

Memorandum Date: March 24, 2009
Meeting Date: March 31, 2009

T. H. a.

TO: Board of County Commissioners
DEPARTMENT: Public Works
PRESENTED BY: Celia Barry, Transportation Planning
AGENDA ITEM TITLE: ORDER/IN THE MATTER OF APPROVING LANE TRANSIT DISTRICT'S REQUEST FOR A LETTER OF SUPPORT FOR A TRANSPORTATION GROWTH MANAGEMENT GRANT SUBMITTAL

I. MOTION

Move approval.

II. AGENDA ITEM SUMMARY

Lane Transit District (LTD) is requesting a letter in support of their grant proposal to develop a Long Range Transit Plan (LRTP).

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

There is no previous Board action on this matter.

B. Policy Issues

The Eugene-Springfield Metropolitan Area *TransPlan*, and the Lane County Transportation System Plan, contain several policies supportive of transit and developing programs to reduce reliance on the automobile. The LRTP would promote increased use of transit.

C. Board Goals

The following Strategic Plan Goal statements relate to this Board item:

- Contribute to appropriate community development in the areas of transportation and Telecommunications infrastructure, housing, growth management and land development.

D. Financial and/or Resource Considerations

There is no financial obligation to the County associated with this action.

E. Analysis

Support for the grant proposal is in the interest of the public due to the importance of transit to the citizens of Lane County. The timing is excellent to fund the LRTP due to the ongoing land use and transportation planning now gearing up in Eugene,

Springfield, and Coburg.

Lane County is not submitting a TGM application so this proposal would not be competing with Lane County. Transportation Planning investigated submittal of a TGM proposal to fund staff time in coordinating with Eugene and Springfield in their respective transportation system plan updates. The TGM program is product driven, and the major products to come out of the City's transportation planning efforts are City products, so ODOT staff advised that it would be unlikely that the County would receive funding.

This item was requested to be placed on the agenda as an Emergency item because LTD requested the letter on March 23, after packets were due for the March 31 Board meeting, and LTD must submit the letter to ODOT no later than April 1.

IV. Alternatives/Options

1. Approve the Order
2. Approve the Order with modifications
3. Decline to approve the Order

V. TIMING/IMPLEMENTATION

LTD requested the letter on March 23, after packets were due for the March 31 Board meeting, and LTD must submit the letter to ODOT no later than April 1.

VI. RECOMMENDATION

Option 1 is recommended.

VII. FOLLOW-UP

No follow-up at this time is necessary.

ATTACHMENTS

- A. Board Order and Exhibit A
- B. LTD grant application

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY
STATE OF OREGON

ORDER NO.) IN THE MATTER OF APPROVING LANE
) TRANSIT DISTRICT'S REQUEST FOR A
) LETTER OF SUPPORT FOR A
) TRANSPORTATION GROWTH
) MANAGEMENT GRANT SUBMITTAL

WHEREAS, Lane Transit District (LTD) is applying for a Transportation Growth Management grant from the Oregon Department of Transportation to produce a Long Range Transit Plan (LRTP); and

WHEREAS, LTD provides critical transit services to the citizens of Lane County; now, therefore, it is hereby

ORDERED that a letter of support for the grant proposal in substantial conformance to the letter attached herein as Exhibit A be provided to LTD.

Dated this 31st day of March, 2009

Pete Sorenson, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date _____ Lane County

OFFICE OF LEGAL COUNSEL

Exhibit A

March 31, 2009

Ms. Cindy Lesmeister
Transportation and Growth Management (TGM) Program
ODOT Mill Creek Building
555 13th Street NE, Suite 2
Salem, OR 97301

Re: Letter of Support for Lane Transit District's TGM grant for a Long Range Transit Plan

Dear Ms. Lesmeister,

Please accept this letter of support for Lane Transit District's (LTD's) TGM grant submittal for the development of a Long Range Transit Plan (LRTP). This project supports LTD's efforts to understand existing and future demand for expanded use and improvements of the local transit system as it relates to future growth.

This project will also aid regional transportation planning efforts that are currently underway. It is timely because the three cities in the Central Lane Metropolitan Organization (MPO) Area are in the process of updating their Comprehensive Plans, including *TransPlan*. LTD also serves other cities within Lane County, and Lane County must co-adopt all city plans to make them effective outside the respective city limits, inside urban growth boundaries. LTD's transit element can serve as a basis for the transit policies and measures required in all of these updated transportation system plans (TSPs). Building on an already well-established, cooperative relationship, we anticipate LTD will ensure collaboration as these TSPs and LTD's Transit Plan take shape in parallel.

The LRTP is also expected to provide a critical contribution toward metropolitan efforts to formulate strategies for greenhouse gas emission and vehicle miles traveled reductions, a stated criteria of the TGM grant program.

LTD indicates the following additional objectives of their TGM proposal:

- promote the use of transit and reduce congestion;
- identify a range of improvements that promote multi-modal travel by increasing the availability and convenience of transit facilities with respect to pedestrian and bike travel, and through the regional Transportation Options program; and
- encourage transportation and land use coordination by coordinating transit corridor and land use planning analyses to maximize the use of major travel corridors

This is an application worthy of TGM funding, and the timing is excellent to provide the award given the other regional planning activities now in motion for this area.

Sincerely,

Pete Sorenson, Chair
Lane County Board of Commissioners



TRANSPORTATION GROWTH MANAGEMENT (TGM) GRANT APPLICATION FORM

Please read the Application Packet carefully before completing this application.

Sample applications and application tips are available on the TGM Grants and Incentives page on the Web: egov.oregon.gov/LCD/TGM/grants.shtml.

Complete this application (please limit to 8 pages), print it out, sign, and then submit by postal mail. The answer fields below will expand as you type.

<small>ORGANIZATION NAME</small> Lane Transit District	<small>PHONE</small> 682-6203
<small>CONTACT PERSON NAME AND TITLE</small> Tom Schwetz, Director of Planning and Development	<small>CONTACT PERSON E-MAIL</small> Tom.schwetz@ltd.org

Section 1: Project description and background

1. Provide a brief statement of project purpose and transportation relationships and benefits:

The purpose of this project is to develop a long-range regional transit plan for the Eugene-Springfield area. Changes in the planning relationship between Eugene, Springfield, and Lane County will soon lead to the adoption by each of individual Transportation System Plans (TSPs). The regional plan (TransPlan) adopted in 2001 by each of these agencies, as well as the Lane Transit District (LTD), will no longer be in effect. As a result, the transit element developed by LTD for TransPlan (policy set, project list, and performance measures) needs to be updated and recast to serve as a basis for the transit elements required in each of the individual TSPs.

Development of the long-range regional transit Plan (the Plan) will provide a formal basis for integrating future transit service and facility planning effectively with planned growth and development in the Eugene-Springfield region. The Plan also will aid local jurisdictions in updating their TSPs and other planning documents, and serve as a key part of the strategic framework for reductions in greenhouse gas (GHG) emissions and vehicle miles traveled (VMT) at the local and regional level.

2. List the key project objectives and expected outcomes and relate them to TGM objectives:

The key objective of the project is to develop a long-range regional transit plan, adopted by the LTD Board of Directors to assist and coordinate with local jurisdictions as they update their TSPs. The expected outcome of the project will be to facilitate clear communication and long-term planning coordination between LTD and local jurisdictions. This will enable quality service planning, efficient land uses, and reduced VMT and GHG emissions.

The project achieves the TGM objectives for the following specific reasons:

- The Plan developed as a result of this project will inherently aim to promote use of transit (objective A) and reduce congestion (Objective B).
- Strong transit ridership, in part, stems from its ability to provide connections to multiple modes through Park & Rides; and safe, convenient pedestrian and bike access. The Plan would identify a range of improvements that increase the availability of transit and the convenient access between transit and other modes (Objective C).
- By strengthening access and use of alternative modes, the plan will provide alternatives to the need for major and costly transportation improvements (Objective D).
- By contributing to efficient land use along urban corridors with connections by public transit, the long-range plan will provide an alternative to, or delay the need for, the expansion of an urban growth boundary (Objectives E and F).
- The plan will include strategies involving all of LTD's services that will contribute to reductions in GHG emissions (Objective G).

3. List the final products that will be prepared for adoption and which government agencies (e.g., city, county, state agency, transit district, etc.) will need to take action in order for each to be adopted:

The final product will be a long-range transit plan that will be adopted by the Lane Transit District Board of Directors. It also will serve as the basis for the transit elements required in the individual TSPs adopted by Eugene, Springfield, and Lane County. Further, it would be used by the Metropolitan Planning Organization (MPO) in the next update of the Regional Transportation Plan.

4. Address the timeliness award criteria: explain why this is the right time for the project. Identify ongoing initiatives or actions to be completed that may affect the project timeline:

As described above, Eugene, Springfield, and Lane County are in the process of updating their local Transportation System Plans (TSPs). As outlined in the TPR, TSPs are required to include a transit element. The transit element developed by LTD for the existing regional plan (policy set, project list, and performance measures) needs to be updated and recast to serve as a basis for the transit elements required in each of the individual TSPs. This project would be completed in a manner that would facilitate development of the transit elements in each TSP in a timely manner.

5. Provide additional background and context for the project that will help us understand your project:

A long-range transit plan is important to help LTD accomplish its mission:

LTD enhances the community's quality of life by:

- *Delivering reliable, responsive, and accessible public transit services.*
- *Offering innovative services that reduce dependency on the automobile.*
- *Providing progressive leadership for the community's transportation needs.*

LTD provides a range of services. There are currently 45 fixed routes in operation, many with better than 20 minute frequencies at peak rush hour (7:30 a.m. to 8:30 a.m.; 4:30 p.m. to 6:30 p.m.). In addition to fixed routes, LTD arranges for paratransit and ADA "complementary paratransit" trips, coordinated through the RideSource Call Center. More than 1,000 requests a day receive curb to curb service responses suited to special trip needs. In collaboration with Lane Council of Governments (LCOG) Senior and Disabled Services, LTD would provide a unique opportunity to analyze the forecasted ridership demand from the growing senior community. LTD also facilitates ridesharing and alternative mode use through the Point2Point (formerly Commuter Solutions) program. LTD's Group Pass Program (GPP) has over 44,000 employees and higher education students enrolled in their annual transit pass program. The GPP is a low cost transportation benefit that allows easy access to all LTD buses. LTD's nationally respected bus rapid transit corridor along Franklin Boulevard connects the downtown centers of Eugene and Springfield and is internationally recognized (by the International Transportation Development Policy) as innovative and sustainable public transportation.

LTD faces several significant uncertainties as it plans for its future. While high fuel costs over the past year led to record increases in ridership, they also constrained LTD's ability to expand, or even continue, existing service levels. Fuel costs can be expected to increase significantly over the next three to five years and will play a role in how effectively LTD can respond to future opportunities. Current funding sources for operations are constrained to levels that support a level of service that yields a mode share of between 3 and 5 percent of total travel. Transit is being discussed as an important strategy in addressing GHG emissions reductions and peak oil concerns. Funding for transit operations will need to be significantly increased to support such a role. Technological breakthroughs might contribute to transit becoming more sustainable but also could lessen the strategic value of major investments in transit as autos become cleaner. To deliver services that effectively and efficiently respond to these uncertainties,

LTD needs to play a central role in planning for the future growth of the Eugene – Springfield region. The establishment of a long-range transit plan will assist LTD in communicating, coordinating, and achieving long-term goals to benefit all who live and work in the region.

6. If the project addresses a TGM focus area, describe how:

LTD anticipates that the project will address all of the TGM focus areas.

- A. *Contribution to Economic Revitalization:* Resolves transportation and land use related issues needed to make key industrial sites (including certified sites) and employment centers ready for development. Mass transit is often considered to be “vehicles” that either guide or correlate with development. By strategically partnering with local jurisdictions on development projects, future transit corridors, and programs to encourage alternative modes, LTD’s Long Range Plan will help the region identify key sites for growth.
- B. *Urban Growth Area Planning:* Planning to address transportation considerations as part of the UGB amendment process or to plan for transportation needs in areas that have been added to UGBs. One role of the long-range Transit Plan will be to assist (its both cities) city UGB decisions by clearly identifying where high productive transit routes exist. The Plan will potentially be able to show where future growth can be expected to do well because of proximity to existing or future transit facilities.
- C. *Safe Routes to School:* Planning in coordination with school districts to improve bike and pedestrian access for existing and new schools. LTD maintains a “Smart Ways to School” program that works in conjunction with the Safe Routes to School program to provide safe and convenient access for pedestrians, cyclists, and transit riders.
- D. *Climate Change:* Evaluating revisions to transportation or land use plans that will significantly reduce transportation-related emissions that contribute to climate change. Another role of the long-range Transit Plan will be to assist in the strategic development of land and transportation infrastructure in the region. By identifying LTD’s route structure, strategic locations for Park & Rides, future transit center sites, and EmX corridor candidates, partner jurisdictions will be able to determine logical locations for future growth and target needed transportation infrastructure improvements.

Section 2: Project specifics

1. Will a consultant be used on the project?

If yes, describe the expected roles of consultant and local staff:

LTD anticipates using a consultant to assist with development of future route design and service levels. It is likely that an Intergovernmental Agreement (IGA) would be developed with LCOG to provide transit demand forecasts used in the plan. The development of the Plan will entail coordinated departmental efforts from Planning and Development, Service Planning, Facilities, Point2Point, and Finance.

2. Outline the major project tasks, expected timeline, and general methods. Include a discussion of data and analysis needs and an overview of the expected public involvement process (e.g., technical and citizen committees, workshops, surveys, project Web page):

Task 1. Establish Current Service Conditions

LTD provides a range of services. Demand for these services is dependent on a wide range of factors including convenience, speed, reliability, rider capability (older adults and people with disabilities), relative cost of alternatives, etc. Service levels required to meet demand determine the need for vehicles, facilities (bus stops, buildings, EmX infrastructure), and Park & Ride lots. Each

service type will be described in terms of baseline characteristics and costs. A summary of LTD budget needs and constraints also will be provided.

- i. Identify baseline data for the four main types of LTD services:
 - a. Fixed Route (# routes, # service hours, # passenger/service hour, capacity issues, etc)
 - b. Emerald Express (EmX) (# routes, # service hours, # passenger/service hour, etc)
 - c. Point2Point (# Group Pass Program participants; # Rideshare Program participants, # Park & Rides (capacity and usage), annual increase based on demographic projections, etc)
 - d. RideSource (# trips -Medicaid and ADA "complementary paratransit", # registered users, rate of calls at Call Center per day and human services transportation coordination)
- ii. A summary of budget issues and constraints will be developed for the agency to include an overall description of revenue sources, expenditures, and current constraints (payroll tax receipts, local capital match needs, etc.).

Task 2. Review and Revise Current Transit Goals and Policies

The purpose of this task will be to review the existing transit goals and policies in TransPlan and the RTP as well as internal LTD documents; making modifications as necessary to adapt them to current needs.

- i. Assemble and review transit-related goals and policies
 - a. Transportation Planning Rule (TPR)
 - b. RTP and TransPlan
 - c. LTD internal documents (Five Year Plan, Lane Coordinated Plan, Transportation Options Strategic Plan, and others)
- ii. Draft new transit goals and policies
- iii. Review new goals and policies
- iv. Finalize draft goals and policies

Task 3. Develop Performance Objectives And Measures

The purpose of this task is to develop a set of performance objectives and measures that address the draft goals and policies developed in Task 2. These measures would be used to evaluate individual strategies considered for inclusion in the plan and to serve as the basis for describing overall progress in implementing the plan.

- i. Identify performance objectives and measures that fully capture the range of transit goals and policies.
- ii. Establish methodologies for calculation of measures.
- iii. Apply methodologies and develop performance objectives and measures for base year.

Task 4. Develop Alternative Future Service Scenarios

As described in the previous section, LTD faces several significant uncertainties in planning for its future. The purpose of this task is to facilitate a structured evaluation of those uncertainties that will allow LTD to adapt strategically to changes in driving factors over time. Under this task, LTD will develop a set of alternative future service scenarios encompassing the primary services provided by LTD. This effort will result in a set of possible future conditions that will form the framework for the Plan. Alternative future scenarios would be developed to address the key service decisions facing LTD (level of service, capacity needs- vehicles and infrastructure, funding needs, etc.). These decisions stem from the range of potential ridership levels that would arise depending on the direction of important driving factors such as fuel cost, the role of transit in addressing GHG issues, and housing trends. Future scenarios would likely include:

- a. High potential ridership (high fuel costs, GHG issues leading to major investment in transit, state and local political support for increased operating revenues);
- b. Continuing trend potential ridership (moderate overall travel costs, transit plays a minor role in GHG issues, moderate increase in operating revenue, existing trends in service levels continue, approximately a doubling of existing ridership);
- c. Reduced potential ridership (limited increases in revenues, cost increases outstrip available revenue, reduction in service supply).

Task 5. Prepare Forecasts and Analysis of Alternative Future Scenarios

- i. The alternative scenarios developed in Task 4 establish the potential ridership arising from the resolution of several external uncertainties. The extent to which that potential can be realized is dependent upon the ability to deliver improvements in the level of transit service (frequency, speed, and reliability) in an efficient, cost-effective manner. This, in turn, relies on the region's overall level of growth, development patterns (density and mix of uses), and the connectivity of the region's travel network (corridor-level improvements) as expressed in the region's comprehensive plan(s) and TSPs. The purpose of this task is to prepare ridership forecasts of the alternative future scenarios and assess the region's development plans to determine the cost-effective level of service for each scenario. This will serve as the basis for development of the range of capital and operational needs included in the Plan based on current development plans, establish service levels and route design for each alternative scenario.
- ii. Forecast transit ridership and use of other LTD services for each alternative scenario.
- iii. Analyze each alternative scenario to determine vehicle and infrastructure needs, operational requirements, and capital and operational costs.
 - a. Fixed Route
 - b. EmX
 - c. Ride Source
 - d. Transportation Options

Task 6. Prepare and Adopt Long Range Transit Plan (projects and actions)

Tasks 4 and 5 establish a strategic framework, as well as service levels and ridership that can be achieved given the current development plans in the region. The purpose of this task is to use the service levels and ridership forecasts to develop the capital and operational requirements for each scenario. Cost estimates and a finance element will be developed for each scenario. A set of Transit Development Guidelines will be produced to aid in integrating transit service decision making with local planning decision making. This task would also entail local agency review and coordination, public review and comment, and the LTD Board of Directors adoption of the Long Range Transit Plan.

Task 7. Coordination with Local TSP Efforts

This task entails coordination with the TSP development efforts of the local jurisdictions. It involves working with the local jurisdictions as LTD develops its alternative scenarios, and drafts its Long-Range Transit Plan and to help the local agencies in the development of their transit elements. The final scope for this task will be based on discussions with the local jurisdictions about coordination of the process. Ultimately, this coordination is intended to support both the adoption of the local TSPs and the adoption of LTD's Long Range Transit Plan.

Task 8. Public Involvement

The purpose of this task is to identify the public outreach efforts to inform the public of opportunities to engage in the development of the long range transit plan.

- i. Develop Public Involvement Plan for the Project
- ii. Outreach to Stakeholders, including Title VI and people with disabilities
- iii. Activities To Engage the Public (might include: Open Houses/Workshops, Surveys, Project Web Page, forming a Citizen Technical committee, and involving the Accessible Transportation Advisory Committee)
- iv. Public Outreach Reports to Policy Officials
These tasks can be completed in an approximately 20 to 24 month period.

3. In addition to data and analysis that will be gathered or performed as part of the project, list any, including mapping, traffic counts, or transportation analysis, that must be completed before the project can begin:

Key elements in the development of alternative future service scenarios are regional population and employment growth projections and general land use plans. While these elements may not be final in the timeline anticipated for this project, it is assumed that reasonable assumptions can be made using existing and developing information to serve the needs of this project. LTD will work closely with LCOG modeling staff in this effort, described in Task 4 and Task 5 of the scope of work provided above.

4. Provide an estimated budget breakdown for the major tasks. If a consultant will be used, separate the costs for local staff and consultant:

Budget breakdown:

TASK	LOCAL COSTS	LCOG COSTS	CONSULTANT COSTS	TOTAL
1. Establish Current Service Conditions	\$6,000.00	\$	\$	\$6,000.00
2. Review and Revise Current Transit Goals and Policies	\$8,000.00	\$	\$	\$8,000.00
3. Develop Performance Objectives and Measures	\$15,000.00	\$	\$	\$15,000.00
4. Develop Alternative Future Service Conditions	\$19,000.00	\$	\$	\$19,000.00
5. Prepare Forecasts and Analysis	\$10,000.00	\$18,000.00	\$5,000.00	\$33,000.00
6. Prepare Long Range Transit Plan (projects and actions)	\$20,000.00	\$	\$	\$20,000.00
7. Coordination with Local TSP Efforts	\$12,000.00	\$	\$	\$12,000.00
8. Public Involvement	\$20,750.00	\$	\$	\$20,750.00
Total Cost	\$	\$	\$	\$133,750.00
Grant Request	\$	\$	\$	\$120,000.00
Match	\$		\$	\$13,750.00
Totals:				\$133,750.00

5. Describe the experience and capability of the proposed project manager to manage the project.

Tom Schwetz, LTD's Director of Planning and Development, brings more than 27 years professional experience in transportation planning and has a proven ability to lead teams to completion of successful projects, build relationships and coalitions, effectively communicate complex issues, and facilitate strategic change. Specifically, Tom:

- Is managing the development of an Alternatives Analysis and Draft Environmental Impact Statement for LTD's West Eugene EmX Extension
- Managed the development of the Eugene-Springfield Regional Transportation Plan – *TransPlan* (completed in 2001)
- Managed several TGM grants --TDM Refinement Plan (2004), analysis and findings on the potential for public transportation in the Eugene-Springfield area (1997), analysis of suitability and effectiveness of TDM

strategies in selected areas (1997), pricing feasibility study (1995), and participated as lead LCOG staff on Urban Rail Study (1995)

- Active participant in the revisions of Oregon's Transportation Planning Rule (completed in 1997 and 2005-06)

6. **Project Area**

8.5-by-11-inch map of the project area Map attached

Description: The attached map shows the LTD service area, outlying rural cities, and the Eugene-Springfield urban growth boundaries.

7. Submit letters or resolutions of support for the project from local officials that clearly indicate an understanding of the intended project outcomes and support of the project objectives. Submit letters of support from other interested parties as appropriate. *Note: these may be submitted separately from the application. Letters and resolutions of support may be submitted through April 1, 2009. Those submitted after March 13, 2009 must be submitted electronically to cindy.l.lesmeister@odot.state.or.us.*

List letters and resolutions attached and expected:

SOURCE	ATTACHED	EXPECTED
1. City of Eugene	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. City of Springfield	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Lane County	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Lane Council of Governments	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Senior and Disabled Services (LCOG)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

