and the adoption of the boundary Ordinance that was presented to the Board at its October meeting. As a reminder, Mr. Pangborn stated that the revised boundary added Creswell to the boundary and made other minor adjustments to boundary. There was no new information to report.

MOTION
VOTE

There being no questions or comments from the Board, Mr. Kleger moved that Lane Transit District Ordinance 24, an ordinance describing the territorial boundaries of the District, be read by title only. Ms. Hocken seconded the motion, which passed unanimously, 6-0, with Bailey, Bennett, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed.

Mr. Bailey then read the Ordinance by title only: “Lane Transit District Ordinance 24 (1998 Revision), Describing the Territorial Boundaries of Lane Transit District.”

MOTION

Ms. Hocken then moved the following resolution: It is hereby resolved that the LTD Board of Directors adopts Lane Transit District Ordinance 24 (1998 Revision), Describing the Territorial Boundaries of Lane Transit District. Mr. Kleger seconded

VOTE

the motion, which passed unanimously, 6-0, with Bailey, Bennett, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed.

ACCEPTANCE OF AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 1998: Ms. Hellekson stated that because the audit was required by the Federal Transit Administration (FTA) in order for LTD to remain eligible for grant funding and because it also was required by the State of Oregon, staff asked that the Board officially accept the audit results, which acknowledged the fact that LTD had fulfilled its fiduciary responsibility to conduct an independent audit.

Mr. Bennett stated that he had brought up the issue with respect to technology recommendations made by the auditors. Because those recommendations had been there for some time, he asked that a report on the District's use of technology and how the District planned to address the auditor's recommendations be included in a future Board meeting agenda. Ms. Hellekson stated that it would be an excellent opportunity to have Information Services Manager Joe Janda provide an overview of the various technology projects that were ongoing. She stated that LTD had made great strides in automating key functions; however, there remained some key areas that were very labor intensive that related to scheduling, operations, run cuts, operator payroll, and payroll in general. Mr. Bennett stated that he was interested in knowing what those projects were and the number of staff hours that were being spent in these areas. Ms. Hocken added that she was particularly interested in LTD's Y2K compliance plan.

Ms. Wylie added that she was interested in the automation of fare collection. Ms. Hellekson responded that currently, two options were being investigated. One was electronic, cashless fares, and the other was pre-paid fares. Mr. Viggiano stated that staff could discuss these options on a conceptual basis at this point, and Mr. Pangborn stated that this issue would be approached in more detail during the budget presentations.

Ms. Hellekson stated that the Capital Improvement Program (CIP) would be presented to the Board for approval in February, and she thought it would be good to have a preliminary discussion about farebox technology and other technologies, as related capital requests would be presented in February.

MOTION

There being no further discussion, Mr. Kleger moved the following resolution: Resolved, that the Board accepts the Independent Audit Report for the fiscal year ending June 30, 1998. Ms. Hocken seconded the motion.

Mr. Bailey thanked Ms. Hellekson and Mr. Burling for their work on the report. He said that he appreciated the level of detail and effort that went into the report.

Ms. Lauritsen asked for clarification on exactly what the Board was approving. Ms. Hellekson said that the Board was not approving the audit, but was accepting a completed independent fiscal review of the fiscal year 1997-98. Ms. Lauritsen asked if

the Board was accepting the letters from the auditors that were included in the packet and in the CAFR. Ms. Hellekson responded that the Board merely was accepting that the independent audit project was complete.

Mr. Bailey added that his understanding was that the Board had an independent contractor review LTD's financial standing and then to report to the Board how LTD was doing, and all the Board now was saying was that it had received and understood the independent auditor's report. Mr. Bennett added that it was not a performance review, but a look at the numbers to ensure that they were put together professionally and that they added up.

Ms. Hocken stated that these were statutory issues. Every municipality in the State of Oregon had to have an audit like this, and since LTD received federal funds, it also needed an audit for that purpose. In essence, the Board's acceptance would show that LTD had hired a competent auditor who had satisfied those legal requirements.

Ms. Lauritsen stated that she understood that part of it, but while the Board had received the letters contained in the packet prior to the meeting, the actual CAFR only had been handed out at the meeting, too late for proper review.

Ms. Hocken stated that the way the resolution was written was that the Board was accepting the independent audit report. Ms. Hellekson stated that this was the same language that previously had been used, and it had been recommended by previous auditors based upon what they felt their responsibility was to the Board.

Mr. Pangborn stated that this motion was meant only to indicate that the Board acknowledged completion of the audit by the independent auditor. However, if the contents of the audit raised questions and/or discussion, those certainly could occur.

Ms. Lauritsen then asked if there was urgency for closure. Ms. Hellekson stated that LTD did have to submit the audit to all agencies, such as to Bank of America and the federal funding agencies by the end of December. She also stated that disclosure laws had changed somewhat, and the final CAFR had been held up somewhat by the rewriting of the pension disclosure.

Ms. Wylie asked if there would be an approval process for the audit at a later date. Ms. Hellekson stated that the Board would not approve the audit because it was an independent report.

There being no further discussion, Mr. Bailey called for a vote on the motion, which passed unanimously, 6-0, with Bailey, Bennett, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed.

VOTE

COTTAGE GROVE SERVICE DISCUSSION, Continued: Mr. Bennett asked to further discuss the Cottage Grove service issue. He stated that he appreciated the letter from the Mayor of Cottage Grove that thanked LTD for its efforts and, particularly, Mr. Vobora's efforts. As a Board member, Mr. Bennett stated that he appreciated that type of letter and that kind of recognition. What it told him was that LTD made the absolute best effort and no stones were left unturned. Mr. Bennett wanted to recognize the fact that Cottage Grove had appreciated Mr. Vobora's work.

SERVICE EFFICIENCIES: Another thing Mr. Bennett wanted to bring up was the discussion at the Board work session on October 10 and 11 about different ways to approach service efficiencies in this type of an organization. At that work session, the Board recognized that this was an area that needed further discussion, yet he had not seen anything in the current Board meeting agenda or in the list of items to be discussed at future Board meetings. Mr. Pangborn stated that service recommendations would be discussed at the December meeting, and staff had planned to review the discussion of the earlier work session. Mr. Bennett asked if there was a chance to have a reasonably full discussion of that prior to budget numbers being prepared.

Mr. Pangborn stated that Mr. Jarrett Walker was the consultant who had discussed service efficiencies at the Board work session, and he also had given a four-hour presentation to staff following the work session. From those two meetings, staff were developing a timeline for a comprehensive service redesign that would be presented to the Board in December.

BUS RAPID TRANSIT PROJECT SCHEDULE: Mr. Viggiano stated that in October, the Board had reviewed optional schedules for the BRT pilot corridor project. At that time, the Board directed staff to further investigate a schedule that would call for implementation of the downtown Eugene to downtown Springfield section of the pilot corridor by the fall of 2001. The remaining portion of the pilot corridor would be implemented in the fall of 2002.

The BRT project was so unique that it would be difficult to predict how quickly both the technical and political review could occur. However, staff believed the process could be pushed along, and it would remain to be seen how quickly decisions could be made.

Staff were recommending that the Board adopt the schedule that staff could then use for planning purposes, while realizing that it might need periodic changes.

Mr. Bailey asked about the TransPlan schedule and how it related to the BRT Pilot Corridor Schedule. Mr. Viggiano replied that TransPlan was to be presented to elected officials and the LTD Board in January or February. All planning commissions were expected to take action on TransPlan in December. It was expected that full

adoption of TransPlan would occur by June 1999, which was prior to the BRT partner agency approval that was in the Pilot Corridor Engineering Schedule.

MOTION**VOTE**

There being no further discussion, Mr. Bennett moved the following resolution: "Resolved, that the proposed BRT Pilot Corridor project schedule dated November 18, 1998, will be used for project planning purposes." Mr. Kleger seconded the motion, which passed unanimously, 6-0, with Bailey, Bennett, Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed.

Ms. Hocken asked if a light-rail solution was modeled when the TransPlan modeling was done. She recalled that a study had been conducted that indicated that rail was too expensive for this area. Mr. Viggiano responded that it was not modeled by LCOG. There had been an urban rail feasibility study that was done, but that did not include the same level of modeling.

Ms. Hocken asked if there was a chance of doing a rail modeling. Mr. Viggiano stated that it could be done; however, staff had some additional information based on other cities that had made improvements, which were well-documented examples of ridership and congestion and which could be used to help project what might happen here. For example, in Leeds, England, a bus guideway was installed just to get the buses around some congested areas, and that particular line in one year increased in ridership by 45 percent, while at the same time the rest of the system increased only by 4 percent. There also were three other cities where ridership increased almost immediately by an average of 50 percent by putting in some express service. Those improvements were not nearly as significant as what LTD was proposing. Staff felt quite confident in using that information, and would share more of that information with the steering committee.

Mr. Viggiano stated that staff would meet with LCOG staff and request rail modeling.

ITEMS FOR INFORMATION, Continued:

BUS RAPID TRANSIT PROJECT UPDATE: Mr. Viggiano stated that he was available to answer any questions. He noted that with the newly adopted schedule, the Board was scheduled to select the preferred alternative for the Franklin/UO segment in December. The BRT Steering Committee would have a recommendation for the Board at the December meeting, but the full Board would not have an opportunity to hold a work session on the preferred alignment.

Mr. Bennett asked if there would be time to work through the Franklin/UO segment at the work session scheduled for December 14, possibly following the dinner with the legislators. Ms. Hocken stated that there would be a recommendation from the BRT Steering Committee on the preferred alignment for that section, but if the full Board were to review the alternatives that were considered prior to making a



decision, she did not think it was a good idea to hold the work session, then make a decision all in one evening. She thought that the BRT committee members were very familiar with the alternatives, but the other Board members were not and might need more time to think about them before making a decision.

Mr. Viggiano stated that staff were creating a spreadsheet that would show all the data, and the plan was to mail it to the Board members before Thanksgiving. Mr. Pangborn stated that staff would arrange to discuss the alignment with the Board on December 14.

ELECTION RESULTS; DECEMBER MEETING WITH LEGISLATORS: Staff had no additional presentation regarding the election results; however, Ms. Lynch added that she had information regarding an invitation to Board members to attend the inaugural run of the Seattle-built TALGO train on November 30, 1998. All Board members were invited to ride the Portland-to-Eugene segment. She distributed information to the Board members and asked that they telephone RSVPs to Executive Secretary Jo Sullivan or to Ms. Hekimoglu. In addition to riding the train, the Board members could opt to attend the celebration in Eugene at approximately 4:30 p.m.

Ms. Lynch presented a recommended agenda for the December 14 dinner with legislators. In part, the purpose of the meeting was to meet the legislators. She thought it would be important to discuss any major initiatives, such as BRT. Between now and December, she would have a better sense of what to emphasize. She also hoped that by December 14, there would be a better sense of what the legislative proposal for funding special transportation might be. She suggested dividing that issue discussion between Ms. Hocken and Mr. Kleger.

Ms. Lynch stated that the interim Senate Transportation Committee had met, and Senator Shannon talked about increasing the cigarette tax to increase the funding for special transportation. Ms. Hocken asked if legislators had discussed what they might do with the tobacco settlement funds. Senator Brady Adams' budget proposal applied some of the settlement funds to elderly and disabled transportation.

This meeting also would present an opportunity for LTD to let the legislators know that there were other issues besides special transportation and BRT that LTD was interested in. Ms. Lynch also would leave time on the agenda for the legislators to discuss their issues with the Board.

Mr. Bennett asked if there were state legislative issues related to BRT. Ms. Lynch said there were not unless LTD used state general funds as all or part of the local match for Transportation Efficiency Act (TEA-21) funds.

Mr. Bennett then asked about ODOT and if currently there was some capital funding LTD might lobby for. Mr. Pangborn stated that there were funds that LTD competed for in the State Transportation Improvement Program process, but not in

the legislative process. Mr. Bennett asked staff to examine where the state might be able to help with BRT funding.

Ms. Lynch added that during the last legislative session, a bill had been introduced and had passed the House of Representatives that would have captured income tax revenue from development that occurred as a result of transit and would have been applied toward special transportation. The bill did not pass the Senate, and Ms. Lynch was not sure that it would have been helpful for the state as a whole except in Portland.

Mr. Bennett stated that it was his understanding that the state had funding for upkeep of its own systems, and to the extent that LTD was located on state right-of-way, he thought staff should look at this issue as a possible source of funding. Ms. Lynch stated that the Oregon Transit Association was working on that very issue. In the case of the state system, the funding came from the Highway Trust Fund, which precluded its use on any other projects than those within the right-of-way.

Ms. Lauritsen asked if the Board would be receiving briefing statements on the issues, and Ms. Lynch stated that she would provide information to the Board.

Ms. Hocken asked if there were any non-financial issues that might be on the legislative agenda for this session. Ms. Lynch thought there could be some administrative and operational issues. Mr. Pangborn added that at the last session, an issue that was taken to the legislature was a change in the law to allow LTD to be more actively involved in joint development surrounding transit facilities. That issue might be brought back again. Ms. Lynch stated that a transportation alternatives group was brainstorming a list of issues, such as tax incentives for development around transit stops, etc., which could facilitate the BRT development.

Mr. Pangborn added that the rural services issue would be in the minds of several of the legislators.

Ms. Lynch stated that she would communicate with Board members prior to the December 14 meeting.

UPDATE: SMOKING AREAS AT THE EUGENE STATION: Transit Operations Manager Mark Johnson stated that there were several problems around the issue of designated smoking areas at the station. One was enforcement. The platform supervisors and mall guides were spending a significant amount of time directing people to the correct smoking area. Another problem was the maintenance of the designated smoking areas was high. In addition, the District had made a commitment to a smoke-free environment for its employees. Operators now had to walk through one of the smoking areas to gain entrance to the restroom and lounge area. Also, non-smoking customers had to wait in the same area to board buses.



Staff were considering a recommendation that the Eugene Station be designated as non-smoking and that smoking be restricted to the rights-of-way surrounding the station. Staff asked for Board discussion about the matter, and bus operators would be consulted as well prior to a decision being made.

Ms. Lauritsen asked if there were ashtrays available. Mr. Johnson said there were ashtrays, but that they were not necessarily being used.

Mr. Bennett had observed that a large number of young people always seemed to be gathering in the smoking areas. Mr. Johnson stated that it had become a gathering place for kids, and it was difficult to police who actually was waiting for a bus and who was not.

Ms. Lauritsen asked why the decision was made as it was. Mr. Johnson replied that the decision was made to keep smoking localized to two areas near the field supervisor office. Ms. Hocken added that the original decision was made to accommodate bus operators who smoked.

Mr. Bennett asked where the smokers would go if smoking were banned from the station. Mr. Johnson replied that it would be designated to the rights-of-way surrounding the station. Mr. Bennett asked if LTD would have the responsibility to clean those areas outside the station. Mr. Johnson stated that it would become the responsibility of the City of Eugene, but that LTD would assist in that area.

Ms. Wylie stated that smoking had been banned from the premises of her agency, but that it just pushed people to the perimeters and the maintenance problem remained. She thought that receptacles still needed to be provided.

Mr. Kleger added that there was a downside to anything the Board might decide in this regard. Currently, there were large groups of people just north of Bay T who gathered to smoke, and when it rained, they moved in under the canopy. There also were people gathering just east of Bays N and Q along Willamette Street, just outside the gates. The sidewalks there were very unsightly, and the LTD custodial staff were cleaning cigarette butts from that area as well. Awnings were located along the south side of the Customer Service building and both south and west sides of the 1099 Olive building. If smokers were delegated to the rights-of-way outside the station, under the awnings, it might invite vandalism.

Mr. Kleger continued to say that he had discussed the issue with many customers, most of whom very much appreciated the non-smoking environment, while those who used Bays A and C were resentful of the fact that smoking was allowed in those areas.

Mr. Johnson added that staff were reviewing several options other than just prohibiting smoking all together. One would be to provide better shelter for a smoking

area away from the buildings and waiting areas. Another option would be to create another area near Bay T. He was hesitant to make a recommendation until further review of the options. Mr. Johnson stated that he had brought the issue up before the Board because if a policy change was needed, it could affect Ordinance 36.

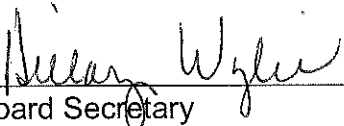
Mr. Bennett stated that he hoped staff would consider the option to create a non-smoking environment. Most buildings, both public and private, currently were smoke free, and people who smoked made adjustments. He believed in the image that LTD wanted to project. Promoting a gathering place, particularly for people who were not bus riders, was not a good proposition. Smoking near doorways was not a good solution, and he preferred smoking be restricted to the right-of-way outside the station.

Mr. Bennett stated he thought it should be an administrative decision, and he asked that a recommendation be made fairly soon. Ms. Hocken added that a change in the smoking restrictions could affect working conditions.

Ms. Hocken asked about the plaza area at the station, and if it were exempt from the smoking designation. Transit Projects Administrator Rick Bailor responded the plaza area was not a designated smoking area. He added that Ordinance 36 stated that smoking was allowed only in designated smoking areas, so that if there were no designated smoking areas, Ordinance 36 would not need a revision. Mr. Pangborn added that smoking was not a constitutionally protected right and, therefore, could be banned, while free speech, for instance, could not be banned from the plaza area.

JOYRIDE: Mr. Vobora asked the Board members to please call Ms. Sullivan or Ms. Hekimoglu to RSVP for the JoyRide by November 25.

ADJOURNMENT: There being no further business, Mr. Bailey adjourned the meeting at 7:05 p.m.


Board Secretary

