

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

Wednesday, May 20, 2015

Pursuant to notice given to *The Register-Guard* for publication on May 14, 2015, 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 20, 2015, beginning at 4:30 p.m., at the LTD Board Room, 3500 E. 17th Avenue, Eugene, Oregon.

Present: Gary Wildish, President
Carl Yeh, Vice President (arrived at 5:10 p.m.)
Julie Grossman, Secretary
Ed Necker, Treasurer
Gary Gillespie

Ron Kilcoyne, General Manager
Jeanne Schapper, Clerk of the Board
Lynn Taylor, Minutes Recorder

Vacant Position 3

Absent: Angelynn Pierce

CALL TO ORDER/ROLL CALL: Mr. Wildish convened the meeting and called the roll at 4:30 p.m. Four Board members were present, and Mr. Yeh arrived at 5:14 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Wildish welcomed those present.

COMMENTS FROM THE GENERAL MANAGER: Mr. Kilcoyne stated that the LTD Budget Committee meeting would begin at 6:00 p.m., directly following this Board meeting. He acknowledged Lisa Van Winkle's work with the community on the West Eugene EmX project. He noted that her quick resolution of issues and concerns as they arose was helping the project progress smoothly.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: Ms. Grossman reminded the Board that the Business Commute Challenge would conclude on May 21, 2015. Mr. Kilcoyne said that LTD had won in its category. Mr. Gillespie added that the Eugene Public Library and its employees also won in its category.

BOARD CALENDARS: Mr. Kilcoyne reviewed the upcoming Board meetings and other scheduled events.

EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e) TO CONDUCT DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS: Mr. Wildish announced that the Board would now meet in executive session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

MOTION Mr. Necker moved that the LTD Board of Directors meet in Executive Session pursuant to ORS 192.660(2)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions; Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, (4)
NAYS: None
ABSTENTIONS: None
EXCUSED: Yeh, Pierce (2)

The Board entered executive session at 4:38 p.m. LTD staff also present for the executive session were Director of Customer Services and Planning Andy Vobora, Service Planning Manager Tom Schwetz, Director of Administrative Services Roland Hoskins, Director of Operations and Customer Satisfaction Mark Johnson, Internal Auditor Cheryl Munkus, CFO Todd Lipkin, Development Planner Sasha Luftig, Project Communications Coordinator Lisa Van Winkle, and Government Relations Manager Edward McGlone. Also present were Mr. John Brown, Evans, Elder, and Brown; and Mr. Rick Satre, Schirmer Satre Group.

RETURN TO REGULAR (OPEN) SESSION: The Board returned to its regular meeting at 4:50 p.m.

AUDIENCE PARTICIPATION: Mr. Wildish explained the procedures for offering comments to the Board.

Emma Newman, Springfield, addressed the Board on behalf of the Main-McVay Transit Study Stakeholder Advisory Committee (SAC). She said that the No. 11 route was the highest used bus in LTD's system. She stated that the study was considering how to accommodate the existing use, as well as the future increased demand as the region grew and developed. She said that the SAC had examined a range of options and developed recommendations regarding both segments of the study corridor. She said that the Springfield City Council had approved the recommendations at its May 9, 2015, meeting and the LTD Board was being asked to approve them at this meeting. She noted that once accepted by both bodies, the options recommended for further consideration would move into the next phase of the study, which would include extensive public involvement and connection to the other Main Street projects currently underway.

Joe Tokatly, Baker Road, Springfield, said that he was a business owner and an owner of multiple parcels along Main Street. He said that he had just recently heard about the project and seen materials related to it. He added that he had not been contacted during the previous two years, and he was speaking at the Board meeting to assure that his views were heard. He said that other businesses along Main Street also indicated that they had not

been contacted. He stated that he was not opposed to the project but would like to know more about it, as well as see a serious engagement of the business community and property owners along the corridor. He encouraged LTD to reach out to the business community and make sure that any design for the corridor had the least possible impact on businesses.

Brett Rowlett, Main-McVay SAC member representing Lane Community College (LCC), commended the diverse membership of the SAC and their dedication to the challenging task posed by the Main-McVay Transit Study project. He encouraged the Board to approve recommendations for corridor options to be further studied as transit improvements were needed in the area. He said that LCC staff and students hoped for enhanced service to the campus. He added that the more convenient transit use was, the higher that ridership would be.

Renee Jones, Chair of the LTD Employee Council representing administrative staff, expressed employees' interest in providing input during the general manager selection process. She stressed the importance of using employees as a resource as they were the community members who worked daily with the general manager. She said that she did not see a specific reference to obtaining employee input in the proposed recruitment timeline and hoped that the Board was open to that request. She submitted a letter to the Board signed by 32 employees.

ITEMS FOR ACTION AT THIS MEETING:

MOTION **Consent Calendar:** Mr. Necker moved that the Board adopt the following resolution: LTD Resolution No. 2015-016: It is hereby resolved that the Consent Calendar for May 20, 2015, is approved as presented. Ms. Grossman provided the second. The Consent Calendar consisted of the Minutes of the March 28, 2015, Regular Board Meeting/Public Hearing and Minutes of the April 6, 2015, Special Board Meeting/Public Hearing.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, (4)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Yeh (2)

Fiscal Year 2016-2015 Capital Improvements Program (CIP): Finance Manager Todd Lipkin stated that the CIP had been previously presented to the Board, posted on LTD's website and made available for public comment for 30 days. He said that one comment was received via e-mail, submitted by Brian Weaver, and was included in the agenda packet. He said that there were no changes to the original draft CIP reviewed by the Board.

MOTION Mr. Gillespie moved the following resolution: LTD Resolution No. 2015-17: It is hereby resolved that the Fiscal Year 2016-2025 Capital Improvements Program is approved as presented. Ms. Grossman provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, (4)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce, Yeh (2)

Mr. Gillespie asked if staff had responded to concerns raised by Mr. Weaver in his comments. Senior Project Manager John Evans said that those concerns had been addressed.

Mr. Wildish announced that Mr. Yeh was caught in traffic and the item related to a Finding of Economic Recovery would be postponed until his arrival. There were no objections.

Main-McVay Transit Study Recommendations: Mr. Evans summarized that the Main-McVay SAC recommendations had been reviewed in depth at a previous meeting. He said that those recommendations had been forwarded from the SAC to the Governance Team, which then forwarded them to the Springfield City Council and the LTD Board of Directors. He added that the City Council had voted 5:0 to move the recommendations to the next phase of the study and the LTD Board was being asked to make the same determination. The next phase would further winnow down the recommended transit solutions to a single most viable alternative, as preferred by the community, to take into project development. He briefly reviewed the recommendations for each of the two corridor segments, details of which were included in the agenda materials:

Main Street

- No project
- Enhanced bus project
- Bus rapid transit

McVay

- No project
- Enhanced bus project

Mr. Necker asked how thorough efforts to contact business and property owners along the Main Street-McVay corridor study area have been. Mr. Evans replied that LTD staff, in conjunction with the City of Springfield, conducted a door-to-door outreach campaign along portions of the corridor, and attempts were made to contact either the owner or employees at each location. He said that more than 500 individuals were contacted through that process and other outreach activities.

Mr. Wildish encouraged staff to make every effort to connect with all concerned parties along the corridor to address the concerns raised earlier during the public comment portion of tonight's meeting.

Ms. Grossman said that she felt that the project should include an explicit statement and affirmation that all stakeholders along the corridor would be contacted. Mr. Evans replied that was fully the intent of both the City and LTD, but welcomed the Board's recommendation for a specific statement.

Ms. Grossman said that an assurance from staff that thorough outreach was a top priority was sufficient.

Mr. Yeh arrived at 5:14 p.m.

In response to a question from Mr. Gillespie, Mr. Evans said that the initial contact area included properties and businesses fronting directly on Main Street, the portion of South A Street that was included in the project, and residences along McVay Highway. He said that the next phase would include a robust outreach, within budget constraints, that would reach beyond those properties fronting on the corridor and into the community.

Ms. Grossman volunteered to be a part of that outreach effort.

MOTION Mr. Necker moved approval of Resolution No. 2015-019, a resolution to advance for further study the Main-McVay Transit Project's Recommended Range of Most Promising Transit Solutions, as stated in the attached Resolution. Mr. Gillespie provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce (1)

Finding of Economic Recovery: Government Relations Manager Edward McGlone commented that the finding was a culmination of a lengthy discussion among staff and the LTD Board Budget Committee pertaining to investing in the community. He said that the Board's recent approval of the Long-Range Financial Plan included approximately \$3 million in community investments over the next three years. He reviewed the Board and Budget Committee's deliberations about supporting those investments through raising the payroll tax rate in either January 2016 or January 2017. He added that ECONorthwest had been contracted to refresh the economic study, which was discussed in depth at an earlier Board meeting, to determine the extent of regional economic growth. He said that the Board was being asked to make a finding of economic recovery as a preliminary step toward increasing the payroll tax rate. He explained that this step was required by statute before an increase could be approved. The ECONorthwest study considered not only the factors required by law, but also a number of other factors that the Board wanted to consider in order to obtain a broader view of the local economy. He stressed that making a finding of economic recovery was a separate action and did not obligate the Board to increase the payroll tax. Action on the payroll tax would be subjected to an extensive process that included decisions regarding timing of an increase and public hearings.

Mr. Yeh commented that based on the updated economic study, it was clear that there had been economic recovery in the region; and he would approve that finding.

Mr. Gillespie said that he was encouraged by the ongoing development since the initial economic report and would approve a finding of recovery.

Mr. Necker said that the ECONorthwest study confirmed continuing improvement in the local economy.

MOTION Mr. Necker moved approval of Resolution No. 2015-018: It is hereby resolved that having considered regional employment and income growth, the Lane Transit District Board of Directors finds that the economy has recovered sufficiently to warrant an increase in the payroll tax rate. Ms. Grossman provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce (1)

Mr. Gillespie remarked that by taking this step, LTD was helping to lead the region in improving transit and community livability.

Ms. Grossman added that leadership also had to embrace the anecdotal and qualitative as well as the quantitative. She noted that what was displayed on graphs and charts was not the whole picture, and LTD should remain cognizant of people's actual experiences.

Selection of General Manager Recruitment Firm: Mr. Gillespie reported that the LTD Board Human Relations (HR) Committee had conducted telephone interviews with the two recruitment firms that submitted complete responses to the request for proposals. He said that the applicants were Waters & Company and KL2 Connects. He added that following the interviews, Committee members felt that both were well qualified and had comparable proposed costs, but KL2 was preferred because of its specific experience in the transit industry.

Mr. Necker asked when LTD employees would be involved in the process. Mr. Gillespie said that employee involvement in determining general manager characteristics and values was stressed during the interviews with applicant firms. Ms. Grossman and Mr. Wildish clarified that the recruitment firm would be asked to engage staff in developing a list of desirable qualities in a new general manager.

MOTION Ms. Grossman moved the following resolution: Resolution No. 2015-020: Be it resolved that the Lane transit District Board of directors selects KL2 to conduct the search for LTD's next general manager. Mr. Yeh provided the second.

VOTE The resolution was approved as follows:
AYES: Gillespie, Grossman, Necker, Wildish, Yeh (5)
NAYS: None
ABSTENTIONS: None
EXCUSED: Pierce (1)

ITEMS FOR INFORMATION AT THIS MEETING:

Board Member Reports: Mr. Gillespie reported that the MovingAhead community workshops were going well.

Joint Work Session with Eugene City Council: Development Planner Sasha Luftig invited feedback from Board members on the joint work session and also suggestions for ways to improve future work sessions and communication with the City Council.

Mr. Wildish said that he had received favorable feedback from a Council member, and the Council seemed appreciative of the information provided during the work session.

Mr. Gillespie said that he was encouraged that two councilors who had been ambivalent toward bus rapid transit were very interested in improving transit services in their wards.

Ms. Grossman agreed that the work session went well; councilors were very interested in keeping the dialogue with LTD going.

Ms. Luftig said that the next joint work session was tentatively scheduled for September 28, 2015. She asked for comments from Board members who had participated in the MovingAhead workshops.

Mr. Wildish said that he attended two workshops in his district and obtained good feedback from participants at both events. Feedback included information about barriers, and he also heard different perspectives from those along the corridors. He noted that there was considerable interest in the subject of a safe, accessible transportation system.

Mr. Necker said that he envisioned many problems with bus rapid transit in the River Road corridor. He noted that participants at the workshop had many alternatives, but he was not certain if any were feasible.

Ms. Luftig said that an advantage of bus rapid transit was that it was a flexible approach that could be adapted to different conditions along a corridor, and that had become part of the conversation during MovingAhead workshops. She said that the workshop discussions included how people used corridors and transportation modes.

Mr. Gillespie commented that participants in the Highway 99 workshop also were very interested in bus rapid transit.

Monthly Financial Report: Mr. Lipkin reported that all financial indicators were positive and payroll tax receipts were encouraging.

Monthly Engagement Reports: There were no questions or comments.

Monthly Performance Reports: There were no questions or comments.

Monthly Grants Report: In response to a question from Mr. Gillespie, Mr. Lipkin said that he anticipated that the West Eugene EmX grant would be executed in two or three months.

Monthly Department Reports: There were no questions or comments.

ADJOURNMENT: Mr. Wildish adjourned the meeting at 5:45 p.m.

LANE TRANSIT DISTRICT:

ATTEST:

Julie Grossman
Board Secretary

Jeanne Schapper
Clerk of the Board

Date Approved: _____