

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, May 18, 2016

Pursuant to notice given to *The Register-Guard* for publication on May 12, 2016, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting on Wednesday, May 18, 2016, beginning at 4:00 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, President
Carl Yeh, Vice President
Ed Necker, Treasurer
Julie Grossman, Secretary
Gary Gillespie
Donald Nordin

A. J. Jackson, General Manager
Jeanne Schapper, Clerk of the Board

Absent: Angelynn Pierce

CALL TO ORDER/ROLL CALL: At 4:00 p.m., Mr. Wildish convened the meeting and called the roll. Ms. Grossman arrived at 4:31 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish thanked everyone for attending the meeting. He informed the Board that the meeting will be swift in order to accommodate the Budget Committee orientation at 4:45 p.m. and the Budget Committee Meeting that follows at 6:00 p.m.

COMMENTS FROM THE GENERAL MANAGER: Ms. Jackson informed that Board that staff have formed an External Communications Focus Group and a Board Support Focus Group to improve the organization's communications to the community, more effectively communicate the Boards direction to the community, and improve the image of LTD. Focus group members would be calling Board members individually to set up phone calls and meetings asking for their input on what staff and the organization as a whole can do to better serve the community and the manner in which the organization can better communicate with the community.

Ms. Jackson announced that the Business Commute Challenge is underway. Sign-ups started in April, and the competition runs from May 14-20. Today, May 18, was the Big Rig Winner event. Transportation Options Manager Theresa Brand shared some photos and video from the event.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Mr. Yeh said that he would like to add a discussion regarding the Board's relationship with committees to the agenda.

At this time, Director of Administrative Services Roland Hoskins announced that he wanted to take a moment to acknowledge LTD's Finance Department staff and Business Analyst Shawna Bigelow. Mr. Hoskins explained that the Finance Department had been faced with some intense challenges lately, and staff had demonstrated a level of dedication to the organization and teamwork that he had not had the privilege of experiencing before in his career. He said that staff had only eight days to put the budget document together to meet annual budget requirements and deadlines, and staff pulled together and succeeded in accomplishing this seemingly unsurmountable task. He commended staff for their efforts and going so far above and beyond the call of duty.

BOARD CALENDARS: Ms. Jackson briefly reviewed coming events and activities. She said that the Board Budget Committee meeting will follow tonight's Board meeting.

EMPLOYEES OF THE MONTH: The Board recognized Facilities Generalist II Joe McFadden and Facilities System Specialist Jeff Sherman as the May Employees of the Month. Mr. Wildish presented Mr. McFadden and Mr. Sherman with their awards and thanked them for their outstanding service and dedication to LTD's mission. Mr. McFadden and Mr. Sherman thanked the Board for their awards.

AUDIENCE PARTICIPATION: Mr. Wildish explained the procedure for providing comments to the Board.

Joe Tokatly, Springfield, expressed concern on behalf of Springfield's business and property owners regarding the Main-McVay Transit Study. He said that he met with approximately 60 business owners along the Main-McVay corridor, City staff, the Springfield mayor, and other City Council members. He said that the business owners he spoke with were strongly opposed to any option that would take any of their property to increase the right-of-way width; block the center turning lane, and disrupt the accessibility of businesses on the corridor. They also objected to the concept of roundabouts, which would be problematic due to freight, mobility, and other issues. He said that these views have been communicated to City officials. He said that it was his understanding that a different directive may have been given during the City Council meeting on Monday, May 16, to pursue options that would be within the constraints of maintaining the existing right-of-way, signalize more intersections, and not block the center turn lane. The business community members are aware of the safety issues along the corridor and would be happy to support reducing the speed limit on the corridor, adding additional crosswalks, and any other transit enhancements that fit within the described parameters.

Dani Wright, Springfield, explained that she has been a property owner in Springfield for three years, and had been present at the first Main-McVay corridor meeting that discussed the topic of improving safety on the corridor. She said that business owners on the corridor were supportive of improving safety and enhancing transit along the corridor. She explained that the challenge for business owners along the corridor would be the loss of parking that would occur with some of the proposed plans. A loss of parking would mean a loss of business. She said that more than 60 people were at the recent meetings that she attended. Business owners cannot pay their taxes if they cannot have their parking. She said that she strongly encourages thinking about the parking situation for business owners along the corridors. She reiterated that community members would love to see the speed limit along the corridor lowered to make it safer for pedestrians.

ITEMS FOR ACTION AT THIS MEETING:

MOTION **Consent Calendar:** Mr. Yeh moved adoption of the following resolution: LTD Resolution No. 2016-016: It is hereby resolved that the Consent Calendar for May 18, 2016, is approved as presented. Mr. Necker provided the second. The Consent Calendar consisted of the Minutes of the April 11, 2016, Special Board Meeting/Work Session; and the Minutes of the April 20, 2016, Regular Board Meeting.

VOTE The resolution was adopted as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Grossman (2)

Human Relations Committee Recommendation: General Manager 2016 Goals and Objectives: Mr. Gillespie, Committee chair, explained that the Board Human Relations (HR) Committee began meeting with the general manager in late February 2016 to begin the six-month evaluation process. He said that he would be presenting the goals that the general manager has set for herself, in agreement with the HR Committee, for the next six-month evaluation period going through November 2016. He said that he would like to put the goals forward for discussion with the Board.

MOTION Mr. Gillespie moved the following resolution: Resolution No. 2016-018: It is hereby resolved that the LTD Board of Directors approves the LTD General Manager's 2016 Goals and Objectives as recommended by the LTD Board of Directors Human Relations Committee. Mr. Necker provided the second.

Mr. Gillespie explained that through the process of discussion, the HR Committee asked the general manager to add Goal No. 7, which asks the general manager to investigate additional resources for funding; to which the general manager agreed. The other six goals were brought forth directly by the general manager.

Mr. Wildish expressed that he believes these goals are measurable, obvious, and align with the desires of the Board.

Ms. Jackson said that she was looking forward to the next six months and the work ahead.

VOTE The motion was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Grossman (2)

General Manager Performance Evaluation: Mr. Wildish asked for the resolution stating that General Manager Aurora Jackson receives a favorable review for her first six-month period with LTD.

MOTION Mr. Necker moved Resolution 2016-017: I move approval of Resolution No. 2016-017: Resolved, that Lane Transit District General Manager Aurora Jackson receives a favorable review for her first six-month performance evaluation. Mr. Gillespie provided the second.

Mr. Gillespie commended Ms. Jackson on how well she has stepped in to some difficult issues and come up with good solutions, and he added that this has been a positive step forward. He said that he was looking forward to the rest of this year and the next.

Mr. Wildish said that he has had positive feedback from the public that the general manager is easy to talk to and willing to have meaningful conversations. He said that the business community has indicated that they see she is present and available in the community. He recognized that she has worked very hard at this, and it has yielded wonderful results.

VOTE The motion was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Grossman (2)

Proclamation Honoring FTA's Rick Krochalis: A. J. explained that the Board of Directors is presenting a proclamation to Rick Krochalis with the Federal Transit Administration (FTA) to acknowledge and thank him for his long support of transit. She said that Mr. Krochalis has been an administrator with the FTA for 14 years and has spearheaded the leadership at the FTA office in assisting LTD through several major FTA projects. These projects included funding buses, facility enhancements, and EmX projects. If not for the level of leadership and partnership that he fostered with LTD, these projects could have had different outcomes. She said that his partnership with LTD totaled more than \$238 million of funding that the District received for the local community. This is money that has been used to enhance transit services for the community. The District is very proud of what it has achieved, grateful for this relationship, and hopes to maintain this level of relationship with the FTA going forward. She said that Mr. Krochalis is not present at the meeting tonight and does not have a representative; however, he is aware that the District is doing this. Staff will forward the official documents to him.

Mr. Wildish added that Mr. Krochalis was in town when the FTA representative came to town and made a presentation in September 2015. Mr. Krochalis has been a strong advocate for LTD.

MOTION Mr. Gillespie moved the following resolution: Resolution No. 2016-019: Be it resolved that the Lane Transit District Board of Directors expresses the gratitude of the District to Mr. Krochalis for his years of support of LTD's capital construction projects that will support our community long into the future, as stated in further detail in the attached Proclamation. Mr. Yeh provided the second.

VOTE The resolution was adopted as follows:
AYES: Gillespie, Necker, Nordin, Pierce, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Grossman (2)

ADDITIONS TO THE AGENDA:

Board Committee Relationships: Mr. Yeh said that he wanted to bring to the Board a request to review the Board's relationship with its committees, committee communications, and committee objectives. Mr. Yeh turned the topic over to Planning and Development Manager, Tom Schwetz for further explanation.

Mr. Schwetz said that he was going to talk about one specific committee, but he explained that the concept could be applied to all committees. He said that the EmX Steering Committee started before anyone knew what EmX was. It began as just a Board committee that held discussions on the elements of Bus Rapid Transit (BRT). He said that members quickly realized that their discussion needed to involve community leaders.

Mr. Schwetz said that one of the items he took from the recent Board retreat was the desire to review structure and expected outcomes of the various Board advisory committees. With the EmX Steering Committee in particular, there is a great group of community leaders that meet once every couple of months. He said that given the community's extensive knowledge of EmX today, it may be a good opportunity to look at a deeper engagement by the Board in that group for a broader vision and strategy.

Mr. Necker asked if he had any specific recommendations. Mr. Schwetz replied that there is an EmX Steering Committee meeting on June 7, at which time the plan implementation process will be introduced. The hope is that the Board members on the Committee will bring the information back to the Board to develop a deeper level of a relationship.

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports:

Mr. Nordin reported that at the LaneACT meeting, it was proposed that the Santa Clara station should be funded in the *ConnectOregon* grant application. He said that the group received a presentation from Matt Garrett with Oregon Department of Transportation (ODOT) explaining that the next legislation session is going to be the session for transportation. He said that it is LTD's responsibility to fill in the gaps to prepare the legislature for the 2017 session on transportation.

Mr. Nordin added that there were several members of the LaneACT who expressed an interest in obtaining service to Florence. This included the Mayor of Florence; the chief of the Confederated Tribes of the Coos, Lower Umpqua, and Siuslaw Indians who run the casino; and Eugene community members. He added that this was expected to be regular LTD service. Following Mr. Garrett's presentation, Mr. Schwetz had mentioned that there had been a discussion with Lane Council of Governments (LCOG) and other members of the community about establishing regularly scheduled service to Florence. He said that the discussion seems to be moving forward, and more may be heard about it in the future.

Mr. Necker asked if there was any knowledge of ODOT potentially being interested in assisting with funding for service to Florence.

Mr. Schwetz replied that ODOT is interested in funding for the gap in transit service between Florence and Yachats, but that he has not heard anything specific about funding for the service to Florence.

Mr. Gillespie said that he had attended the APTA Board members and Board support conference held on April 30 through May 3 in San Antonio. He reported that there were some substantial and unfortunate events that took place at the time of the conference. He explained that on the eve of the conference, APTA President and CEO Michael Melaniphy resigned; and the following morning, the Metropolitan Transit Authority (MTA), New York City's transit authority, withdrew its dues funding of APTA, which were substantial. There also was talk about House Bill 2 in North Carolina and who would be attending that conference. He said that at a prior conference he had attended, there was talk about creating a pact for APTA, but it did not get off the ground.

Ms. Pierce arrived at 4:31 p.m.

Main Street-McVay Highway Transit Study Phase 2 Update: Development Project Manager Sasha Luftig and City of Springfield Community Development Manager Tom Boyatt provided the Board with an update on the Main-McVay Corridor outreach and what staff have been hearing from businesses and community members along the corridor.

Ms. Luftig explained that in early 2016, the Main-McVay Governance Team narrowed the range of corridor enhancement options to advance for further study. Those options were taken to the business and property owners for feedback on potential impacts to properties and to gain an understanding of concerns. This was done to ensure that the options chosen for advancement are in the best interests of everyone. The City of Springfield staff personally reach out via phone calls to every business along the corridor, resulting in more than 450 phone calls. They established contact with 253 businesses and set up 40 one-on-one meetings with approximately 70 people. Springfield staff sent mailers to all properties along the Main Street corridor and have an additional 40 meetings on the calendar.

Mr. Boyatt gave an overview of the presentation that City of Springfield staff gave at the City Council meeting on Monday, May 16. He said that there is community interest in improving safety and transit. There also is a high level of concern that the improvements will hinder businesses along the corridor by decreasing businesses' property and parking areas, thus inhibiting access to businesses. Mr. Boyatt explained that there are a series of design solution meetings as part of the next steps to assist with alleviating and resolving some of these issues and concerns. Community members have expressed that they feel that the tradeoff of business losses and closures for transit improvement is not worthwhile. He said that community members are expressing no support for a raised median and little support for roundabouts.

He said that there also is community concern regarding business viability during the construction period. The Springfield Utility Board (SUB) has electric transmission lines and a water line along the corridor, which they indicate will be exceedingly difficult and costly to move. SUB has said that the water line is approximately 60 years old and in need of upgrading, which this project would expedite. He said that the fire department has expressed concern regarding the impact of a raised median on its ability for timely responsiveness to emergencies. He explained that community members have expressed that they do feel the lighted crosswalks are beneficial and working.

Ms. Jackson said that the community does have some serious concerns about property acquisition, roundabouts, and the impact on their businesses viability. She said that she heard strong opinions recommending that LTD look at options that will not result in property loss and inhibit access to businesses. She explained that the Governance Team is made up of two Board members and two City of Springfield elected officials, which include the Mayor and a Council member. Staff will be waiting to make any decisions until further direction is received from the Governance Team. The City Council holds a strong direction on preserving the businesses along the corridor while enhancing safety and transit. The LTD Board president has clearly expressed LTD's role is to serve the community's needs and not encroach on their ability to do business. It is the District's desire to be responsive to the community's needs, especially the most heavily impacted business owners.

Trillium Update: Ms. Jackson stated that LTD would not enter into a contract until further discussion was held with Trillium. That conversation has been ongoing, and an \$8.40 per member per month (PMPM) rate is being reviewed. She said that based on ridership trends, if membership continues to rise at the same rate as last year, there will be a need for a corridor reimbursement plan. Staff are waiting for a response from Trillium. She said that if an agreement is not reached before the current contract's expiration on June 30, a month-to-month contract will be requested. This will provide the District with maximum flexibility to back out of the contract. Staff are seeing an upward trend in ridership.

Monthly Department Reports: There were no questions or comments.

Monthly Grant Report: There were no questions or comments.

ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD:

Fareless System: Ms. Jackson said that as staff move forward in the budget review process, they will evaluate how a fareless system would impact the way that LTD does business. Due to the promise of a lengthy and engaged Board discussion, staff recommend this item be added to the agenda of a future Board work session.

Contract Signature Authority Levels: Ms. Jackson said that she will bring information on contract signature authority levels to the Board at its June 15 meeting. She said that two financial firms had been hired to evaluate how the District conducts business on a day-to-day basis as it relates to government best practices.

OTHER BUSINESS: Mr. Gillespie presented the idea of painting one bus in a tie-dye pattern for public promotion. He offered the idea of creating a funding contribution site such as a *Go Fund Me* account to help cover the cost of painting the bus; he suggested that the Country Fair may be interested in contributing. He asked that this be considered at a future date.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 5:07 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Julie Grossman
Board Secretary

Jeanne Schapper
Clerk of the Board

Date Approved: _____