



LANE TRANSIT DISTRICT BOARD OF DIRECTORS REGULAR MEETING

Wednesday, December 15, 2021 4:30 – 6:30 p.m.

VIRTUAL MEETING

Zoom details for viewing and public participation provided on the web calendar at www.LTD.org.

Watch live (viewing only no participation) on channel 21 or via link: https://metrotv.ompnetwork.org/

AGENDA

Table with 4 columns: ITEM, Time, Page. Includes items like CALL TO ORDER, ROLL CALL, COMMENTS FROM BOARD PRESIDENT, etc.

	Time	Page
X. CONSENT CALENDAR: Action Needed: Approval 1. Delegated Authority Report – NOVEMBER 2. Contract No. 2021-59: REECE Complete Security Solutions	5:00 p.m.	6
XI. ELECTION OF BOARD OFFICER: <i>Materials Included</i> [President Vargas] Action Needed: Vote	5:05 p.m.	12
XII. FLEET PROCUREMENT PLAN PHASE 1 UPDATE: <i>Materials Included</i> [Kelly Hoell] Action Needed: Information and Discussion	5:10 p.m.	14
XIII. DEVELOPING LTD’S SERVICE RESTORATION STRATEGY: <i>Materials Included</i> [Tom Schwetz/Jake McCallum] Action Needed: None. Information Only	5:40 p.m.	17
XIV. LEGISLATIVE & REDISTRICTING UPDATE: <i>Materials Included</i> [Tiffany Edwards] Action Needed: None. Information Only	6:00 p.m.	27
XV. GARFIELD SAFE SLEEP SITE UPDATE: <i>Materials Included</i> [Tiffany Edwards] Action Needed: None. Information Only	6:20 p.m.	58
XVI. WRITTEN REPORTS – RESPOND IF QUESTIONS		
A. FINANCIAL PERFORMANCE INDICATORS AND QUARTERLY FINANCIAL REPORT [Christina Shew] <i>Reports are provided on the financial health of the district on a Quarterly basis. These reports provide District financial information including highlights, trends, audits, key statistics and operating performance in order to provide context and aid the Board decision that impact the financial health of the District.</i>		
B. MONTHLY PERFORMANCE REPORTS - OCTOBER [Mark Johnson] <i>Monthly performance reports will be provided to the Board in response to their request for regular reporting on the District’s performance in several areas. On a quarterly basis, staff will present a review of key metrics that are trending in the performance report.</i>		68
C. MONTHLY DEPARTMENT REPORTS – DECEMBER [Mark Johnson] <i>Monthly department activity reports, and reports throughout the District, are provided for the Board’s information.</i>		72
D. BOARD ANNUAL WORKING AGENDA <i>Attached is a calendar of action or information items that will be included on the agenda for future Board meetings.</i>		77
XVII. ADJOURNMENT	6:30 p.m.	
<i>To request a reasonable accommodation or interpreter, including alternative formats of printed materials, please contact LTD’s Administration office no later than 48 hours prior to the meeting at 541-682-5555 (voice) or 7-1-1 (TTY through Oregon Relay).</i>		



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Camille Gandolfi, Clerk of the Board

ACTION REQUESTED: None. Information Only

BACKGROUND: The Lane Transit District Board of Directors has several subcommittees and Community Advisory Committees in which Directors are assigned to attend as representatives of the Board. Directors also are assigned to represent the District at a variety of local governmental and stakeholder committees. This report provides an overview of the topics covered at all Board subcommittees, Community Advisory Committees, and local governmental and stakeholder committees that Directors have attended since the previous months Board meeting. Directors also provide more in-depth verbal updates during Board meetings.

The following activities have occurred since the last Board meeting:

MEETINGS HELD:

Board members may take this opportunity to report briefly on any one-on-one meetings they have held with local officials or other meetings that they have attended on behalf of LTD.

1. **Metropolitan Policy Committee (MPC):** Board members Caitlin Vargas and Don Nordin are LTD representatives; the alternate Board member is Pete Knox; Interim General Manager Mark Johnson is the District's ex-officio attendee. MPC meetings are held on the first Thursday of each month. At the December 2 meeting, committee members received a presentation and held a public hearing on the Draft Regional Transportation Plan; and received an update and held discussion on the Infrastructure Investment and Jobs Act: Implications for Oregon. The next meeting is scheduled for January 6, 2022. For more information about MPC, please go to: <https://www.lcog.org/346/Metropolitan-Policy-Committee>.
2. **State Transportation Improvement Fund (STIF) Committee:** The Committee is administered by LCOG. The Committee will meet a minimum of two times per year, or a sufficient number of times to advise the LTD Board of Directors regarding its review of project proposals and the STIF Plan. The committee, in accordance with state law, is composed of 14 members with eight (8) members representing in-district communities, two (2) members representing out-of-district communities, and three (3) ex-officio (non-voting) members; the ex officio LTD Board members are Emily Secord and Caitlin Vargas. At the December 7 meeting, committee members received an STF/STIF consolidation presentation; an LTD STIF Committee update; and 2019-2021 biennium project summaries. The next meeting has not been scheduled. For more information about STIF, please go to: <https://www.lcog.org/1010/Statewide-Transportation-Improvement-Fun>.
3. **Strategic Planning Committee (SPC):** This committee generally meets monthly and is composed of Board members Pete Knox and Susan Cox, members of local units of government, and community representatives. At the December 7 meeting, committee members received a presentation and provided a recommendation on the MovingAhead locally preferred alternatives; received an update on the LTD general manager recruitment process; and an update on developing LTD's service restoration strategy. The next meeting is scheduled for March 29, 2022.
4. **Lane Area Commission on Transportation (LaneACT):** In 2009 the Oregon State Legislature directed Lane County to develop an Area Commission on Transportation (ACT). Commission membership includes representatives from Lane County, cities within the county, LCOG, and LTD, and meets on the second Wednesday of the month. Board Member Don Nordin serves as LTD's representative, Interim General Manager Mark Johnson is the alternate. At the December 8 meeting, committee members received an ODOT update; a Central Lane Metropolitan Policy Committee update; discussed the H.R. 3684 – Infrastructure Investment and Jobs Act; discussed the refocusing the Area Commissions on Transportation; and discussed a LaneACT Nominating Committee. The next meeting is scheduled for January 12, 2022. For more information about LaneACT, please go to: https://www.oregon.gov/ODOT/Get-Involved/Pages/ACT_Lane.aspx.

5. **Ad Hoc Board Bylaw Review Committee:** This ad hoc committee has been created for the purpose of reviewing and updating the Board's bylaws. The committee is composed of Board members Emily Secord, Michelle Webber, and Susan Cox. At the December 9 meeting, committee members reviewed and discussed proposed and recommended changes to current Board bylaws. The next meeting is scheduled for January 3, 2022.
6. **MovingAhead Oversight Committee:** This committee is composed of representatives from the City of Eugene, LTD, and regional partners with the goal of a system-level approach to corridor improvements. LTD Board member's Pete Knox and Susan Cox serve as LTD's representatives. At the December 10 meeting, committee members received a project update; reviewed public hearing feedback; developed a recommendation to provide to the Eugene City Council and LTD Board of Directors on the selection of a Locally Preferred Alternative for each MovingAhead corridor. The next meeting has not been scheduled. For more information about MovingAhead, please go to: <http://www.movingahead.org/>.
7. **LTD Board Contract Committee:** The Board Contract Committee is composed of Board members Michelle Webber, Emily Secord, and Susan Cox. The committee meetings are scheduled for the second Monday of each month. At the December 13 meeting committee members reviewed contracts scheduled to go to the Board of Directors for approval. The next meeting is scheduled for January 10, 2022.

No Meetings were held for the following committees:

8. **Comprehensive and Accessible Transportation Committee (CATC):** The Comprehensive and Accessible Transportation Committee advises and assists the Board in considering the impacts of potential, proposed, or actual service changes on individuals who are transit-dependent, especially those who are older adults or people with disabilities. Board members Gino Grimaldi, Susan Cox, and Don Nordin serve as LTD's representatives. The next meeting is scheduled for January 19, 2022.
9. **LTD Pension Trust Committee:** LTD's two pension plans (one for ATU-represented employees and one for administrative employees) are each governed by a board of trustees. The pension trustees generally meet three times a year, and Board Member Michelle Webber serves as one of the trustees. The next meeting is scheduled for February 15, 2022.
10. **LCOG Board of Directors:** LTD Board member seat representing LTD on the LCOG Board of Directors as a non-voting member is Pete Knox; Board member Michelle Webber is the alternate. The LCOG Board of Directors meets five times per year on the 4th Thursday of: February, April, June, September and December. The next meeting is scheduled for February 24, 2022. For more information about LCOG Board meeting, please go to: <https://www.lcog.org/343/Board-of-Directors>.
11. **LTD Board Budget Committee:** The Budget Committee is composed of all seven Board members and seven citizen members. The Budget Committee meets multiple times a year to give guidance regarding LTD's annual budget. Each LTD Board member selects one citizen member to fill a term of three years. The next meeting is scheduled for April 6, 2022.
12. **Oregon Metropolitan Planning Organization Consortium (OMPOC):** The Oregon Metropolitan Planning Organizations (MPO) Consortium was formed on May 25, 2005, as a forum for MPOs to work together on matters of mutual interest and statewide significance. LTD Board Member Caitlin Vargas attends the committee meetings as LTD's representative. The next meeting has not been scheduled. For more information about OMPOC, please go to: <https://www.ompoc.org/>.
13. **Ad Hoc GM Evaluation Committee:** This ad hoc committee has been created for the purpose of the General Managers review process. The committee is composed of Board members Caitlin Vargas, Michelle Webber, and the third seat is vacant. The next meeting has not been scheduled.
14. **Main Street Projects Governance Team:** This committee was formed to provide informed direction and collaborative decision making to support the Main Street-McVay Transit Study and four other concurrent projects along Main Street in Springfield. Board members Pete Knox and Michelle Webber serve as LTD's representatives. The next meeting has not been scheduled. For more information about Main Street, please go to: <http://ourmainstreetspringfield.org/>.

1. **Ad Hoc Sustainability Committee:** This ad hoc committee has been created for the purpose of reviewing the District's sustainability Policies. The committee is composed of Board members Don Nordin and Emily Secord, and the third seat is currently vacant. The next meeting has not been scheduled.
2. **Special Transportation Fund (STF) Committee:** The Committee will meet a minimum of two times per year, or a sufficient number of times to advise and assist LTD's Board of Directors in carrying out the purposes of the Special Transportation Fund for the elderly and people with disabilities Transportation Operating Grants Program. The committee is composed of local community member representatives in accordance with state law; the ex officio LTD Board member is Don Nordin. The alternate ex-officio LTD Board member is Gino Grimaldi. The next meeting has not been scheduled.
3. **Vision Zero Task Force:** The City of Eugene, as part of its Vision Zero implementation, has developed a Vision Zero Task Force. LTD Board member Gino Grimaldi represents LTD; Interim General Manager Mark Johnson is the alternate. The next meeting has not been scheduled. For more information about Vision Zero, please go to: <https://www.eugene-or.gov/4270/Vision-Zero>.



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: CONSENT CALENDAR

PREPARED BY: Camille Gandolfi, Clerk of the Board

ACTION REQUESTED: Adoption

BACKGROUND: Items for approval that can be explained clearly in the written materials for each meeting, and not expected to draw public testimony or controversy, are included in the Consent Calendar for approval as a group. Board members can remove any item from the Consent Calendar for discussion before the Consent Calendar is approved each month.

The Consent Calendar for December 15, 2021, consists of:

- Approval of Delegated Authority Report - November
- Approval of Contract No. 2021-59: REECE Complete Security Solutions

ATTACHMENT:

- 1) Delegated Authority Report - November
- 2) Contract No. 2021-59: REECE Complete Security Solutions

PROPOSED MOTION: I move adoption of LTD Resolution No. 2021-12-15-060; It is hereby resolved that the Consent Calendar for December 15, 2021, is approved as presented [amended].

**LANE TRANSIT DISTRICT
DELEGATED AUTHORITY REPORT
November 2021**

Contracts								
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	FREQUENCY	CONTRACT VALUE	SIGNER	NOTES
10/27/2021	City of Florence	Rhody Express Service	Amendment	Jul. 1, 2019 - Jun. 30, 2023		\$ 32,000.00	M.Johnson	Option years
11/1/2021	Systems West Engineers, Inc.	Electric Bus Electrical Engineering	Amendment	May 29, 2020 - project completion		\$ 33,500.00	M.Johnson	Added additional tasks
11/1/2021	Personnel Data Systems, Inc.	Payroll HR Software	Amendment	Apr. 1, 2020 - Mar 30, 2023		\$ 208,177.75	M.Johnson	Added SAIF reporting work
11/17/2021	TransPro Consulting, LLC	Strategic Business Plan Implementation	Personal Services	Nov. 17, 2021 - until project completion		\$ 25,000.00	M.Johnson	New Agreement
Group Pass/Non-Profit Program								
DATE EXECUTED	CONTRACTOR	DESCRIPTION	CONTRACT TYPE	CONTRACT TERM	FREQUENCY	CONTRACT VALUE	SIGNER	NOTES
11/8/2021	Marist Catholic High School	Student Pass Agreement	Student Pass Agreement	Nov. 1, 2021 - ongoing			M.Johnson	New Agreement
11/12/2021	Junction City School District 69	Student Pass Agreement	Student Pass Agreement	Nov. 9, 2021 - ongoing			M.Johnson	New Agreement
11/12/2021	Twin Rivers Charter School	Student Pass Agreement	Student Pass Agreement	Nov. 1, 2021 - ongoing			M.Johnson	New Agreement



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: CONTRACT NO. 2021-59: REECE COMPLETE SECURITY SOLUTIONS

PREPARED BY: Randi Staudinger, Facilities Project Manager

DIRECTOR: Joe McCormack, Director of Facilities

ACTION REQUESTED: Adoption

Please disclose any actual or potential conflict of interest.

PURPOSE: To authorize the general manager to execute a contract with REECE Complete Security Solutions to satisfy the need for facilities security hardening improvements intended to achieve the highest level of safety and security for all modes of transit; in order to protect passengers, employees, revenues and property.

CONTRACT TYPE: New Contract

REASON FOR CONTRACT TYPE: Intergovernmental Cooperative Agreement. Both the State and Federal Transit Administration (FTA) allow for the use of Intergovernmental Cooperative Agreements, specifically in this case General Services Administration (GSA) Schedule 70 – IT Technology, as they offer competitively bid prices while avoiding the cost of seeking formal solicitations. GSA allows LTD to obtain fair and reasonable prices based on the aggregated buying power of the federal government.

ROLE OF THE BOARD: In accordance with LTD Resolution No. 2021-09-15-048, the Board must review and approve all contracts exceeding \$249,999, and all individual or cumulative contract amendments and change orders that exceed the lesser of \$250,000 or ten-percent (10%) of the initial contract value.

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Community Value, Customer Satisfaction, and Employee Engagement.

DESCRIPTION: This project involves the installation of system security improvements at locations vulnerable to vandalism and other criminal activity. Improvements will focus on the hardening of LTD physical assets including eliminating blind spots, enhance existing surveillance, increased bus yard controls, access control conversion, coordinated surveillance and dispatch, and installing surveillance system wide at all LTD facilities and EmX stations.

Lane Transit District's Operations and Public Safety Teams use video surveillance technology to improve their awareness of operational conditions while providing service for our community. This resource helps to mitigate deployment of extra personnel on the street. The District upgraded the core components of its facilities-based video surveillance system in Q3-2018. There were insufficient funds available to upgrade or add cameras at the same time. Most of the District's existing cameras are over 11 years old and deliver an analog signal with 704 x 480 pixel resolution. Many are failing due to age. Newer digital cameras are capable of delivering images at 3840 x 2160 pixel resolution, making the quality of the video much more useful to the viewer. The District needs to replace its existing cameras and wants to expand the system for greater coverage.

Lane Transit District has intrusion alarm system panels that need to be upgraded in order to properly interface with an updated access control system. This will allow for a more comprehensive and centralized security management system which would eliminate the requirement to program and de-program access control at individual pads throughout the District. The result of this upgrade would substantially increase the security integrity of the entire

system. This project helps the District carry out its commitment to provide a safe and pleasant public transit experience for our customers.

BACKGROUND: LTD interviewed several security firms in late 2020/early 2021 to discuss the District's goals and objectives. All of these firms were on the GSA Schedule 70 which would allow LTD and the security firm to design the desired access control and surveillance system together. LTD found REECE to be the most responsive, providing cutting edge solutions as well as already having a large clientele in the Eugene-Springfield vicinity. REECE was able to provide the most continued, localized support for the new access control and video management system which will be fundamental in ensuring a safe and secure environment.

The use of Federal supply schedules is permitted, in accordance with the FTA Circular 4220.1F. LTD must ensure all federal requirements, required clauses and certifications are properly followed and included in order to use the GSA Schedule. The GSA Schedule has been approved through April 17, 2027 with an option to renew for an additional term. It is our desire to enter into the agreement through April 17, 2027 with Reece, with an option to renew the contract should they be successfully awarded the extension for an additional term. The maximum contract term shall be 10 years.

FINANCIAL IMPACT/FUNDING SOURCE: The total contract value shall not exceed \$4,400,000 over the entire 10 year contract term. Of the total contract value, \$2,000,000 will be programmed for the initial installation and configuration of the new access control and video management systems. The remaining \$2,400,000 would be programmed for an on-going Service Level Agreement (SLA) with REECE as well as equipment upgrades and replacements.

The funding source is identified in the FY22-23 Community Investment Plan (CIP) as System Security Improvements Project \$2,500,000; STIP 1738-2021-7/K22259. Ongoing SLA costs will be covered out of operational budgets.

CONSIDERATIONS: LTD and REECE Complete Security Solutions have worked together to develop a 10-year total cost of ownership as shown in Appendix 1 which is estimated to be roughly \$4,400,000 which includes the initial project implementation and installation costs as well as the annual service level agreement costs to keep the system operational and secure and anticipated costs for upgrades and replacements. Year six and seven have a high replacement cost estimate due to manufacturer's recommendations to replace cameras and servers as firmware would not be supported after that time. LTD follows an industry standard of hardware replacement life cycle. All hardware has an end of support and end of life date. Failure to follow these standards would incur a much greater cost than maintaining the equipment on a life cycle.

ALTERNATIVES:

1. Deny approval of this contract entirely and keep the existing video management system and access control system. This would make LTD vulnerable to attacks and limits visibility and security on LTD's properties.
2. Only install a new video management system and forego upgrading to a new access control system. The current video management system and access control system are proprietary which succumbs LTD to a lack of options or control.
3. Request staff to perform a formal solicitation to hire for this work. This would delay the start of the project and the system would not be in place in time for the World Athletics Championship coming to Eugene in July of 2022.

SUPPORTING DOCUMENTATION:

- 1) Appendix I
- 2) Resolution No. 2021-12-15-061

PROPOSED MOTION: I move adoption of LTD Resolution No. 2021-12-15-061:

It is hereby resolved that the LTD Board of Directors, acting as the LTD Contract Review Board, approves Contract No. 2021-59 as presented [amended].

Estimated 10 Year Cost of Ownership \$ 4,372,641.82

Description	Notes	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Project Implementation and Installation		\$ 2,000,000.00									
Camera Replacement	Replacement due to unsupported firmware. Price includes material and labor					\$ 690.41	\$ 297,120.52				\$ 690.41
Replace Existing Cameras	These cameras were installed during recent projects (IE: Willow Creek and Santa Clara Station)		\$ 32,380.00						\$ 33,611.83		
Server Replacement	Replacement due to unsupported firmware. Price includes material and labor				\$ 71,677.90	\$ 765.24		\$ 274,915.67			\$ 803.50
Access Control Badging Equipment	Includes printer, camera, ink, cleaning equipment, badge cards, etc	\$ 363.64	\$ 381.82	\$ 7,561.81	\$ 420.96	\$ 442.01	\$ 17,465.68	\$ 487.31	\$ 511.68	\$ 8,134.26	\$ 9,407.53
Vehicle Access Control Replacement					\$ 5,524.92				\$ 5,524.92		
SLA: Alarm Monitoring	Service Level Agreement	\$ 10,577.60	\$ 10,789.15	\$ 11,004.94	\$ 11,225.03	\$ 11,449.53	\$ 11,678.53	\$ 11,912.10	\$ 12,150.34	\$ 12,393.34	\$ 12,641.21
SLA: Lenel Software Support Agreement	Service Level Agreement	\$ 4,909.03	\$ 5,056.30	\$ 5,207.99	\$ 5,364.23	\$ 5,525.16	\$ 5,690.91	\$ 5,861.64	\$ 6,037.49	\$ 6,218.61	\$ 6,405.17
SLA: Milestone Software Support Agreement	Service Level Agreement					\$ 44,759.92					\$ 46,997.82
SLA: Preventative Maintenance	Service Level Agreement		\$ 10,620.00	\$ 10,832.40	\$ 11,049.05	\$ 11,270.03	\$ 11,495.43	\$ 11,725.34	\$ 11,959.84	\$ 12,199.04	\$ 12,443.02
SLA: Firmware, Software	Service Level Agreement		\$ 105,930.00	\$ 107,210.40	\$ 108,987.98	\$ 110,797.44	\$ 112,639.39	\$ 114,514.44	\$ 116,423.21	\$ 118,366.34	\$ 120,344.49
SLA: On Call Services	Service Level Agreement	\$ 5,000.00	\$ 40,856.44	\$ 16,307.47	\$ 16,771.54	\$ 17,249.02	\$ 17,740.32	\$ 18,245.83	\$ 18,765.98	\$ 19,301.18	\$ 19,851.88
SLA: Battery Replacements	Service Level Agreement			\$ 7,862.19			\$ 8,098.06			\$ 8,341.00	
SLA: Annual Training	Service Level Agreement		\$ 660.00	\$ 679.80	\$ 700.19	\$ 721.20	\$ 742.84	\$ 765.12	\$ 788.07	\$ 811.72	\$ 836.07
Total		\$ 2,020,850.27	\$ 206,673.71	\$ 166,666.99	\$ 231,721.81	\$ 203,669.96	\$ 482,671.67	\$ 438,427.44	\$ 205,773.36	\$ 185,765.50	\$ 230,421.10



RESOLUTION NO. 2021-12-15-061

APPROVAL OF CONTRACTUAL SERVICES BETWEEN LANE TRANSIT DISTRICT AND REECE COMPLETE SECURITY SOLUTIONS

WHEREAS, Lane Transit District (LTD) is authorized to enter into contractual agreements pursuant to ORS 267.200 (3)-(4);

WHEREAS, the Oregon Public Contracting Code and the LTD Procurement Policy require that all contracts for goods, services, or public improvement projects be based upon competitive bids or proposals, unless an exception applies;

WHEREAS, pursuant to LTD resolution No. 2021-09-15-048, the LTD Board of Directors is the LTD Contract Review Board and is required to authorize all contracts exceeding \$249,999;

WHEREAS, the Contract Review Board has authorized the LTD Contract Committee to review and recommend action on contracts prior to those contracts being presented to the LTD Board for review and approval;

WHEREAS, the Contract Committee reviewed the proposed contract between LTD and REECE Complete Security Solutions on December 13, 2021, and recommended adoption;

NOW, THEREFORE, BE IT RESOLVED that the LTD 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.
- 2) Once any protest period has passed and no protests being received and/or such protests being resolved in accordance with Oregon law and the LTD Procurement Policy, the General Manager, or their designee, is hereby authorized to: (a) negotiate and enter into a contract with REECE Complete Security Solutions for the purpose of System Security Improvements; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10 percent of the initial contract price or \$249,999, whichever is less.

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 15th DAY OF DECEMBER 2021.

Board President, Caitlin Vargas



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021
ITEM TITLE: ELECTION OF BOARD OFFICER
PREPARED BY: Camille Gandolfi, Clerk of the Board
DIRECTOR: Mark Johnson, Interim General Manager
ACTION REQUESTED: Vote

PURPOSE: To vote on and approve the Board officer role of vice president.

ROLE OF THE BOARD: The LTD Board of Directors is a Policy Board. This means that the Board's role in this instance is to perform a Board governance task.

BOARD COMMUNICATION: This item was brought to the July 21, 2021, regular Board meeting; the September 15, regular Board meeting; and the November 17, 2021, regular Board meeting.

PUBLIC COMMUNICATION: This item was brought to the July 21, 2021, regular Board meeting; the September 15, regular Board meeting; and the November 17, 2021, regular Board meeting.

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Community Value.

DESCRIPTION: In accordance with ORS 267.120(1), the LTD Board of Directors must elect from among its members by majority vote, a president, vice president, secretary, and treasurer to serve two-year terms beginning and ending on January 1 of even-numbered years.

BACKGROUND: At the July 21 Board meeting, the Board had an agenda item to fill the vacant officer position of vice president. Due to a miscommunication between the board president and clerk of the board, this action was not performed correctly. This agenda item was brought back to September 15 regular Board meeting for correction and then continued to the November 17 regular Board meeting. At its November 17 regular meeting, the Board continued this item to the December 15 regular meeting when its two new members would have the ability to vote.

CONSIDERATIONS: The current officers are Caitlin Vargas, president; Don Nordin, treasurer; Emily Secord, Secretary. The position of vice president is vacant. In accordance with the Board of Director's bylaws, the appointed Board member will fill the remainder of the current vice presidency term, which began on January 1, 2021, and expires on December 30, 2022.

SECTION 5.6 Vacancies. In the case of a vacancy in any office other than by expiration of the officer's term, the vacancy shall be filled by election by the Board of Directors when the need arises and the newly elected officer shall take office immediately upon the occurrence of such vacancy to fill the balance of the unexpired term.

ALTERNATIVES: The Board could choose to forward this item to a future meeting.

NEXT STEPS: The Board president opens the floor for nominations and Board members nominate the Board member of their choosing.

I nominate _____ as the LTD Board vice president, to fill the remainder of the term set to expire on December 30, 2022 . (Nominations do not require a second.)

After closing the nominations, the presiding officer will take the vote on each candidate or on a slate of candidates, by either roll call or voice vote.

Based on Board direction, staff will then take the appropriate administrative steps.

SUPPORTING DOCUMENTATION: N/A

PROPOSED MOTION: N/A



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: FLEET PROCUREMENT PLAN PHASE 1 UPDATE

PREPARED BY: Kelly Hoell, Sustainability Program Manager

DIRECTOR: Matt Imlach, Director of Fleet Management

ACTION REQUESTED: Information and Discussion

PURPOSE: To brief the Board of Directors on the status of Fleet Procurement Plan.

ROLE OF THE BOARD: This update is for information only to keep the Board informed of the status and activities of the Fleet Procurement Plan.

BOARD COMMUNICATION: Information about the Fleet Procurement Plan (FPP) was first presented to LTD's Contract Committee on March 8, 2021, and to the Board of Directors on March 17, 2021. At the April 21, 2021 Board of Directors' meeting, the contract was placed on the Delegated Authority report for approval on the Consent Calendar.

PUBLIC COMMUNICATION: Communication on this topic was first discussed publicly on June 17, 2020, at Board of Directors' meeting when the Board adopted the Climate Action Policy Statement and Fleet Procurement Goals, which was the foundation for the development of a FPP. Additional public discussion of the adoption and implementation of LTD's Climate Action Policy, have occurred at the following public meetings of the Board and its subcommittees as well as via other public communication methods as listed below.

Regular Board of Director's Meetings & Board Sub-Committee Meetings:

- June 17, 2020: Regular Board of Directors Meeting. Board discussed and passed Climate Action Policy Statement and Fleet Procurement Goals.
- December 17, 2020: Ad Hoc Sustainability Committee met and discussed the topic, "Fleet and Greenhouse Gas Inventory."
- February 24, 2021: Ad Hoc Sustainability Committee Meeting, a presentation on LTD's Sustainability Program Overview was presented.
- March 8, 2021: Contract Committee Meeting discussed the contract with WSP, Inc. for the FPP.
- March 17, 2021: Regular Board of Directors Meeting. Board discussed FPP project and approved the contract to hire WSP, Inc. to provide consulting support.
- April 12, 2021: Contract Committee Meeting discussed the contract with New Flyer of America for the procurement of zero emission buses.
- April 21, 2021: Regular Board of Directors meeting. Board discussed and approved the contract with New Flyer of America for procurement of zero emission buses.
- December 15, 2021: (this meeting) The Board is discussing the results of Phase 1 of the FPP project.

Other Public Communication:

- December 6, 2019: City Club of Eugene. Kelly Hoell presented, "Driving towards a low-carbon future with electric vehicles."
- May 12, 2020: Rotary of Eugene. Kelly Hoell presented, "Driving towards a Low-Carbon Future with electric vehicles."

- June 15, 2020: Email to LTD sustainability stakeholder listserv alerting the public that the Board of Directors would be voting on the Climate Action Policy and Fleet Procurement Goals at the June 17th regular Board Meeting.
- June 19, 2020: Press Release entitled, "LTD Board of Directors Adopts Climate Action Policy."
- June 24, 2020: Email to LTD sustainability stakeholder listserv alerting the public that the Board of Directors passed the Climate Action Policy and Fleet Procurement Goals.
- November 9, 2020: Press Release entitled, "LTD Switches to Renewable Diesel Fuel."
- December 2, 2020: Press Release entitled, "New Electric Buses on Schedule."
- December 16, 2020: Press Release entitled, "First New Flyer Electric Bus Arrives."
- February 19, 2021: Email to LTD sustainability stakeholder listserv alerting the public about the Climate Action Policy, LTD's switch to R99 Renewable Diesel, the arrival of the first electric bus, the sustainability website update, and the upcoming Ad Hoc Sustainability Committee Meeting on February 24, 2021.
- March 11, 2020: Press Release entitled, "Electric Bus Order Complete."
- March 12, 2021: Email to LTD sustainability stakeholder listserv alerting the public to the Press Release entitled, "Electric Bus Order Complete."
- May 6, 2021: MPC meeting. Presentation entitled, "LTD's Carbon Footprint and Climate Action Policy."
- July 2021: First draft of FPP results shared with external advisory committee subject matter experts including 25 organizations.
- September 20, 2021: Email to LTD sustainability stakeholder listserv alerting the public to the status of the electric bus program, announcing that the FPP project was underway and the website had been updated to provide additional project information, and a COVID health/safety update.
- November 2021: Revised draft of FPP results shared with external advisory committee subject matter experts including 25 organizations.

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the following strategic areas of focus: Sustainability, Community Value, and Financial Health

DESCRIPTION: In 2020, the Board of Directors adopted a Climate Action Policy Statement and Goals that affirms its commitment to reducing greenhouse gas emissions and consumption of fossil fuels from its fleet of vehicles as quickly as possible, but in a financially and socially responsible manner. The plan commits to the purchase of 25 battery electric buses (BEB) by 2023, a 75% reduction of greenhouse gas emissions by 2030, and a complete elimination of fossil fuels by 2035.

To meet these goals, LTD decided to launch the FPP. The FPP includes two phases: Phase 1 (this update) includes a triple-bottom-line (social, environmental, financial) analysis of a variety of alternative fuels feasible for transit operations. Phase 2 of this project will include a more refined analysis of alternative fuels identified for additional considerations. This update is intended to provide a high-level update on the results of Phase 1 of this project regarding the nuances and trade-offs between the alternative fuel choices.

The first phase of the FPP conducted a fuels assessment to help determine what combination of fuel types were most advantageous in meeting LTD's goals. Based on initial scoring and subject matter expert advisory committee feedback, LTD staff recommends the following fuels move forward into Phase 2 of the project for further analysis: R99 diesel; renewable natural gas (RNG), and hydrogen fuel cell buses. Both R99 and up to (30) battery electric

buses are currently included in LTD's fleet plans. The report shows that staff should also continue to watch the market for battery electric buses to see how range and charging technology improve over time.

In Phase 2 of this project, LTD will be developing its updated FPP based on continued and deeper analyses of the fuels and technologies that are advancing. Additionally, the FPP shall support LTD's on-going commitment to providing high-quality transit service and increasing ridership in the most sustainable manner possible (financially, environmentally, and socially).

BACKGROUND: On June 17, 2020, the Board adopted Resolution No. 2020-06-17-038, Climate Action Policy Statement and Goals, which is the foundation for initiating the FPP.

CONSIDERATIONS: The FPP Phase 1 update is intended to provide an update to the Board and help inform future financial decision for the FY2023 Budget and Community Investment Plan (CIP). A Phase 2 update will be presented to the Board at a later date.

ALTERNATIVES: N/A

NEXT STEPS: Staff will return to present the Phase 1 results for the Paratransit fleet in early 2022. Upon completion of Phase 1, LTD will initiate Phase 2 of the FPP. Phase 2 will include on additional analysis on the selected options from Phase 1 and development of a funding and implementation plan.

SUPPORTING DOCUMENTATION:

- 1) Phase 1 Score Summary (provided as a handout)

PROPOSED MOTION: N/A



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: DEVELOPING LTD'S SERVICE RESTORATION STRATEGY

PREPARED BY: Tom Schwetz, Director of Planning and Development

DIRECTOR: Mark Johnson, Interim General Manager

ACTION REQUESTED: Information and Discussion

PURPOSE: Provide the Board with an overview of the issues underlying the development of LTD's service restoration strategy.

ROLE OF THE BOARD: The LTD Board of Directors is a Policy Board. This means that the Board's role in this instance is to obtain information for a future decision.

BOARD COMMUNICATION: The board has received updates on the status of LTD's ridership and service levels at regular points over the last year.

PUBLIC COMMUNICATION: The community has received communication on service updates typically associated with service changes.

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic area of: Community Value, Customer Satisfaction, and Financial Health.

DESCRIPTION: Similar to what many other transit agencies in the Northwest have been experiencing for several years, LTD is now facing challenges in its ability to hire enough bus operators. LTD's ability to increase service for the remainder of FY 22 and beyond will depend on the ability to hire enough bus operators.

Looking forward, ridership changes will be affected by the impacts of increasing numbers of workers who will be working in hybrid arrangements. In that context, the success in LTD's efforts to restore service effectively will depend on both operational and ridership demand factors.

BACKGROUND: At the beginning of the pandemic period in late March 2020, LTD's average weekday ridership had dropped from 36,000 to 10,000 – a decline of 72%. At that time, service was reduced to 54% of pre-Covid levels. Weekday average ridership stabilized over the course of the pandemic at 12,000.

This pattern continued until the middle of September 2021 when the combination of high school and UO students returning to campus increased average weekday ridership by 50% to 18,000. As of the first week in December 2021, average weekday ridership has grown to 20,000 passengers, or 65% above ridership in early September 2021. While this is a significant increase in ridership over the average ridership experienced during the pandemic, it is still only 55% of LTD's pre-pandemic ridership levels.

This increase in ridership coincided with a 50% increase in LTD's service from the low in March 2020. LTD is currently operating at 80% of pre-Covid service levels. Future increases in service will be constrained by LTD's ability to hire additional bus operators. Service may also be affected by possible hybrid work patterns that might affect how people use transit to commute to work.

Staff will provide a more detailed presentation on both operations and ridership outlooks at the Board meeting.

CONSIDERATIONS: N/A

ALTERNATIVES: N/A

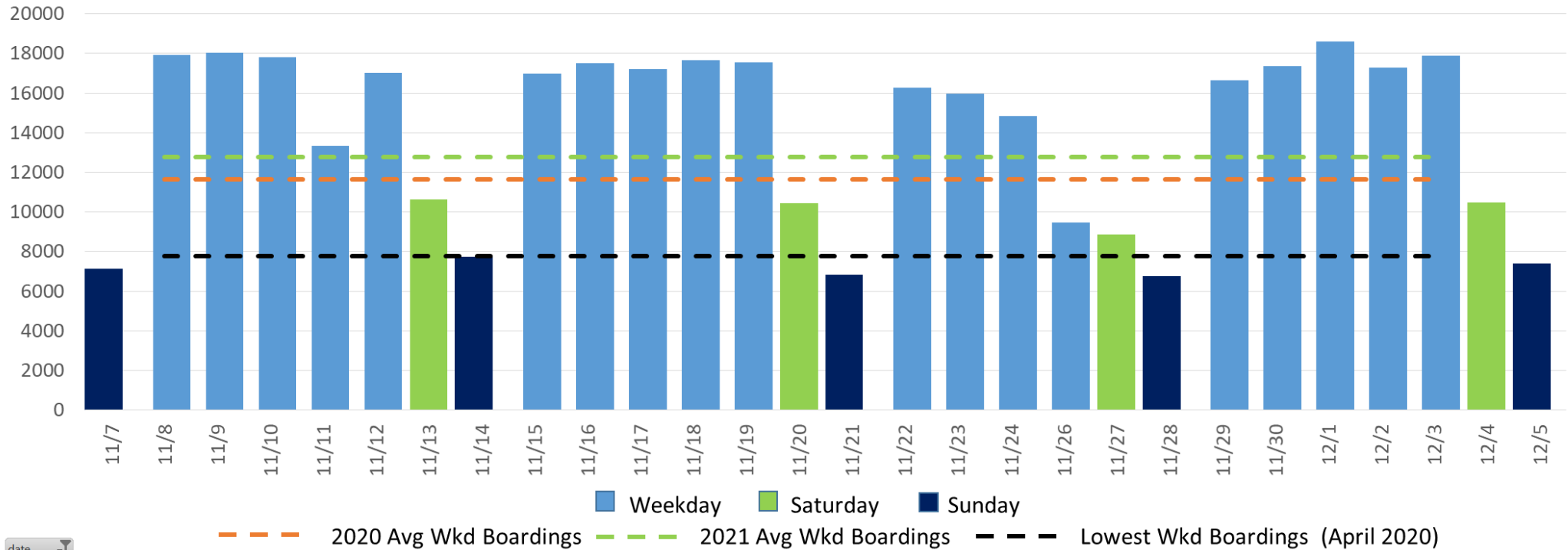
NEXT STEPS: N/A

SUPPORTING DOCUMENTATION:

- 1) COVID-19 Report Dec 6 - 2021
- 2) COVID-19 Report Sep 7 - 2021

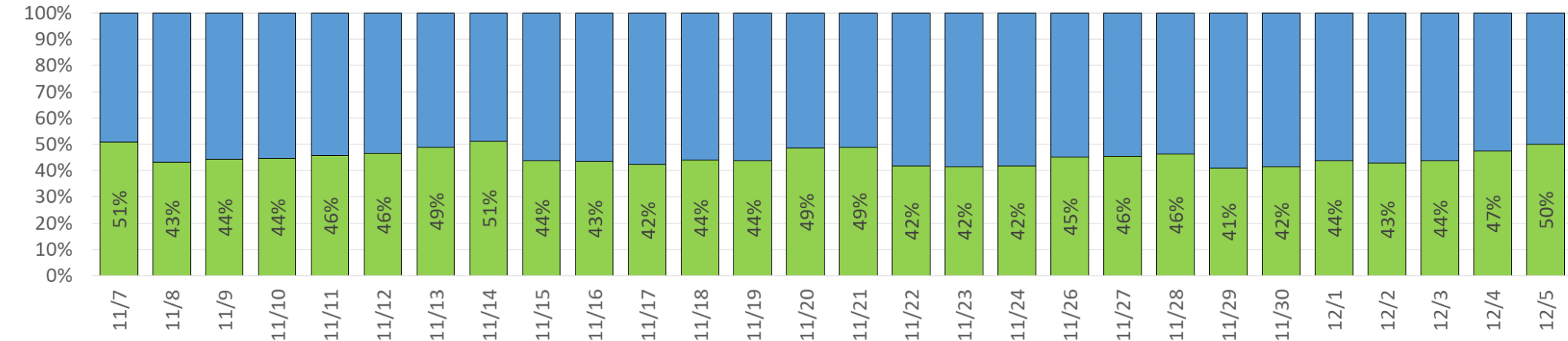
PROPOSED MOTION: N/A

Total Boardings by Day



date

EmX Portion of Ridership



date

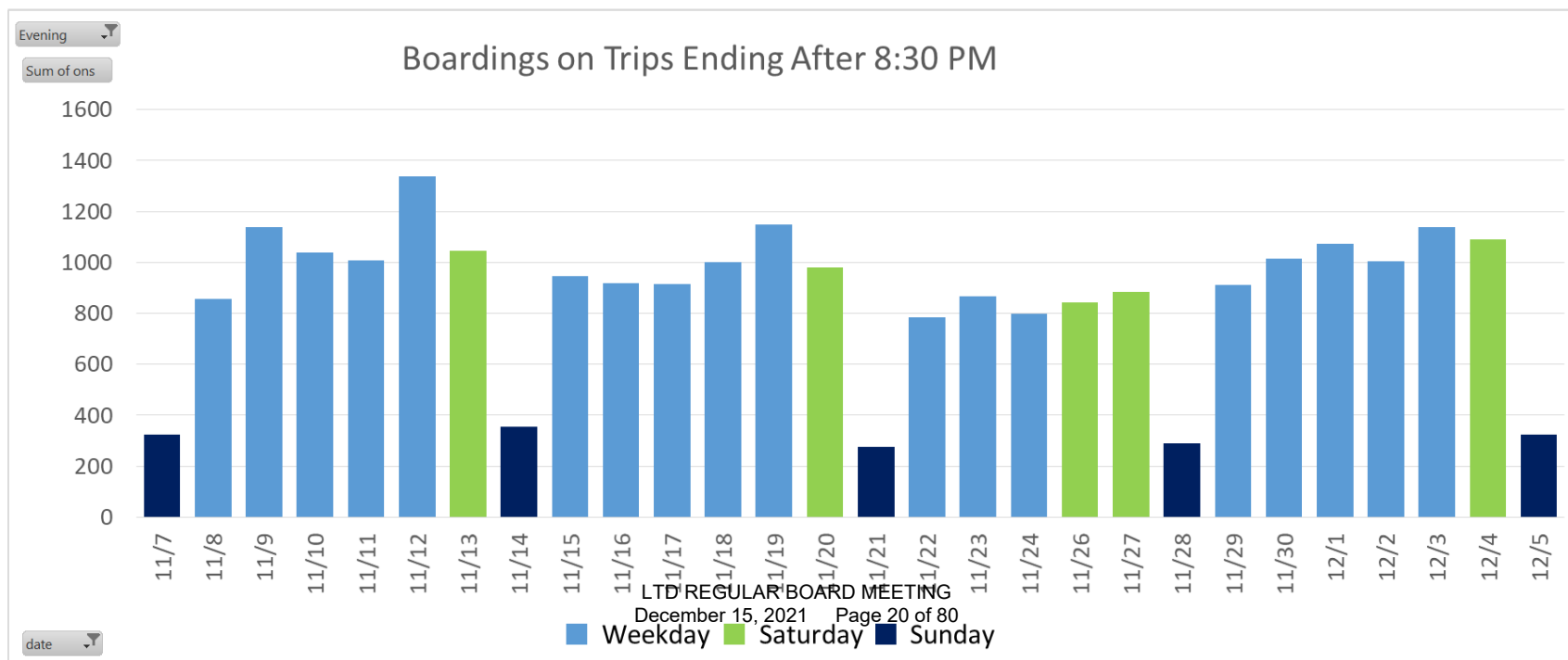
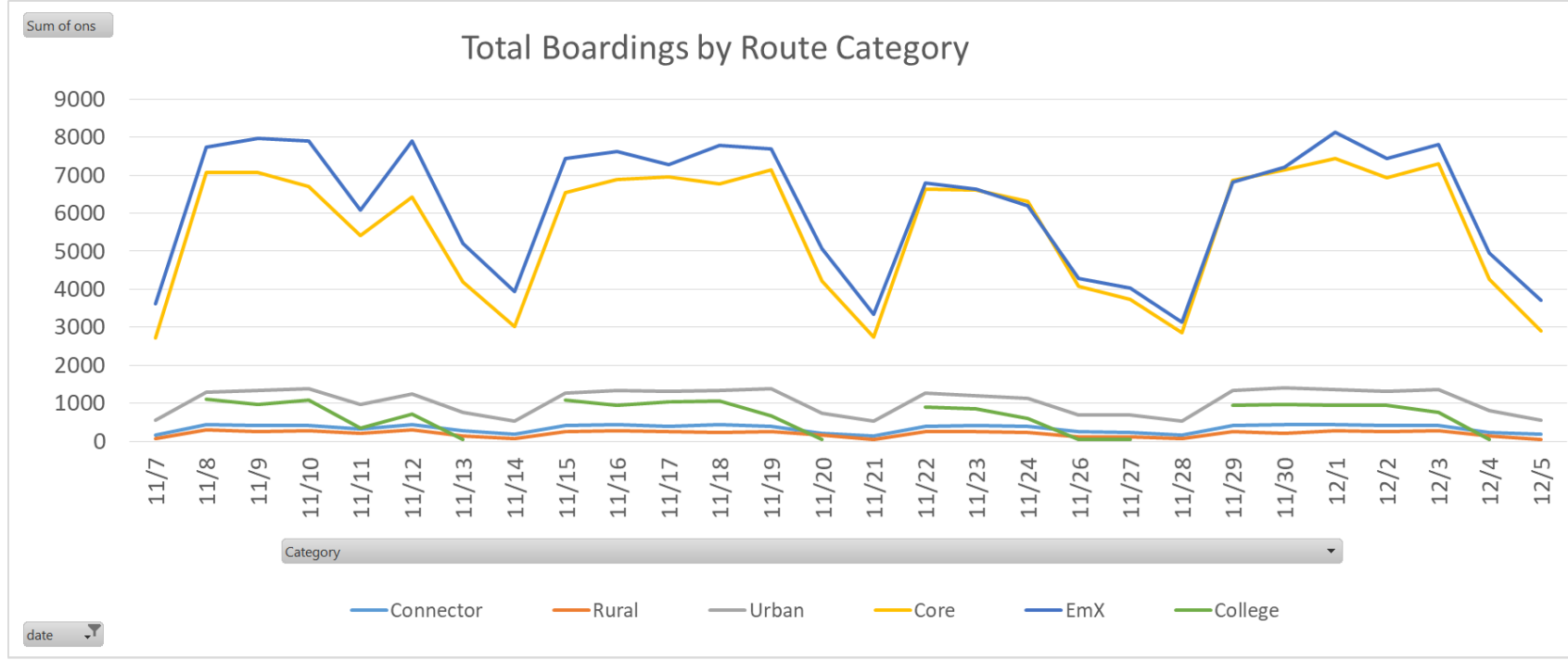
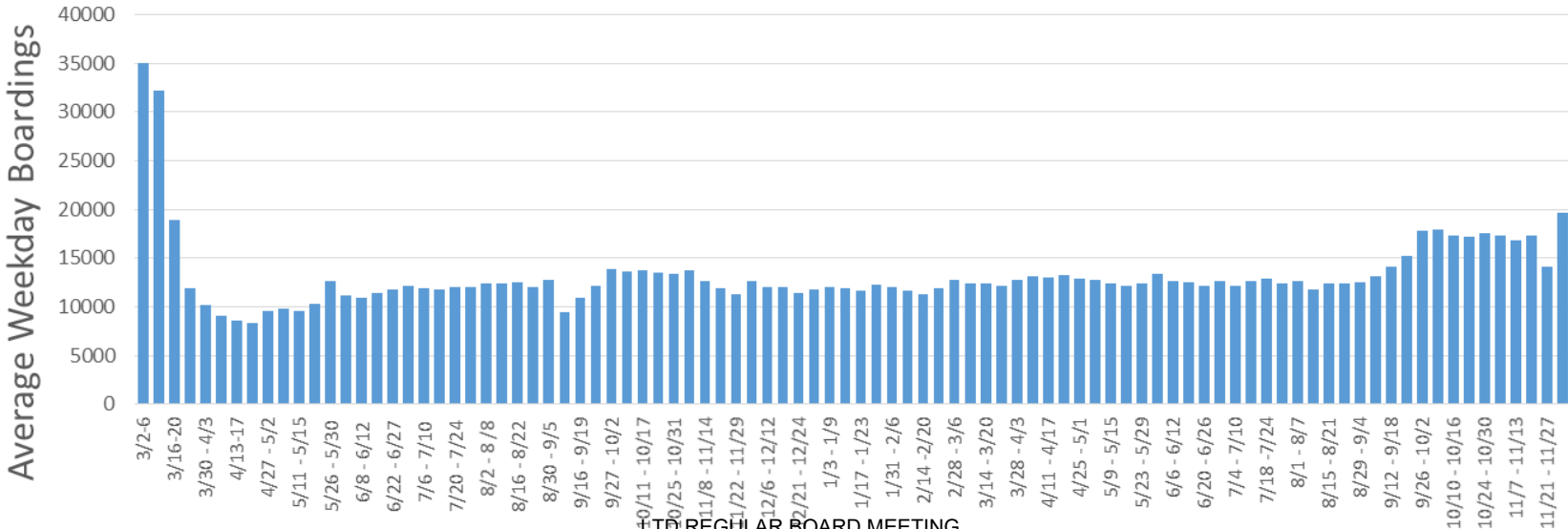
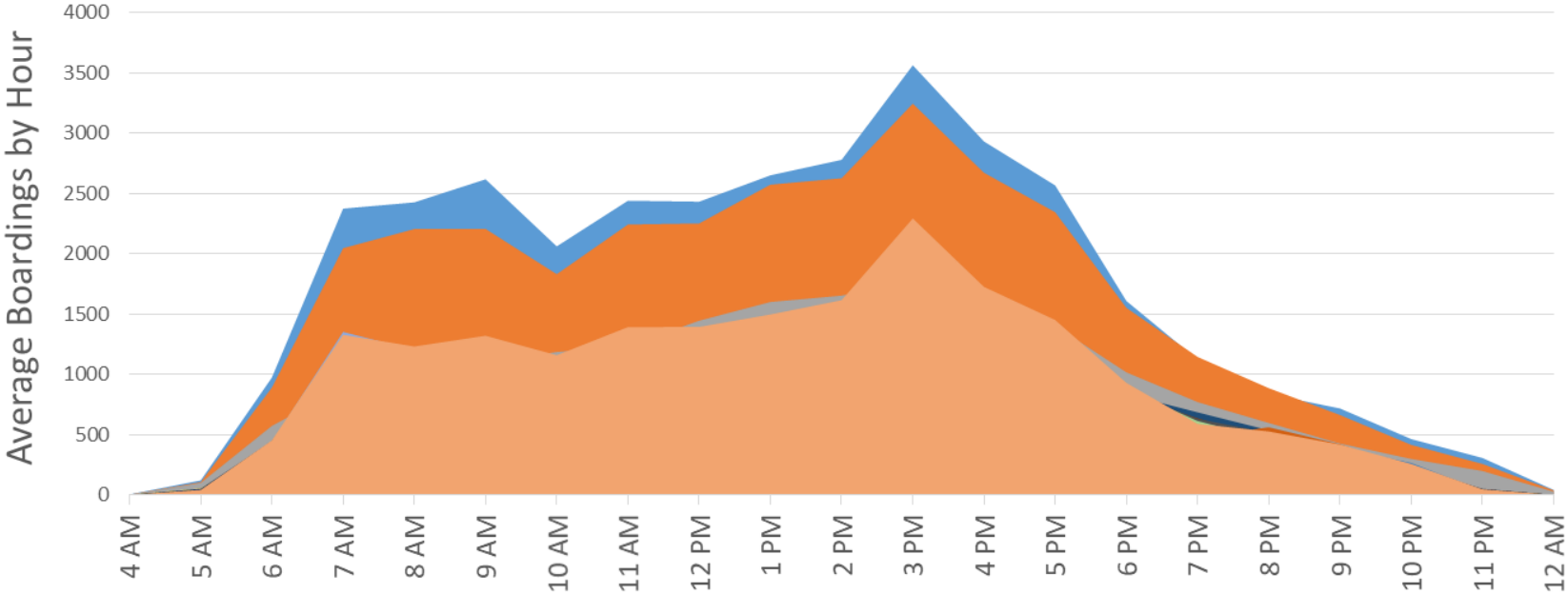
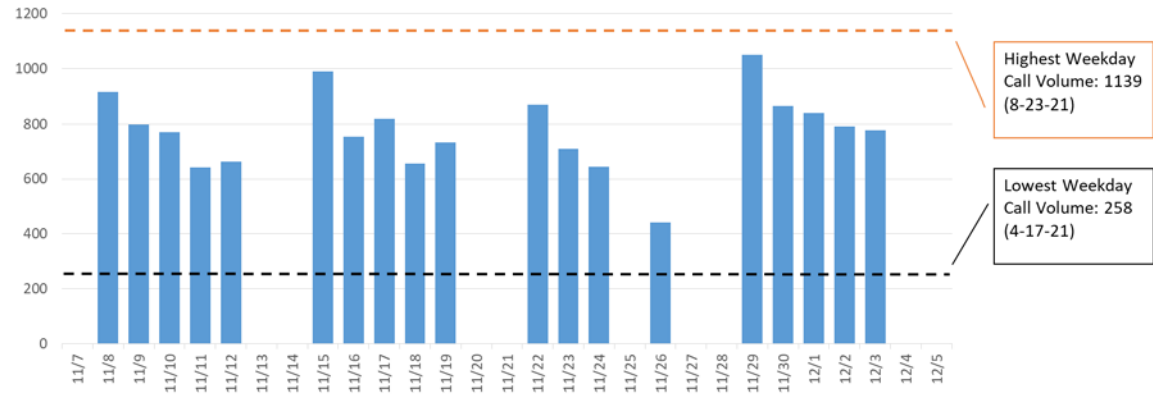


Figure 4 - Average Weekday Boardings by Hour and Average Daily Boardings



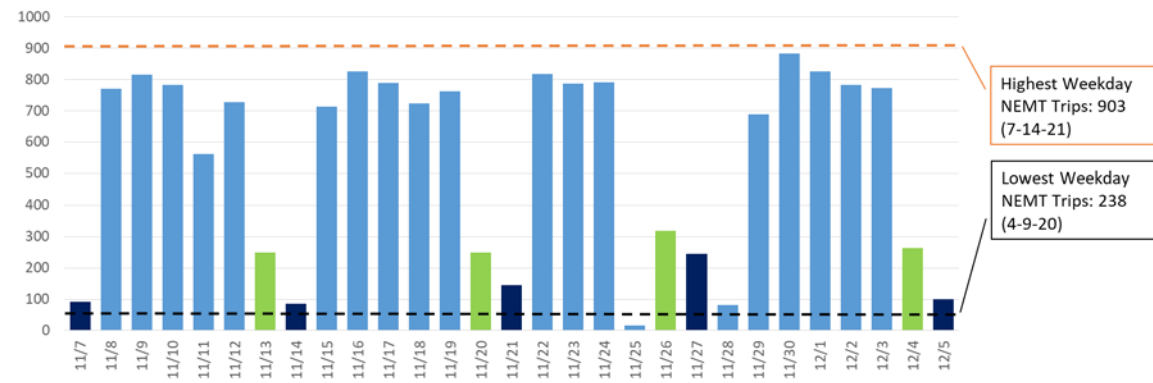
RideSource Total Call Volume



Highest Weekday
Call Volume: 1139
(8-23-21)

Lowest Weekday
Call Volume: 258
(4-17-21)

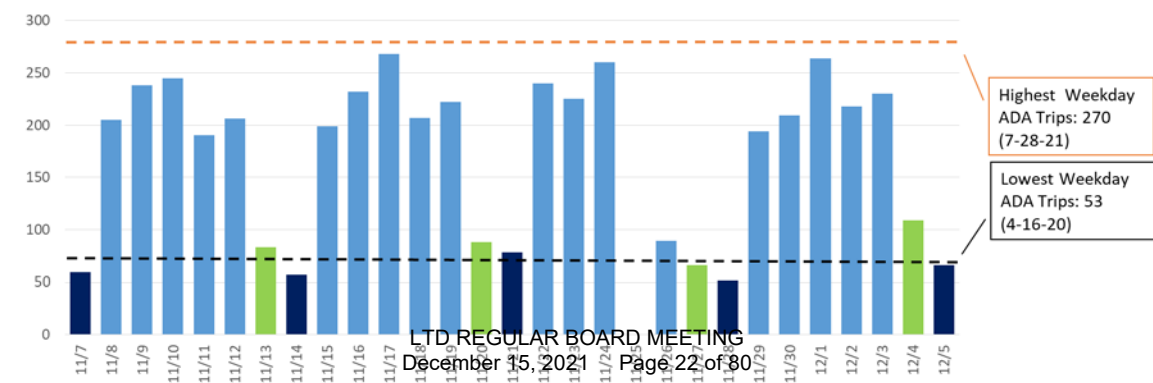
Non-Emergency Medical Trips



Highest Weekday
NEMT Trips: 903
(7-14-21)

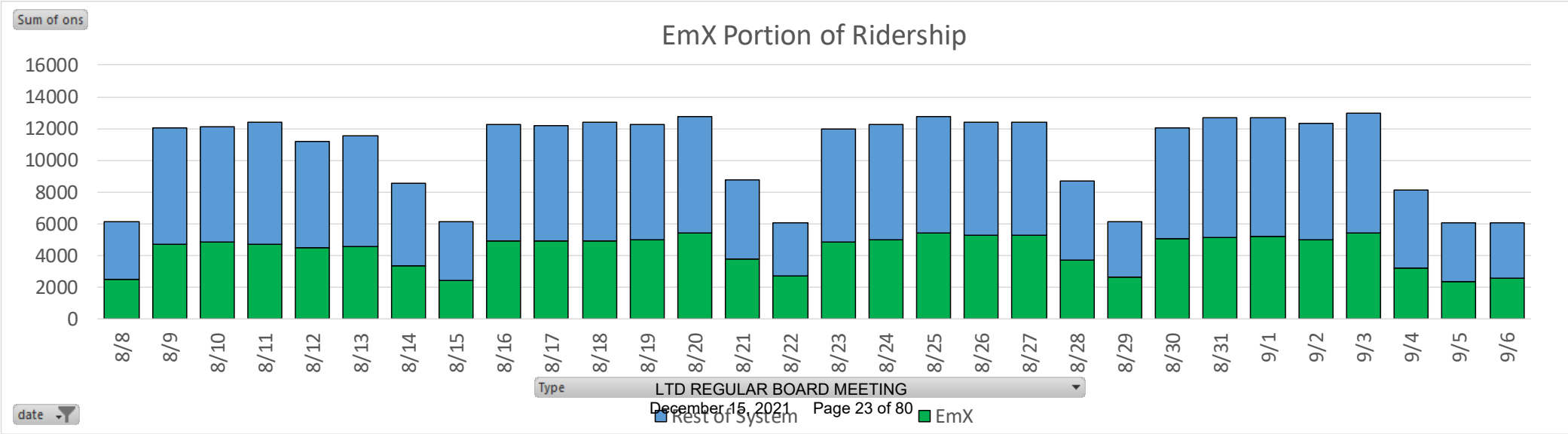
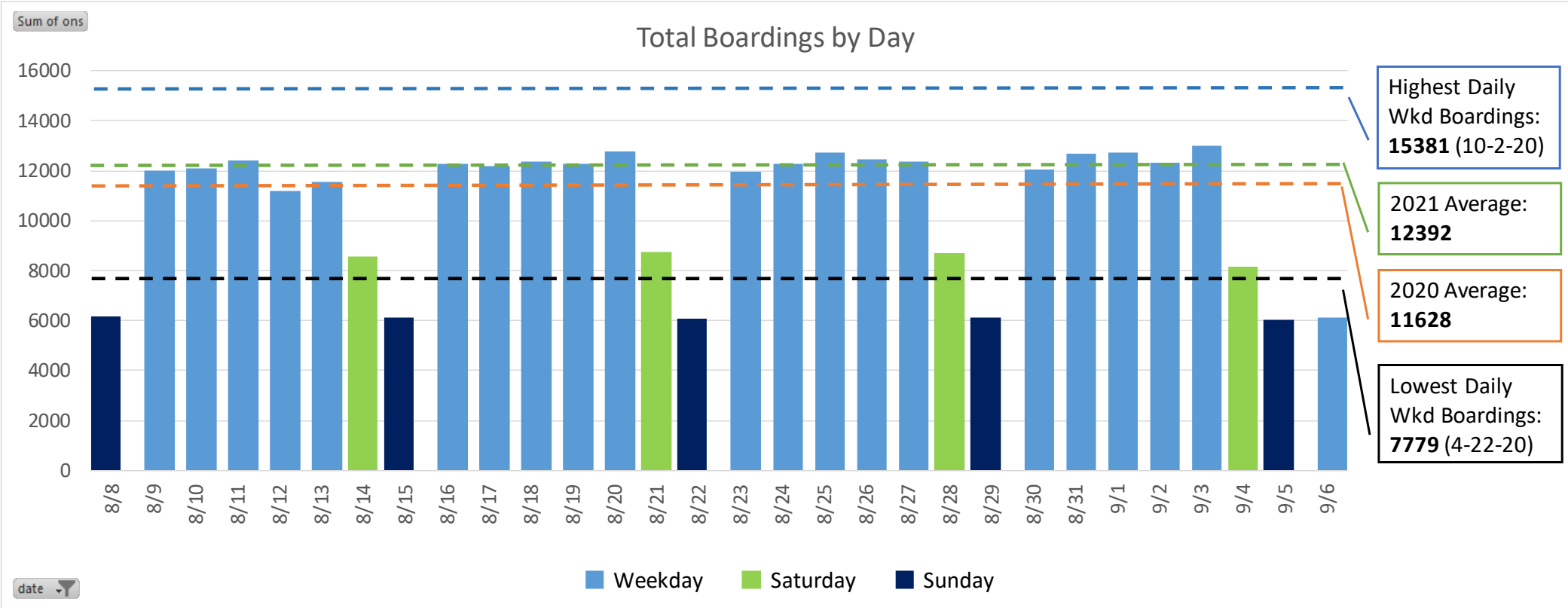
Lowest Weekday
NEMT Trips: 238
(4-9-20)

ADA Trips



Highest Weekday
ADA Trips: 270
(7-28-21)

Lowest Weekday
ADA Trips: 53
(4-16-20)



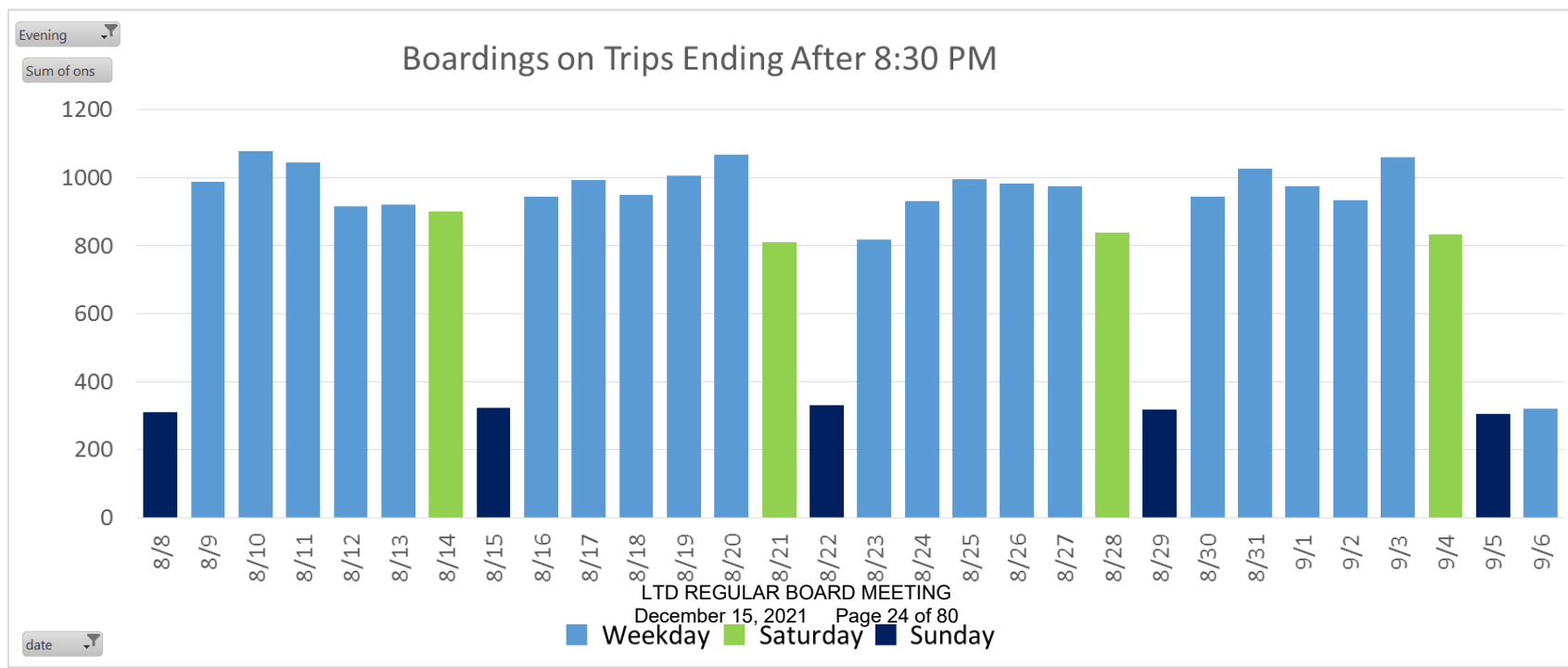
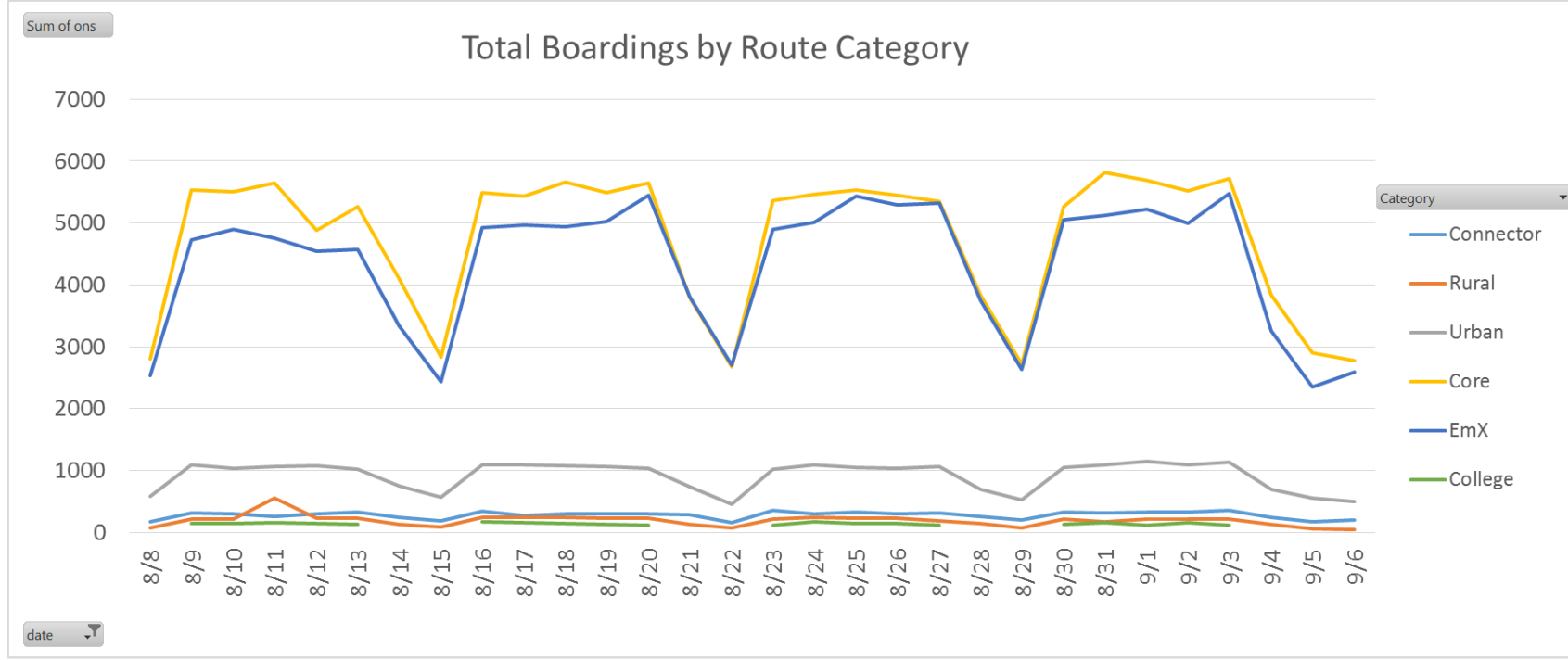
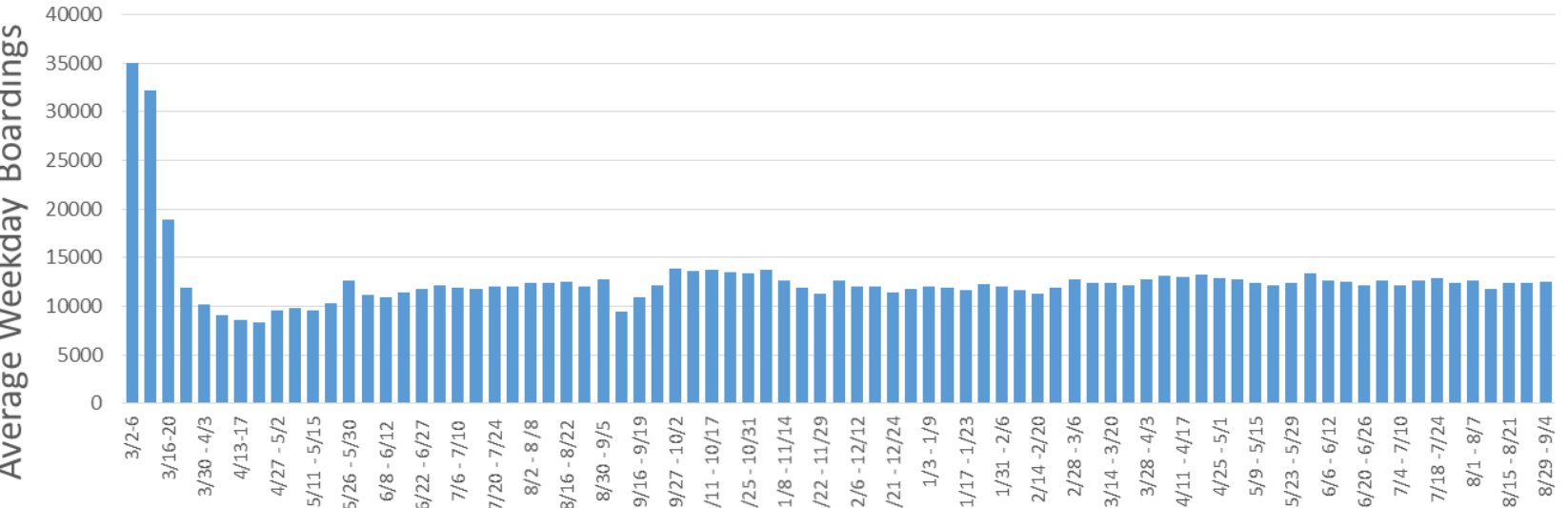
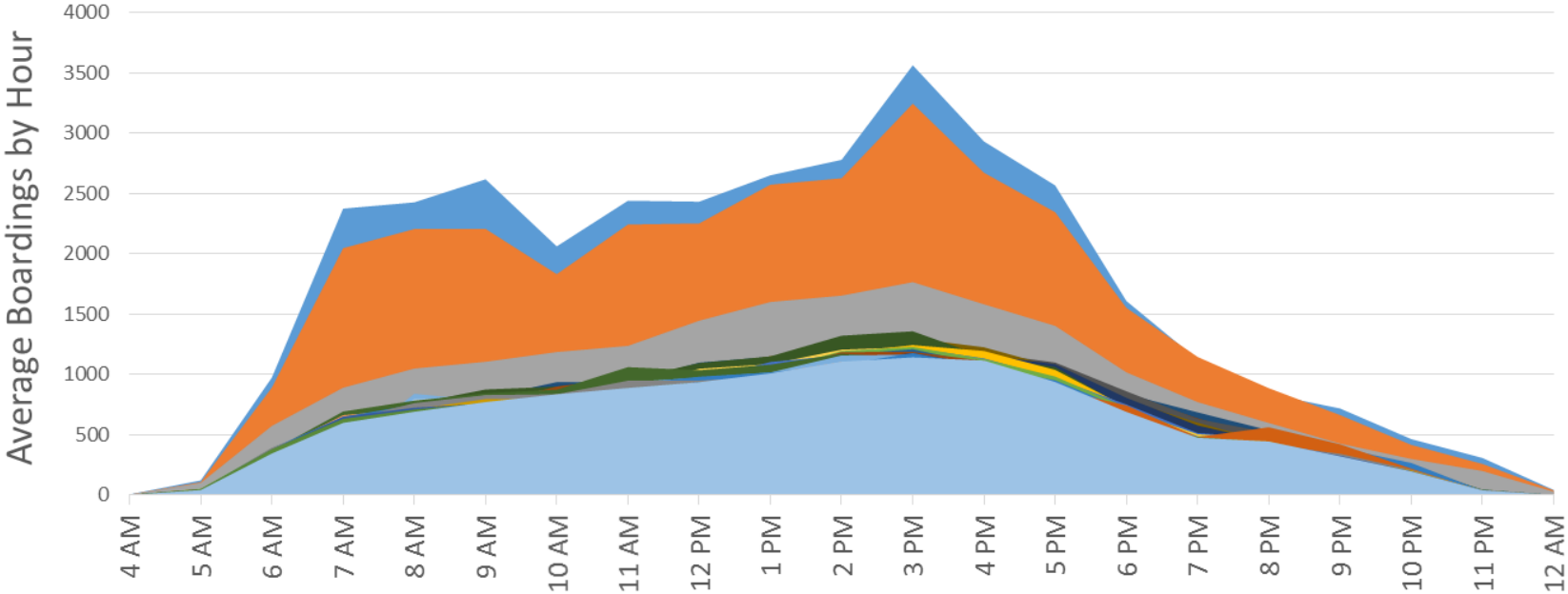
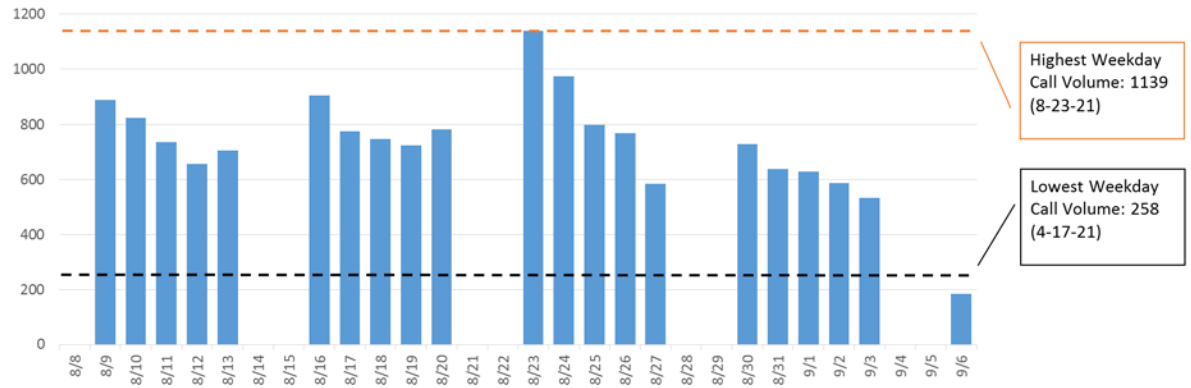


Figure 4 - Average Weekday Boardings by Hour and Average Daily Boardings



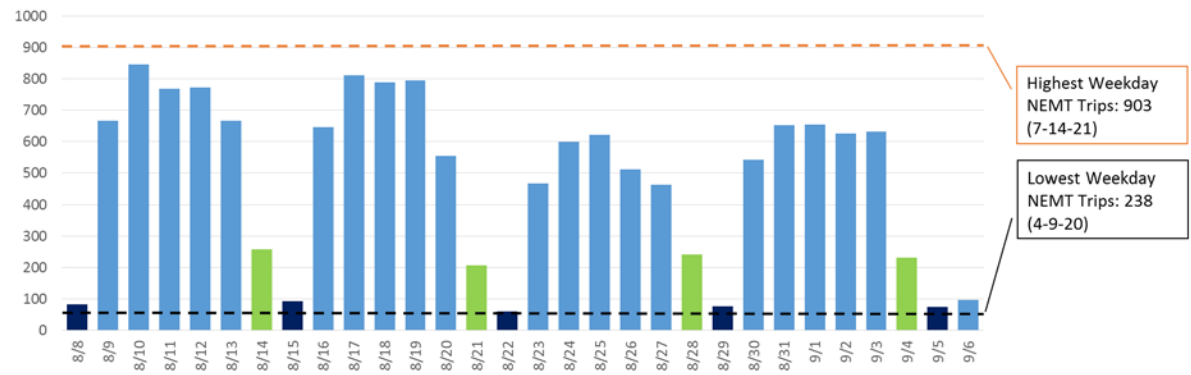
RideSource Total Call Volume



Highest Weekday
Call Volume: 1139
(8-23-21)

Lowest Weekday
Call Volume: 258
(4-17-21)

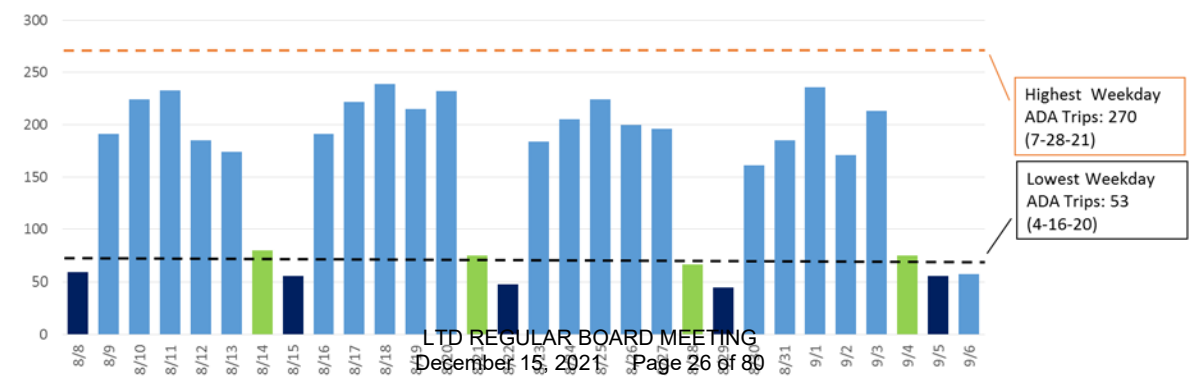
Non-Emergency Medical Trips



Highest Weekday
NEMT Trips: 903
(7-14-21)

Lowest Weekday
NEMT Trips: 238
(4-9-20)

ADA Trips



Highest Weekday
ADA Trips: 270
(7-28-21)

Lowest Weekday
ADA Trips: 53
(4-16-20)



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: LEGISLATIVE AND REDISTRICTING UPDATE

PREPARED BY: Tiffany Edwards, Intergovernmental Relations Manager

DIRECTOR: Mark Johnson, Interim General Manager

ACTION REQUESTED: None. Information Only

PURPOSE: To provide the Board of Directors with an update from the Legislative Short Session on Redistricting and the current status of Federal legislation.

ROLE OF THE BOARD: This update is for information only to keep the Board informed on legislative action that is or may be relevant or have impacts to the District.

BOARD COMMUNICATION: N/A

PUBLIC COMMUNICATION: N/A

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic areas of: Financial Health and Sustainability.

DESCRIPTION: Legislative engagement does not require a formal position from the Board; however, the Board may choose to take a position on legislative matters, or as is also the practice, the Board President may represent the Board in any correspondence submitted to Legislators or Congressional Delegates. No action is requested at this time.

This verbal presentation will:

- Summarize current legislation that may impact revenues and Federal funding being proposed and deliberated by Congress and the Federal Administration.
- Explain recent action that was taken at the state level during the Oregon Legislative Special Session on redistricting, which resulted in changes to the geographic boundaries for the state Senate and House of Representative districts. These changes may impact LTD's future representation in the State Legislature. Given that the Legislature plays an active role in setting policy and appropriating funding for the District, these changes align with the District's Strategic Plan in the area of Financial Health and Sustainability, most directly.

Additionally, the Oregon Secretary of State will be completing the redistricting process for the seven LTD Board of Director's subdistricts based on the updated federal census population data. This process must be completed by the Secretary of State by June 30, 2022; the LTD Board of Directors will likely have a role and engage in a public process. The Secretary of State's office has released the draft rules outlining a process. This is provided in the supporting documentation listed below.

- Provide a timeline and description of the process and what the Board's role may be. At this time, this will serve as information only.

- Provide a summary of upcoming dates and deadlines for the 2022 short Legislative Session to take place beginning on February 1, 2022.

The Board will have opportunities to ask questions on any of the topics being covered.

BACKGROUND: The LTD Board receives annual legislative updates summarizing action by the State and Federal legislative bodies by LTD's Intergovernmental Relations Manager on the work she is engaged in on behalf of Lane Transit District. Lane Transit District contracts with Oxley and Associates at the state level and Smith Dawson Andrews at the federal level to provide lobbying support on state and federal legislative matters.

Additionally, LTD is engaged through association membership and participation by a number of advocacy organizations including The United Front partners (comprised of LTD, the City of Eugene, City of Springfield, Lane County, Willamalane and Springfield School District), Oregon Transit Association, The Bus Coalition and the American Public Transportation Association. Engagement with these agencies supports the Financial Health and Sustainability of the District through funding and policy support.

CONSIDERATIONS: N/A

ALTERNATIVES: N/A

NEXT STEPS: The Board will receive a written or verbal update on any follow-up or incomplete items prior to the next planned Legislative Update in 2022. Additional meetings or updates related to the District's redistricting process will be scheduled pending further instruction by the Oregon Secretary of State.

SUPPORTING DOCUMENTATION:

- 1) Proposed Redistricting Rules
- 2) 2021 Oregon SOS Transit Redistricting Memo
- 3) Redistricting OPB Article 9.20.21
- 4) Redistricting OPB Article 9.25.21
- 5) Redistricting Oregonian Article 10.25.21
- 6) Adopted Oregon House Map (SB 882)
- 7) Adopted Oregon Senate Map (SB 882)
- 8) Adopted Oregon Congressional Map (SB 882)
- 9) Board Leg Update Presentation 12.15.21

PROPOSED MOTION: N/A

Clean Copy of Rule Text for Oregon Administrative Rule 165-008-0150*

Mass Transit Reapportionment Process

(1) The purpose of this rule is to establish the procedure by which the Secretary of State will divide mass transit districts into subdistricts, pursuant to ORS 267.090. The Secretary of State, as the chief elections officer for the State of Oregon, has the responsibility to adopt rules that the Secretary considers necessary to facilitate and assist in achieving a maximum degree of correctness, impartiality and efficiency in administration of the election laws. This rule is intended to carry out the Secretary's responsibilities by describing the process applicable to the redistricting of mass transit districts. Under the Secretary of State's authority, this process requires significant engagement by the affected transit districts.

(2) As used in this rule, "mass transit district" means a mass transit district established under ORS 267.010 to 267.394.

(3) A mass transit district must submit to the Secretary of State's office a map, containing proposed subdistricts, that:

(a) Complies with the Oregon and United States Constitutions;

(b) Complies with Oregon statutory law, including ORS 267.090(2);

(c) Ensures that each subdistrict, as nearly as practicable:

(A) Is contiguous;

(B) Is of equal population;

(C) Utilizes existing geographic or political boundaries;

(D) Do not divide communities of interest; and

(E) Is connected by transportation links;

(d) Is consistent with the diversity, equity and inclusion and accessibility values of the Secretary of State, as outlined in the agency's mission, vision, and values.

(4) Each mass transit district must engage the public in drafting a proposed map. Each district must develop a written description of the district's public engagement process and provide the description to the Secretary of State.

(5) The proposed map and description of the public engagement process must be submitted to the Secretary of State no later than May 16 of the even-numbered year following legislative reapportionment.

(6) The Secretary of State will review proposed maps for compliance with the requirements contained in this rule.

(a) If the Secretary of State determines that a proposed map complies with the requirements of this rule and that the mass transit district conducted an appropriate public engagement process, the Secretary of State will approve the map and divide the mass transit subdistricts accordingly.

(b) If the Secretary of State does not make the determinations described in subsection (6)(a) of this rule, the Secretary of State may provide further instruction and guidance to the mass transit district and request that the district resubmit a map with changes identified by the Secretary.

(7) Notwithstanding any other provision of this rule, the Secretary of State reserves the right to decline to adopt a proposed map submitted by a mass transit district and to divide the districts into subdistricts in a manner consistent with subsection (3) of this rule.

*Due to a display anomaly in the Oregon Administrative Rulemaking Database the text of the rule found in the official Notice of Proposed Rulemaking document may be difficult to read. This document contains a clean copy of the rule text.

2021 OREGON SOS TRANSIT REDISTRICITING MEMO

Chapter 267 organizes Mass Transit Districts, which currently includes TriMet, Cherriots (Salem-Keizer), and LTD (Lane Transit District). The statute states that the SOS is responsible for decennial transit redistricting:

267.090 Directors; appointment; term; vacancies; Governor to fix time of first meeting.

(2) The board of directors of a mass transit district shall consist of seven members. One director shall be appointed from each of seven subdistricts. The Governor shall appoint as one of the directors a person who regularly uses the services provided by a mass transit system. Directors shall reside in the subdistrict from which they are respectively appointed. The subdistricts shall be as nearly equal in population as possible based on the latest federal census and shall be designed to ensure representation of the most populous city, other cities and unincorporated territory in the proposed district proportionate to their respective populations provided that if less than the entire district is taxed by the district, the subdistricts shall be wholly within the taxed area. **The district or, if the taxed area is less than the entire district, the taxed area shall be divided into subdistricts initially, and after each succeeding federal census, by the Secretary of State.**

Timeline:

- **Begin rulemaking process in fall 2021**
- **Rules effective January 1, 2022**
- **Transit redistricting complete by June 30, 2022**

The SOS rules will outline the following:

- The SOS will ask the transit districts to determine recommended map changes that meet a series of guidelines consistent with the SOS's values.
- These guidelines would:
 - o Be consistent with the current constitutional standards for redistricting in Oregon;
 - o Be consistent with the SOS's DEI and accessibility values; and
 - o Require each transit district to demonstrate that they engaged in a public process to revise their proposed map, including, but not limited to, outreach to groups that do transit access work or work with communities most likely to rely on transit (i.e., disabled, seniors, low-income, youth, students, etc.).
- SOS will review plans for compliance with these guidelines, potentially with the assistance of SOS GIS trained staff or contractors.
 - o If plans comply, the SOS will approve.
 - o If plans do not comply, the SOS will provide further instruction and guidance to the transit agency and ask them to resubmit.
- In the event that there is disagreement and parties are not able to reach consensus, the SOS reserves the right to use professional staff to draw the boundaries of transit redistricting.

August 27, 2021, Prepared by M. Woon



In The News

Kristof announces

Anti-vaccine mandate protest

Oregon's pioneering drug law

POLITICS

Oregon House Speaker Tina Kotek pulls back on redistricting deal



By **Dirk VanderHart** (OPB)

Sept. 20, 2021 1:14 p.m. **Updated:** Sept. 20, 2021 5:34 p.m.

The Senate passed new political maps Monday, but an ongoing impasse in the House could blow up a highly charged special session.



The Oregon Senate convened to vote on new Congressional and legislative maps as part of the state's redistricting process



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LTD REGULAR BOARD MEETING

House Speaker Tina Kotek on Monday backed out of a deal granting minority Republicans equal say in the state's redistricting process, signaling she'd seek to muscle through new political maps that will advantage her party over strenuous objections by the GOP.

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In an announcement that threatens to upend a special legislative session, Kotek announced she was creating two committees to consider new political maps, rather than a single House Redistricting Committee that had been working on the issue for months.

One of the new committees will consider a proposal to pass new congressional maps that are likely to give Democrats five of the state's six congressional seats. Democrats will have a 2-1 advantage on that committee.

The other committee will take up a proposal to rejigger the state's 90 legislative districts. It will be evenly composed of Republicans and Democrats, and contain the all the original members of the House Redistricting Committee. But Kotek also added two new lawmakers to the committee, including state Rep. Greg Smith, R-Heppner, a frequent ally of the speaker's on tight votes.

The decision led to quick action.

Late Monday afternoon, the two new committees took up their respective bills. In a meeting of the congressional redistricting committee, Republican Rep. Shelly Boshart Davis, her party's lone member on the body, declined to attend. Democratic Reps. Andrea Salinas and Wlmsvey Campos passed the proposal in her absence.

On the committee taking up legislative plans, Smith joined with Democrats to pass their proposal on a 5-3 vote. Both proposals now head to the House floor.

Kotek's maneuver came as a shock to many in the Capitol, who had expected the speaker to honor an agreement she [reached with Republicans earlier this year](#) — that she would give the GOP an even say on redistricting if they would end delay tactics threatening Democrats' agenda. Some on Twitter immediately cheered the move as evidence Democrats were willing to play the same political hardball employed in Republican-led states, even as conservative users held it up as an example of liberal



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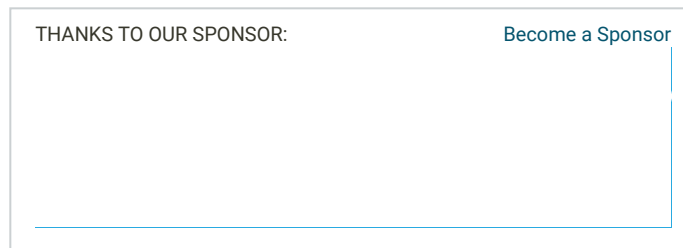
LTD. REGULAR BOARD MEETING

but as of Monday afternoon, it wasn't clear the tactic would actually have the impact Kotek intended. State Rep. Daniel Bonham, the deputy Republican leader, told OPB that members of his party were considering walking away from the Capitol, denying Democrats the two-thirds quorum necessary to conduct business. That's a strategy House Democrats employed in 2001, when they were in a redistricting fight with majority Republicans.

"Absolutely we're talking about it," Bonham said. "We were suspicious of our deal with the speaker. The proof is in the pudding today. Now you're looking at the result of what that agreement was."

Meanwhile, Kotek and other House Democrats defended their move by suggesting that Republicans had not sincerely engaged in negotiations and were obstructing the process. Kotek told members of her caucus in an afternoon call that she'd hoped an evenly split committee would lead to consensus, but that GOP members were unwilling to give the "courtesy vote" that would allow the congressional maps to pass onto the House floor.

"No map is perfect, and this is a very complex task," Kotek said in a statement. "Ultimately, we are bound to do our constitutional duty and the job Oregonians elected us to do. Separate committees are the only path the House now has to fulfill its responsibilities."



In a separate statement, House Majority Leader Barbara Smith Warner, D-Portland, and Salinas, D-Lake Oswego and a co-chair of the House Redistricting Committee, said the Democratic maps are "fair, legally sound, reflect population growth and census data, and take into account the nearly 2,000 pieces of testimony we received from the public."

[PlanScore](#), a nonpartisan online tool that analyzes redistricting proposals for partisan bias, suggests the congressional map Democrats are hoping to pass is heavily favored in their party's interests. Republicans point out that a 5-1 congressional split favoring Democrats is far out of step with how Oregonians typically vote in statewide races.



“What has just occurred is shameful and lacks any integrity, lacks the ability to keep your word,” said state Rep. David Brock Smith, R-Port Orford. “If we don’t have that in this building, what the hell do we have?”

House Minority Leader Christine Drazan, R-Canby, said she’d viewed her deal with Kotek on redistricting as a way to help her party secure more influence in a process with extremely high political stakes. “I now realize that all along the plan was to, in fact, get gerrymandered maps through this body no matter what,” Drazan said. “Oregonians do not deserve this.”

The House drama came after a day that had been otherwise relatively calm.

In the Senate, which first took up the redistricting proposals, Democrats had made no deal granting Republicans an equal say. The majority party quickly hustled through two bills containing their plans — Senate Bills 881 and 882 — passing them out of committee and on the Senate floor on straight party line votes.

Like their counterparts in the House, Senate Republicans were extremely critical of SB 881, the congressional redistricting plan. They pointed out that Democrats had refused to alter their initial proposal at all, even after thousands of pieces of testimony taken over the course of 12 public hearings. And they complained that Democrats rooted four of their six congressional districts in the Portland region, exporting the city’s liberal electoral firepower out to rural areas with vastly different political leanings.

“We go to all this trouble to balance the population of this state, and yet we allow a particular city or county to have what I call outsized influence,” said state Sen. Tim Knopp, R-Bend, who served on the Senate Redistricting Committee. “That really speaks to one of the biggest issue we have in the state, which is the urban-rural divide. It is toxic.”

Knopp and others were more complimentary about Democrats’ proposal for altering the state’s 90 legislative districts, which they said incorporated more Republican feedback.

“I would be lying if I said, ‘Boy they just gave us everything we wanted,’” said Knopp. “But this is a different map. Do we feel like it’s partisan like the last one? No.”

Even so, Senate Republicans voted unanimously against SB 882. The chamber then voted — once again along party lines — to adjourn for the session.



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maintain its majorities in the Legislature under SB 882, though they might not be guaranteed the three-fifths supermajorities they currently hold. Unlike the Democrats' congressional plan, the nonpartisan PlanScore tool [suggests](#) the new legislative maps are relatively balanced, and could slightly favor Republicans in some aspects.

Lawmakers must pass redistricting plans by Sept. 27, under a deadline set by the state Supreme Court. If they fail, responsibility for drawing a new congressional map would go to a panel of five judges named by Oregon Supreme Court Chief Justice Martha Walters. Secretary of State Shemia Fagan, a Democrat, would get the task of drawing legislative maps.

The House is scheduled to reconvene Tuesday at 10 a.m.

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POLITICS

Oregon House Republicans boycott redistricting session, claim maps are unfair



By **Dirk VanderHart** (OPB)

Sept. 25, 2021 10:19 a.m. **Updated:** Sept. 25, 2021 4:20 p.m.

Despite a new congressional map less tilted in Democrats' favor, Republicans elected to stall the process.

House Republicans remained absent from the Oregon Capitol on Saturday afternoon, denying Democrats a quorum and blocking proposals for redrawing the state's political districts that GOP lawmakers argue are unfair.

Despite a late attempt by Democrats to float a plan for new congressional districts not tilted as steeply in the majority party's favor, Republicans elected to stall the Legislature's redistricting effort. If the stalemate does not end by Monday, lawmakers will lose their once-a-decade chance to create new political maps, turning the process over to Secretary of State Shemia Fagan, a Democrat, and the courts.

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When the House convened Saturday afternoon, following hours of delay as the parties talked, just 34 lawmakers were present in the building, short of the 40 required to conduct business. Eight members were marked absent, and they could face \$500 daily fines under House rules for denying a quorum. An additional 18 lawmakers had excused absences.



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BBC Newshour



Oregon House Majority Leader Barbara Smith Warner (left) and House Speaker Tina Kotek speak on the dais of the House floor as they await confirmation of a quorum Saturday, Sept. 25.

Sam Stites / OPB

“I am so hopeful that we will achieve quorum in order to complete our business here in the House,” House Speaker Tina Kotek, D-Portland, said as the chamber sat idle. “We will stay under verification of quorum until something changes.”

But three hours later, no evidence of a change emerged. Democrats milled about on the House floor, and some began to collect their things and depart the chamber. A Republican spokesman said shortly before 4 p.m. that he did not expect any business to be completed Saturday.

Republicans’ boycott was hardly a surprise. The party signaled earlier in the week it was preparing to walk away from the session completely after [Kotek on Monday backed out of a deal](#) that gave Republicans an equal say on redistricting maps.



STREAMING NOW
BBC Newshour

LTD REGULAR BOARD MEETING

a new proposal for how to split the state into six congressional districts. Democrats had for days refused to alter their initial proposal, which would likely give their party a 5-1 edge. The new map appeared somewhat more even-handed, but after discussion Republicans concluded it was still likely to end in Democratic dominance.

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“At the end of the day this is the same outcome, maybe just a little more dressed up than the previous blatantly gerrymandered map,” said state Rep. Shelly Boshart Davis, R-Albany, in a committee hearing to take up the new proposal.

The new proposal, which was [posted to a legislative website on Saturday](#), would likely create two certain Democratic seats, one safe Republican seat, a seat that leans Democrat, and one district that is a virtual toss-up, according to an analysis using [Dave’s Redistricting](#). It contains several notable changes from the Democrats’ earlier proposal, which was likely to give Democrats a 5-1 hold over the state’s congressional seats.

One major change: Democrats had first proposed stretching the congressional district held by U.S. Rep. Earl Blumenauer, a Portland Democrat, farther east and south, so it connected Portland to Bend. That expansion drew sharp criticism from Republicans, who said Democrats were trying to export Portland’s liberal-leaning electorate to far-flung portions of the state.

In the new map, Blumenauer’s district has been scaled back. Instead, the district currently held by Democratic U.S. Rep. Kurt Schrader has been expanded to encompass Bend. As a result of the changes, Schrader’s district is now predicted to be almost a 50/50 tossup, rather than more safely blue. It’s a change that could nonetheless lead to a reasonably safe district for Schrader, one of the most moderate Democrats in the U.S. House.

Under the new proposal, a new, sixth district drawn up in Democrats’ initial plan changed little and still favors Democrats. Districts currently held by Democratic U.S. Reps. Suzanne Bonamici and Peter DeFazio do not appear to have changed from the first proposal.



STREAMING NOW
BBC Newshour

5-1 split. And the fast-growing Bend region could ensure the district grows more

Democrat-leaning over time.

Boshart Davis noted in committee that the new plan still included four districts that touch the Portland region, a facet that Democrats argue matches state population patterns.

The Senate on Monday passed Democrats’ proposals for both maps over Republicans’ objections and immediately voted to adjourn for the special session. The chamber will have to return to Salem to vote on the updated proposal if the House can come to an agreement.

While Republicans have criticized Democrats’ proposal for rejiggering legislative districts, GOP members have conceded that plan is fairer than the first congressional proposal — and possibly a far better deal than they would get if the Legislature fails to pass a plan and legislative maps become the responsibility of Fagan, the Democratic secretary of state.

The congressional maps have been the major sticking point of the session. Republicans and many national observers have said they amounted to blatant gerrymandering in the Democrats’ favor.

A spokesman for the House Republicans said Saturday afternoon the caucus had not yet taken steps to leave the state, as they have in past walkouts.

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Advertisement

Politics

Oregon Republicans join with Democratic Eugene lawmaker in legal bid to force redo of 2 Lane County House districts

Updated: Oct. 25, 2021, 7:32 p.m. | Published: Oct. 25, 2021, 7:19 p.m.



Oregon Rep. Marty Wilde, D-Eugene, is sworn in at the state Capitol in this January 2021 file photo. Two Lane County voters who filed a challenge to lawmakers' legislative redistricting plan on Monday cited Wilde's allegations that his fellow lawmakers did not follow criteria in state law. Brooke Herbert/The Oregonian



107
shares

By [Hillary Borrud | The Oregonian/OregonLive](#)

With backing from national Republican legal forces, two Lane County voters filed a challenge Monday to Democratic lawmakers' legislative redistricting plan, asking the Oregon Supreme Court to order Secretary of State Shemia Fagan to redraw just two state House districts.

The two Lane County residents allege in the petition filed Monday that the Democratic-controlled Legislature ignored redistricting criteria in state law, including that districts should “not divide communities of common interest” and that “no district shall be drawn for the purpose of favoring any political party, incumbent legislator or other person.”



“While many aspects of (the legislative redistricting plan) are subject to reasonable disagreement, one district line is indefensible,” attorneys for David Calderwood and Gordon Culbertson wrote in the filing. “That line was not based upon consideration of any permissible districting criteria, but was the result of an effort by Legislative Assembly leadership to protect one incumbent from a primary challenge, by surgically jutting a district line around a different, disfavored legislator’s home.”

Calderwood and Culbertson are asking the Supreme Court to “remedy these violations simply, without disrupting *any* other districts.”

They largely base their challenge on allegations by Rep. Marty Wilde, a Eugene Democrat, that his fellow lawmakers drew the lines to punish him for criticizing their map-drawing and prevent him from challenging state Sen. Floyd Prozanski, a Democrat who will be up for reelection in 2022. Wilde said in a declaration included with the challenge that he told Prozanski and state Sen. Lee Beyer of Springfield that he was interested in running for the state Senate.

Each state Senate district contains two House districts and in lawmakers’ final plan, Wilde ended up outside the new Senate district where Prozanski lives. Wilde and his heavily Democratic Eugene precinct will be in a Republican leaning House District 12 inhabited by Rep. Cedric Hayden, R-Fall Creek. The precinct where Wilde lives is the only Eugene precinct included in the largely rural House District 12. It is surrounded on several sides by House District 8.

Few current legislators who want to remain in office were drawn into districts with other incumbents.

Advertisement

Wilde gained attention earlier this year when he raised concerns during legislative redistricting committee meetings that his current district was the result of gerrymandering because the largely rural district reaches around Eugene to include the University of Oregon. This cycle, Wilde said he raised concerns about one of Democrats' early redistricting proposals that he said would have split the University of Oregon into three House districts and three Senate districts. Wilde also said he objected to the inclusion of his precinct in the new House District 12.

"I was told by Democratic leadership that the request to place Precinct 1233 in House District (12) came from Senate leadership, and that they were inflexible on this matter," Wilde said in his declaration.

The lawyers representing Culbertson and Calderwood also represent four Republican former elected officials who [filed a challenge](#) earlier this month to Democrats' congressional redistricting plan.

— Hillary Borrud

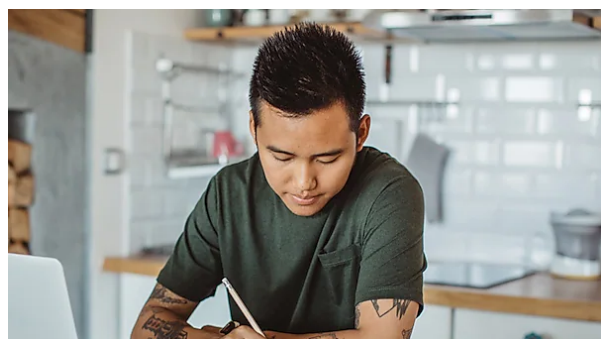
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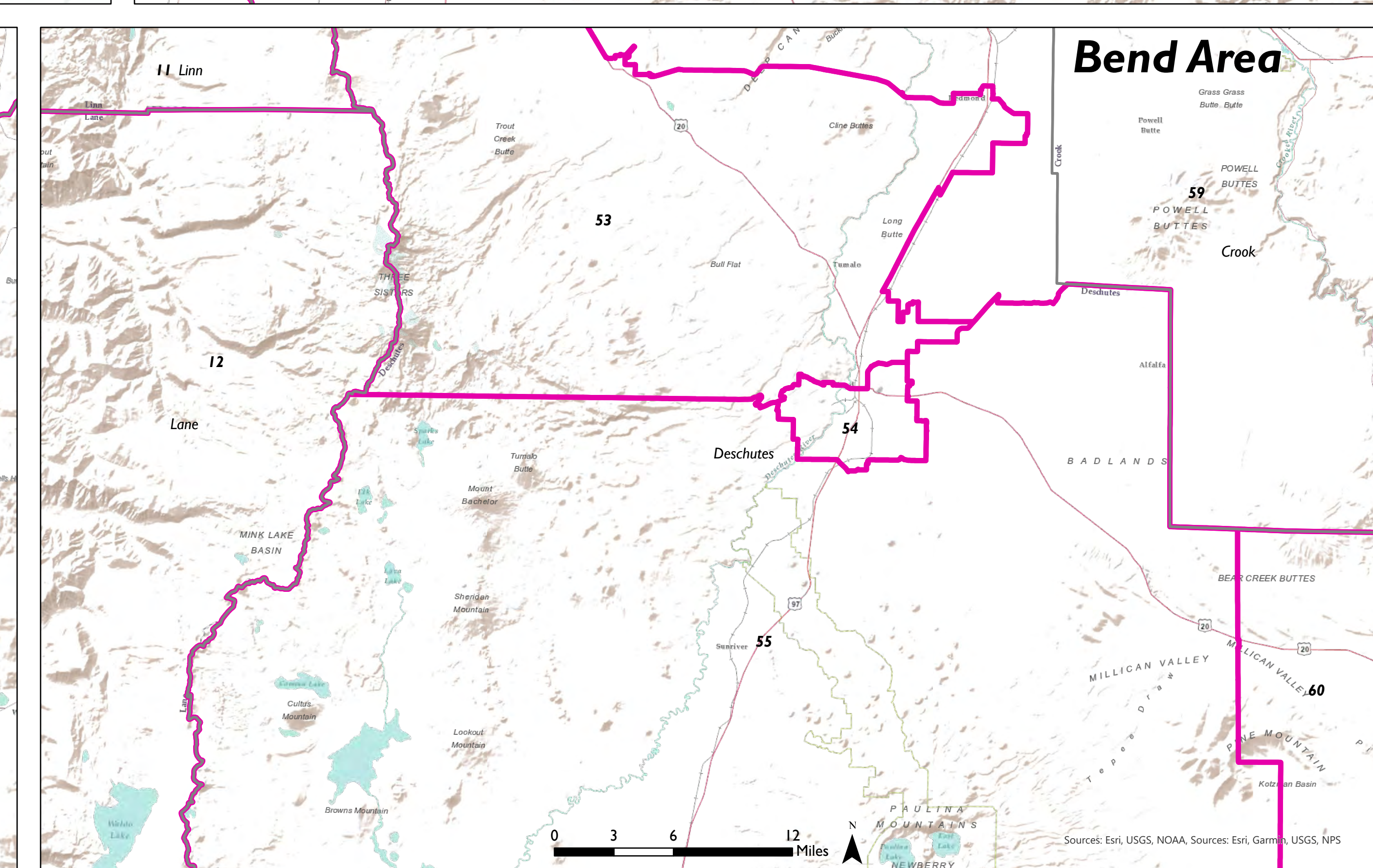
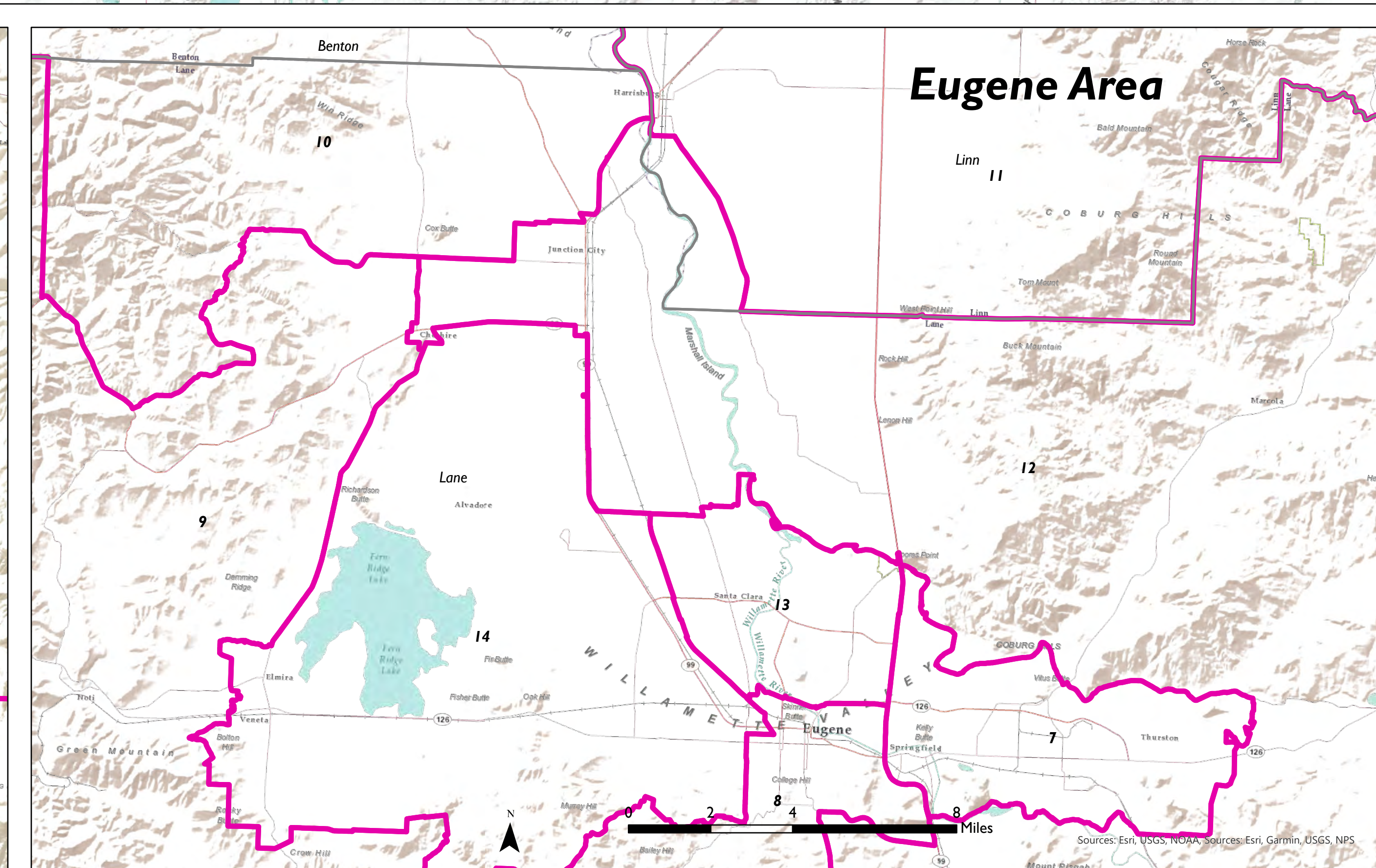
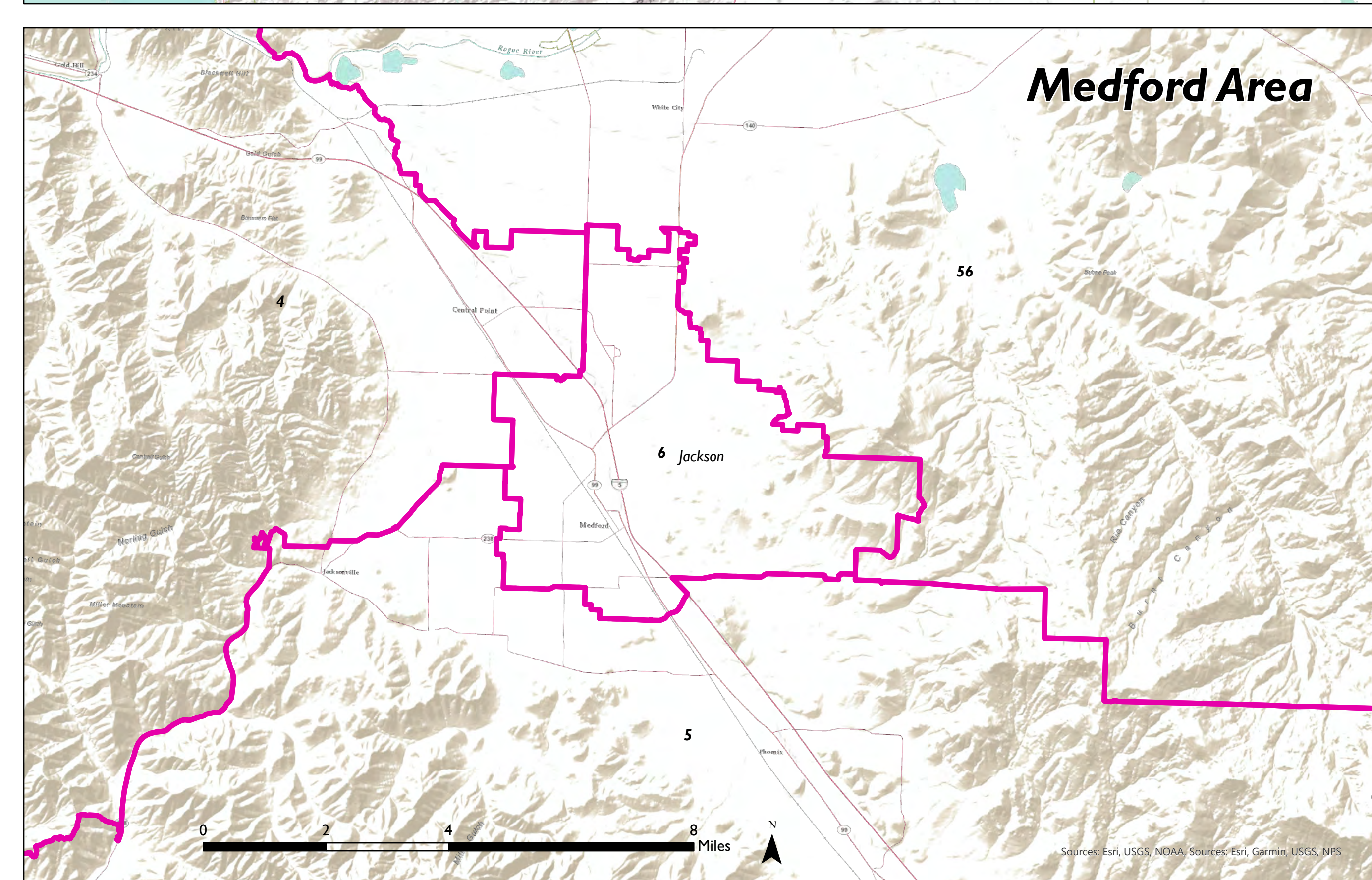
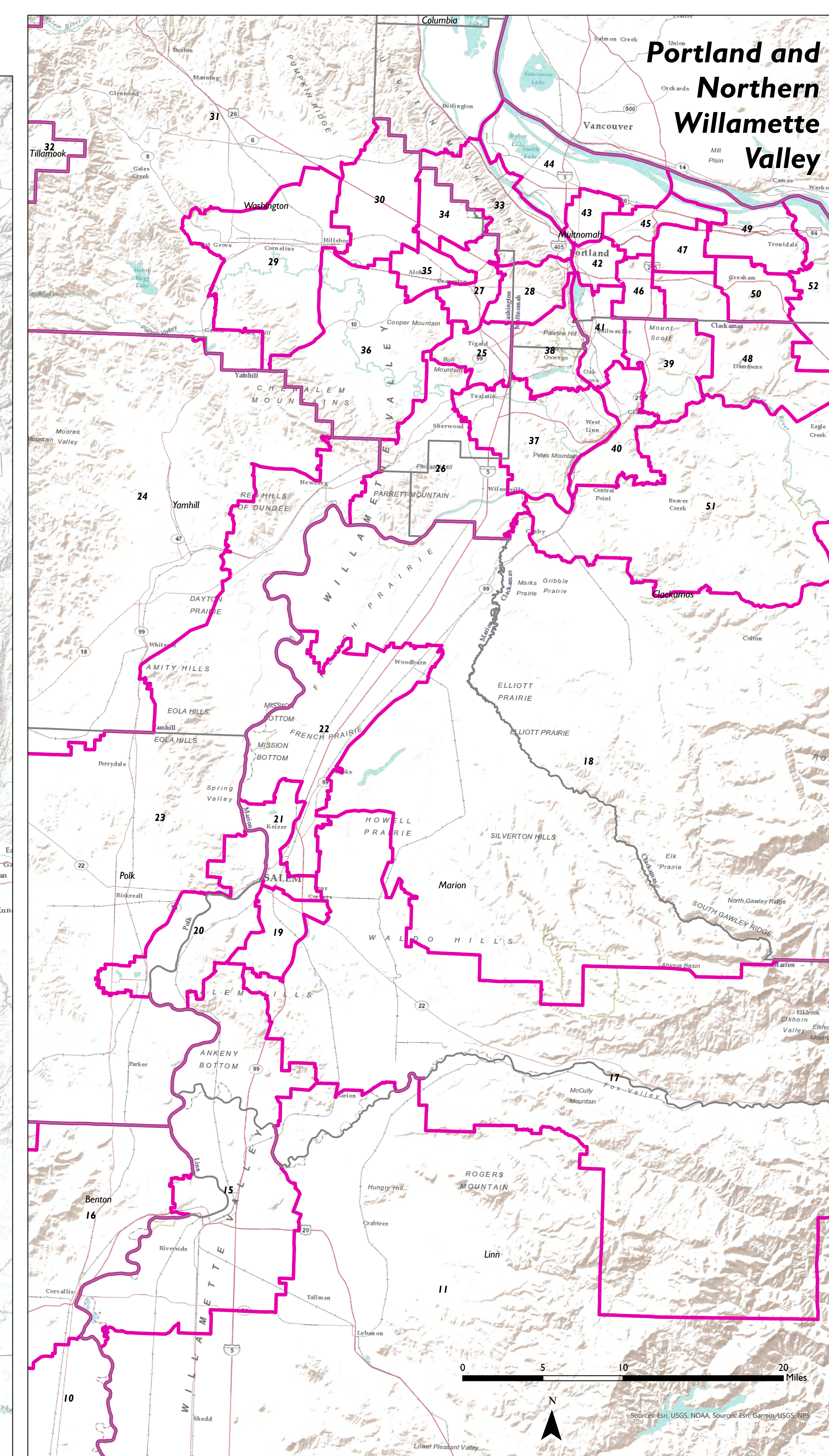
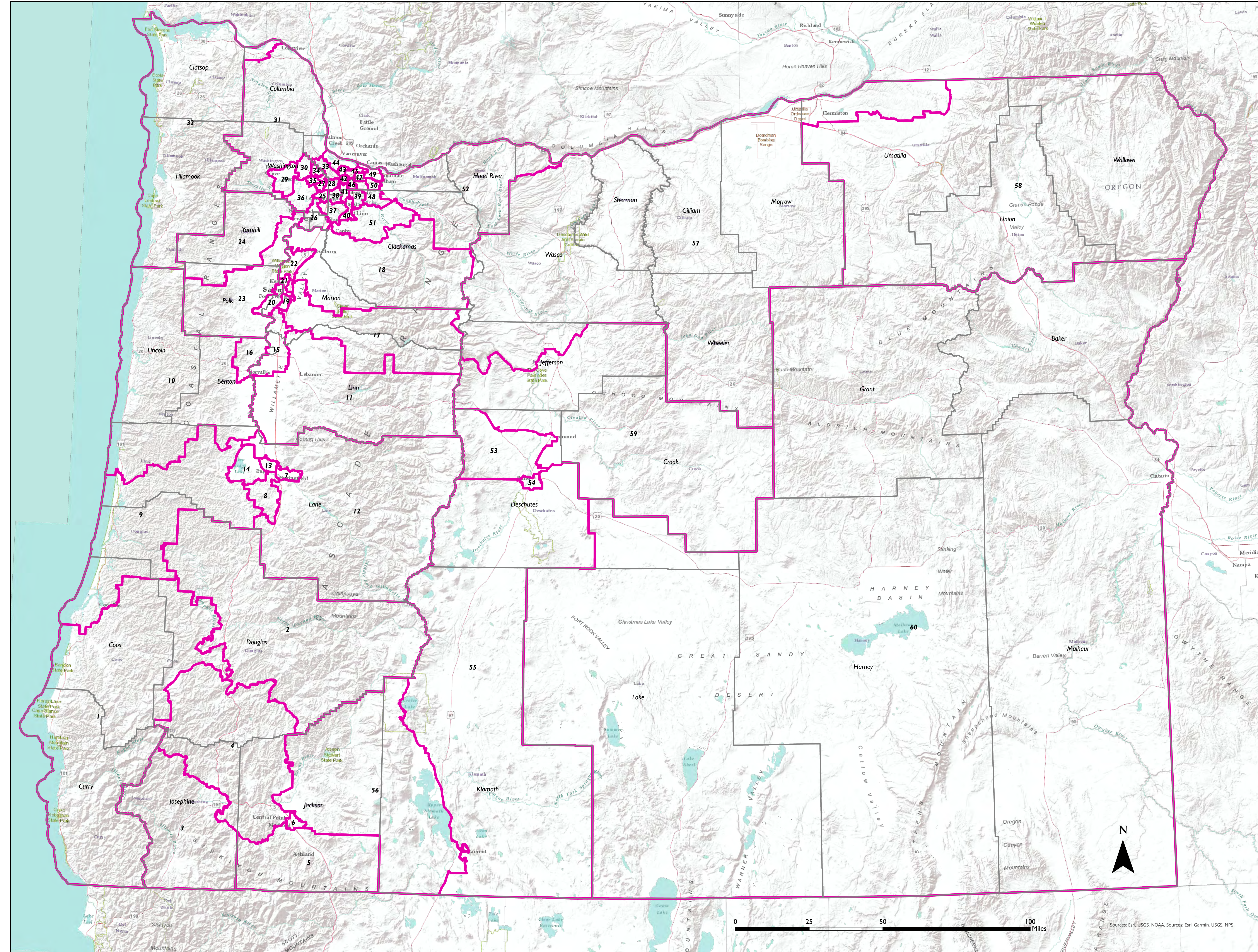
Confused by health insurance jargon? Here's what you need to know

Wrapping your brain around health insurance terms can be one of the most hair-pulling experiences ever.

Regence Blue Cross Blue Shield of Oregon

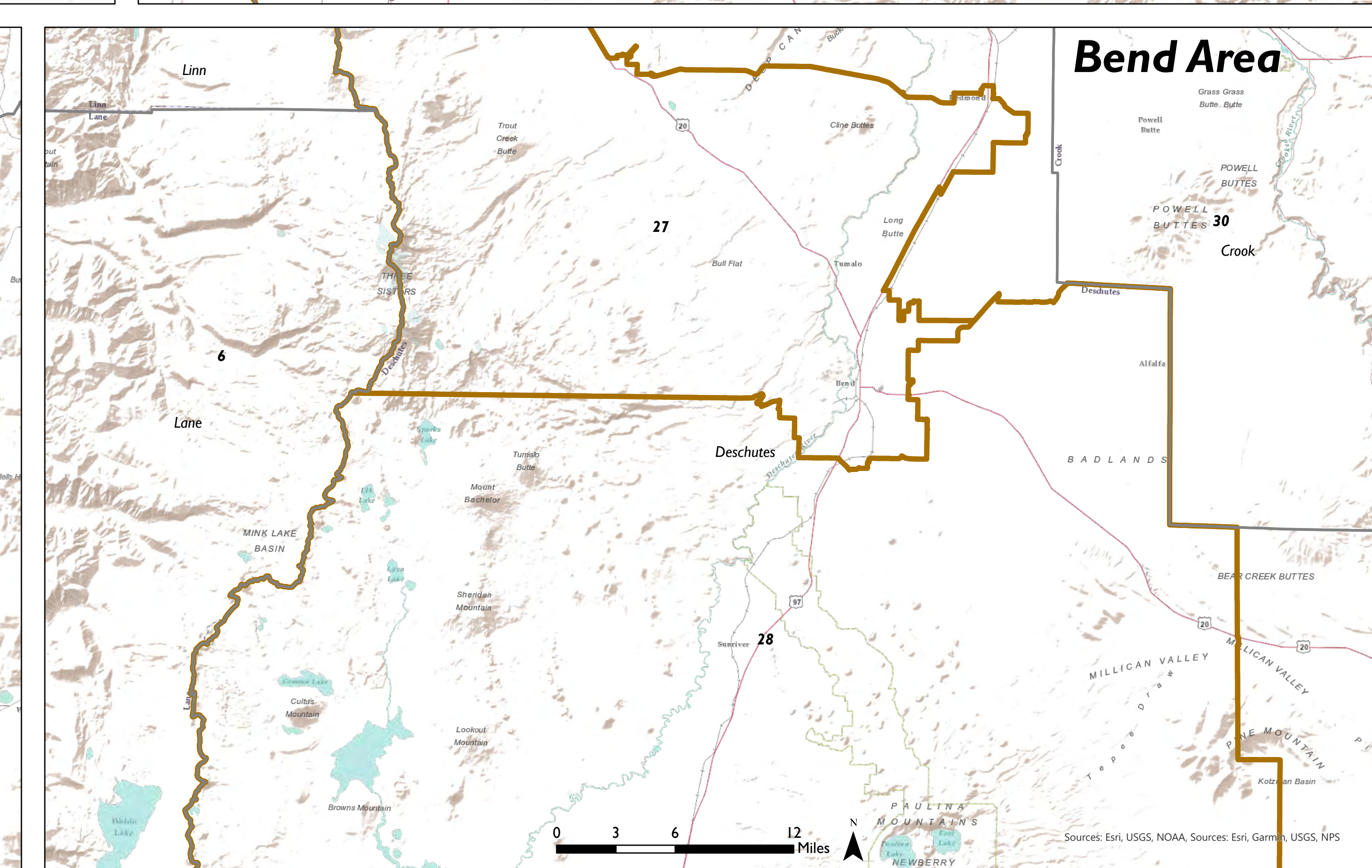
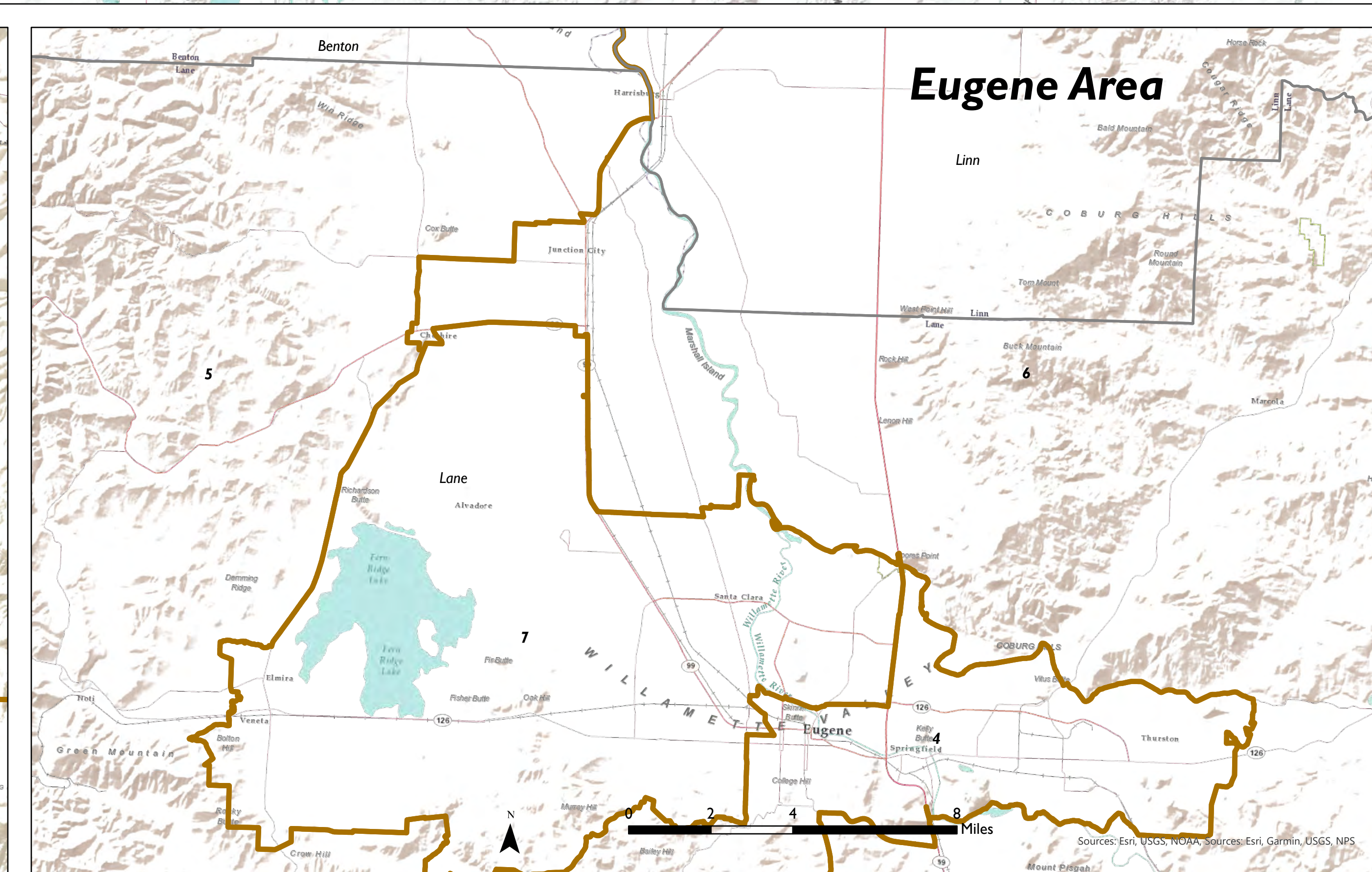
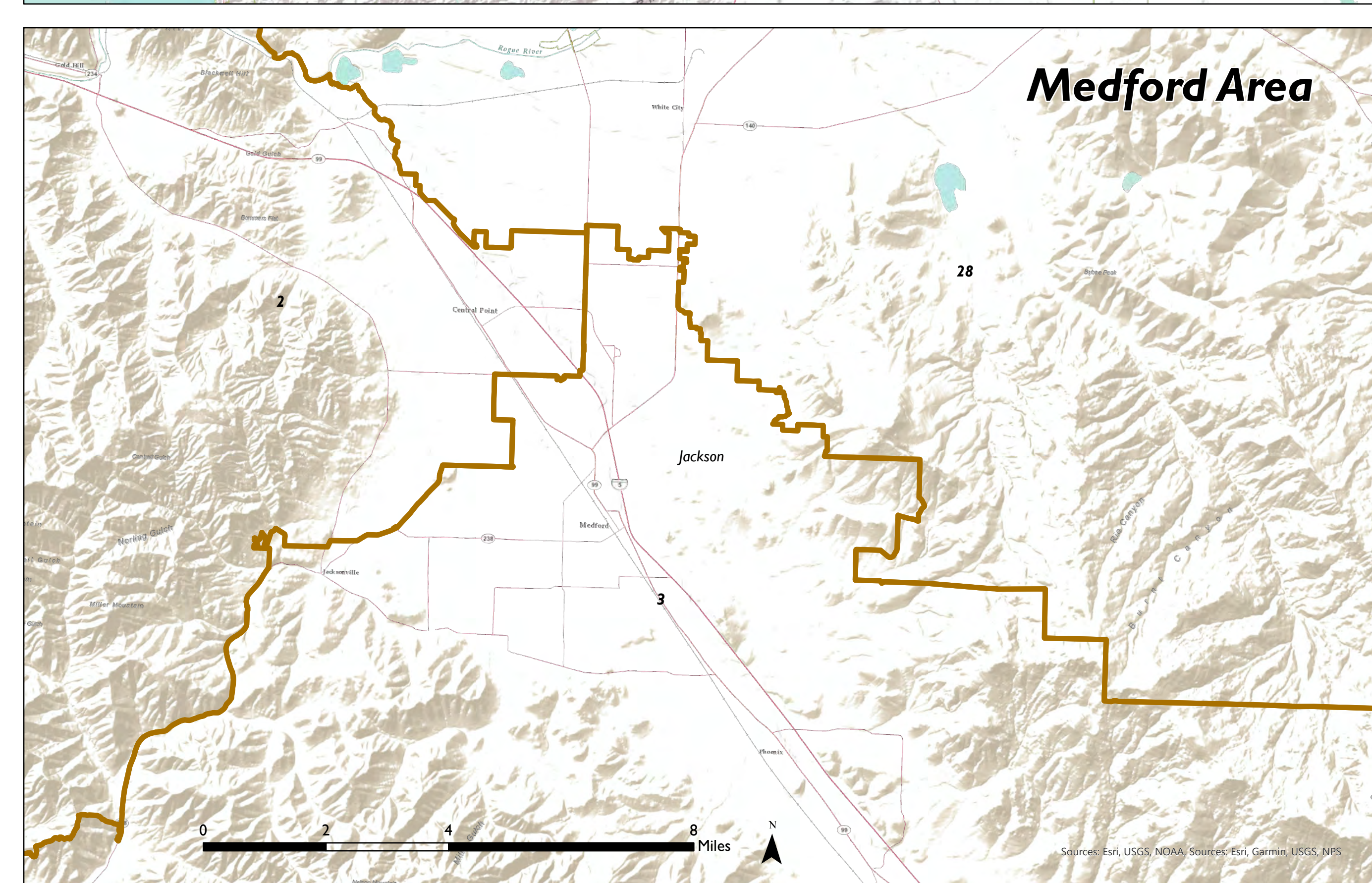
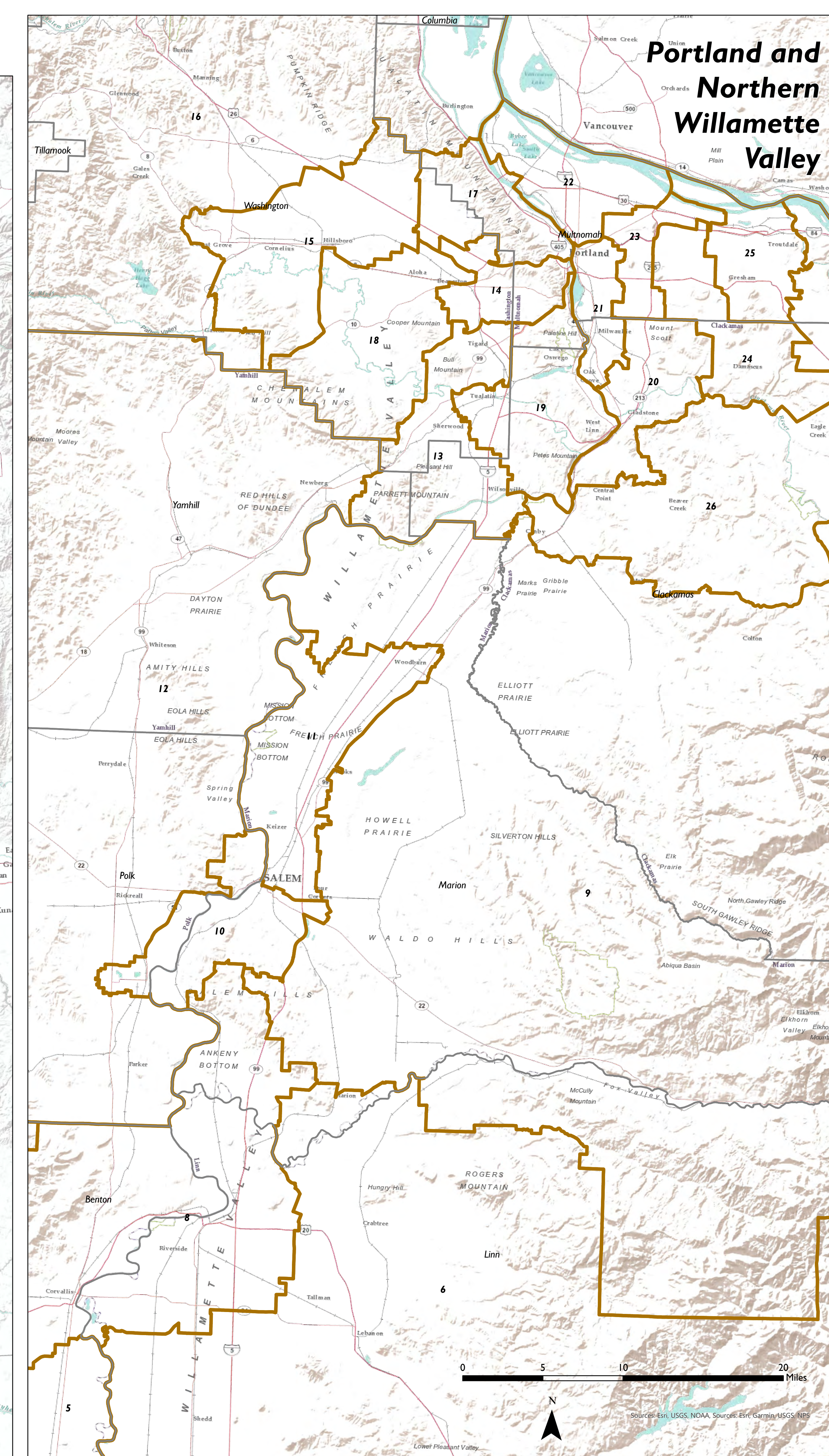
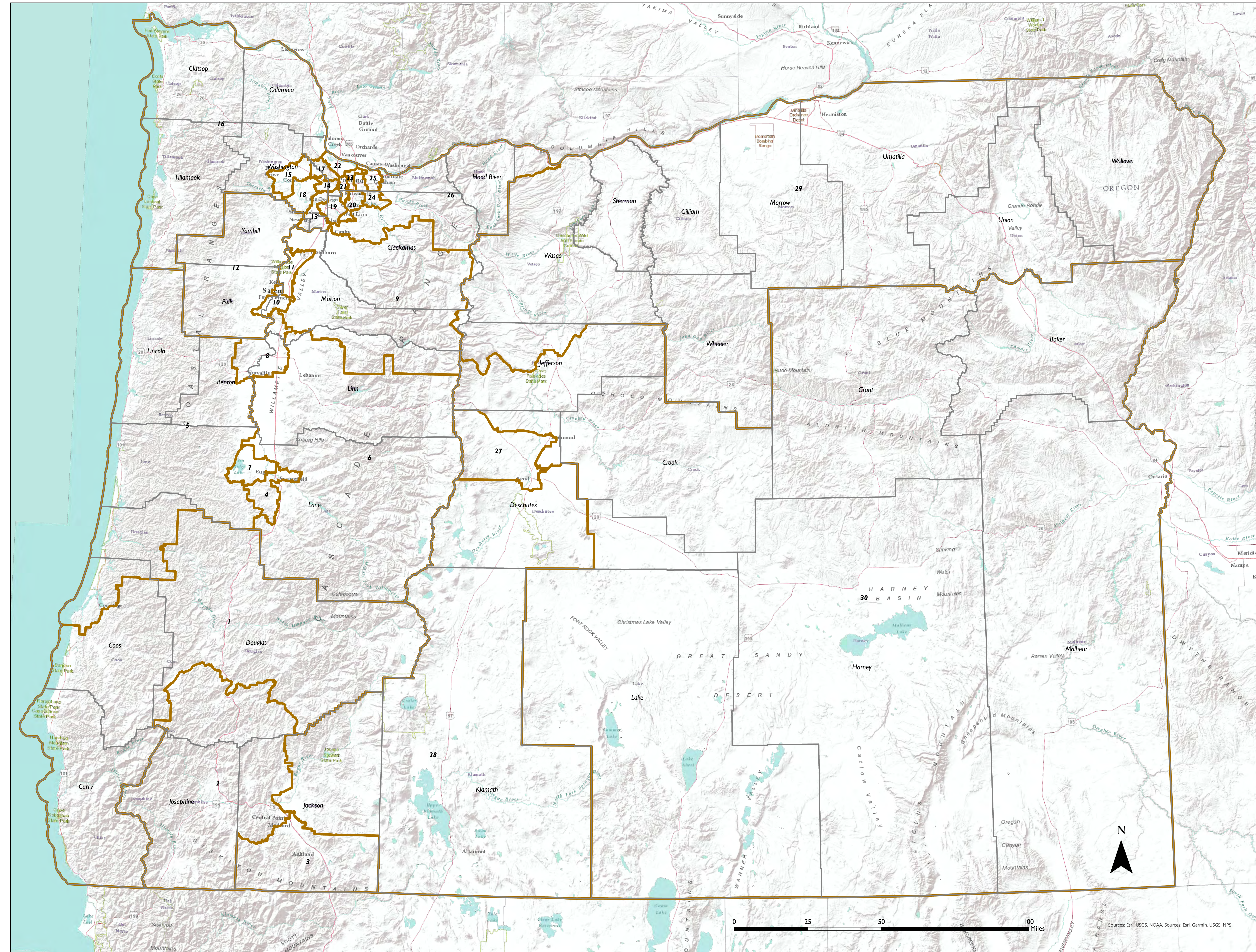


Adopted Oregon House Map (SB 882)



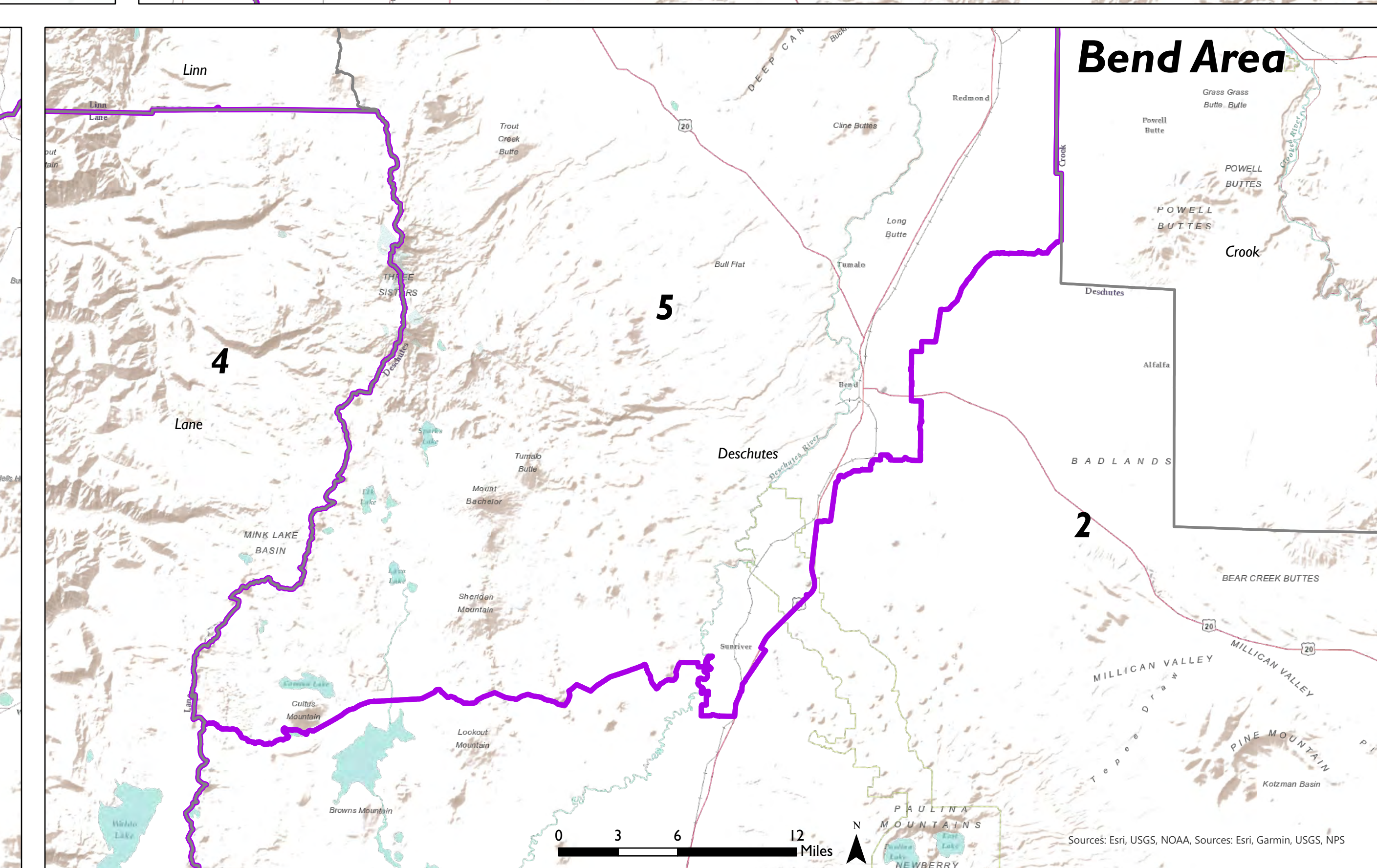
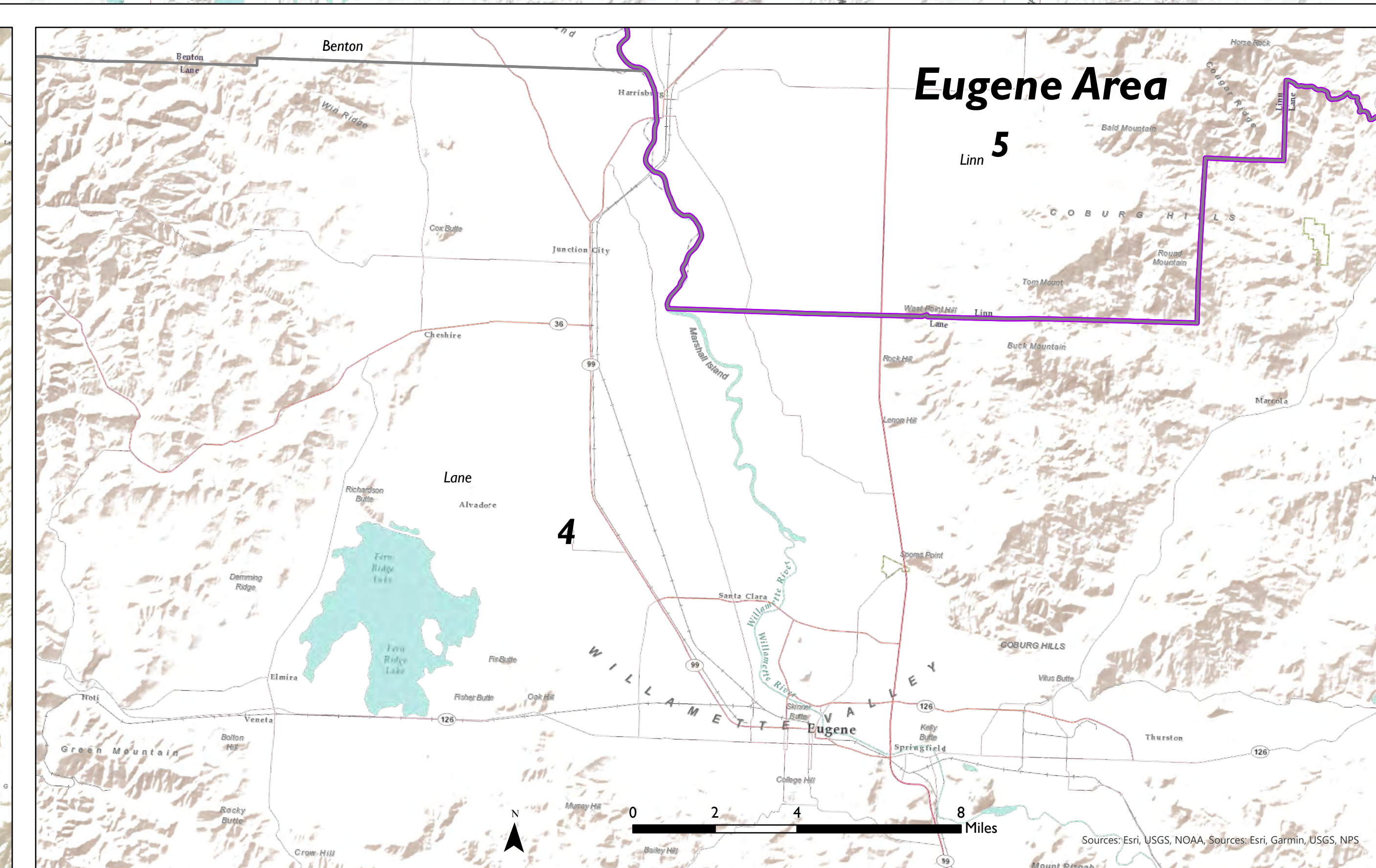
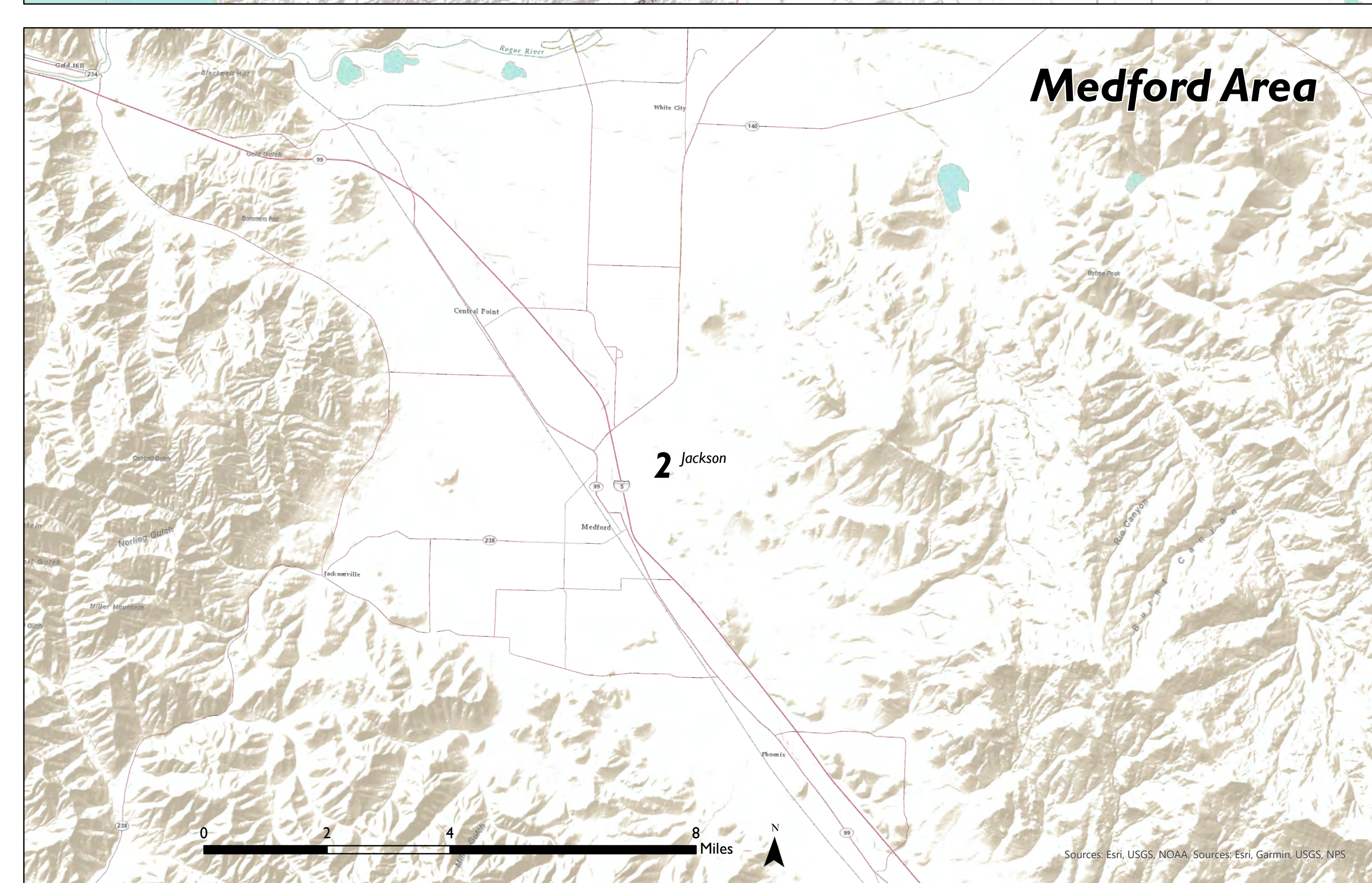
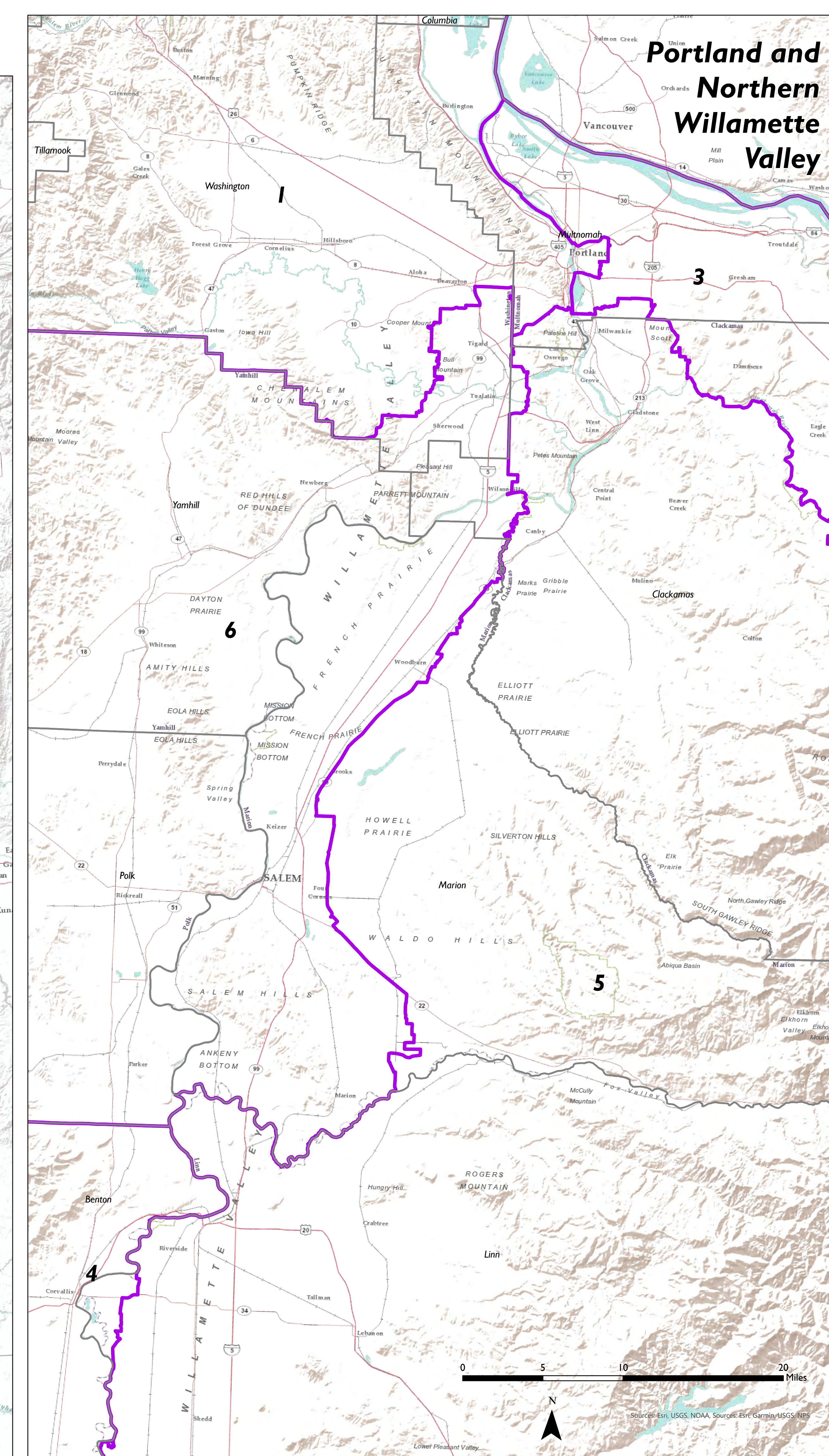
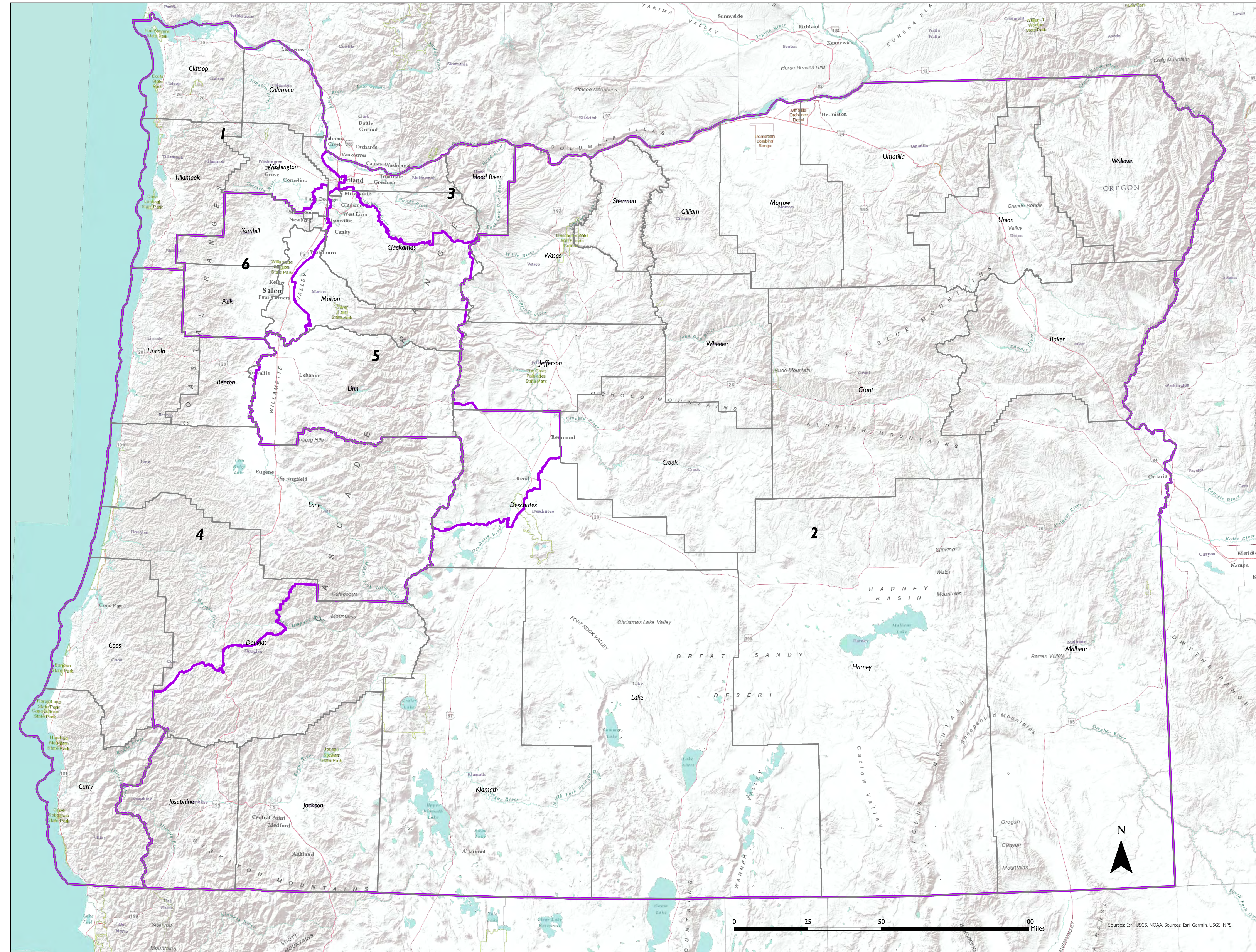
□ Counties ■ House Districts (SB 882)

Adopted Oregon Senate Map (SB 882)



Counties
 Senate Districts (SB 882)

Adopted Oregon Congressional Map (SB 881 A)



Counties
 Congressional Districts (SB 881A)

LEGISLATIVE UPDATE

LTD Board of Directors | December 15, 2021

*Presented by: Tiffany Edwards
Intergovernmental Relations Manager*



Lane Transit District

TODAY'S DISCUSSION

STATE LEGISLATIVE UPDATE

Legislative Special Session on
Redistricting

2022 Session and Important Dates

LTD REDISTRICTING

Overview

FEDERAL LEGISLATIVE UPDATE

Infrastructure Investment
and Jobs Act (IIJA)

Build Back Better

Senate Appropriations

QUESTIONS



LTD's ADVOCACY

STATEWIDE

Lobbyists: Oxley and Associates
Oregon Transit Association (OTA)
Oregon Transportation Forum

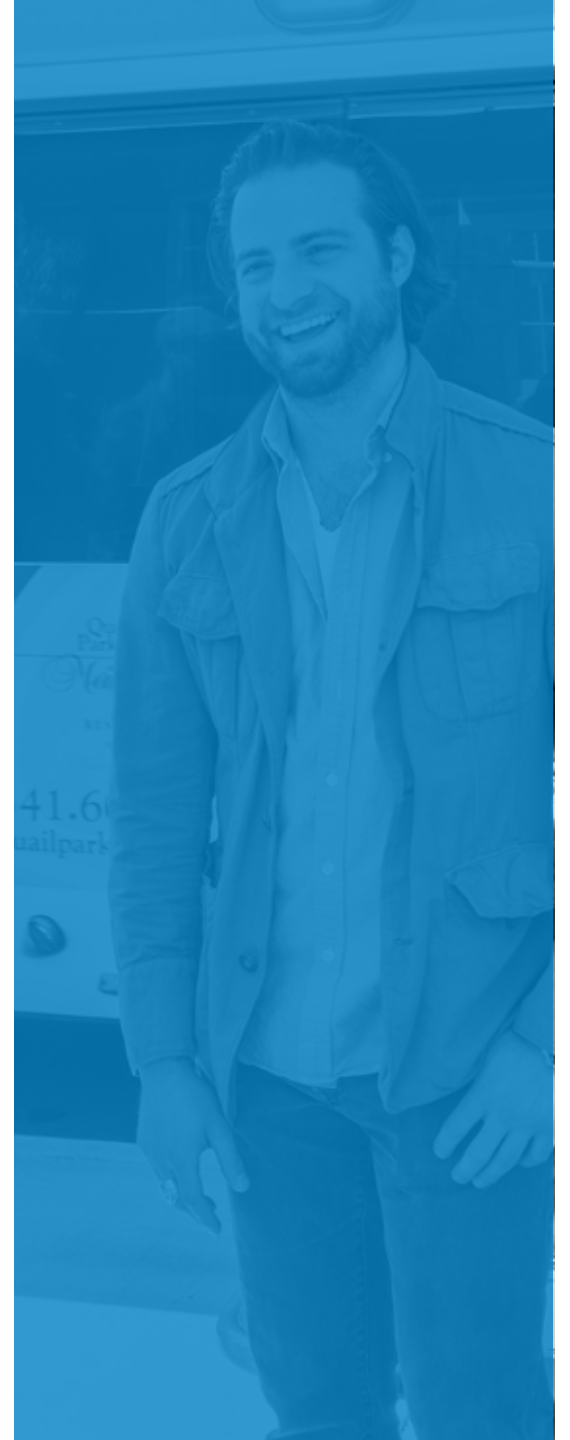
FEDERAL

Lobbyists: Smith Dawson Andrews
The Bus Coalition
American Public Transit Association (APTA)

UNITED FRONT

City of Eugene, City of Springfield, Lane County, Lane Transit District
Springfield Schools, Willamalane

Other community partners: Chambers of Commerce, 4J, UO, LCC, etc.



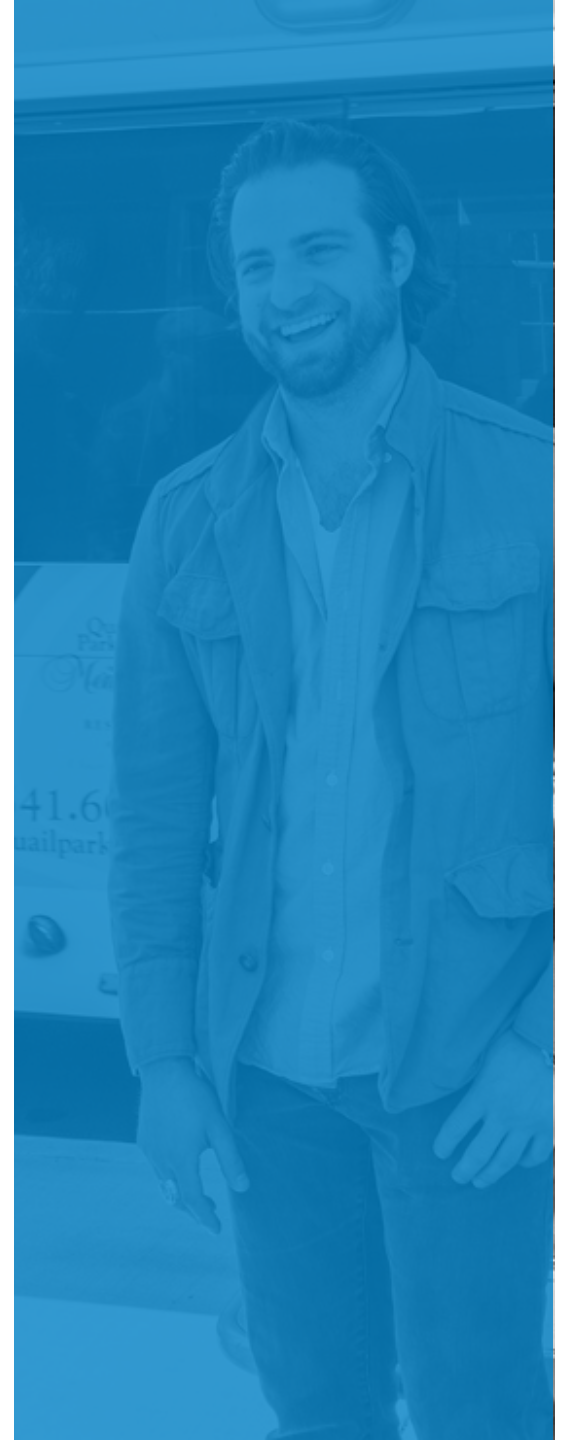
REDISTRICTING

Every **10 years** based on population changes

Uses updated **Census Data**

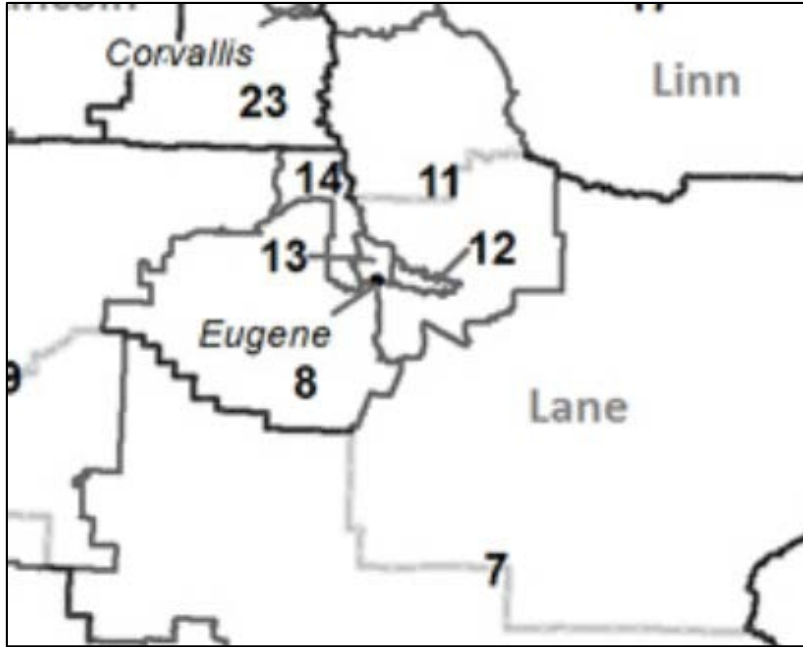
State **Legislative** and **Congressional** Districts

Done by **Legislature** OR **Secretary of State**

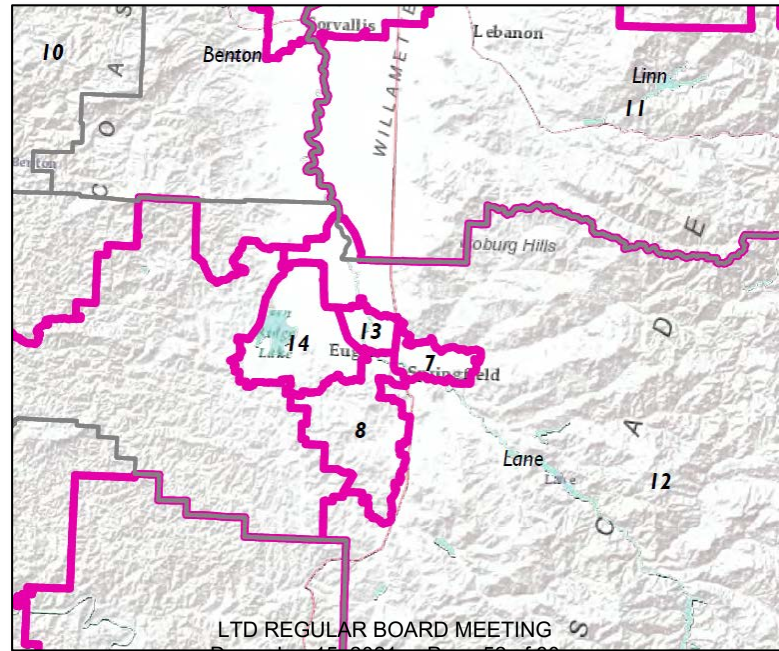


REDISTRICTING

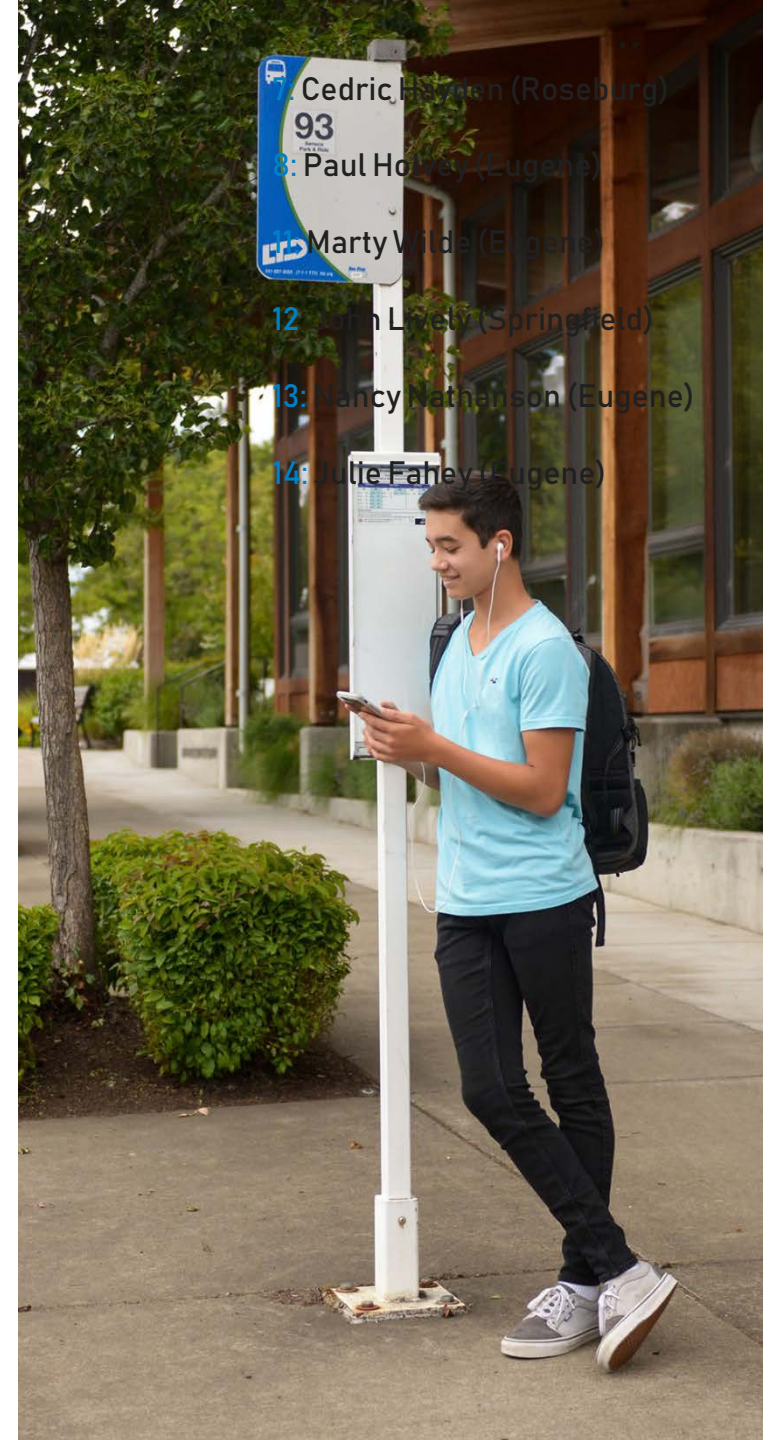
House Districts – LTD Service Area



- District 7: **Cedric Hayden** (Roseburg)
- District 8: **Paul Holvey** (Eugene)
- District 11: **Marty Wilde** (Eugene)
- District 12: **John Lively** (Springfield)
- District 13: **Nancy Nathanson** (Eugene)
- District 14: **Julie Fahey** (Eugene)

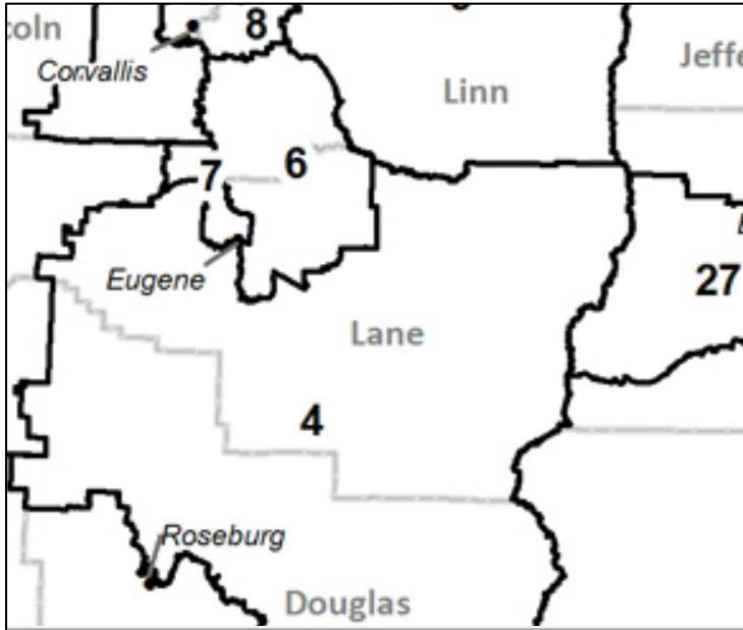


LTD REGULAR BOARD MEETING
December 15, 2021 Page 52 of 80



REDISTRICTING

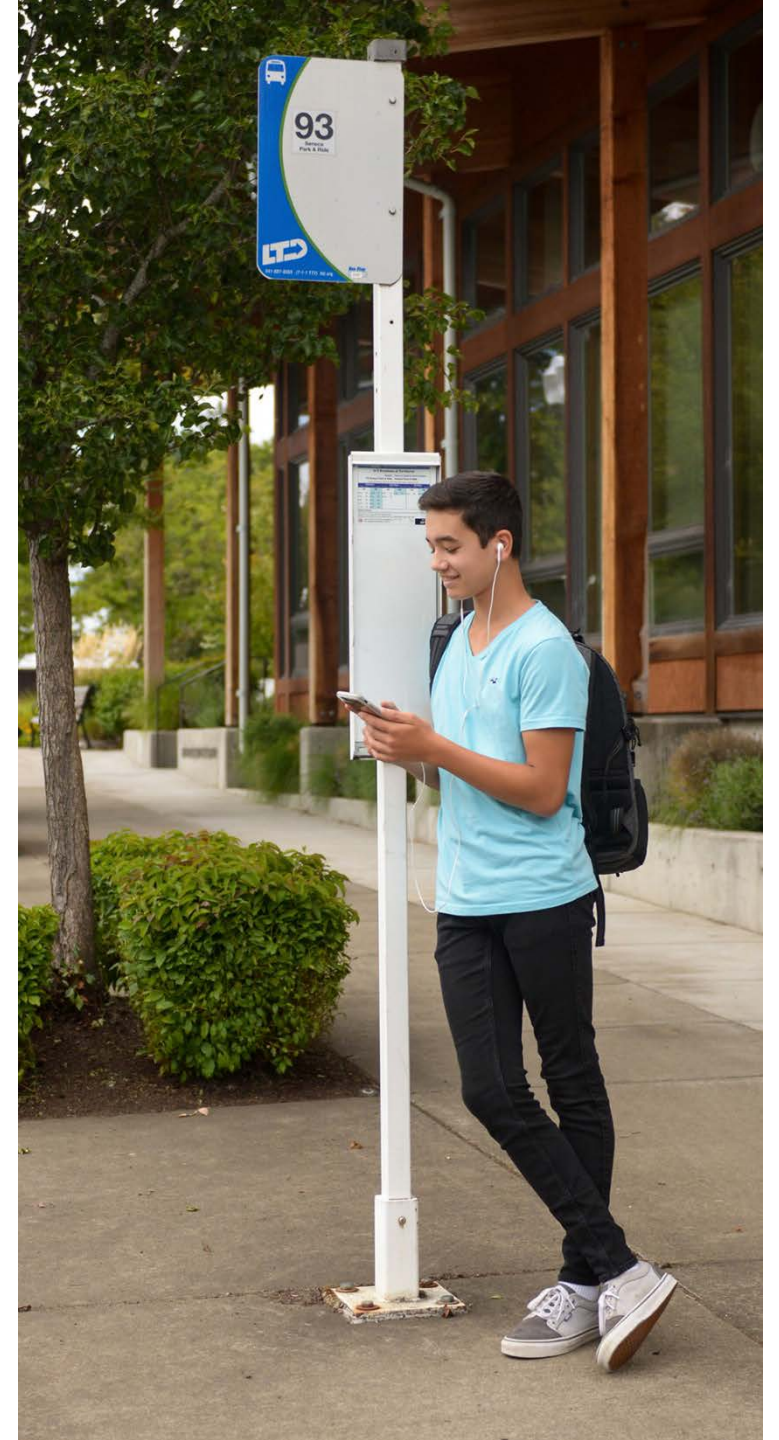
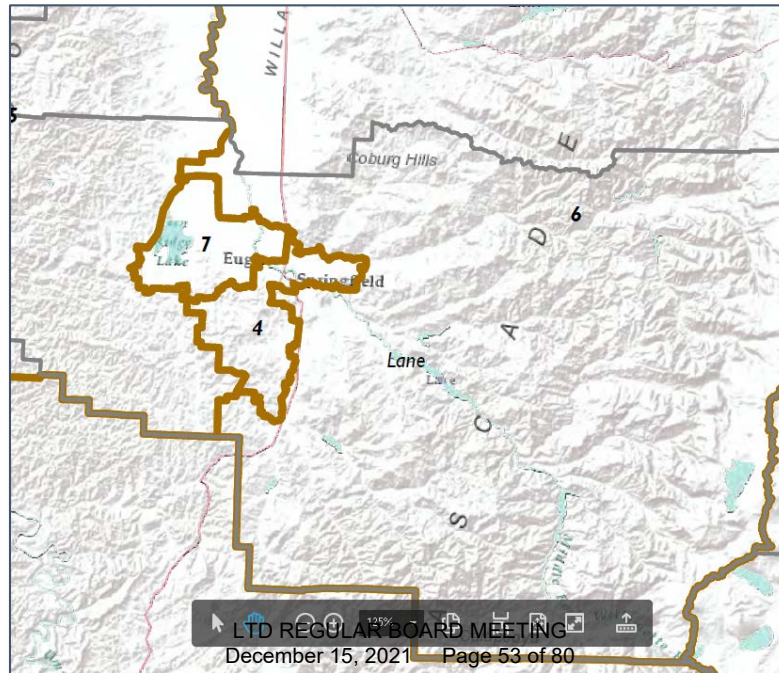
Senate Districts- LTD Service Area



District 4: **Floyd Prozanski** (Eugene)

District 6: **Lee Beyer** (Springfield)

District 7: **James Manning** (Eugene)



LEGISLATIVE CALENDAR

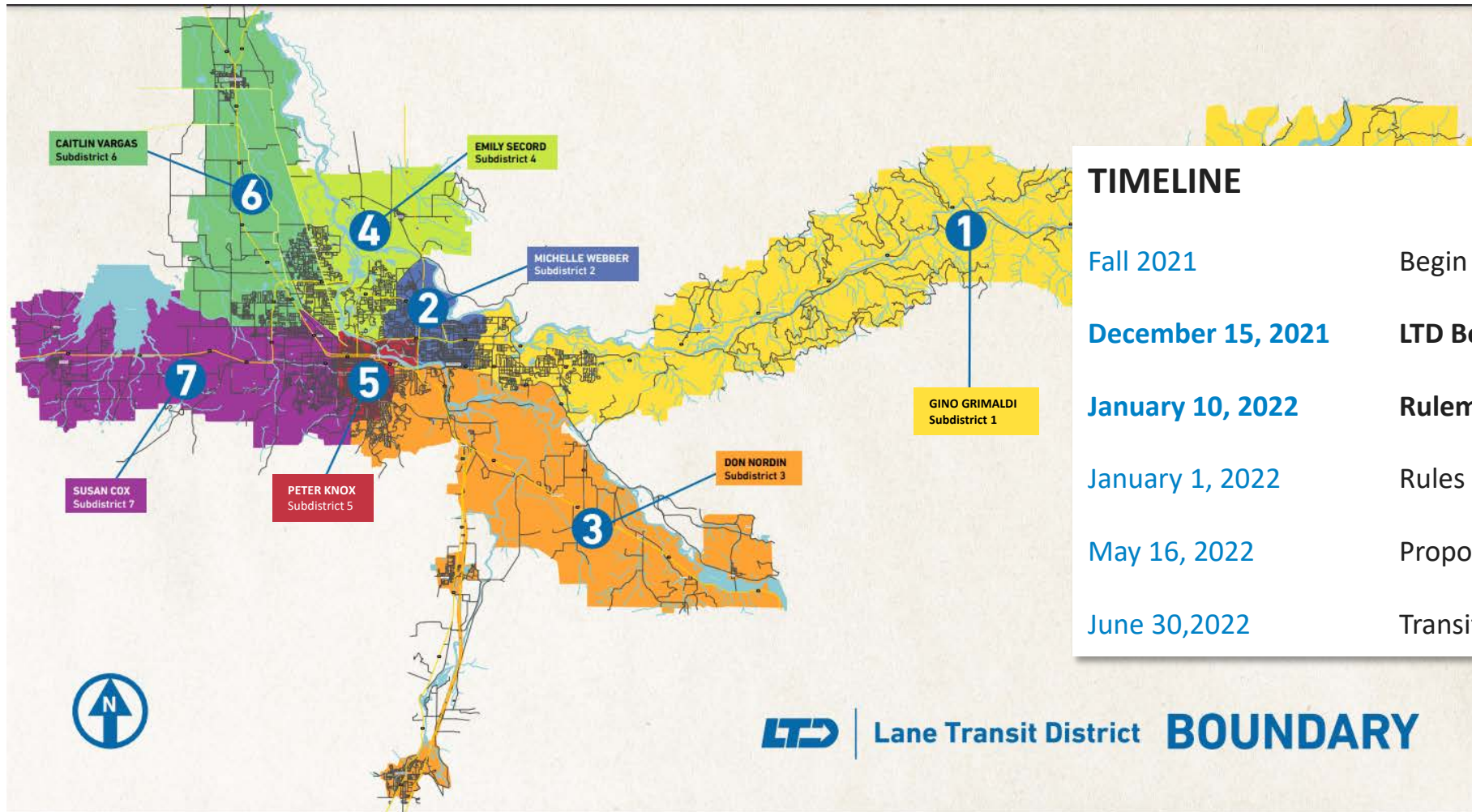
NOVEMBER 19	Deadline to Request Bills; 2 per Member, 3 per Committee
DECEMBER 15	LTD Board Meeting (Legislative/Redistricting Briefing)
JANUARY 10	Deadline for LC to return drafts
JANUARY 10-13	Legislative Committee Days
JANUARY 14	Deadline to Drop (submit) Bills
JANUARY 19	LTD Board Meeting (Pre-Session Briefing)
FEBRUARY 1- MARCH 7	2022 Legislative Session
MARCH 16	LTD Board Meeting (Session Recap)





LTD REDISTRICTING

Current Subdistricts



TIMELINE

Fall 2021	Begin Rulemaking Process
December 15, 2021	LTD Board Overview
January 10, 2022	Rulemaking hearing
January 1, 2022	Rules in Effect
May 16, 2022	Proposed maps due to SOS
June 30, 2022	Transit Redistricting Deadline

FEDERAL LEGISLATION

INFRASTRUCTURE INVESTMENT AND JOBS ACT

Reauthorization

\$1.2 trillion over 5 years, \$69.9 billion for transit programs

FY22 goes from \$10.2 billion to \$13.4 billion

Passed Congress, Biden Signed Monday

BUILD BACK BETTER

Reconciliation

\$10 billion for Transit – Affordable Housing Access Program

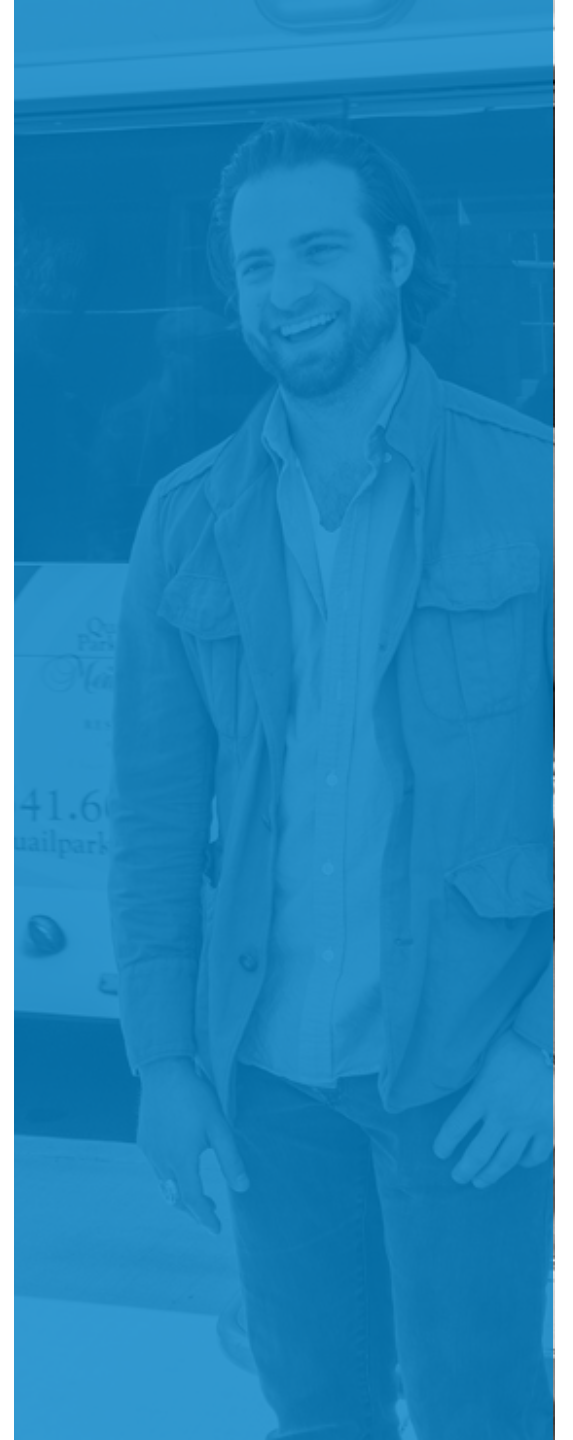
Construction, Planning, Bus Rapid Transit (*MovingAhead, Franklin*)

SENATE APPROPRIATIONS

Appropriations

Directs funds to agencies and programs

LTD's "earmarks" included for electric bus, Mobile Wallet/Trip Planner





QUESTIONS?

TIFFANY EDWARDS

Intergovernmental Relations Manager

Tiffany.Edwards@ltd.org



AGENDA ITEM SUMMARY

DATE OF MEETING: December 15, 2021

ITEM TITLE: GARFIELD SAFE SLEEP SITE UPDATE

PREPARED BY: Tiffany Edwards, Intergovernmental Relations Manager

DIRECTOR: Mark Johnson, Interim General Manager

ACTION REQUESTED: None. Information Only

PURPOSE: To provide the Board of Directors with an update on LTD's property at 310 Garfield Street in Eugene, which has been established as a temporary location of one of the City of Eugene's "Safe Sleep Sites".

ROLE OF THE BOARD: This update is for information only to keep the Board informed in a manner that is helpful to conversations they may be having in the community with constituents, stakeholders or others. No action is requested at this time.

BOARD COMMUNICATION: This topic was brought before the Board on June 16, 2021. At this meeting, the Board voted to authorize the General Manager to negotiate a contract with the City of Eugene to lease LTD's vacant properties located at 310 Garfield and 11 River Ave., passing Resolution 2021-06-16-034 by a unanimous vote.

PUBLIC COMMUNICATION: The City of Eugene executed a robust outreach and communications plan for all of the Safe Sleep Sites, which included mailed notifications and information to area residents, neighborhood organization meeting presentations and ongoing digital communications for newsletter subscribers. Communications to the public are occurring on an ongoing basis, including numerous news stories covering the topic. The Eugene City Council and Lane County Board of Commissioners also provided an update on December 8, 2021, on the broader topic related to the coordinated efforts to address homelessness. The meeting recording and materials from the December 8 update can be found [here](#).

STRATEGIC BUSINESS PLAN: The District's FY22-24 Strategic Business Plan has five strategic areas of focus. These include 1) Customer Satisfaction 2) Employee Engagement 3) Community Value 4) Financial Health 5) Sustainability. Each of these priorities has tactics, milestones, and performance measures to ensure achievability and accountability. All District projects and matters brought before the Board align with one of these five strategic areas of focus.

This agenda item aligns with the strategic areas of: Customer Satisfaction and Community Value.

DESCRIPTION: This verbal update will provide a chronological summary of the effective partnerships that have been established and continue to be cultivated between LTD, the City of Eugene and additional community partners sharing efforts to address community homelessness. By partnering with the City, Lane County, St. Vincent de Paul and other service providers in providing a property resource for a sanctioned Safe Sleep Site, LTD has demonstrated a strong willingness to actively participate in solutions to address a community need.

BACKGROUND: In early 2021 discussions between the City of Eugene and LTD regarding the potential for the City to lease current LTD properties/parcels that are not currently in use, LTD staff identified two LTD-owned sites and proposed their use by the City of Eugene to the LTD Board for approval. At their June 16 meeting, the LTD Board unanimously passed a motion authorizing their General Manager to negotiate a contract with the City of Eugene to lease LTD's vacant properties located at 310 Garfield and 11 River Ave.

At its July 21 meeting, the Eugene City Council approved the 310 Garfield Safe Sleep Site.

LTD and City staff worked collaboratively to finalize site development and site management plans for the 310 Garfield site that would meet both agency's needs (including approved alterations for the site such as water/sewer lines, other utilities, and fencing locations). These site plans helped LTD and the City to establish the final lease

terms, which included no cost to the city for the first two years. The site is currently under the management of St. Vincent de Paul and is providing a sanctioned location for RV camping. The 55 spaces at 310 Garfield continue to be filled, with a waiting list for the site. Approximately 90 individuals have exited street camping for the stability and security of the Safe Sleep Site. The site does not currently offer case management for occupants, but there have been multiple positive outcomes, which will be shared with the Board.

Staff at the City of Eugene has expressed incredible gratitude to the LTD Board for supporting use of 310 Garfield Street as a Safe Sleep site and to LTD staff for working collaboratively through the leasing process, including accommodating the extensive site development needed to support the site.

CONSIDERATIONS: N/A

ALTERNATIVES: N/A

NEXT STEPS: The Board will receive periodic updates as information is provided from LTD and City of Eugene staff on a needed or requested basis.

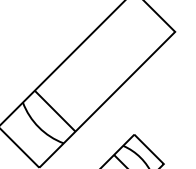
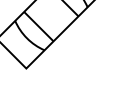

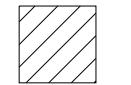



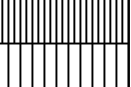


SUPPORTING DOCUMENTATION:

- 1) LTD RV Car Site Map
- 2) SafeSleep_mailer
- 3) COE Homelessness Update Email
- 4) FAQ_310 Garfield-COE
- 5) 310 Garfield aerial photo

PROPOSED MOTION: N/A



LEGEND

-  RV VEHICLE
• AVERAGE SIZE: 30' x 9'
-  CAR
• AVERAGE SIZE 16' x 6.5'
-  WHEEL STOP
• 6' X 8"
-  PEDESTRIAN ACCESS/CIRCULATION
-  ADA PORT-A-POTTY
-  DUMPSTER
-  BLACK WATER STORAGE TANK
-  COMMON SPACE
• 22' x 28' COVERED, PROTECTED STRUCTURE
W/HEATER
• POTABLE WATER TAP
• UTILITY SINK WITH POTABLE WATER AND DRAIN TO BLACK WATER TANK
• ELECTRICITY
-  6' TALL FENCE WITH FENCE SCREEN
-  DOUBLE GATE MIN. 24' WIDE OPENING

VEHICLES SHOWN:

- 45 RVs
- 10 CARS

**LTD RIDE SOURCE SITE
RV/CAR CAMP SITE PLAN**

SCALE: 1" = 30'

DRWN: MW	CHKD: RW
DATE: 07/26/2021	REV:
GIN:	FILE NAME:

CITY OF EUGENE

EUGENE, OREGON 97401



1 1" = 30'



The City is continuing work to identify new spaces for Safe Sleep sites.

When will this Safe Sleep - Parking site open and how long will it operate?

Site preparations are underway, and the site is expected to open in September. It will operate for at least 18 months; at which time the City will evaluate whether the site should continue.

Will unsanctioned camping be allowed near the Safe Sleep - Parking site?

The City works to mitigate unsanctioned camping near all its sanctioned sites. City departments will prioritize camping response and enforcement to the area adjacent to the Safe Sleep site.

Who do I contact if I have a concern or question?

If you have specific concerns or questions related to the program or activities at the site once it is operating, you may choose to contact St. Vincent de Paul directly during their business hours at 541-357-1220. If you have questions or concerns prior to the site's opening, or more general questions once it is operating, please contact Brian Richardson at the City of Eugene at BRichardson@eugene-or.gov or 541-682-5523

Learn more about the Safe Sleep sites and other City efforts to address homelessness at eugene-or.gov/homelessness.



Eugene City Manager's Office
101 W. 10th Ave., Ste. 203
Eugene, OR 97401



New Safe Sleep Parking Site at 310 Garfield



What is a Safe Sleep site?

The City of Eugene is working to establish additional sites where people experiencing homelessness can legally park their vehicles or sleep in tents. On April 28, the Eugene City Council approved an ordinance that allows “Safe Sleep sites” to accommodate more tents or vehicles than previously allowed by City Code, up to 60 vehicles or 40 tents per site.

On July 21, City Council approved the use of the property at 310 Garfield for a Safe Sleep -Parking site, where approximately 55 vehicles will be allowed for people experiencing homelessness and currently living in cars and RVs. More information on Safe Sleep sites is at: eugene-or.gov/safesleep.

Where is the new Safe Sleep - Parking site?



The Safe Sleep - Parking site will be on property owned by LTD and leased by the City of Eugene at 310 Garfield St.

Who will operate and manage the site?

St. Vincent de Paul of Lane County will operate the site.

St. Vincent de Paul is a local nonprofit that manages housing and shelter programs for people with low incomes and people experiencing homelessness.



Who will be staying at the Safe Sleep - Parking site?

Individuals 18 or older who are experiencing homelessness and living in their vehicles are eligible to apply for a space. In accordance with the Safe Sleep Site ordinance, vehicles that are currently unlawfully parked on City right-of-way in West Eugene will be prioritized for available spaces at this site. Applicants will go through screening and orientation before being permitted to stay at the site. Services will be available to residents so they can achieve greater stability and move toward a permanent housing solution.

How are the sites kept healthy and safe?

St. Vincent de Paul will provide 24/7 supervision and oversight. The site will be fenced to control access, and vehicles will be adequately spaced and parked in designated spots according to a site plan. Common spaces will have restrooms, clean water, electricity, and a wastewater disposal area will be connected to the sewer. Violent or threatening behavior will not be tolerated. Weapons, illegal drugs, and overnight visitors will not be allowed. Smoking will only be allowed in a designated smoking area on the site. Residents will be expected to

follow rules for preparing and storing food, fire safety, heating, storage, waste management and illness prevention.

How will the site be prevented from becoming unsightly?

Residents will be required to sign agreements to comply with the rules and procedures of the site. Residents will only be allowed to have a limited number of items outside their vehicles and regularly serviced garbage collection bins will be on site. As part of their agreement with the City, St. Vincent de Paul and site residents will be expected to keep the site tidy, refrain from disruptive behavior, and be good neighbors.

Why are Safe Sleep sites being established?

The number of people who are unsheltered in our community greatly exceeds the number of shelter beds and low-income housing units currently available—a situation that has been exacerbated by the COVID-19 pandemic. Managed sites of this kind can reduce the impacts of unsanctioned camping in our community, as well help people stabilize, make it easier for them to get needed services, and ultimately support their transition into better situations.

Why was this site chosen?

This site is large enough that it can accommodate several campers while minimizing impacts to adjoining properties. It also is centrally located and relatively close to public transportation and social services.

Tiffany Edwards

From: FREED Brooke A <BFreed@eugene-or.gov>
Sent: Thursday, August 26, 2021 3:46 PM
To: Tiffany Edwards; Pat Walsh
Subject: [External Sender] FW: Temporary Camping Update | August 26

Hi LTD partners,

Just passing along the latest updates from the City regarding the temporary tent sites and the new Safe Sleep sites.

Best,

Brooke Freed (she/her)
Director, City Manager's Office

From: City of Eugene <unhousedservices+eugene-or.gov@ccsend.com>
Sent: Thursday, August 26, 2021 2:04 PM
To: FREED Brooke A <BFreed@eugene-or.gov>
Subject: Temporary Camping Update | August 26

[EXTERNAL ⚠]



Temporary Camping Update August 26, 2021

The City of Eugene continues to make progress in establishing its first Safe Sleep sites and will eventually start to draw down the two large temporary camps at Washington Jefferson Park and 13th Avenue. The Safe Sleep sites will provide a safe and legal place to go for people living in their vehicles.

This update is meant to provide information on the progress of Safe Sleep sites, as well as the two large temporary camps. We know these camps have created challenges for the housed, unhoused, and those who work nearby. We've taken steps to mitigate the impacts, but it's a continuous process. Below you will find information on our ongoing efforts.

For more information about Safe Sleep sites, including the two approved locations, visit eugene-or.gov/safesleep. For information about the criteria for temporary camping visit eugene-or.gov/tempcamping.

Washington Jefferson Park



There were 234 tents at Washington Jefferson (WJ) Park as of last week, a continuing decline in the number of tents at the site. On Wednesday, August 25, City staff started creating a grid pattern in WJ Park, between 5th and 6th avenues. They marked out 12' x 12' spaces with room between each space. People staying in the park were invited to move into the new designated spaces.

The goals of the gridding efforts include:

- Provide a location for people temporarily camping at WJ Park
- Create equitable spaces in the park
- Utilize the park to create adequate space between people camping
- Ensure fire and emergency access
- Better direct services to specific tents and locations
- Help staff better manage the number of people staying in the park and decommission camping spaces that are vacated
- Allow City staff to water trees without having to ask people to move

The gridding work will continue in the other sections of the park over the coming weeks. Having the Sheriff's Work Crew performing trash cleanup on Mondays and Wednesdays allows more time for the site monitors to focus on camp compliance and identifying storage and abandoned tents.

Staff is aware of an additional large grouping of tents forming in Skinner Butte Park east of the I-105 bridge and are working on how best to manage that area.



New Safe Sleep - Parking Site at 310 Garfield

What is a Safe Sleep Site - Parking?

The City of Eugene is working to establish additional sites where people experiencing homelessness can legally park their vehicles or sleep in tents. On April 28, the Eugene City Council approved an ordinance that allows “Safe Sleep Sites” to accommodate more tents or vehicles than previously allowed by City Code, up to 60 vehicles or 40 tents per site.

On July 21, City Council approved the use of the property at 310 Garfield for a Safe Sleep site, where approximately 55 vehicles will be allowed for people experiencing homelessness and currently living in cars and RVs. More information on Safe Sleep sites is at: eugene-or.gov/safesleep.

Where is the new Safe Sleep Site – Parking?

The Safe Sleep - Parking site will be on property owned by LTD and leased by the City of Eugene at 310 Garfield St.



Who will operate and manage the site?

St. Vincent de Paul of Lane County will operate the site. St. Vincent de Paul is a local nonprofit that manages housing and shelter programs for people with low incomes and people experiencing homelessness.

Who will be staying at the Safe Sleep Site - Parking?

Individuals 18 or older who are experiencing homelessness are eligible to apply for a space. Applicants must apply for the program at the Eugene Service Station at 450 Hwy 99N and go through a screening and orientation before being permitted to stay at the site. Services will be available to residents so they can achieve greater stability and move toward a permanent housing solution.

How are the sites kept healthy and safe?

St. Vincent de Paul will provide 24/7 supervision and oversight. The site will be fenced to control access, and vehicles will be adequately spaced and parked in designated spots according to a site plan. Common spaces will have restrooms, clean water, electricity, and a wastewater disposal area will be connected to the sewer. Violent or threatening behavior will not be tolerated. Weapons, alcohol, illegal drugs, and overnight visitors will not be allowed. Smoking will only be allowed in a designated smoking area on the site. Residents will be expected to follow rules for preparing and storing food, fire safety, heating, storage, waste management and illness prevention.

How will the site be prevented from becoming unsightly?

Residents will be required to sign agreements to comply with the rules and procedures of the site. Residents will only be allowed to have a limited number of items outside their vehicles and regularly serviced garbage collection bins will be on site. As part of their agreement with the City, St. Vincent de Paul and site residents will be expected to keep the site tidy, refrain from disruptive behavior, and be good neighbors.

Why are Safe Sleep sites being established?

The number of people who are unsheltered in our community greatly exceeds the number of shelter beds and low-income housing units currently available—a situation that has been exacerbated by the COVID-19 pandemic. Managed sites of this kind can reduce the impacts of unsanctioned camping in our community, as well help people stabilize, make it easier for them to get needed services, and ultimately support their transition into better situations.

Why was this site chosen?

This site is large enough that it can accommodate several campers while minimizing impacts to adjoining properties. It also is centrally located and relatively close to public transportation and social services.

The City is continuing work to identify new spaces for Safe Sleep sites.

When will this Safe Sleep Site - Parking open and how long will it operate?

Site preparations are underway, and the site is expected to open in September. It will operate for at least 18 months; at which time the City will evaluate whether the site should continue.

Will unsanctioned camping be allowed near the Safe Sleep Site - Parking?

The City works to mitigate unsanctioned camping near all its sanctioned sites. City departments will prioritize camping response and enforcement to the area adjacent to the Safe Sleep site.

Who do I contact if I have a concern or question?

If you have specific concerns or questions related to the program or activities at the site once it is operating, you may choose to contact St. Vincent de Paul directly during their business hours at 541-357-1220. If you have questions or concerns prior to the site's opening, or more general questions once it is operating, please contact Ed Russo at the City of Eugene at ERusso@eugene-or.gov or 541-682-5484.

Learn more about the Safe Sleep sites and other City efforts to address homelessness at www.eugene-or.gov/homelessness.



LANE TRANSIT DISTRICT
October 2021 Performance Report

Performance Measure	Current Month	Prior Year's Month	% Change	Current Y-T-D	Previous Y-T-D	% Change	Current 12 Month	Prior 12 Month	% Change
Fixed Route Service									
Passenger Boardings	456,314	385,561	+ 18.4%	3,953,884	8,047,918	- 50.9%	4,092,344	6,154,293	- 33.5%
Mobility Assisted Riders	5,776	7,162	- 19.4%	67,307	135,395	- 50.3%	65,745	107,239	- 38.7%
<u>Average Passenger Boardings:</u>									
Weekday	17,568	13,690	+ 28.3%	12,403	26,485	- 53.2%	12,991	20,154	- 35.5%
Saturday	10,459	10,882	- 3.9%	9,318	15,018	- 38.0%	8,997	12,299	- 26.8%
Sunday	7,019	7,494	- 6.3%	6,610	9,264	- 28.6%	6,396	7,791	- 17.9%
Monthly Revenue Hours	19,424	16,536	+ 17.5%	194,574	248,190	- 21.6%	213,788	207,522	+ 3.0%
Boardings Per Revenue Hour	23.5	23.3	+ 0.8%	20.32	32.43	- 37.3%	19.14	29.66	- 35.5%
Weekly Revenue Hours	4,386	3,734	+ 17.5%	3,787	4,888	- 22.5%	4,155	4,110	+ 1.1%
Weekdays	21	22		255	253		254	254	
Saturdays	5	5		52	56		52	57	
Sundays	5	4		53	42		54	40	

Passenger Revenues & Sales

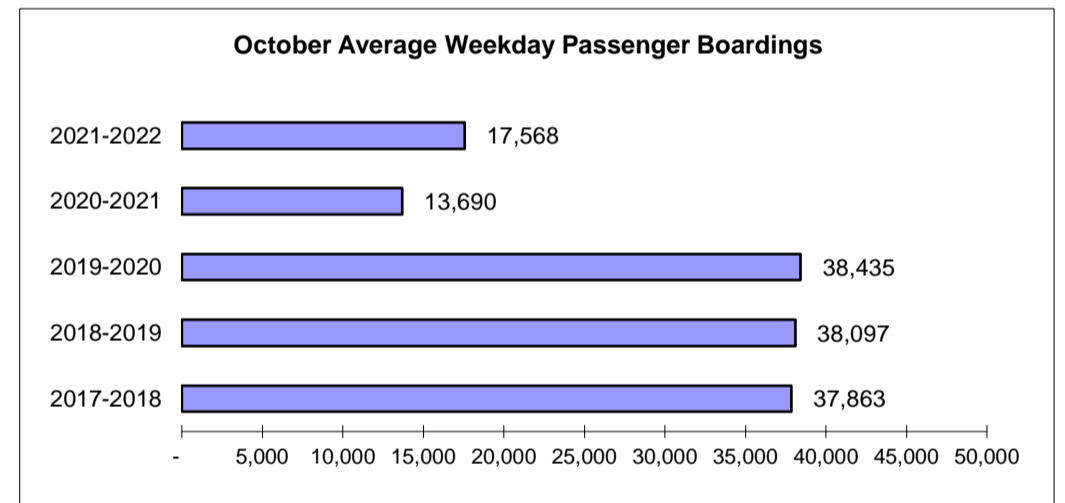
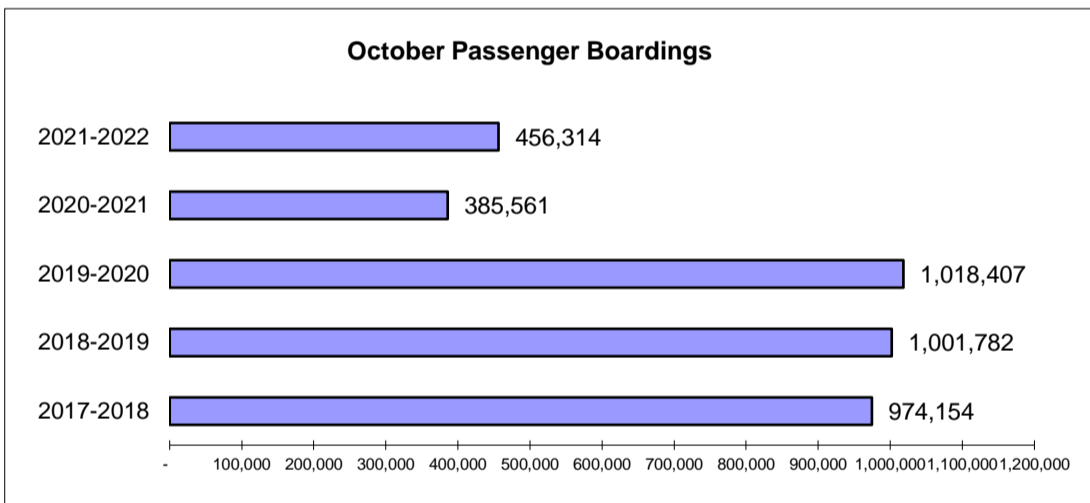
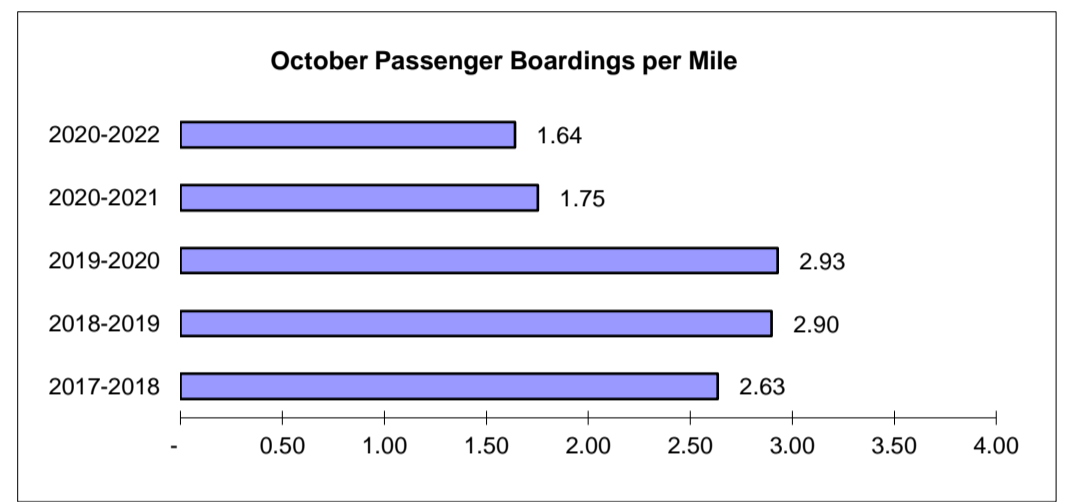
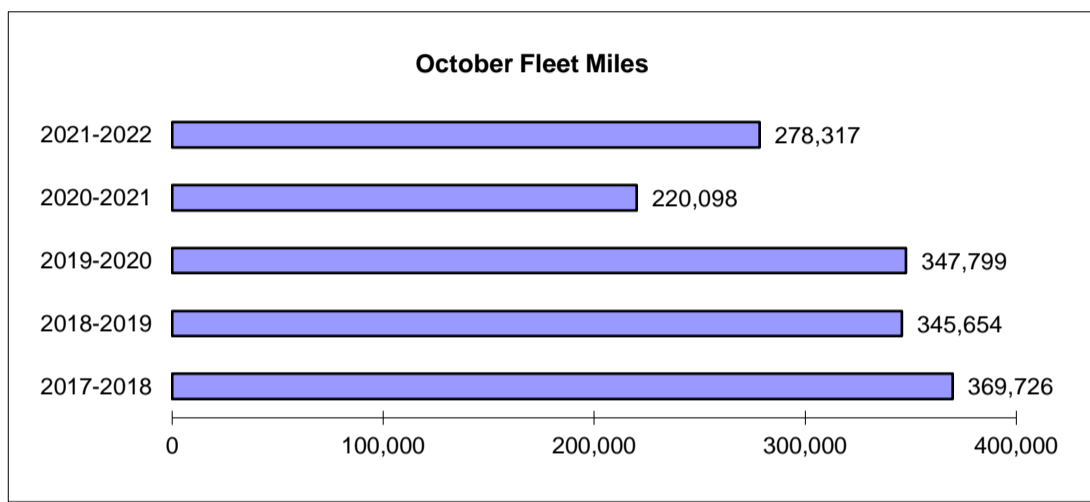
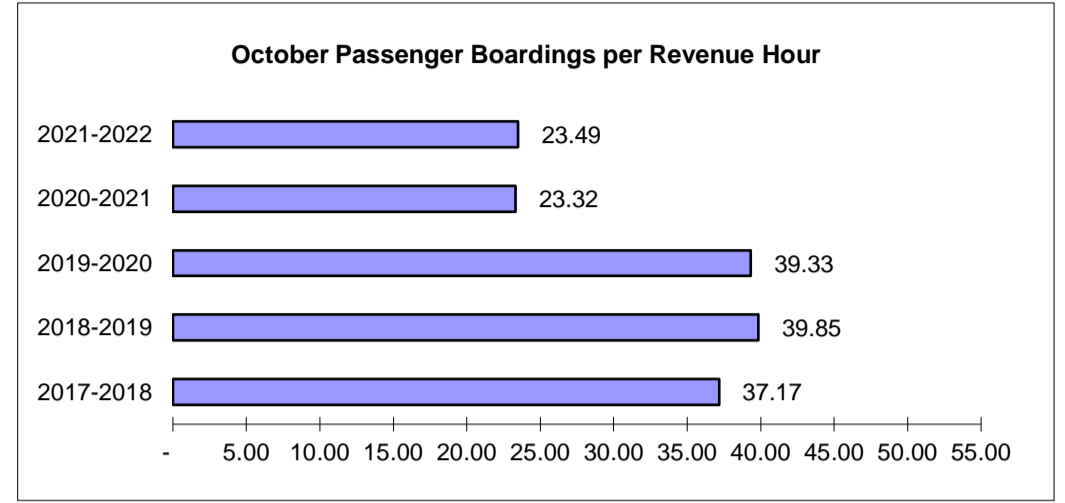
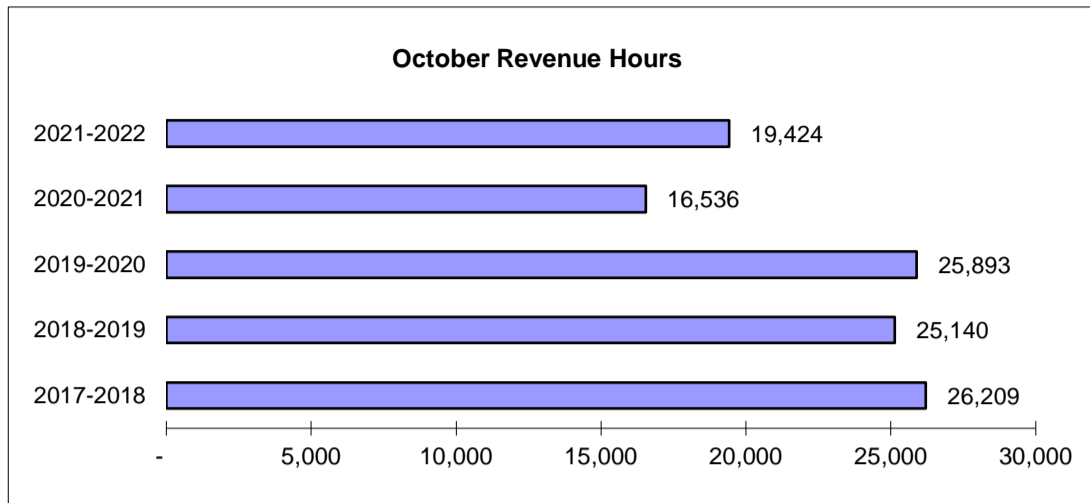
Passenger revenues will be presented in the finance report.

Fleet Services

Fleet Miles	278,317	220,098	+ 26.5%	2,742,390	3,420,369	- 19.8%	2,924,370	2,960,642	- 1.2%
Average Passenger Boardings/Mile	1.64	1.75	- 6.4%	1.44	2.35	- 38.7%	1.40	2.08	- 32.7%
Fuel Cost	\$146,487	\$68,261	+ 114.6%	\$1,017,362	\$1,680,022	- 39.4%	\$1,360,996	\$1,178,724	+ 15.5%
Fuel Cost Per Mile	\$0.526	\$0.310	+ 69.7%	\$0.371	\$0.491	- 24.5%	\$0.465	\$0.398	+ 16.9%
Repair Costs	\$202,031	\$252,761	- 20.1%	\$3,032,238	\$3,853,559	- 21.3%	\$3,554,038	\$3,608,902	- 1.5%
Total Repair Cost Per Mile	\$0.73	\$1.15	- 36.8%	\$1.11	\$1.13	- 1.9%	\$1.22	\$1.22	- 0.3%
Preventive Maintenance Costs	\$35,133	\$29,699	+ 18.3%	\$351,966	\$389,214	- 9.6%	\$395,095	\$333,233	+ 18.6%
Total PM Cost Per Mile	\$0.13	\$0.13	- 6.4%	\$0.13	\$0.11	+ 12.8%	\$0.14	\$0.11	+ 20.0%
Mechanical Road Calls	24	26	- 7.7%	221	277	- 20.2%	235	214	+ 9.8%
Miles/Mech. Road Call	11,597	8,465	+ 37.0%	12,409	12,348	+ 0.5%	12,444	13,835	- 10.1%

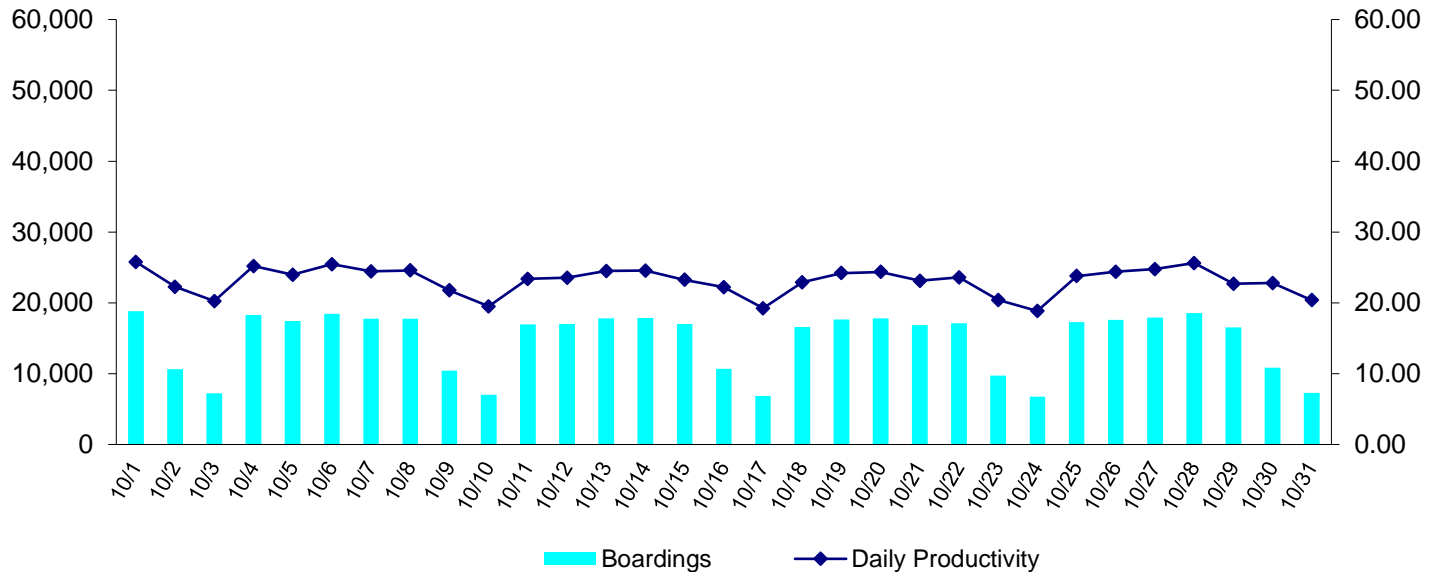
Medical Transportation Management

MTM Rides	5,551	6,207	- 10.6%	64,246	119,367	- 46.2%	65,194	88,143	- 26.0%
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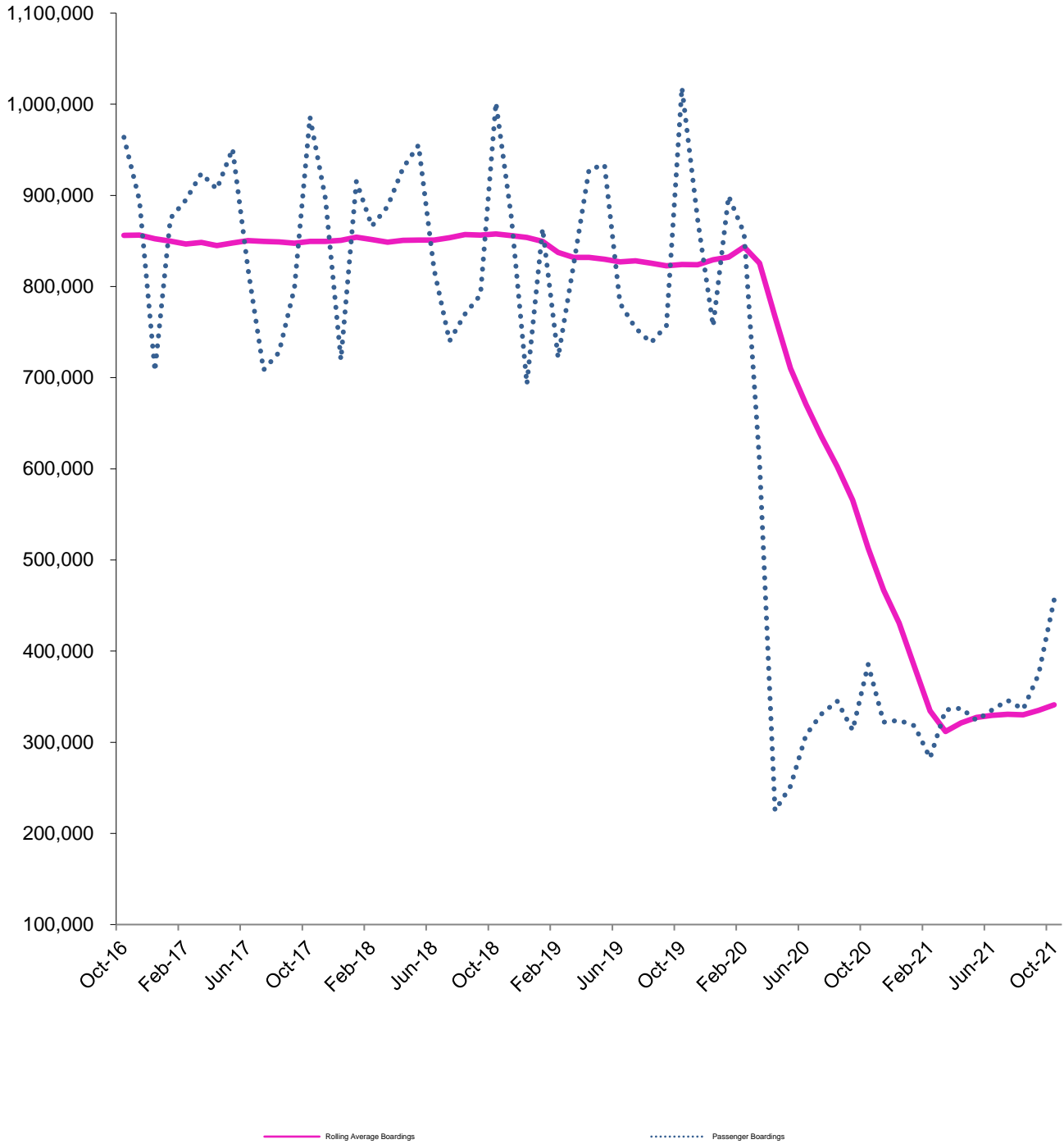
Daily Ridership Recap October 2021

Date	Day	Service	Boardings	Mobility Assisted Boardings	Revenue Hours	Daily Productivity
10/1/2021	Friday	Weekday	18,798	323	729	25.79
10/2/2021	Saturday	Saturday	10,640	167	478	22.26
10/3/2021	Sunday	Sunday	7,206	102	356	20.24
10/4/2021	Monday	Weekday	18,286	259	726	25.19
10/5/2021	Tuesday	Weekday	17,440	208	728	23.96
10/6/2021	Wednesday	Weekday	18,470	255	726	25.44
10/7/2021	Thursday	Weekday	17,743	237	726	24.44
10/8/2021	Friday	Weekday	17,770	223	723	24.58
10/9/2021	Saturday	Saturday	10,419	145	479	21.75
10/10/2021	Sunday	Sunday	6,995	97	359	19.48
10/11/2021	Monday	Weekday	16,980	178	726	23.39
10/12/2021	Tuesday	Weekday	17,009	248	722	23.56
10/13/2021	Wednesday	Weekday	17,819	179	727	24.51
10/14/2021	Thursday	Weekday	17,844	212	727	24.54
10/15/2021	Friday	Weekday	17,017	255	732	23.25
10/16/2021	Saturday	Saturday	10,667	184	480	22.22
10/17/2021	Sunday	Sunday	6,873	102	357	19.25
10/18/2021	Monday	Weekday	16,567	199	723	22.91
10/19/2021	Tuesday	Weekday	17,648	267	729	24.21
10/20/2021	Wednesday	Weekday	17,789	231	730	24.37
10/21/2021	Thursday	Weekday	16,837	193	728	23.13
10/22/2021	Friday	Weekday	17,093	160	724	23.61
10/23/2021	Saturday	Saturday	9,720	89	476	20.42
10/24/2021	Sunday	Sunday	6,748	70	358	18.85
10/25/2021	Monday	Weekday	17,261	191	726	23.78
10/26/2021	Tuesday	Weekday	17,603	194	722	24.38
10/27/2021	Wednesday	Weekday	17,896	173	723	24.75
10/28/2021	Thursday	Weekday	18,542	216	724	25.61
10/29/2021	Friday	Weekday	16,508	210	727	22.71
10/30/2021	Saturday	Saturday	10,851	116	476	22.80
10/31/2021	Sunday	Sunday	7,275	93	357	20.38
Totals			456,314	5,776	19,424	23.49



LANE TRANSIT DISTRICT

Five Year History of Passenger Boardings





OFFICE OF THE GENERAL MANAGER

Mark Johnson, Interim General Manager

EXECUTIVE OFFICE

There is no report this month.

PLANNING AND DEVELOPMENT

Tom Schwetz, Director of Planning and development

There is no report this month.

SERVICE DELIVERY & ADMINISTRATION

FINANCE

Christina Shew, Director of Finance

There is no report this month.

BUSINESS SERVICES

Collina Beard, Director of Business Services

There is no report this month.

INFORMATION TECHNOLOGY

There is no report this month.

HUMAN RESOURCES

Alex Carillo, Director of Human Resources

There is no report this month.

ACCESSIBLE AND CUSTOMER SERVICE

Cosette Rees, Director of Customer & Specialized Services

There is no report this month.

MARKETING AND COMMUNICATIONS

Pat Walsh, Director of Marketing & Communications

Theresa Brand, Marketing and Communications Manager

- The November Marketing and Communication highlights include a continued effort on the Rider Communications Campaign which remains pivoted to focus on a messages encouraging people to get vaccinated and Follow the Four, but now also communicates, once vaccinated, **Ride with Us**. Staff are working

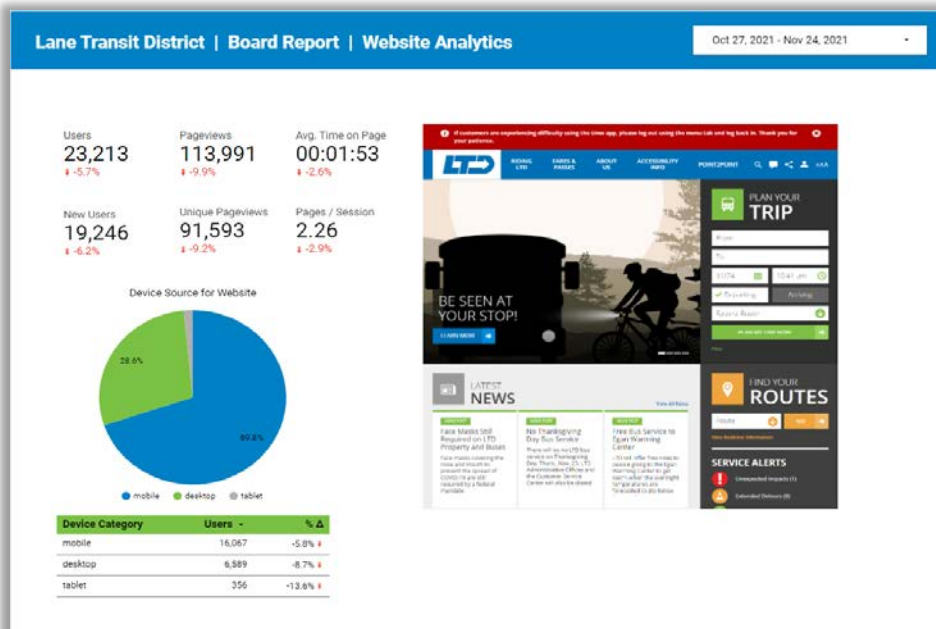
closely with the Turell Marketing Group to continue this effort through early spring or until a full return to ridership outreach and marketing campaign can be safely deployed.

- Staff continue to make progress or complete items that were outlined in the Celtis Marketing and Communications Analysis. Some of this month's efforts included design and web posting of the Supplemental Budget document using the LTD brand guidelines and enhanced digital communications. In addition, there has been some progress on training a few internal staff on preparation of ADA compliant documents for the web. Paired with this, there will be the procurement of ADA document software which staff created documents for the web can utilize to check ADA compliance before finalizing their work.
- Staff coordinated the Food for Lane County Stuff the Bus event in collaboration with KDUK radio and Food for Lane County. With assistance from a departmental challenge by Jeramy Card from Planning and Kelly Perron from Business Services, LTD Employees gathered 3,263 food and toy items to pre-stuff the bus with before it left the LTD Bus Yard for the community event held at Walmart, November 12th and 13th. In addition, 7 LTD employees unloaded the full bus at Food for Lane County. Staff from Food for Lane County expressed their deepest appreciation for the very full donated bus this year.



LTD is a sponsor of the Fiesta de Familia event being held at Hamlin Middle school on December 17. LTD will be providing reflective slap band bracelets and transportation information to families that attend.

Student Transit Pass: After hearing testimony at the Board of Directors meeting, the deadline for students to have a tap card or the Umo app to ride has been extended to December 30. Since the extension of the deadline, more regional schools have opted in to the program and are issuing passes to their students.



Facebook Analytics for October 27 – November 24

- Post Reach = 28,000
- Post Engagements = 271
- Impressions = 36,000
- Total Page Followers = 6,098
- Total Likes = 5,386
- 32 posts total, 4 COVID/service related.

Press Releases:

- 5 Press Releases in November



Group Pass: Staff continues to work with the UO staff to transition from Students/Staff ID cards to the Umo app. Students and Staff have their own Transportation Account. A random benefit code is placed in each account to be redeemed within the Umo app. Once redeemed, the new pass will show in their Umo Wallet. In partnership with the UO Transportation staff, communication to students and staff about the deadline has been distributed through many channels across the campus and on social media about the deadline. LTD staff understands that with EmX not having readers on board, extra effort will need to be made to educate those riders about the need to use the app to pay for fare. Signage has been placed at Walnut, Dad's Gate, and Hilyard EmX stations to notify of change. Additional fare inspection has been requested for these locations for the first few weeks of November to help notify students and staff.

FACILITIES

Joe McCormack, Director of Facilities

1. **Passenger Boarding Improvements and System Facility Improvements:** This CIP project comprises multiple small projects including:
 - a. Repairs to the pavers at UO North Station
 - b. Heat pump replacements at Eugene Station
 - c. Asphalt repairs at multiple facilities
 - d. Parking lot repairs at Springfield Station.
2. **Transit Facilities State of Good Repairs:** This CIP project comprises multiple medium sized projects including:
 - a. Replacing 23 overhead door operators in the Fleet Building on the Glenwood Campus
 - b. Design, Engineering, and Construction to replace the bus wash at the RideSource Facility
 - c. Consistent with all other LTD Facilities, install Direct Digital Controls on all HVAC equipment at RideSource

- 3. **System Security Improvements:** This project involves the installation of system security improvements at locations vulnerable to terrorist attacks, vandalism, and other criminal activity. Improvements will focus on the hardening of LTD physical assets including eliminating blind spots, enhance existing surveillance, increased bus yard controls, access control conversion, coordinated surveillance and dispatch, and installing surveillance system wide at all LTD facilities and EmX stations. Anticipated project timeline is as follows:

	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Q4 2022
Contract Approval					
Camera Installation					
Access Control Installation					
Project Completion					

- 4. **FTN Safety and Amenity Improvements:** This project is focusing on the safety concerns of driving conditions throughout all of the EmX corridors in Eugene and Springfield. Phase 1 of this project evaluated the safety performance through a formal assessment of the EmX lanes. Phase 1 is expected to be complete by November 2021. Phase 2 will focus on design and engineering improvements based of the assessment recommendations provided in Phase 1. Phase 2 is expected to begin in early 2022. Phase 3 of this project will be implementation and construction of the design and engineering efforts, expected to begin in Summer 2022.
- 5. **Bus Wash Improvements:** The Glenwood Bus Wash is the main bus wash used to clean LTD’s EmX and fixed route buses. The current bus wash manufacturer went out of business, parts no longer exist and the wash has far exceeded its useful life span. Design is in progress to complete major renovations to the bus wash building as well as replace the entire wash system. Construction is anticipate to occur in Fall 2022.
- 6. **Operation Command Center/ Training / Lounge:** This project will update the Operations areas at LTD’s Glenwood headquarters to include modern operations dispatch, operator report area, training/simulator classrooms, restrooms/showers, and operator rest areas. These updates will improve safety and security, accessibility, customer service, employee engagement, and our financial position by reducing training costs, streamlining everyday operations, and increasing employee development, training and morale. The staff members of Sponsor Program End-user Champion (SPEC) team and Technical Advisory Committee have started meeting for preliminary programming input of project goals and objectives along with scope development. The preliminary project schedule is for the design team to be selected and start the design process in July 2022. Construction starting in late spring 2023 and completed February 2024.
- 7. **Eugene Station Modernization:** This project will maintain and improve both the buildings and exterior features of the station, enhancing both the customer and employee experience and updating the stations for better operation well into the future. Examples of possible improvements include (but aren't limited to): updating wayfinding signs, improving real time signage, installing energy efficient lighting fixtures and updating public restrooms. This project is in the project initiation phase of reviewing the identified list of needs for preliminary scope, schedule, and budget development.
- 8. **Other**
 - a. **Franklin and Gateway EmX Lighting Upgrade:** In November 2021, the Board approved a contract to replace existing fluorescent lighting along the Franklin and Gateway EmX stations with LED. This project is expected to be complete in April 2022.
 - b. **Electronic Signage Protective Covers:** Since West Eugene EmX went in to revenue service, LTD has experience a high number of vandalism on the electronic signage at these stations. This effort created protective covers to prevent damage of the electronic signage.
 - c. **EmX Ticket Vending Machine Upgrades:** As 3G is in the process of being replaced with 4G, LTD has to upgrade modems along all of the Franklin, Gateway, Springfield Station and Eugene Station EmX ticket vending machines. The new modems have a long lead time due to the chip shortage, but LTD is expecting to replace the modems in early 2022.

- d. **Glenwood Bus Gate Replacement:** The current bus gate at the Glenwood Campus was from the original construction in 1988. It was designed to open and close one time per day. Current safety regulations require the entire Glenwood Campus to be secure 24/7, thus requiring the gate to open and close for every bus that enters or exits the property. The gate now has a high level of maintenance related issues. Construction for the new bus gate began in October 2021 to complete underground electrical work and concrete work. The new gate is expected to be installed in Spring 2022.
- e. **Fleet Building Overhead Crane Hoist and Fall Prevention:** With the influx of new battery electric buses, LTD's maintenance team has new maintenance practices as they have to work with equipment that is now housed on top of the bus. This new working environment requires new safety improvements to be made in the Fleet building to install permanent fall prevention at roof level as well as hoists to lift and move equipment from the top of the bus. LTD is currently working with PIVOT Architecture to complete a study to identify the best approach to addressing these two components. This study will then lead to detailed design and engineering, followed by construction.

MAINTENANCE

Matt Imlach, Director of Maintenance

There is no report this month.

TRANSIT OPERATIONS

Jake McCallum, Director of Operations

There is no report this month.

Public Safety & System Security

Frank Wilson, Public Safety & System Security Manager

There is no report this month.



Board Meeting Annual Working Agenda

Regular/Special Board Meetings					Board Work Sessions				
Topic	On Time	Complete	Presenter	Agenda Time	Topic	On Time	Complete	Presenter	Agenda Time
January 19 - Regular Board Meeting Materials Deadline: December 29					TENTATIVE: January 5 Work Session Materials Deadline: December 30				
Introductory Items				15	GM Recruitment			Mark Johnson	15
Employee of the Month			Board President	5	bylaw revision review discussion			Mark Johnson	30
Public Hearing:					HB2992 Board Compensation			Mark Johnson	30
Board Member Reports			Camille Gandolfi	10	TOTAL TIME (60 - 90 minute max)				
Items for action:									
Consent Calendar:									
2			Collina Beard	5					
3									
4									
5			Camille Gandolfi						
6			Camille Gandolfi						
Financial Policies Adoption - Service Stability Fund Reserve			Christina Shew	10					
Items for Information/Discussion:									
Equity in Transit			Collina Beard	20					
Legislative Session Update Pre-Session			Tiffany	10					
Communications Analysis Update			Theresa Brand/ Pat Walsh	10					
Phase 1 results of Fleet Procurement Plan - paratransit			Kelly Hoell	30					
Written Reports:									
Monthly Performance Reports									
Monthly Department Reports									
Annual Safety Resolution Update			Mark Johnson						
Executive Session: labor negotiations									
				TOTAL TIME (120 minute max)					
February 16 - Regular Board Meeting Materials Deadline: January 26					TENTATIVE: February 2 Work Session Materials Deadline: January 27				
Introductory Items				15	LTD Fixed Route Service Policy Update			Kim Le & Jeramy Card	45
Employee of the Month			Board President	5					
Public Hearing:					MovingAhead Update (Tentative)			Andrew Martin	15
Board Member Reports			Camille Gandolfi	10	COA				15
Items for Action:					TOTAL TIME (60 - 90 minute max)				
Consent Calendar:									
4			Collina Beard	5					
5									
Adopt LTD Fixed Route Service Policy Update			Kim Le & Jeramy Card						
Items for Information/Discussion:									
Annual Comprehensive Financial Report			Christina Shew/Moss	20					
GM Recruitment				20					
LTD's FY2019-2020 GHG Inventory Update			Kelly Hoell	25					
GM Update									
Strategic Business Plan Quarterly Update for Q2 FY22			Kim Le & Aimee Reichert	25					
Written Reports:									
Quarterly Financial Report			Christina Shew						
Quarterly Financial Indicator Dashboard			Christina Shew						
Monthly Performance Reports									
Monthly Department Reports									
Executive Session:									
				TOTAL TIME (120 minute max)					
March 16 - Regular Board Meeting Materials Deadline: February 23					TENTATIVE: March 2 Work Session Materials Deadline: February 17				
Introductory Items				20	Properties			Kristin Denmark / Joe McCormack	30
Employee of the Month			Board President		Operation Command Center & Eugene Station CMGC Alternative Contracting Method			Todd Smith/Joe McCormack	30
Public Hearing:									
Board Member Reports			Camille Gandolfi	10	RideSource Call Center Update				30
Items for Action:					TOTAL TIME (60 - 90 minute max)				
Consent Calendar:									
1			Collina Beard	5					
2									
Selection of MovingAhead Preferred Alternative				15					
Items for Information/Discussion:									
GM Recruitment				20					
Redistricting			Tom/Tiffany	15					
Legislative Session Update Post-Session			Tiffany Edwards	20					
RideSource COA			Cosette/John	15					
Written Reports:									
Monthly Performance Reports									
Monthly Department Reports									
Executive Session:									
				TOTAL TIME (120 minute max)					
April 20 - Regular Board Meeting Materials Deadline: March 30					CANCELED: April 6 Work Session Materials Deadline: March 24				
Introductory Items				15					
Employee of the Month			Board President	5					
Public Hearing: Annual Budget Adoption/LRFP/Amended CIP			Christina Shew	15					
Board Member Reports			Camille Gandolfi	10					
Items for Action:					TOTAL TIME (60 - 90 minute max)				



Board Meeting Annual Working Agenda

Regular/Special Board Meetings					Board Work Sessions					
Topic	On	Complete	Presenter	Agenda Time	Topic	On	Complete	Presenter	Agenda Time	
Consent Calendar:										
1			Collina Beard	5						
2										
Alternative Contracting Adoption for OCC & ESM										
Items for Information/Discussion:										
Written Reports:										
Monthly Performance Reports										
Monthly Department Reports										
Executive Session:										
TOTAL TIME (120 minutes)				60	TENTATIVE: May 4 Board Work Session					
May 18 - Regular Board Meeting				Time (minutes)	Materials Deadline: April 21					Time (minutes)
Materials Deadline: April 27					GM Recruitment				20	
Introductory Items										
Employee of the Month										
Public Hearing: None										
Board Member Reports										
TOTAL TIME (60 - 90 minute max)				10	TOTAL TIME (60 - 90 minute max)				20	
Items for Action:										
Consent Calendar:										
1			Collina Beard	5						
2										
FY 2021-2030 Long Range Financial Plan										
FY 2021-2030 Amended Community Investment Plan										
FY 2022 Annual Budget										
Items for Information/Discussion:										
GM Evaluation										
GM Update										
Strategic Business Plan quarterly update for Q3 FY22										
Legislative & Relief Funding Update										
FY2022 Service Update										
Written Reports:										
Quarterly Financial Report										
Quarterly Financial Indicator Dashboard										
Monthly Performance Reports										
Monthly Department Reports										
Executive Session:										
TOTAL TIME (120 minute max)				145	TENTATIVE: June 1 Board Work Session					
June 15 Regular Board Meeting				Time (minutes)	Materials Deadline: May 19					Time (minutes)
Materials Deadline: May 25					GM Recruitment				20	
Introductory Items										
Employee of the Month										
Public Hearing: None										
Board Member Reports										
TOTAL TIME (60 - 90 minute max)				10	TOTAL TIME (60 - 90 minute max)				20	
Items for Action:										
Consent Calendar:										
1			Collina Beard	5						
2										
GM Recruitment										
Service Changes Update										
Written Reports:										
Monthly Performance Reports										
Monthly Department Reports										
Executive Session:										
TOTAL TIME (120 minute max)				50	TENTATIVE: July 6 Board Work Session					
July 20 - Regular Board Meeting				Time (minutes)	Materials Deadline: June 23					Time (minutes)
Materials Deadline: June 30					GM Recruitment				20	
Introductory Items										
Employee of the Month										
Public Hearing: None										
Board Member Reports										
TOTAL TIME (60 - 90 minute max)				10	TOTAL TIME (60 - 90 minute max)				20	
Items for Action:										
Consent Calendar:										
1			Collina Beard	5						
3										
GM Update										
GM Recruitment										
Strategic Business Plan quarterly update for Q4 FY22										
Written Reports:										
Preliminary Financial Report										
Monthly Performance Reports										
Monthly Department Reports										
Executive Session:										
TOTAL TIME (120 minute max)				60	TENTATIVE: August 3 - Board Work Session					
August 17 - Regular Board Meeting				Time (minutes)	Materials Deadline: July 21					Time (minutes)
Introductory Items										
Employee of the Month										
Public Hearing:										
Board Member Reports										
TOTAL TIME (60 - 90 minute max)				5	TOTAL TIME (60 - 90 minute max)				0	
Items for Action:										
Consent Calendar:										
				5						



Board Meeting Annual Working Agenda

Regular/Special Board Meetings					Board Work Sessions					
Topic	On	Complete	Presenter	Agenda Time	Topic	On	Complete	Presenter	Agenda Time	
1			Collina Beard							
2										
Financial Policies Adoption - Pension funding, Capital planning										
Mobility Management Policy										
<u>Items for Information/Discussion:</u>										
<u>Written Reports:</u>										
Quarterly Financial Report								Pamela Strutz		
Quarterly Financial Indicator Dashboard								Pamela Strutz		
Monthly Performance Reports								Tom Schwetz		
Monthly Department Reports										
<u>Executive Session:</u>										
TOTAL TIME (120 minute max)				30	TENTATIVE: September 7 - Board Work Session					
September 21 - Regular Board Meeting				Time (minutes)	Materials Deadline :August 18				Time (minutes)	
Introductory Items					15					
Employee of the Month					5			Board President		
Public Hearing:										
Board Member Reports					5			Camille Gandolfi		
<u>Items for Action:</u>										
<u>Consent Calendar:</u>					5	TOTAL TIME (60 - 90 minute max)				0
1			Collina Beard							
2										
Mobility Management Policy										
<u>Items for Information/Discussion:</u>										
Auditors Presentation: Audit Plan					15			Christina Shew		
<u>Written Reports:</u>										
Monthly Performance Reports								Tom Schwetz		
Monthly Department Reports										
<u>Executive Session:</u>										
TOTAL TIME (120 minute max)				45	CANCELED: October 5 Board Work Session					
October 19 - Regular Board Meeting				Time (minutes)	Materials Deadline: September 22				Time (minutes)	
Introductory Items					15					
Employee of the Month					5			Board President		
Public Hearing: Supplemental Budget & CIP					20			Christina Shew		
Board Member Reports					10			Camille Gandolfi		
<u>Items for Action:</u>										
<u>Consent Calendar:</u>					5	TOTAL TIME (60 - 90 minute max)				0
1			Collina Beard							
2										
<u>Items for Information/Discussion:</u>										
GM Update										
FY2024 – FY2025 STIF Discretionary/Statewide Transit Network project application										
Strategic Business Plan quarterly update for Q1 FY23					25			Kim Le & Aimee Reichert		
<u>Written Reports:</u>										
Monthly Performance Reports								Tom Schwetz		
Monthly Department Reports										
<u>Executive Session:</u>										
TOTAL TIME (120 minute max)				80	TENTATIVE: November 2 Work Session					
November 19 - Regular Board Meeting				Time (minutes)	Materials Deadline: October 20				Time (minutes)	
Introductory Items					15	Strategic Business Plan annual refresh				45
Employee of the Month					5			Board President		
Public Hearing:										
Board Member Reports					10			Camille Gandolfi		
<u>Items for Action:</u>										
<u>Consent Calendar:</u>					5	TOTAL TIME (60 - 90 minute max)				45
1			Collina Beard							
2										
Supplemental Budget Adoption					5			Christina Shew		
<u>Items for Information/Discussion:</u>										
FY2024 – FY2025 STIF/STF Formula Fund project application										
<u>Written Reports:</u>										
Quarterly Financial Report								Christina Shew		
Quarterly Financial Indicator Dashboard								Christina Shew		
Monthly Performance Reports								Tom Schwetz		
Monthly Department Reports										
<u>Executive Session:</u>										
TOTAL TIME (120 minute max)				40						



Board Meeting Annual Working Agenda

Regular/Special Board Meetings					Board Work Sessions				
Topic	On	Complete	Presenter	Agenda Time	Topic	On	Complete	Presenter	Agenda Time
December 21 - Regular Board Meeting					TENTATIVE: December 7 Work Session				
Materials Deadline: November 24					Materials Deadline: November 17				
Introductory Items				15					
Employee of the Month			Board President	5					
Public Hearing:									
Board Member Reports			Camille Gandolfi	10					
Items for Action:					TOTAL TIME (60 - 90 minute max)				0
Consent Calendar:				5					
1 <i>Delegated Authority Report – November</i>			Collina Beard						
2 <i>Contract Approvals</i>									
3 <i>Budget Committee Member Term Renewals</i>									
4 <i>SPC Member Term Renewals</i>									
STIF Plan Adoption									
Items for Information/Discussion:									
Quarterly GM Update			Mark Johnson	10					
SBP Quarterly Update			Kim Le & Aimee Reichert	15					
Written Reports:									
Monthly Performance Reports			Tom Schwetz						
Monthly Department Reports									
Executive Session:									
TOTAL TIME (120 minute max)				60					