

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, July 19, 2017

Pursuant to notice given to *The Register-Guard* for publication on July 12, 2017, 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, July 19, 2017, beginning at 5:30 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, President
Gary Gillespie, Vice President
Ed Necker, Secretary
Don Nordin, Treasurer
Carl Yeh
Stephen Yett
A.J. Jackson, General Manager
Kristen Denmark, General Counsel
Camille Straub, Clerk of the Board
Lynn Taylor, Minutes Recorder

Absent: Kate Reid

CALL TO ORDER/ROLL CALL: Mr. Wildish convened the meeting and called the roll.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish said the legislature had taken action on a transportation package and LTD would be busy preparing to address provisions of the bill and planning for additional revenue for transit in the state. He announced there would not be a Board meeting in August.

COMMENTS FROM THE GENERAL MANAGER: Ms. Jackson had no comments.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Mr. Nordin said he had items to request on future agendas.

Mr. Wildish said that the agenda would be revised to consider the item related to Gateway EmX prior to the item related to the Strategic Business Plan.

BOARD CALENDARS: Ms. Jackson reviewed future events and reminded the Board that the EmX West line was less than 90 days away from its opening.

EMPLOYEE OF THE MONTH – AUGUST: The Board recognized Lead Journey Mechanic Doug Covey as the August Employee of the Month. Mr. Wildish presented Mr. Covey with his award and thanked him for his outstanding service and dedication to LTD's mission. Mr. Covey thanked the Board for his award and said he enjoyed his job with LTD.

AUDIENCE PARTICIPATION: Mr. Wildish explained the procedures for providing testimony to the Board.

Suzanne Danker, Eugene, spoke on behalf of a friend who used the RideSource service. She said her friend had experienced extremely long wait times on the telephone when attempting to schedule a ride. Even after a 20 minutes wait, she was told there were still 83 calls ahead of her. She said her friend is a senior residing in an assisted living facility and while she could wait when making the call from her home, she was very frightened about scheduling a ride home because her cell phone had limited minutes and she would not be able to wait on hold for a long time. She had another friend who used RideSource and experienced the same problem, with more than 100 calls ahead of her in the queue. She wanted the Board to be aware of the problem as the people who used RideSource did not have an alternative for transportation.

Rob Zako, Eugene, representing Better Eugene-Springfield Transportation (BEST), distributed a document titled *Step 1: Comprehensive Operational Analysis*. He encouraged LTD to operate more like a business, with customers, employees, and investors. He said a Comprehensive Operational Analysis (COA) was the first step in developing a business plan because it would provide answers to questions and facilitate making strategic decisions. He urged the Board to move forward with a COA.

ITEMS FOR ACTION AT THIS MEETING:

MOTION **Consent Calendar:** Mr. Wildish moved to remove Contract Amendment-Marketing and Communications Services and Emergency Procurement-Information Technology Services from the Consent Calendar. Mr. Yeh provided the second. Mr. Wildish indicated he wanted to remove the items in order to share the Finance Committee's discussions of them.

VOTE The motion was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

MOTION Mr. Gillespie moved to remove Contract-Independent Audit Services from the Consent Calendar. Mr. Necker provided the second.

VOTE The motion was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

MOTION Mr. Yeh moved that the Board adopt the following resolution: LTD Resolution No. 2017-07-19-046; It is hereby resolved that the Consent Calendar for July 19, 2017, is approved as amended. The Consent Calendar consisted of the Minutes of the June 21, 2017, Regular Board Meeting; Delegated Authority Report-June; Emergency Procurement-Diamond Express; Emergency Procurement-Oakridge Dial-A-Ride; Intergovernmental Agreement-Lane Council of Governments; Contract-Janitorial services and Supplies for Eugene Station, Springfield Station, Neighborhood Stations and EmX Stations; Contract Amendment-2003-20 Lane Community College Group Pass; and Contract-Associated Students of the University of Oregon Group Pass.

VOTE The resolution was adopted as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

Contract - Independent Audit Services: Mr. Gillespie said he had been disappointed with audit services in the past and had expressed his concerns to LTD staff. He was pleased with the selection of a new firm that was familiar with transit districts and also conducted audits for TriMet.

Ms. Jackson clarified that the request was to award a contract to the audit firm, not to issue a solicitation. She explained that staff had issued a request for proposals (RFP) and received two proposals, both of which were rejected. Given the timing of the required audit, there was insufficient time to conduct another solicitation. Staff contacted other transit districts and discovered that TriMet had recently issued a solicitation for independent audit services and that RFP contained a clause that would allow another agency to use the same terms and conditions. Those met LTD's standards and the Board was being asked to allow the District to use the TriMet process and award a contract to the firm of Moss Adams.

Mr. Gillespie said the contract with Moss Adams would help to relieve his concerns.

Mr. Necker asked if Moss Adams had conducted previous audits for TriMet. Ms. Jackson said she would check on that. Mr. Wildish added that Moss Adams was a large national firm with extensive experience.

MOTION Mr. Necker moved Resolution No. 2017-07-19-047: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 10 The contract shall be in compliance with all applicable laws and regulations, and 2) Once any protest period has passed and no protest being received and/or such protests being resolved in accordance with Oregon law and the LTD Procurement Policy, the General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with Moss Adams, LLP for the purpose of auditing the LTD basic financial statements and providing other auditing and accounting services; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

Contract Amendment - Marketing and Communications: Mr. Wildish said the Finance Committee discussed with staff the type of return on investment that would be realized from the contract. He said the contract review process had been very helpful and a good learning process for both the Board and staff. He had urged staff to require contractors to provide a list of deliverables in order to manage performance.

Mr. Yeh said Board members were interested in qualitative and quantitative evaluations of contracts, although the performance measures did not necessarily need to be tied to increased ridership or boardings on certain routes. Emphasizing expectations would help ensure contracting relationships did not become too comfortable.

MOTION Mr. Yeh moved Resolution No. 2017-07-19-048: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 1) The contract shall be in compliance with all applicable laws and regulations, and 2) The General Manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with Bell and Funk for the purpose of continuing marketing, media placement and graphics production support; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Necker, Nordin, Wildish, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid, (1)

Emergency Procurement - Information Technology (IT) Services: Mr. Wildish said this procurement demonstrated the efforts of staff to comply with Board direction, but it was an example of why the Board should not create barriers. He pointed out the justification for the emergency procurement indicated that loss of key IT staff had created a cash flow situation involving a significant amount of money. He questioned whether the item needed to come before the Board given the emergency status and that the amount was less than \$150,000. He said the general counsel had determined that it probably did not need Board approval, but wanted Board members to discuss under what circumstances it was acceptable for staff to proceed without Board approval.

Mr. Nordin remarked that given the significant impact on District finances he did feel that it was appropriate for staff to move forward.

Mr. Wildish agreed and said in the case of an emergency staff should take action and inform the Board afterward.

Mr. Nordin asked if the contractor had to be familiar with the NOVUS software system. Ms. Jackson replied that it was not necessary as there were contractors with expertise in that technology, but LTD needed people to oversee and coordinate all the parts of LTD's software, including NOVUS. She said the procurement could result in multiple contractors.

Assistant General Manager Service Delivery Mark Johnson explained that LTD required a network expert and a sequel server expert, neither of which were specific to a particular software program, to bridge the gap until the vacant IT positions were filled.

Mr. Wildish asked if there was consensus that similar situations need not come to the Board first.

Mr. Yeh agreed that the general manager should be granted discretion to deal with emergency situations, on the condition that the Board should be informed after the situation was addressed.

Mr. Yett concurred with Mr. Yeh, with the caveat that the Board was notified if a dollar amount threshold was exceeded.

Ms. Denmark explained that the Board's contracting authority policy delegated to the general manager, or her designee, the authority to execute contracts up to \$150,000 and contract amendments up to \$150,000 or 10 percent, whichever was less.

Mr. Wildish noted that agenda packets contained reports on the contracts entered into under the general manager's authority.

MOTION Mr. Yeh moved Resolution No. 2017-07-19-051: Be it resolved that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a resolution as follows: 1) The contract shall be in compliance with all applicable laws and regulations and 2) The general manager, or her designee, is hereby authorized to: (a) negotiate and enter into a contract with a vendor for the purpose of providing on-call information technology services; and b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$150,000, whichever is less. Mr. Nordin provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Necker, Nordin, Reid, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid (1)

Board Service Committee Discussion: Ms. Jackson said there had been a number of discussions with Board members about how to improve advisory committees to the Board. She noted the transition of the EmX Steering Committee to the Strategic Planning Committee (SPC) with an expanded role, as well as the increased responsibilities of the Finance Committee as a result of the new contract review procedures. She said the Service Committee was originally established for the broad purpose of reviewing details of the Annual Route Review (ARR) and making recommendations to the Board. She had noticed that the entire Board was interested in those details and consequently the committee spent a lot of time reviewing details, then the same information was presented by staff to the full Board and another in depth discussion was held.

Ms. Jackson said it was important that when a Board member devoted time to serve on a committee, there was a purpose to that meeting that served the Board of Directors. She asked if the Board would like to suspend the committee or find another purpose for it. She said it was important to clarify the District's governance structure and the purpose of various committees so that information could be posted on the LTD website to better inform the public about how decisions were made. She said the role of the Service Committee needed to be better defined.

Mr. Necker said the Service Committee primarily reviewed staff's recommendations and the following questions and held a discussion of those recommendations, which were typically forwarded to the Board as proposed.

Mr. Gillespie said that he found staff helpful during public presentations of proposed changes and their responses to questions were very good. He said that as a member of the Service Committee he received many questions about routes and services throughout the year. He said that he felt that function of the committee and staff responses to the public were good. He expressed that he thought it was one of the best committees for responding to the public.

Mr. Necker agreed that the committee's purpose to analyze service and respond to the public was very important.

Mr. Yeh asked the Board to consider whether the SPC should assume some of those functions. He wanted less confusion about ways in which the public could communicate with the Board. He hoped that the system could be streamlined.

Mr. Nordin said many changes were in progress and this was an appropriate time to evaluate the functions of committees.

Mr. Gillespie questioned whether the SPC had the willingness, ability, and level of knowledge to handle route reviews.

Ms. Jackson said it was not the intention of staff to eliminate the Service Committee, rather to more clearly define its purpose and functions to the public. She said one option might be to have the committee review all details of the ARR and proposed changes and forward a recommendation to the full Board that would be accompanied by an abbreviated presentation from staff, instead of duplicating the process at the committee and Board levels.

Mr. Necker pointed out that he and Mr. Gillespie, both members of the Service Committee, were leaving the Board when their terms expired in December 2017 and other Board members would need to fill those positions.

Mr. Yeh asked Mr. Gillespie to explain his concerns about the SPC filling the Service Committee role. Mr. Gillespie said that he thought the SPC's interests were broader. The Service Committee typically was presented recommendations along certain themes such as connectivity, full implementation of EmX West, service cuts, service expansion, and changes to specific routes. He said that he felt that the strategic planning committee was more conceptual and had a broader emphasis.

Mr. Yeh favored having the SPC perform those functions.

Mr. Gillespie suggested the Service Committee could focus on public contact.

Ms. Jackson said comments from Board members had been helpful and staff would develop suggestions for further discussions of the committee's purpose.

Gateway EmX: Ms. Jackson said that in June the Springfield Chamber of Commerce hosted a presentation on a Gateway EmX study that was funded by a local business. She said the presentation was also made last year to a committee of the Eugene Chamber of Commerce. She met with the local business and the consultant that conducted the study and learned that the business wanted to better understand transit and how to better move people about. She said the presentation was on point as LTD began developing a Strategic Business Plan to move forward. She added that she also learned that communications were critical, but transit

tended to speak in its own technical language and its measures of successful operations did not necessarily make sense to the public. As an example, EmX was touted as being much more efficient than local bus service and cost less per passenger, but the public saw the amount of infrastructure necessary in order to operate the EmX service and wondered how that could be described as costing less than the fixed-route system. She said the common indicators used by transit agencies to measure efficiency and productivity were not well suited to communicating with the public about investments. The community was interested in a comprehensive view of the system and how all of the parts interacted and worked together and impacted service decisions.

Mr. Yett said he attended the presentations and generally agreed with Ms. Jackson, but thought it was not just an issue of cost; it was also about transparency and open, timely communication with cities, the public, and stakeholders about what was predicted and what was actually happening. A robust discussion of any divergence should follow. He said that based on his conversations, he felt that most of the public did not understand costs related to the fixed-route and EmX system. LTD should have an opportunity to respond to the study.

Mr. Necker asked how transparency should be accomplished. Mr. Yett replied that he felt it was incumbent on LTD as the recipient of public funds to report to the public on how the funds were spent and whether anticipated results had been achieved.

Ms. Jackson said that the Strategic Business Plan would help address transparency, accountability, and public engagement. She said communication must be a deliberate process in which LTD listened and responded to community needs. As part of the Comprehensive Operational Analysis (COA) the communications and marketing plan would be evaluated. That would help LTD determine how to improve transparency and better respond to the community about services and deliverables, rather than using the technical language of transit operations.

Mr. Yeh said he had some concerns about the methodology of the study presented to both Chambers of Commerce, but of particular concern was the conclusion that the public did not perceive EmX as significantly better than regular bus service. He said that he felt that bus rapid transit was a good model that fit the Eugene-Springfield area well, but LTD should listen to the public feedback.

Mr. Yett said the study, even if flawed, should be responded to and if LTD had better information and metrics to inform discussions of the study, those should be provided. The choices being made should be communicated clearly.

Mr. Gillespie said the biggest problem with Gateway EmX was the Gateway area. The mall and surrounding area had gone through many changes recently and the layout was no longer friendly to pedestrians or automobiles. He said that he was interested in the lessons learned during the EmX West project and thought it had great potential. He said Gateway EmX may yet have potential.

Mr. Wildish said that he viewed the study in a positive light as it demonstrated someone was interested in the community and doing a better job with transit. He did not believe that EmX was more efficient and cost effective than regular service. He said it was LTD's responsibility to make adjustments when the demand for service was less than what was being provided. Dollars being spent on a particular route could be spent elsewhere in the system. He agreed

that LTD should respond soon to the report and determine whether adjustments could be made to the Gateway EmX service.

Strategic Business Plan: Ms. Jackson said a Comprehensive Operational Analysis was the foundation for development of a Strategic Business Plan. The COA would review all aspects of the District's operations - the system, operations, administration, communications, capital resources - and how they strategically aligned. Included in the review would be the fixed-route, demand response, Diamond Express, van pool, EmX, taxi and South Lane Wheel, and the resources necessary to provide those LTD services. She said a reality check of the reliability, effectiveness, safety, and timeliness of current services was the first step. Also part of the process was determining who in the community that transit was not responding to. This would need an analysis of the potential market to identify who was not riding the bus because it was not convenient or because it could not get them to essential destinations. The COA would also determine whether resources and facilities were appropriate to provide required services.

Ms. Jackson said the tentative timeline for the COA was aggressive, with a solicitation to be issued September 1, 2017, and a contract award by October 31, 2017. She said the SPC had recommended expediting the COA process. She asked Board members to suggest any issues that should be included in the COA so they could be included in the solicitation.

In response to a question from Mr. Yett, Ms. Jackson said the COA contractor would help LTD procure a firm to develop the Strategic Business Plan.

Mr. Yeh commented that the SPC supported an expedited timeline for the COA, as did feedback from constituents. He said that he was pleased with the District's direction.

MOTION Mr. Yeh moved that the Board instruct the general manager to follow the timeline as presented of the Comprehensive Operational Analysis to allow the project to be completed in an expeditious manner that supports the District's decision-making processes surrounding transportation, infrastructure and service investments. And that the general manager shall report back to the Board no later than September 1 on the status of the Comprehensive Operations Analysis. Mr. Necker provided the second.

Mr. Yett asked if any West Coast transit agency had recently issued a COA solicitation that the staff could use. Ms. Jackson said there had been no recent solicitations. She said LTD's solicitation would be unique because there was not a previous COA in place; the selected firm would develop a template for the COA.

Mr. Wildish said the COA would help LTD develop a plan and compete for new state resources.

VOTE The motion was approved as follows:
AYES: Gillespie, Necker, Nordin, Reid, Yeh, Yett (6)
NAYS: None
ABSTENTIONS: None
EXCUSED: Reid (1)

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports: Mr. Yeh reported that the SPC was recruiting new members and would elect a new chair at its August 1 meeting. He said the SPC membership application would be posted on the LTD website and asked Board members to encourage interested members of the community to apply.

Mr. Gillespie announced that the Oregon MPO Consortium (OMPOC) would be meeting on August 11.

EmX West Update: Director of Facilities Joe McCormack reported that earthwork had been under way for the past 37 months and many milestones reached, including utility relocations, traffic signal pole installations, concrete busway and station platforms and structures. He said new traffic signals were activated last week to allow EmX vehicles to traverse the corridor. He said a few details remained, but would be completed by the launch of the service.

Director of Transit Operations Jake McCallum reported that a supervisor of the new service had been selected and a training team had begun operating buses on the corridor to prepare for operator instruction. He said 19 trainers would train about 150 operators on the route. He said operators-in-training would be operating on the route, but passengers would not be aboard the buses until the service launch on September 17.

In response to a question from Mr. Nordin, Mr. McCallum said that EmX was no longer considered a specialty and all new operators were trained to operate EmX vehicles.

Director of Public Affairs Edward McGlone said staff were preparing for the grand opening of the EmX West service and working with key elected officials to identify speakers and those who would be recognized at the event. He said there was a communications plan to inform current and potential riders about the new service.

Ms. Jackson said launching EmX West was a huge milestone for LTD. It was one of the largest public works projects in the area and took the efforts of the entire organization to make it happen. She commended the extraordinary work of staff to complete the project on schedule.

Legislative Update: Mr. McGlone stated that the transportation package approved by the legislature included an increase in Special Transportation Funds (STF) for elderly and disabled transportation. He said that more than \$9 million for the biennium represented an increase over what was anticipated, although it was not yet clear how the funds would be appropriated. Staff was working with the Oregon Department of Transportation (ODOT) to encourage that the funds be distributed through the standard formula. He said if that occurred it would reduce the amount LTD had to transfer from the General Fund to the Accessible Services Fund.

Mr. McGlone said that LTD received \$5 million from the state lottery for capital construction to help support the existing EmX infrastructure. He said the transit components of the transportation package had not changed since his last report to the Board and he expected LTD to receive \$7 million annually from those funds. He said the Governor was delaying signing the bill to reduce the amount of time those who opposed the transportation package had to gather signatures to refer the legislation to the ballot. He said there would be more certainty about the matter in early September.

Mr. McGlone said collection of the employee payroll tax for transit would begin on January 1, 2018, but distribution would not begin until January 1, 2019, allowing sufficient time for rule-making by the Oregon Transportation Commission (OTC). He said the OTC had authorized ODOT to do the rule-making and he anticipated there would be considerable input from the Transit Advisory Committee (TAC) on which LTD had a seat. Some of the issues to be addressed were:

- how will the distribution process to transit agencies work
- how will the transit competitive capital grant program function
- how will the distribution of inter-city funds work
- how will the rule-making process work

Mr. McGlone said LTD would be required to develop a Transportation Improvement Plan and establish an advisory committee to approve the plan as a requisite to receiving funds. An internal workgroup had been established representing all parts of LTD and would meet in August to review the legislation and begin the planning process in concert with the Board.

Board Support Discussion: Clerk of the Board Camille Straub provided an overview of the level of support currently provided to the Board, which also included greater Board involvement in the organization's leadership and decision-making processes. She said staff had identified several areas in which Board support could be enhanced and briefly reviewed some of the improvements that had been made, such as streamlining the orientation process for new Board members.

Ms. Jackson asked for volunteers to work with Ms. Straub to further refine the orientation process and SharePoint Information Resource Management site.

2017 Business Commute Challenge (BCC): Business Commute Challenge Coordinator Cody Franz reported on the recently completed and very successful BCC. He said that 2017 had the highest number of participants and saved more than 100,000 miles traveled. He shared statistics on the alternate transportation modes used by participants. He said community partnerships were essential to the event's success and recognized sponsors who had donated cash or prizes of over \$1,500. Donations to the event totaled more than \$10,000. He described the various events hosted during the BCC.

Mr. Franz said that surveys were sent to participants shortly after the BCC and again six months later. The surveys were used to identify mode shifts and the duration of shifts. He shared quotations from a number of survey participants that illustrated the spirit of the BCC. He thanked Ms. Jackson and Mr. Johnson, whose challenges to LTD employees more than tripled LTD's participation rate.

Mr. Wildish said that he appreciated the efforts of staff to make the BCC a success. He had recognized that taking the bus to meetings in downtown was much easier and more convenient than driving a car. The BCC showed people how transportation options could benefit them.

Transit-Oriented Development Federal Transit Administration (FTA) Grant - River Road Transit Community Implementation Plan: Senior Project Manager Sasha Luftig introduced Zach Galloway, Senior Planner with the City of Eugene, and presented information about the grant project. She said that LTD was working with the City of Eugene on the MovingAhead

project and the only corridor that met the grant guidelines was the River Road EmX alternative, which aligned well with multiple LTD and Eugene projects, including the Santa Clara Community Transit Center and the River Road/Santa Clara neighborhood plan.

Ms. Luftig said LTD was the lead applicant because the applicant had to be a transit agency and the City of Eugene would manage the project.

Mr. Galloway said the project built on collaboration between LTD and the City. He highlighted the River Road focus area on a map and said its evaluation during the MovingAhead process provided an opportunity to look at transit planning in conjunction with land use and development patterns. He said developing a River Road/Santa Clara neighborhood plan at the same time had generated excitement about the corridor and the broader neighborhood. The grant would allow for a much more detailed examination of the corridor, which had been identified through the Envision Eugene process as one of five key transit corridors. He said the additional funding would also allow the neighborhood plan to be more fully developed with associated implementation in the form of land development standards and land use code to assure the vision was realized.

Mr. Necker left the meeting at 8:00 p.m.

Continuing, Mr. Galloway said deliverables under the grant included a study that would provide a foundational analysis of the real estate and housing market along the corridor that would inform a triple transit analysis. A corridor master plan would be developed through a design charrette to facilitate public outreach and decision-making that would result in options for a plan that was transit-supported, walkable, and serve future transit investments well. He said that he hoped the project would serve as a model for other transit corridors in the community.

Ms. Luftig said the intergovernmental agreement between LTD and the City of Eugene would be presented to the Finance Committee in September and staff would work together to develop a solicitation for a consultant.

Mr. Wildish said the project represented a great opportunity to make efficient and effective use of available resources.

Monthly Financial Report – April: Ms. Shew reviewed the April 2017 year-to-date financial report provided in the agenda packet, noting key drivers for revenues and expenditures in the general fund, Medicaid fund, accessible services fund, and capital projects fund.

Monthly Grants Report –June: There were no questions.

Monthly Cash Disbursements – May: Mr. Nordin asked for clarification on the \$250,000 expenditure for marketing services. Ms. Shew said the payment was for electronic transit information displays for the EmX West project.

Monthly Performance Reports - April/May: There were no questions.

Monthly Department Reports – June: There were no questions.

ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING - REQUESTED BY THE BOARD: Mr. Nordin said his concern was regarding what LTD could do to address the general problem of energy, pollution, and global warming. Solar energy was a visible strategy that the community would accept quite well. He said that a mechanism for accomplishing that without spending funds could be the issuance of a Request for Proposals (RFP) for inviting partner, similar to ODOT's approach with the solar collection project that provided power for the Interstate 5 and 80 corridors. He said such a project would complement LTD's current efforts to reduce diesel emissions. He asked the Board to schedule a formal discussion of asking others to join the District in a partnership that could benefit the entire community and vote on whether the Board wished to pursue the idea.

Mr. Wildish determined there was consensus to support Mr. Nordin's request.

Mr. Gillespie asked that the Board schedule a discussion of the Human Resource Committee similar to that proposed for the Service Committee. He said that recently the HR Committee had focused primarily on the general manager evaluation, but he hoped its role could be expanded to include closer connection to the contract bargaining process.

Ms. Jackson suggested that Mr. Gillespie could work with Ms. Straub on the clarification of committee purposes and recommendations to the Board about committee functions.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 8:25 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Ed Necker
Board Secretary

Camille Straub
Clerk of the Board

Date Approved:_____