

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, August 15, 2001

Pursuant to notice given to *The Register-Guard* for publication on August 9, 2001, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held its regular monthly meeting on Wednesday, August 15, 2001, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding  
Patricia Hocken  
Dave Kleger, Treasurer  
Virginia Lauritsen, Secretary  
Ken Hamm, General Manager  
Jo Sullivan, Recording Secretary

Absent: Rob Bennett, Vice President  
Gerry Gaydos  
Robert Melnick

**CALL TO ORDER:** The meeting was called to order at 5:35 p.m. by Board President Hillary Wylie.

**ANNOUNCEMENTS AND ADDITIONS TO AGENDA:** Autzen Pedestrian Bridge—Mr. Hamm noted that staff had an engineering firm look at the Autzen pedestrian bridge that went from the Riverfront Research Park across the river to Alton Baker Park. The purpose was to evaluate the bridge's potential to carry heavy vehicles and to possibly add additional capacity. Assistant General Manager Mark Pangborn explained that the idea originally was proposed as part of the Ferry Street Bridge expansion project, to not extend the Ferry Street Bridge but to add a bus-only bridge. The Board and staff had never discussed the study because the idea had been dropped. Mr. Hamm said staff were bringing this study to the Board because the potential for that bridge recently had generated some interest in the Eugene Mayor's office as a possible consideration for bus rapid transit (BRT). The Mayor's office had requested the information from that report and although there had been no major discussions about it, Mr. Hamm wanted the Board to be aware that it could be discussed at some point.

Mr. Kleger thought that the bridge was built to carry emergency vehicles on an occasional basis. Mr. Hamm explained that the report actually said that the bridge was engineered and constructed in such a way that it could carry heavy vehicles, and that additional space could be cantilevered off it for pedestrian use and to run one-directional vehicle service across it. The potential use LTD was considering was connecting to a Park & Ride at Autzen Stadium for the University of Oregon (UO) and the housing district northeast of there. The District provided a substantial amount of service from the campus housing a little east of Autzen Stadium, and it would cost less to go directly over the river than it did to go around.

Ms. Lauritsen asked who would pay for this. Mr. Hamm said there had been no discussion yet about how it would be financed or who would pay for it. Ms. Hocken said the idea of using the



bridge for BRT started when Fair Manager Mike Gleason suggested that LTD look at that bridge as a river crossing because it would support fire trucks.

MPC Representative: Ms. Wylie stated that Ms. Hocken wanted to rotate off the Metropolitan Policy Committee (MPC) when TransPlan was adopted. That was scheduled to occur in September, so Ms. Wylie appointed Mr. Gaydos to take Ms. Hocken's place as soon as TransPlan was officially adopted.

### WORK SESSION

Plan for November 16-17 Strategic Planning Work Session: Mr. Hamm asked for the Board's input regarding the focus for the two-day strategic planning retreat scheduled for November 2001. He asked the Board members to begin thinking about topics they would like to discuss with the LTD leadership group, and whether they would like to engage a facilitator to lead the discussion. Ms. Wylie said she thought that Assistant General Manager Mark Pangborn did a wonderful job of facilitation, but that meant he was not able to participate as much. She thought that sometimes discussions bogged down a little with an outside facilitator who did not know the participants or the subjects as well as staff did. Mr. Kleger thought that last year's discussions were very effective. Mr. Hamm said that if the Board did not have an outside facilitator this year, he and Mr. Pangborn would trade off, so that each would have an opportunity to participate with the Board.

Ms. Lauritsen said that this was a Board retreat, so she would appreciate having time for Board members to discuss issues among themselves, without staff present. She said she would like to know better some of the underlying concepts that were important to some of the Board members.

Ms. Hocken said she would like to take a fairly broad and long-range view of the financial issues before the District, in order to prepare for debt financing, New Starts funding, and maybe other funding sources, such as the state funding for light rail in Portland. This discussion should include the expenditures the District was faced with.

Ms. Wylie thought that the work session was a wonderful opportunity to have the Board and staff together with a lot of good brainpower and energy. She suggested that part of the work session be used for team building and brainstorming, if there was some way to incorporate that, as well as Ms. Lauritsen's suggestion for Board discussion.

Mr. Kleger suggested discussing strategies to communicate to the public—all the District's customers, not just those who rode the bus—LTD's long-term agenda for BRT (why, how the transition would be made, the relationship of the new fall service to the long-term service goals, etc.). Ms. Wylie built on that idea by adding a discussion of the vision of transit in the community, and how that was changing.

Ms. Hocken asked if there would be enough data available to revisit the productivity versus coverage discussion following the implementation of the Comprehensive Service Redesign (CSR). There would be only about two months' data, so a comprehensive discussion would be premature.

Staff said they would check with the missing Board members, and asked the Board to call with additional ideas for agenda topics.



**BRT Update:** Mr. Hamm reviewed the topics on the Agenda Item Summary on page 6 of the agenda packet, including Environmental Assessment, Intergovernmental Agreements, Design Team Selection, and Next BRT Corridors. He also informed the Board that he and Fleet Services Manager Ron Berkshire would be going to Amsterdam and France at the end of September to evaluate two of the buses that could be used for BRT.

Ms. Hocken said she would like to have a conversation about how LTD was going to handle the schedule for development of the additional corridor with the City of Eugene. She suggested that LTD could give the Council a list every month of what had been done to move the schedule along, and maybe schedule future times on the Council's agenda for the next year or so. She wanted to be sure the timeline was managed better than it had been. Mr. Pangborn said that LTD was scheduled to go before the Eugene City Council on September 10, and staff had written a draft letter to the Mayor stating that the schedule had slipped and looking for a buy-in from the Council at the beginning of the process.

Mr. Hamm explained what had occurred with the public process in Phase 1. He said that the stakeholder group, the BRT Advisory Committee, believed that its participation could continue to be a productive process in Phase 2. Staff were not recommending changing to a different group.

Ms. Hocken supported Mr. Hamm's comments and said she thought that the charrette process had been amazing and very positive. Discussions were added as necessary with certain groups, such as Friends of Eugene and Glenwood businesses. She thought a new stakeholder process could slow the process down.

**Items for Information:**

**Board Reports:** (1) MPC – There was no meeting in July and the August meeting was postponed until August 16. (2) BRT Steering Committee – Discussed earlier during the work session. (3) Statewide Livability Meeting – No meeting was held. (4) LTD/ATU Pension Trust – The Trustees met on July 30. Mr. Hamm reported that the Trustees considered Requests for Proposals for Trust services, and determined that the current structure would remain the same, except that they would interview two firms to provide auditing services. They also discussed benefits for domestic partners of retirees and for rehired retirees. (5) Bus Roadeo – Ms. Hocken and Mr. Kleger had attended the Bus Roadeo on July 22. Some bus operators from Salem Area Transit had participated with LTD's operators. LTD's winning operator was scheduled to participate in the national roadeo in Philadelphia in September. (6) Picnic – Ms. Wylie reported that the annual employee picnic was a great success, with wonderful music provided by LTD employees. She had the opportunity, with ATU Local 757 Executive Board Officer Paul Headley, an LTD bus operator, to place the first sticker that said, "This bus is driven and maintained by ATU employees" on one of the buses. Mr. Hamm added that the Union and LTD had a good partnership and were working together for fair and consistent ways to treat all employees throughout the organization. Ms. Wylie said that she was very proud of that relationship.

**General Manager's Report:** Mr. Hamm noted the summary of his recent activities on page 69 of the agenda packet.

**2001 Legislative Report:** Government Relations Manager Linda Lynch called attention to the Legislative Report distributed to Board members with the agenda packet. A table showed more than 200 bills reviewed by staff. She noted that almost everyone felt good about the 2001 Oregon legislative session, even though it had been panned by some as a "do nothing" session.



Representative Bruce Starr (R-Hillsboro), who chaired the House Transportation Committee, proved to be a great friend of transit, and services for the elderly and people with disabilities were fairly safe in his hands. She said he deserved a lot of credit for being creative about funding issues.

Ms. Hocken said that the \$35 million that Washington County would receive for commuter rail got her thinking about how to get money for bus rapid transit (BRT). Ms. Lynch said that this probably would be a 2005 legislative agenda item, since BRT would be on the ground, or possibly 2003. It also would be a good message to the Oregon Transportation Commission at its meeting in Eugene in September.

Ms. Wylie asked what happened to Springfield Station in the U.S. Congress. Ms. Lynch replied that the House version contained no mention of the Springfield Station, but the Senate version fully funded the appropriation. She did not know yet what would happen in conference committee, and said that staff might call on the Board to contact senators before then.

Monthly Financial Report: Finance Manager Diane Hellekson handed out the financial statements and noted that year-end-close work was being done. She said that ridership and revenue were quite strong, with no shift from cash fares even after an increase in that fare. The payroll tax slightly exceeded budget, but there would be a better test in August when the second-quarter tax revenue would be distributed to LTD. Ms. Hellekson said that she hoped to have the Board Finance Committee meet in September to discuss debt financing, and in October, in order to take the Capital Improvements Program (CIP) to the Board in November this year, to help begin the budget process earlier than usual. She said also that no action had been taken on debt financing. One of the reasons for this was that staff were waiting for a formal ruling from the Federal Transit Administration (FTA) to see if LTD could use federal funds to repay some forms of the debt that LTD was considering. Staff knew they could use federal funds to pay for capital leasing, but wanted permission to use other forms in writing before beginning.

Ms. Hellekson stated that the Oregon Transportation Infrastructure Bank (OTIB) had approached staff about LTD borrowing money, now that the transit side of the bank had \$3.6 million to loan. Staff were considering the option of using OTIB money for a portion of the bus purchase, and would be discussing this with the Board Finance Committee.

Springfield Station Update: Nothing was added to the discussion held already that evening.

TransPlan Update: Final approval was expected to be on the Board agenda in September.

Recess: Ms. Wylie called a brief recess at 6:40 p.m. and called the meeting back to order at 6:50 p.m.

**EMPLOYEES OF THE MONTH:**

**AUDIENCE PARTICIPATION:** There was no one in the audience who wished to address the Board.

MOTION **CONSENT CALENDAR:** Mr. Kleger moved the following resolution: "LTD Resolution No. 2001-030: It is hereby resolved that the Consent Calendar for August 15, 2001, is approved as presented." The motion was seconded by Ms. Lauritsen and unanimously approved by voice vote, with Hocken, Kleger, Lauritsen, and Wylie voting in favor, and none opposed. The Consent Calendar consisted of the minutes of the May 16, 2001, regular board meeting, the June 20, 2001,

VOTE





regular Board meeting, and the July 18, 2001, canceled Board meeting, as well as LTD Resolution No. 2001-031, adopting the Revised Fiscal Year 2001-02 Disadvantaged Business Enterprise (DBE) Program.

**FISCAL YEAR 2001 SECTION 5307 FEDERAL GRANT APPLICATION:** Staff Presentation: Mr. Pangborn explained that this request was part of an annual grant application process for capital grants. All of the money being requested would fund a portion of the 2001-02 capital program. A total of \$1,241,700 was being requested for bus replacement, articulated buses, BRT Phase 2 engineering and design, computer software improvements, support vehicles, and office and miscellaneous equipment. Ms. Hocken noted that the summary said LTD would be purchasing automatic vehicle locators/automatic passenger counters, but those were not included in the grant detail. Mr. Pangborn thought that the summary sheet was wrong and that was a separate grant.

Ms. Wylie wondered if LTD had to notify the FTA formally when Eugene/Springfield reached a new population level. Mr. Pangborn said that the FTA had a person who was analyzing census status, and that LTD would be changing from under 200,000 to over 200,000 in population designation. This would mean a different funding formula, which staff hoped would result in additional funding for the District.

Public Hearing on FY 2001 Section 5307 Federal Grant Application: Ms. Wylie opened the public hearing on the grant application. There was no public testimony, and Ms. Wylie closed the public hearing.

MOTION

Board Discussion and Decision: Ms. Hocken moved the following resolution: LTD Resolution No. 2001-032: It is hereby resolved that the LTD Board of Directors approves the proposed FY 2001 Section 5307 federal grant application for \$993,360 in federal funds, and authorizes the general manager to submit this application to the Federal Transit Administration for approval. Mr. Kleger seconded, and the motion carried by unanimous voice vote.

VOTE

**NEW LOW-FLOOR BUS PURCHASE:** Fleet Services Manager Ron Berkshire stated that since the June 2001 Board meeting, staff had worked with Gillig to determine the price of additional buses ordered under the existing contract. Staff also were proposing to install the latest in LED signs and security cameras. The total price per bus would be \$268,542. For 18 buses, the cost would be \$4,833, 756. He considered this a reasonable price, since the average price of a low-floor bus was \$270,000. Mr. Berkshire explained that staff were asking for authority to proceed with a change notice and authorize the general manager to purchase the 18 buses.

The Board briefly discussed the safety and efficiency of Gillig buses as they compared with other manufacturers, and the process for determining the specifications for each bus purchase. Mr. Berkshire stated that all the buses were made about the same in terms of physical dimensions, and that manufacturers constantly were making small changes to improve the buses.

MOTION

Mr. Kleger moved that the Board adopt "LTD Resolution No. 2001-033: The LTD Board of Directors hereby gives approval for staff to proceed with a change notice to the existing contract with Gillig and authorizes the general manager to purchase 18 new low-floor buses from Gillig Corporation." Ms. Hocken seconded, and the motion carried by a vote of 3 to 0, with Ms. Lauritsen abstaining.

VOTE



Ms. Hocken asked Ms. Lauritsen why she abstained from voting. Ms. Lauritsen said that when spending this kind of money, it seemed that LTD was going down the same old track too many times. She said that 18 buses were a sizeable percentage of what was in the fleet, and the District was having to lock itself into the same buses. Ms. Wylie responded that LTD did have some issues with the buses, but that they were the District's workhorses, and LTD was saving \$20,000 per bus, so she thought that was good business.

**BUS RAPID TRANSIT (BRT) STEERING COMMITTEE APPOINTMENTS:**

Mr. Pangborn referred to the staff memorandum on page 55 of the packet. He said that from the staff's and, he believed, the Steering Committee's perspective, the current BRT Steering Committee was a valuable tool to prepare materials and recommendations to bring back to the Board. Staff therefore were recommending continuing this committee through the next phase of BRT, and were asking the Board to approve a few changes to the committee. John Lively was leaving the committee, and Dan Egan of the Springfield Chamber was being recommended as his replacement. An additional member to represent more of the "green" community was proposed, as well, with Charlie Magee being recommended for that position. The committee would focus primarily on the next corridor, and would receive regular updates on the construction phase of the first corridor.

Ms. Hocken supported adding a "green" member. She said that the business view was well represented, so it would be good to add a different perspective and approach. Mr. Pangborn said that staff would be extra diligent in including discussions with the Friends of Eugene, Citizens for Public Accountability, and other groups in the process. Ms. Hocken asked if there would be a bus rider on the committee. Mr. Hamm said he thought Mr. Magee was a fairly frequent rider and committed to alternative transportation. Mr. Kleger said he believed that committee members Eugene City Councilor Scott Meisner and Lane County Commissioner Peter Sorenson rode frequently, and Springfield City Councilor Tammy Fitch also rode occasionally.

MOTION Ms. Lauritsen moved the following resolution: "LTD Resolution No. 2001-034: It is resolved that Charles Magee and Dan Egan be appointed to the BRT Steering Committee."  
 VOTE Ms. Hocken seconded, and the resolution passed by unanimous voice vote.

**SPRINGFIELD STATION DESIGN REVIEW COMMITTEE:** Mr. Pangborn called the Board's attention to the staff summary on page 58 of the agenda packet, which included a description of the committee's charge and membership. No specific membership recommendations were being made at that time. The three Board member positions also would participate as the Board Springfield Station Committee.

MOTION Ms. Hocken moved the following resolution: "LTD Resolution No. 2001-035: It is hereby resolved that a Springfield Station Design Review Committee will be formed to serve in an advisory capacity to the LTD Board on Springfield Station design issues." Mr. Kleger  
 VOTE seconded, and the resolution passed by unanimous voice vote.

Ms. Wylie named herself, Ms. Lauritsen, and Mr. Melnick as the Board's representatives on the Springfield Station Design Committee and the Board Springfield Station Committee, with Mr. Kleger as an alternate.



**SEPTEMBER AND NOVEMBER BOARD MEETINGS:** Ms. Wylie noted that a special dinner meeting with the Oregon Transportation Commission had been scheduled for September 19, the evening of the regular LTD Board meeting. The Board members present agreed to hold a special meeting on Monday, September 17, instead. Ms. Wylie also noted that the regular Board meeting in November would be on the evening before Thanksgiving Day, and proposed moving the meeting to November 14. Ms. Lauritsen had a conflict that evening, so those present agreed that the Board would meet on Monday, November 19, instead of the regular Wednesday meeting on November 21.

**ADJOURNMENT:** Ms. Lauritsen asked where the Board's two-day strategic work session would be held in November. Mr. Pangborn stated that since the Board preferred not to go out of town, the work session had been scheduled for the Eugene Hilton.

There was no further business. The meeting was adjourned at 7:43 p.m.

  
Board Secretary

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