

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, September 17, 2001

Pursuant to notice given to *The Register-Guard* for publication on September 13, 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, September 17, 2001, at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Hillary Wylie, President, presiding
Rob Bennett, Vice President
Virginia Lauritsen, Secretary
Dave Kleger, Treasurer
Robert Melnick
Patricia Hocken
Gerry Gaydos
Ken Hamm, General Manager
Susan Hekimoglu, Recording Secretary

Absent: None

CALL TO ORDER: The meeting was called to order at 5:38 p.m., by Board President Hillary Wylie. Mr. Gaydos was not yet present.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Ms. Wylie reported that she recently had returned from Washington, D.C. She was in a hotel just across the street from the Pentagon on September 11, 2001, when the Pentagon was struck. She thought it important for the Board to recognize the impact of the September 11, 2001, terrorist attacks on the World Trade Center in New York and on the Pentagon in Washington, D.C. Everyone was affected in many ways and on many levels. She expressed her respect and appreciation for all those who personally were touched by the tragedy.

There were no other announcements or additions to the agenda.

WORK SESSION – TRANSPLAN: The TransPlan discussion was moved later in the meeting.

WORK SESSION – BUS RAPID TRANSIT (BRT): Mr. Hamm said that due to the enormity of the work involved in both the design and engineering of the approved Phase 1 pilot corridor and the work involved in identifying the next corridors both for Eugene and Springfield, staff would be reassigned. Planning and Development Manager Stefano Viggiano would continue to work on all aspects of BRT, but would focus primarily on working with the City of Eugene and the City of Springfield to identify and conceptualize the next corridors. Assistant General Manager Mark Pangborn would assume project management responsibilities on the design, engineering, and construction of the Phase 1 pilot corridor. In addition, if the budget

allowed, staff would seek other outside expertise in melding the design and engineering with the construction of the project. Facilities Manager Charlie Simmons would oversee the continued design and building of the BRT Phase 1 stations and the continued design and building of the Springfield Station. Mr. Hamm also noted that Mr. Pangborn would remain the project manager of the new RideSource facility, but that Mr. Simmons would be assisting in that project as well.

Mr. Melnick noted that LTD was adding functions and responsibilities without adding new staff members. He thought it would be a challenge to maintain a balance to assure that staff also would not be distracted from other projects. Mr. Hamm said that staff had discussed whether it made more sense to add staff or to outsource project components on a project-by-project basis. Staff had decided to avoid unproductive expenses at this time by shifting responsibilities. While there would be additional stress points, staffing levels would be closely monitored and every attempt would be made to not overwhelm the staff.

Mr. Pangborn provided an update about the various BRT projects, including the Environmental Assessment, the Intergovernmental Agreements, the formation of the Design Team, vehicle selection, and the next BRT corridors.

Ms. Hocken asked about the BRT project cost estimates and if better data would be available to base the cost estimate on. Mr. Pangborn said that LTD's initial cost estimates were made on a block-by-block basis. If the consultant's cost estimates were substantially different, staff would determine the basis for those differences. Mr. Viggiano added that cost estimates would be provided periodically throughout the design process.

Mr. Gaydos arrived at the meeting at 6:03 p.m.

Staff were meeting with both Cities to draw up the Intergovernmental Agreements (IGAs). An IGA with the Oregon Department of Transportation (ODOT) also was planned. The framework for the agreements already had been drawn and was being reviewed by staff. Mr. Viggiano added that staff were talking with the City of Eugene about the possibility of City staff being involved in the Phase 1 design work in a direct way.

Mr. Hamm said that LTD needed to move fairly quickly on vehicle selection. A staff trip to Europe was being planned to visit several vehicle manufacturers in The Netherlands and in France. It was essential for Fleet Services Manager Ron Berkshire to visit the factories to gain confidence in the products and to prepare a management proposal. Mr. Berkshire already had visited some American vehicle manufacturers. Mr. Pangborn added that once the vehicle decision was made, the facilities staff would determine what would be needed, in terms of vehicle storage, maintenance, etc., to support those vehicles.

Mr. Pangborn said that LTD would utilize a Construction Management General Contractor (CMGC) approach with the design and construction of Phase 1. A general contractor would be hired early in the process and would participate throughout the design process.

Ms. Wylie asked staff to prepare a project timeline flow chart for the Board.

Ms. Hocken asked how a general contractor would be able to bid on the project so early in the design phase. Mr. Pangborn said that a general contractor would be selected based on

general qualifications. A formal Request for Qualifications (RFQ) would be used to select the general contractor, who then would bid on a guaranteed maximum price much later in the design process. Ms. Hocken asked if LTD would then be obligated to hire that general contractor. Mr. Pangborn said that the general contractor would be hired and would act in a construction oversight capacity, subcontracting most of the work.

Mr. Viggiano said that this was a new process for LTD, and staff would continue to discuss the process with the Board. Ms. Hocken asked that legal counsel be involved in the discussion. Mr. Melnick noted that this method of building large projects was becoming more common, and that the University of Oregon often used the CMGC process. The new Law School, for instance, was built using this process where a general contractor and architect worked together from the beginning of the project.

Ms. Hocken asked if outside valuing would be a part of this process. Mr. Pangborn said that there were two options for value engineering, but if the CMGC process were used, the contractor would provide the ongoing value engineering. Mr. Pangborn noted that the Board members would be involved in selecting the contractors.

Ms. Wylie asked that the BRT discussion be continued later during the regular portion of the meeting. The Board members took a short break to look at both the new hybrid-electric *Breeze* shuttle bus and the *Duck Shuttle* articulated bus.

EMPLOYEE OF THE MONTH – OCTOBER 2001: Transit Operations Manager Mark Johnson introduced Transit Operations Supervisor Kay Kinnish as the October 2001 Employee of the Month. Mr. Kinnish was hired as a bus operator in December 1993. He was promoted to his supervisory position on October 20, 1998. Mr. Kinnish was nominated for this award by two of his fellow transit operations supervisors who appreciated his willingness to assist his co-workers, especially with regard to the recent reorganization that had occurred within the transit operations department.

Ms. Wylie congratulated Mr. Kinnish and presented him with an Employee of the Month lapel pin, a plaque, a letter of commendation, and a monetary award. She thanked Mr. Kinnish for his excellent service to LTD and its guests.

Mr. Kinnish said that he had been treated well at LTD, he appreciated the award, and he thanked the Board for the opportunity to be a part of Team LTD. He said that when he was hired, he was 53 years old and when promoted, he was 58 years old. He did not think that happened very often, and it said a lot about the company.

AUDIENCE PARTICIPATION: Audience Participation: 1) Pia Rogers of Eugene said that she had just arrived in Eugene in July. She said that she was not complaining, and in fact, most bus operators were very nice. When she first arrived and secured employment, she was confused about which side of the street to be on to catch her bus, route #67, to the Delta Oaks area. The bus stop signs had no indication about what side of the street on Delta Oaks one should stand on to catch either the inbound or outbound buses. When she was first hired and relatively new to Eugene, she was stranded because she did not know which side of the street to stand on.

Ms. Rogers also suggested that buses on Sunday operate later than 8:30 p.m., because Delta Oaks and Valley River Center (VRC) employees typically worked later.

In addition, Ms. Rogers said that she did not own a car and relied solely on bus service. Sometimes the wait was long at VRC because of the buses that were laying over. She suggested that rider convenience be a higher priority when planning routes.

Ms. Rogers also said that the bus operators could be a bit more helpful, particularly to people new to the area.

2) Gene Richardson & Chrissy Robinson of Eugene, who both worked at Pearl Buck Productions on Bertelson Road, presented a signed petition for LTD to provide bus access to Bertelson Road in the West Eugene Area. Ms. Robinson read the petition:

We would like to petition LTD to reconsider one of its recent routes changes, as it will cause undue stress and hardship on many employees of the Pearl Buck Productions Workshop, located at 4232 West 5th Avenue (near the corner of West 5th and Bertelson Road), in Eugene.

The Pearl Buck Center has been providing vocational services for persons with disabilities for over 50 years. Most of these people use LTD as their only mode of transportation and are loyal and strong supporters of LTD. Routes 42 & 43 previously traveled in both directions on Bertelson between West 11th Avenue and Roosevelt Boulevard. After the recent route changes, many commuters must now walk to West 11th Avenue to catch an LTD bus. The recent schedule changes for routes 42 and 43 have been hard on Pearl Buck's employees.

Walking all the way to West 11th Avenue to catch the bus is difficult for some people. It is a long walk and hard on individuals with physical disabilities. These difficulties will increase with extreme weather. The rainy winter months will be very difficult. The hottest summer months may cause heat exhaustion in some people with physical disabilities. In addition, West 11th is a very busy street with few safe places to cross. With such heavy traffic, crossing West 11th may be dangerous for many Pearl Buck workers. There also are no sidewalks between the Pearl Buck building and West 11th, making it even more difficult and dangerous for those commuters traveling home after a day of work. We ask that LTD consider these hardships placed on their many loyal and supportive customers by the recent reduction of service to Bertelson Road. With these considerations in mind, we petition LTD to reinstate bus access to Bertelson Road between West 11th and Roosevelt in West Eugene.

The petition was signed by 33 people.

3) Paul Bonney of Eugene introduced himself to the Board and said that he had been an LTD fan since 1971. He previously served on the LTD Budget Committee.

Ms. Wylie thanked the speakers and said that LTD would take their comments under consideration.

MOTION **CONSENT CALENDAR:** Ms. Hocken moved that the Board adopt LTD Resolution No. 2001-036: "It is hereby resolved that the Consent Calendar for September 17, 2001, is approved as presented." Ms. Lauritsen seconded the motion. The Consent Calendar for September 17, 2001, consisted of the minutes of the August 15, 2001, regular Board meeting. Mr. Melnick said that he would abstain from voting on the Consent Calendar, as he had not attended the August Board meeting. Ms. Wylie called for a voice vote. The motion passed, with six members in favor (Wylie, Bennett, Hocken, Lauritsen, Gaydos, and Kleger) and one abstention (Melnick).

VOTE

REVISED FY 2001 SECTION 5307 FEDERAL GRANT APPLICATION: Mr. Pangborn said that the revision to the grant application added the Automated Vehicle Locator/Automatic Passenger Counter (AVL/APC) project, which inadvertently was omitted from the Program of Projects that had been presented to the Board for approval at its August Board meeting. The revised grant request was for \$1,770,280 in Federal Section 5307 funds.

Public Hearing: Ms. Wylie called for public testimony regarding the proposed grant application. No one from the audience wished to speak on the subject. Ms. Wylie then closed the public hearing.

MOTION **Board Deliberation:** Mr. Kleger moved adoption of LTD Resolution No. 2001-037: "It is hereby resolved that the LTD Board of Directors approves the revised FY 2001 Section 5307 federal grant application for \$1,947,945 in federal funds, and authorizes the general manager to submit this application to the Federal Transit Administration for approval." Mr. Gaydos seconded the motion.

Ms. Hocken noted that some of the funding included in the Program of Projects budget represented FY 2001-02 Special Transportation Program (STP) state funds. She asked if those funds specifically should be mentioned in the resolution. Mr. Pangborn said that those funds did not need specific mention as they were federal funds that were funneled through the state in a regular funding mechanism.

VOTE There being no further discussion, Ms. Wylie called for a voice vote on the motion to approve the grant application. The motion passed unanimously, with Bennett, Melnick, Lauritsen, Kleger, Wylie, Hocken, and Gaydos voting in favor, and none opposed.

ADOPTION OF TRANSPAN: Mr. Viggiano introduced Tom Schwetz and Paul Thompson from Lane Council of Governments (LCOG), who were present to answer any questions. The Board received the final TransPlan document, which included three amendments at their tables. Staff were asking the Board to formally adopt TransPlan.

Mr. Viggiano added that Resolution 2001-038 included the Plan and the three amendments.

MOTION

Ms. Lauritsen moved that the Board adopt LTD Resolution No. 1002-038, a Resolution adopting the Eugene-Springfield Transportation System Plan (TransPlan). Mr. Gaydos seconded the motion.

Mr. Kleger expressed his appreciation to the jurisdictional staff for the work that went into the TransPlan.

Mr. Bennett asked for clarity about what was planned next to occur with the TransPlan and what would trigger a change in the Transportation Demand Management (TDM) measures. Mr. Schwetz said that with adoption, TDM would continue existing programs, with the possibility that they could be expanded. The policy clearly sought voluntary measures with respect to TDM. TDM measures were somewhat tied to the Alternative Performance Measures that previously were approved by the Oregon State Department of Land Conservation and Development (DLCD). The Land Conservation and Development Commission (LCDC) and others would look to the community to increase the TDM efforts, which could include mandatory measures.

Ms. Hocken asked about the City of Eugene's amendment to change the scope of the I-5 Interchange Study, and what feedback had been received from the City of Springfield or Lane County. Mr. Schwetz said that there had been no negative feedback. It was discussed at the Metropolitan Policy Committee (MPC) meeting, and all jurisdictions thought the change was acceptable.

VOTE

There was no further discussion, and Ms. Wylie called for a vote on the motion to adopt TransPlan. The motion passed unanimously by a vote of 7-0, with Bennett, Kleger, Lauritsen, Hocken, Wylie, Gaydos, and Melnick voting in favor, and none opposed.

BOARD MEMBER REPORTS: 1) **MPC:** Ms. Wylie reported that at the August 16 meeting, projects for House Bill 2142 and how to prioritize those projects was discussed. There was interest in adding Franklin Boulevard to the list. Mr. Gaydos reported that at the September 13 meeting, during public comment, Rob Handy said that LTD needed to do a better job of understanding the West Eugene alternatives and should become a leader in the West Eugene alternatives rather than being a West Eugene Parkway advocate. MPC again discussed House Bill 2142 items and approved the list. There was nothing on the list that was extremely essential to LTD, except Pioneer Parkway, which some did not want on the list. Springfield and Lane County made a good presentation about why Pioneer Parkway should be on the list. MPC approved the TransPlan amendment that the City of Eugene had requested.

Ms. Wylie said that she would not be able to attend the MPC meeting on October 11. Mr. Gaydos and Ms. Hocken would attend. Ms. Hocken and Ms. Wylie would continue as LTD Board representatives at MPC through December. Mr. Gaydos and Ms. Wylie would represent LTD beginning in January 2002. Ms. Hocken would act as a substitute representative.

2) **BRT:** This discussion was continued from earlier in the meeting. Mr. Viggiano said that staff had been moving ahead to determine the next best corridors both in Springfield and in Eugene. The selection process began with all possible corridors, which were then narrowed down, with additional research provided on the shorter list. The process worked well in Springfield. Staff were recommending a north/south corridor along Pioneer Parkway in Springfield. The BRT Steering Committee had endorsed the proposal. The intent of the

corridor would be to serve the Harlow & Gateway area. The corridor would be presented to the Springfield Planning Commission on October 2 and to the Springfield City Council on October 8.

Mr. Melnick asked staff to provide more information about the two corridors that were considered and how the decision was made to recommend the Pioneer Parkway corridor.

Mr. Viggiano said that staff had met with the Eugene Planning Commission. The Planning Commission recommended narrowing the selection to three options. One was to continue west from the Eugene Station using 13th & 11th Avenues. The second option was the 6th/7th Avenue/Hwy 99 Corridor. The third option was the Coburg Road corridor, which could link with the Springfield Pioneer Parkway/Gateway corridor. The three corridors were recommended to the Eugene City Council, which chose to eliminate the 13th/11th Avenue corridor, narrowing the choices to two. There was discussion about what role LTD could have in the West Eugene Alternatives Analysis. Staff would have preferred to leave the West 11th Avenue corridor on the list for further consideration. Staff recommended that the three BRT Steering Committee members of the Board meet to review the data.

Mr. Gaydos said that he did not think the West 11th corridor was out of consideration, but the timing was not right with the West Eugene Alternatives Analysis.

Mr. Viggiano added that Eugene Mayor Torrey had made an interesting suggestion. As a variation of the Coburg route, Mayor Torrey suggested that the Gateway bus from Springfield travel through the Chad area, turn on Harlow, travel through Garden Way to the Duck Village apartments, through Autzen Stadium, and cross the footbridge off Franklin to serve the University.

3) Springfield Station: Mr. Simmons said that a design team had been selected. Staff met several times with the design team to discuss the scope of services and hoped to have a draft of the scope of services within the next few weeks. The first Springfield Station Technical Advisory Committee, which included LTD and Springfield City staff members, met early in September. The Springfield Station Design Review Committee would include Board members.

Mr. Simmons distributed a conceptual site plan. He said that a signal at South A and Pioneer Parkway East was essential to the project, and staff were working with the Oregon Department of Transportation to resolve the signal issue before continuing with the design work. Mr. Simmons also mentioned that Springfield staff were working on Mill Race set-back guidelines, which would be needed to further design the Park & Ride lot. Ms. Wylie noted that if the BRT Pioneer Parkway corridor was selected as the next phase of BRT, the Park & Ride lot would be even more important to the project.

Mr. Melnick asked who was doing the site design. Mr. Simmons said that OTAK Consulting in Portland had been contracted and most likely would do the design work in-house. Mr. Otto Poticha, a local architect, had been hired by OTAK. Mr. Melnick noted that one issue about the Park & Ride would be the amount of impervious surface and runoff into the Mill Race. Mr. Simmons said that the Environmental Assessment required 140 percent mitigation of storm water runoff. The proposed Park & Ride would be located along the Mill Race, so once the Mill Race set-back issue was resolved, staff would reconsider the Park & Ride proposal.

Ms. Hocken asked what source of funding was available for the Park & Ride. Mr. Viggiano said that the Park & Ride was eligible for the same funding as the station, since it was considered part of the environmental work for the entire station.

Ms. Wylie asked if Springfield had received grant funding for Mill Race improvements. Ms. Lauritsen said that the City had received \$1 million in design funding only. Government Relations Manager Linda Lynch said that none of the appropriations bills had been passed through Congress, so it was unknown if more funding would become available.

Ms. Wylie thought that if a Park & Ride could not be located at the new Springfield Station site, then LTD should work with the City of Springfield to identify another Park & Ride site somewhere adjacent to the station. Mr. Bennett agreed with Ms. Wylie. He thought the Park & Ride was very important and would become more so as BRT continued to grow. Mr. Simmons said there could be other opportunities for a Park & Ride on an adjacent property and thought those opportunities could be further explored.

Mr. Simmons further reported that rights-of-entry agreements with the necessary property owners were being sought, so that geo-technical work and surveys could be conducted.

Ms. Wylie said that it was important to continue to update LTD partners about the project. There had been much support for the station, and it would be important to keep those supporters informed on the progress of the station.

4) **RideSource Facility:** Mr. Pangborn said that the Board originally had discussed a shared property with the State Motor Pool being located in Glenwood for the new *RideSource* facility. However, staff believed that LTD eventually would need a satellite facility in West Eugene, and thought a West Eugene site would be a better location for the *RideSource* facility. Staff had identified an industrial site in West Eugene that was available. The Oregon Transportation Commission would be meeting to approve \$1.7 million in grant funding for a *RideSource* facility. With that assurance in hand, the planning process to select a site had begun. WBGS Architecture and Planning, PC, had been hired to conduct a site assessment in West Eugene. Staff would narrow the site selection to two sites, and had retained Parametrix to conduct the Environmental Assessment on those sites. Parametrix also was retained by Special Mobility Services, the service provider of *RideSource*, to provide the programming for the new facility. Mr. Pangborn added that the State Motor Pool site no longer was under consideration.

Ms. Hocken asked if staff were considering tying the proposed satellite facility in West Eugene to a future BRT line on Highway 99. Mr. Pangborn said the satellite facility mostly would be used as an operational facility, but it could service a BRT line in West Eugene in the future. Ms. Hocken asked if the site would incorporate a BRT station. Mr. Pangborn said that most sites that were under consideration were in industrial areas and most likely would not serve as a station. He added that the first priority of the site would be to accommodate *RideSource* services. It was hoped that the Environmental Assessment process would be complete and the design process would begin within the next six to eight months, and a construction contract signed by the end of next summer.

BOARD STRATEGIC PLANNING RETREAT: Mr. Hamm asked the Board to refer to pages 9 and 10 of the agenda packet. Staff had posed several questions about the Board's preference for the strategic planning retreat, which was scheduled for November 16 and 17 at the Hilton Conference Center in Eugene.

Mr. Bennett said that he thought the staff suggestions were good. He liked the idea of the Board meeting separately from staff for a short time. He hoped there would be an opportunity to converse with staff about the recent staff reorganization. He also said that he would prefer that Mr. Pangborn not be given facilitator responsibilities, thereby enabling him to participate more fully.

Mr. Bennett said that in the notes from the August Board meeting, Mr. Kleger had talked about having staff make a presentation about concrete content actions and activities, not generalities. Mr. Bennett asked for clarity of the issue. Mr. Kleger said that he had been concerned that, while the Board and staff needed to spend some time philosophizing, he believed there was a need to gain a better understanding of the practical realities of the impacts and consequences of Board decisions. For instance, with the LTD Budget Committee meetings in April 2001, there had been no discussion with citizen committee members about the direction LTD was taking. In order to get to that discussion, Mr. Kleger felt that fewer philosophical discussions needed to take place.

Mr. Melnick said that he agreed with Mr. Bennett's comments about the proposed agenda. He also agreed that the management retreat agenda was attractive because it already was more formulated and organized. He thought the reason for the Board retreat was to provide an opportunity outside of the regular short Board meetings for the Board and staff to dialogue with each other. He thought it was an opportunity for an honest discussion about how well the Board and staff worked and related together and to have an open discussion about whether or not the Board's or staff's needs were being met as a group.

Mr. Gaydos asked what would be the purpose of hiring an outside facilitator. He did not see a need for facilitator. Mr. Hamm said that sometimes with open dialogue, someone who was sitting as a third-party observer could identify the key pieces of discussion and organize those points. Also, a facilitator could pull out information that was not being given an opportunity to be shared. A facilitator could keep the conversation flowing and could observe not as a participant. The facilitator's job also included quantifying agreements, roles, etc. Mr. Hamm thought it would be beneficial to have the facilitator, particularly given the topics that would be discussed.

Mr. Kleger added that he preferred the style of a facilitator who not only kept the group focused, but also could identify issues that needed further discussion, and one who could bring out more discussion.

Mr. Hamm said that staff would draft a more structured agenda for Board review and would seek an outside facilitator.

GENERAL MANAGER REPORT: Mr. Hamm reminded the Board that the Oregon Transportation Conference (OTC) would be held in Seaside on October 28 through 30. He asked Board members to consider attending the conference. Mr. Kleger highly recommended the OTC as an opportunity for Board members to gain more insight about what was occurring in

transit all over Oregon. He said the OTC provided excellent workshops that were very worthwhile and relevant.

MONTHLY PERFORMANCE GROUP REPORTS: Service Planning Manager Andy Vobora reported that the implementation of the CSR had gone pretty well considering the number of changes. The biggest issue appeared to be about route timing, particularly with the new *Breeze* shuttle. Staff were compiling a list of the issues, but there were no glaring issues that would require immediate action. Some adjustments most likely would be made for the winter bid, but others would not be made until the Annual Route Review (ARR) changes in September.

Mr. Bennett said that the Board had made a collective decision to support the CSR. He did not think that judgments about the new service could be made until the University of Oregon and Lane Community College ridership began.

Mr. Melnick asked if a contingency plan was being considered for the known increase in enrollments at UO and LCC. Mr. Vobora said that staff had adjusted some service to both the UO and LCC, which included adding more capacity to LCC routes. Staff would continue to closely monitor overloads and would make adjustments as necessary.

Mr. Vobora reported that the *Breeze* shuttle service was going well. Staff met with the Oregon Department of Transportation and the City of Eugene early in the *Breeze* planning process to ensure that road adjustments were made in time for the service to begin on time. The *Breeze* was experiencing 1,300 or more rides per day, which was very good considering that the UO link was not yet being utilized. The biggest issue was with the timing of the route. There were certain times of the day when the service was falling behind. Staff had made timing adjustments to the route, and new timetables would be distributed during the next week. Mr. Vobora also noted that the *Breeze* bus operators did not get enough time for a relief period during a six-hour shift. Relief operators would provide a break for the regular operators. Also, staff would work on headways to allow more time for the route. Adjustments to the *Breeze* service would continue to be made as issues were identified.

Mr. Melnick asked if there was a goal for ridership. Mr. Vobora said ridership had been very good, and staff planned to bring a full ridership report to the next Board meeting. Ms. Wylie asked when the remainder of the *Breeze* buses were expected to arrive. Mr. Vobora said they were expected during the next few weeks. Staff hoped to have the new buses in operation by the end of October.

Mr. Vobora further reported that some difficulties were experienced with the first home UO football game shuttle service due to the new operating environment at Autzen Stadium and due to the late hour of the first game. Adjustments were made in time for the second game, which went well. LTD did not lose any shuttle ridership due to the first-game difficulties. Ridership for the first two home games averaged 900 rides above last year's average, and all riders departed Autzen Stadium within 45 minutes after the game.

Mr. Kleger asked about the automobiles using the bus lane. Mr. Vobora said that there really were no designated bus lanes, except a small portion of Leo Harris Parkway that was designated to allow the buses to exit onto Centennial.

1. 2000
2. 2001
3. 2002
4. 2003

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MONTHLY FINANCIAL REPORT: Finance Manager Diane Hellekson said that there was a change in the format of the monthly reports, and that staff were transitioning to new reporting requirements. There were two reporting changes. The first for this year was the implementation of the Government Accounting Standards Board Rule 33 (GASB-33). LTD had the option to choose the method in which it would report. LTD was a modified accrual organization. In the past, LTD had accrued those revenues that were attributable to certain dates. Payroll tax receipts were reported as they were received, and not necessarily as they were collected by the Department of Revenue.

Ms. Hocken had asked why estimates were not being made for each month. Ms. Hellekson explained that because LTD was a modified accrual organization, there were two standards used to determine what revenue was accrued. One was measurability, and the other was accessibility. Revenues collected during the summer were both measurable and accessible to pay June 30th bills, which carried over as part of fiscal year-end. In contrast, the exact amount of revenue that would be accrued for July, August, and September, and received in November was unknown. Also, there were other considerations in the accrual of tax revenue received in November. For example, should revenue accrue back to when the actual employer payroll was paid or to when the Department of Revenue actually collected it? For the August report, LTD took the middle ground and accrued back to what was measurable and accessible. This resulted in the appearance that LTD lost \$3 million in the first quarter. LTD always had financed the first quarter of the fiscal year operations on revenue that was earned during the previous fiscal year. The Board Finance Committee would be discussing the issue in more detail at its next meeting. The GASB-34 would become a requirement in two years, and LTD would be required to report a full accrual at that time.

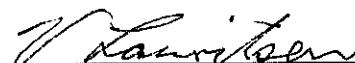
Mr. Melnick asked staff to prepare a two-line graph with one line that showed accruals and one line showing accessibility of revenues.

Mr. Bennett said that he appreciated the comments to the financial statements that were provided in the agenda packet. He was concerned about what would happen to the revenues during this difficult economic time. Ms. Hellekson said that LTD would see an impact from the downturn of the economy.

STIP STAKEHOLDER GROUP & PROCESS: Government Relations Manager Linda Lynch reported that the Oregon Transportation Commission had not issued a final report on its review of the Statewide Transportation Improvement Plan (STIP) process. It would be October before a final report would be issued, but staff were not expecting many changes to be made.

CORRESPONDENCE: Ms. Hocken thanked staff for sending a letter to the Eugene City Council about the timing issue with the BRT funding. She said the letter was well stated.

ADJOURNMENT: Mr. Kleger said that he would be making a CSR presentation to his neighborhood group. There being no further business, Ms. Wylie adjourned the meeting at 8:21 p.m.



Board Secretary

