

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT
REGULAR BOARD MEETING/WORK SESSION/EXECUTIVE SESSION

Wednesday, September 21, 2011

Pursuant to notice given to *The Register-Guard* for publication on September 15, 2011, and distributed to persons on the mailing list of the District, the Board of Directors of the Lane Transit District held a regular Board meeting and executive session on Wednesday, September 21, 2011, beginning at 5:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Mike Eyster, President
 Greg Evans, Vice President
 Dean Kortge, Secretary
 Ed Necker, Treasurer
 Gary Gillespie
 Doris Towery
 Michael Dubick
 Ron Kilcoyne, General Manager
 Jeanne Schapper, Clerk of the Board
 Lynn Taylor, Minutes Recorder

CALL TO ORDER/ROLL CALL: Mr. Eyster convened the meeting and called roll at 5:35 p.m.

PRELIMINARY REMARKS BY BOARD PRESIDENT: Mr. Eyster reported that a representative from Portland's transit district, TriMet, had made a presentation to the Metropolitan Policy Committee (MPC) on September 8, 2011, regarding its business assistance plan for construction projects. He said that LTD staff would consult with TriMet staff as LTD moved forward with projects and acknowledged the Board and District's concern with any impacts of EmX route expansion on the business community.

Mr. Evans arrived at 5:36 p.m.

Mr. Necker agreed with Mr. Eyster's remarks and reminded staff that there were two types of impact on business: short-term and long-term. It was important to address both and particularly stress that the long-term impact would be positive.

Ms. Towery observed that EmX also was good for the overall quality of life in the community.

Mr. Gillespie praised the performance of LTD bus operators during the detours encountered while road work was in progress on Hilyard Street in Eugene.

ANNOUNCEMENTS AND ADDITIONS TO THE AGENDA: General Manager Ron Kilcoyne reported on his briefing at the Region X Federal Transit Administration (FTA) office and said he was continuing to become acquainted with LTD staff and the local area.

Mr. Evans announced that Michael Melaniphy would become the new American Public Transportation Association (APTA) President effective November 1, 2011. He also noted that Allan Pollock of Salem-Keizer Transit would be joining the APTA Board of Directors and suggested sending Mr. Pollock a letter of congratulations.

Mr. Dubick expressed concern that minutes were not being approved by the Board until several months after the meetings had occurred and asked that the matter be discussed at a future meeting.

BOARD CALENDARS: Mr. Kilcoyne reviewed activities on the Board calendars, including participation in the APTA conference and expo in October.

WORK SESSION

Draft Long-Range Transit Plan Goals: Director of Planning and Development Tom Schwetz observed that long-range goals were typically aspirational in nature and asked Board members to consider whether the District's goals individually and collectively remained relevant to plans and activities and provided consistent direction on implementation. He reviewed development of the Long-Range Transit Plan and the implications of uncertainties related to energy, climate, economics, and population. He said that the two key uncertainties identified for the plans were 1) traditional and new mobility markets; and 2) the District's adaptive capacity.

Sam Suskind, of CH2M HILL, explained that the Board defined, through its goals, the nature of the public good provided by the District. He said that the plan's goals were formal expressions of the values and principles important to the Board and to the organization. The objectives and actions in the plan were more specific and short-term and were focused on operations and procedures to meet the goals. He said that the Board's challenge was to: 1) determine whether the right goals were in place to guide and focus LTD during the next five to ten years; 2) decide if the goals prepare the District to adapt as the future unfolded; and, 3) determine if the objectives reflect the broader goals and lend themselves to measurement.

Mr. Schwetz distributed a table titled, *Societal Scramble*, which illustrated the current values, projected 2021 values, and hypothetical 2021 values for the following factors: population, employment, ridership, fuel cost, and capital funding availability. He asked Board members to evaluate goals and objectives against the scenario represented by the hypothetical values, which reflected variations from the projected figures.

Mr. Kortge said that although there would be more jobs than predicted, the hourly wages would be lower, and, therefore, payroll tax revenue would be proportionately lower.

Mr. Necker added that personnel costs would increase because of the rising cost of health insurance.

Mr. Dubick said that a larger population and higher fuel costs would significantly increase ridership, and the District would not only need to increase its capacity, but work with communities to assure that riders have safe access from their homes to transit. Land use planning and development would need to be integrated with transit access.

Mr. Evans raised the issue of federal funding versus private financing. He felt that the District would move in the direction of public/private financing models, and the question was how to shape those partnerships to meet capital needs in the face of declining federal funds.

Mr. Kortge added that the District's fleet was aging, and it would be necessary to keep aging buses on the road if the District could not meet the expense of replacements.

Mr. Gillespie said that high fuel costs in the future could result in a viable car share program because fewer people could afford to maintain and operate private vehicles. He noted that the increased number of jobs also could trigger an increase in the payroll tax.

Mr. Evans said another factor was changing technology and the need to incorporate that in long-range planning.

Mr. Schwetz asked Board members to comment on how the goals and objectives would help guide the organization through the challenges ahead.

Mr. Kortge said that Goal 5 and its four objectives would be helpful to the District, but cautioned about language regarding funding and the likelihood that the District's funding model would change.

Mr. Necker said that Goal 4, particularly the language related to pedestrian and bicycle access to transit stops, was good but also should include the "complete trip" concept. He said that community dialogues regarding integration of transit investments and land use planning had begun.

Mr. Kilcoyne said Goal 8, with its focus on the environmental impacts of transit, also addressed the need for integration of transportation and land use planning and development. He said that the reduction of transit-related vehicle emissions had an economic component because currently the cost of low emission vehicles was significantly higher and required additional financing.

Mr. Evans asked about the cost of compressed natural gas (CNG) retrofitting of vehicles. Mr. Kilcoyne replied that CNG required a different fueling system, which was a capital cost; and CNG buses performed poorly on hills. He said that from an emissions perspective, the difference between CNG and clean diesel was minimal, and it had not been determined that CNG emissions were safe.

Ms. Towery said Goal 2 supported new mobility markets and future population growth along with lower-wage jobs, which meant that more people would rely on transit as their only transportation option. Increased demand from an aging population, along with the need to provide equitable service to outlying areas as well as with urban areas, also would pose challenges for the District.

Mr. Kortge commented that statistics indicated that the demand for service from the older population was not increasing proportionately as expected, and that presented a planning issue.

Ms. Towery said that easy access to transit stops was a factor for the elderly.

Mr. Dubick observed that while it was the hope that population would grow through infill, the economic reality was that the cost of housing would result in more growth in outlying areas, creating a tension between the concepts of smart growth and actual growth.

Mr. Eyster said that innovation and creativity had been hallmarks of the District, and those characteristics would be even more important in the future. The goals should reflect those values.

Mr. Evans said that Goal 6 addressed engaging the community. The District should restructure its approach from project-specific engagement toward constituent-based engagement, particularly ridership and the business community. Other constituencies included the community at large and labor.

Ms. Towery said that creating committees was the old way of engaging the community, and the District should explore opportunities and models for social innovation and create community conversations to address issues.

Mr. Gillespie said that Goal 1 reflected the District's current initiative to expand bus rapid transit. He said that while the District had adaptive capacity, it was dependent upon factors such as ridership, payroll receipts, the economy, and fuel costs.

Mr. Schwetz thanked the Board for its input and said that staff would return to the Board with revisions to the plan that reflected the Board's comments.

Carpool2save Incentive Program: Rideshare Program Coordinator Tracy Ellis stated that LTD was one of the transportation options programs to receive an Oregon Department of Transportation (ODOT) grant. She presented statistics on the number of program participants, incentives provided, and program results. She said that of 146 participants, 80 percent were new to the Rideshare database. The 44 carpools completing the program logged 1,639 trips and saved more than 68,000 miles. She distributed copies of the program's final report and shared some of the many positive comments and suggestions from participants.

Ms. Towery encouraged staff to share program results with the media because it was an important story to tell and could influence more people to consider carpooling because of the cost savings and environmental factors.

EMPLOYEES OF THE MONTHS: The Board recognized Bus Operator Paul Holbrook as the August 2011 Employee of the Month, Facilities Maintenance Generalist Sonny Melhorn as the September 2011 Employee of the Month, and Administrative Secretary Renee Jones as the October 2011 Employee of the Month.

Mr. Eyster thanked Mr. Holbrook, Mr. Melhorn, and Ms. Jones for their service and dedication to LTD's mission and presented certificates of appreciation, checks, and pins commemorating the awards. Recipients expressed appreciation for the acknowledgement of their service and thanked the Board for their awards.

AUDIENCE PARTICIPATION: Mr. Eyster explained the guidelines for providing public comment.

Bob Macherione, 1994 Brewer, Eugene, said that 300 visits to businesses over a four-year period did not seem adequate when there were 800 to 1,200 businesses and properties along the proposed EmX line. He was concerned with the allocation of \$11,000 of the \$55,000 ODOT grant for the Carpool2save Incentive Program. He had read the final report and noted that 42 percent of participants did not complete a program questionnaire. He felt that the Board was dismissive of citizens who came to meetings and identified concerns. He compared the costs and boardings of the Gateway and Franklin EmX projects with the projected figures for the West Eugene route and said that the Board was in denial of the facts.

Delores Kindrick, 580 Hayden Bridge Place, Springfield, submitted a written statement that was read by LTD staff. The statement was a letter of petition signed by residents in the vicinity of Hayden Bridge Place in Springfield requesting reconsideration of rerouting buses on the residential streets in their neighborhood, citing concerns about safety and impacts on roads. The residents offered suggestions for mitigating problems.

Beryl Johansen, 415 Cambridge Street, Springfield, stated that she had given up her car 20 years ago, in part because there was a convenient bus stop at the corner. She said that the stop had now been eliminated, and loss of that direct access made it much more difficult for her reach many destinations. She said that walking was hard, and she occasionally used RideSource. She admired EmX but regretted that people who used the regular system were being overlooked. She hoped the District would reconsider route #12 from downtown to Gateway.

ITEMS FOR ACTION AT THIS MEETING

MOTION **Consent Calendar:** Mr. Dubick moved adoption of LTD Resolution No. 2011-020: It is hereby resolved that the Consent Calendar for September 21, 2011, is approved as presented. Mr. Necker provided the second. The Consent Calendar consisted of the minutes of the December 10, 2010, Strategic Planning Session; December 13, 2010, Special Board Meeting; December 23, 2010, Executive Search Committee Meeting; January 19, 2011, Regular Board Meeting; March 31, 2011, Executive Search Committee Meeting; May 6, 2011, Special Board Meeting/Executive Session; May 25, 2011, Special Board Meeting/Executive Session; July 20, 2011, Canceled Board Meeting; August 17, 2011, Canceled Board Meeting; August 29, 2011, Board Meeting by Conference Call; Budget Committee Nomination: Donald Nordin; and LTD Resolution No. 2011-021 Reaffirming District Boundaries.

VOTE The Consent Calendar was approved as follows:
 AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Necker, Towery (7)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: None

Fare Policy Update: Director of Service Planning, Accessibility, and Marketing Andy Vobora stated that the update had been requested by auditors during the triennial audit, and the update incorporated language related to the Title VI equity analysis, as well as other minor editorial updates as noted in the draft. He said that the auditors had reviewed the proposed language and found it acceptable.

MOTION Mr. Kortge moved adoption of LTD Resolution No. 2011-022: I move that LTD approve the 2011 revisions to the Lane Transit District Fare Policy as presented. Ms. Towery provided the second.

VOTE The resolution was approved as follows:
 AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Necker, Towery (7)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: None

LTD to Sign APTA's Sustainability Commitment: Mr. Schwetz reviewed highlights of the Sustainability Commitment that APTA was asking transit districts to sign. He said that it was consistent with LTD's practices and said that APTA's commitment would further advance sustainability in all areas of the organization.

Mr. Kilcoyne said that this commitment would allow LTD to be recognized for its efforts and help keep the District focused on sustainability.

Mr. Evans asked how LTD compared with the matrix of evaluation criteria in the APTA Sustainability Commitment. Mr. Schwetz said a review of the criteria indicated that LTD was heading in the right direction. Mr. Kilcoyne added that LTD was probably at the second tier, and he was not aware that any other district had yet achieved the first tier.

MOTION Mr. Evans moved approval of LTD Resolution No. 2011-023: It is hereby resolved that the LTD Board of Directors authorize LTD to become a signatory to APTA's Sustainability Commitment. Mr. Gillespie provided the second.

Mr. Kortge expressed concern about language related to economic sustainability. He said that there were no examples in the document, but felt economic sustainability related to health insurance and pension plans.

Mr. Kilcoyne said the language acknowledged the need for a district to operate in an economically sustainable fashion, not specifically the provision of employee benefits.

VOTE The resolution was approved as follows:
AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Necker, Towery (7)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

Salaried Employees' Retirement Plan Adoption: Director of Human Resources and Risk Management Mary Adams briefly reviewed the plan, noting that feedback from the Board at previous meetings had been incorporated into the final version presented for adoption.

MOTION Mr. Dubick moved adoption of LTD Resolution No. 2011-024: It is hereby resolved that the Lane Transit District Salaried Employees' Retirement Plan, as drafted and attached for September 21, 2011, is adopted as presented. Mr. Kortge provided the second.

VOTE The resolution was approved as follows:
AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Necker, Towery (7)
NAYS: None
ABSTENTIONS: None
EXCUSED: None

Ms. Adams said that staff would now move forward with implementation of the plan.

ITEMS FOR INFORMATION AT THIS MEETING

Board Member Reports:

Metropolitan Policy Committee (MPC): Mr. Eyster reported that Mr. Schwetz had provided an update to the MPC at its September 8 meeting, and a copy of the draft Regional Transportation Plan (RTP) had been distributed.

Metropolitan Planning Organization's Citizen Advisory Committee (MPO CAC): Mr. Gillespie said that the MPO CAC would meet on September 22 to review the draft RTP. He reported that he agreed to serve as a Committee member for another year.

Lane Area Commission on Transportation (LaneACT): Mr. Dubick said that the LaneACT had met on September 14 and began discussion of a prioritization process for projects should modernization funds become available in the future. He announced that ODOT Area Manager Sonny Chickering had accepted a promotion and would be moving to Salem.

Triennial Review Final Report: Director of Finance & Information Technology Diane Hellekson explained that the Triennial Review was an intense examination of all aspects of the District's operations. She commended the efforts of staff, particularly Purchasing Manager Jeanette Bailor and Finance Manager Todd Lipkin, during the Review. She said that the only deficiency noted was in the fare policy, and the Board's adoption of the policy update had fixed the problem. She said that this had been LTD's most favorable review yet and encouraged Board members to read through the final report.

2011 Legislative Session Review: Director of Human Resources and Risk Management Mary Adams said that the District had been successful in obtaining lottery funds. She said that \$4 million had been set aside in the *ConnectOregon IV* legislation, and the District would be looking at that for future projects. She reviewed outcomes for the Business Energy Tax Credit (BETC), Elderly and Disabled Funding, and the Senior Medical Tax Deduction legislation.

Mr. Gillespie asked if legislative redistricting had affected LTD subdistricts. Ms. Adams replied that the Secretary of State was responsible for TriMet and LTD redistricting, and she expected that the results would not be available until December. She was in close contact with the Secretary's office and hoped that the District would have input into the process.

Monthly Financial Report: Ms. Hellekson reviewed the report which contained information for both July and August. Ridership data was only available through July when the report was prepared. She said preliminary data for August indicated strong numbers. She said that payroll tax receipts were consistent with expectations, and personnel services were under control due to the wage freeze and retirements. Fuel costs were increasing somewhat but still below budget. She said that the major concern was replacement of BETC funds to support the student transit pass program. She added that the sale of passes could replace some of the funds, but a gap would remain.

MOTION EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h): Mr. Kortge moved that the Board meet in Executive Session pursuant to ORS 192.660(2)(h), to consult with council concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Mr. Necker provided the second.

VOTE The motion was approved as follows:
 AYES: Dubick, Evans, Eyster, Gillespie, Kortge, Necker, Towery (7)
 NAYS: None
 ABSTENTIONS: None
 EXCUSED: None

The Board entered Executive Session at 7:34 p.m.

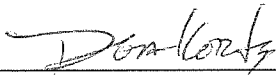
RETURN TO REGULAR (OPEN) SESSION: The Board returned to regular session at 8:10 p.m.

OTHER BUSINESS: Ms. Schapper provided a brief review of government ethics since the Board would be attending the APTA Annual Meeting in early October. A reminder that a \$50 limit, which now includes entertainment, applies whenever accepting gifts from any entity that has a legislative or administrative interest in a government official's capacity as a decision maker for the governmental body.


ADJOURNMENT: There was no further business, and Mr. Eyster adjourned the meeting at 8:15 p.m.

LANE TRANSIT DISTRICT

ATTEST:



Dean Kortge
Board Secretary



Jeanne Schapper
Clerk of the Board

Date Approved: November 16, 2011

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