

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT
REGULAR MEETING

December 21, 1976

Pursuant to public notice to the Register Guard for publication on December 17 and Newservice 16 and distributed to persons on the mailing list of the District, the regular monthly meeting of the board of directors of Lane County Mass Transit District was held at the City Hall in Eugene, Oregon, on December 21, 1976 at 7:30 p.m.

Present:

Jack J. Craig
Daniel M. Herbert, President, presiding
Annabel Kitzhaber
Kenneth H. Kohnen, Vice President
Fred C. Dyer, General Manager
Mavis Skipworth, Recording Secretary

News media representative:

Jeff Michaels, KASH, Newservice 16

Absent:

Richard A. Booth, Treasurer
W. Gene Davis, Secretary
Glenn E. Randall

MINUTES: Reading of the minutes of the board meetings of November 16 and 30, 1976 was dispensed with as copies had been distributed to all members of the board. Upon motion duly seconded, the minutes were unanimously approved as distributed.

MOTION
VOTE

PUBLIC HEARING: The chairman opened the meeting for public comment on the 1976-77 Goals and Objectives. There being no response, the chairman closed the public hearing.

AUDIENCE PARTICIPATION: Paul Bonney reported that he had heard the district's radio advertising "the more you ride, the better it gets," and believed it to be effective and appealing to common sense.

CITIZENS ADVISORY COMMITTEE: Mr. Bonney reported on the December 7 meeting of the Citizens Advisory Committee, advising that the committee unanimously approved the General Goal to provide public transit services for the people of Lane County. He said a motion was passed requesting evaluation of adverse environmental impact of Lane Transit District services on neighborhoods. He voiced his own desire for more frequent evening service. Mr. Herbert expressed appreciation for the committee's review of the goals and objectives.

FINANCIAL REPORTING: Financial reporting forms for the month of November were presented for board review. Mr. Dyer advised that the district is presently on interim financing until the anticipated arrival in February of Section 5 funds.

MID-YEAR BUDGET REPORT: Mr. Dyer presented the first mid-year budget report and responded to questions on specific line items. He noted that any overruns could be adjusted to close the fiscal year with a balanced budget. Asked about the certainty of receiving the Section 5 grant funds, Mr. Dyer said that if the district does not get a definitive answer by February 15, certain service activities would have to be curtailed, but that UMTA is attempting to meet this

deadline. Mr. Herbert stated that, because of the potential seriousness of this situation, the board should be kept apprised of the progress.

Mr. Dyer requested board authorization to increase the operations supervisor staff by one additional person. Without objection from the board, the chairman directed the staff to prepare a memo of budget changes to accommodate an additional operations staff member and a resolution reflecting those changes for the next meeting. Mr. Dyer advised of a title change from Operations Clerk to Operations Supervisor IV to reflect duties and responsibilities.

MARKETING: An update and preview was presented by the Marketing Division. Board members were invited to attend the district's second annual awards dinner, January 9, 4:00 p.m., at North's Chuck Wagon. Over ninety drivers will receive safe driving awards, work performance awards will be issued, and the district's management and employees will receive the first award for safety ever presented by Fred S. James & Company for the district's outstanding contribution to traffic safety in Lane County.

Mrs. Kitzhaber commented favorably on the transit map included in the new telephone directory and suggested that a letter of appreciation be sent to the telephone company. Mr. Kohnen said he believed a commendation to the staff should be included for their preparation of the map. Mr. Herbert advised that appreciation would be expressed for this advertising.

AFFIRMATIVE ACTION: As requested by the board at the November 16 meeting, an Affirmative Action report on current employee statistics was presented for board information. Ms. Loobey said that about 30% of the employees were ethnic minorities, women, handicapped, and those employees 45-65 years of age. She advised that the staff is presently determining the percentage of the work force represented by those 45-65 years of age. She said that government guidelines indicate that the work force must be representative of the population and the latest ruling indicates that employers cannot preferentially hire, but must hire qualified people, making a good faith attempt to recruit minorities. She said if the law were read literally, the district would be required to recruit from the entire west coast, but in a practical manner, the district's efforts have concentrated in Lane County. Mrs. Rebecca Leone, Chairperson for the Native American Cultural Council, spoke from the audience and expressed interest in knowing the number of women employed and said she believed recruitment should not be sought from the entire west coast, but in the Lane County tax area.

LEASE-HOLD WITH LANE COUNTY: Mr. Dyer advised that Lane County is willing to lease property for location of a major transfer facility in the Riviera shopping district on a perpetual lease, at a cost of \$100 per year. He said Mr. Bryson is working with the county counsel on the language for administering the lease, and, if completed, it will be presented at the adjourned meeting.

ECONOMIC DEVELOPMENT ADMINISTRATION: Mr. Dyer reported that the district should be advised the week of December 27th whether the Administrative-Maintenance Facility remodel is to be funded.

Mr. Dyer reported that, in working with the architects, a need has been recognized for additional property regardless of the effect of EDA grant results. He said a realtor has been assigned the task of locating additional land.

RIDERSHIP: Ridership reporting for the month of November was presented for board information. Mr. Dyer noted an increase in ridership of 4% to 5% above the previous year. Mr. Herbert called attention to a shortfall in revenues and Mr. Dyer responded that there are presently more discount riders in seniors and passes.

RADIO BID: Mr. Dyer reported on the radio bid, advising that Motorola was the sole bidder at \$96,499. He said the unit price and the installation charges are lower on the current proposal, but due to inclusion of Dial-A-Bus, the total bid is higher than in 1975. He said the district cannot award to a sole bidder without authorization from UMTA which should be a 30 to 45 day process.

MOTION Mr. Kohnen moved that the board authorize the general manager to enter into a contract in behalf of the district with Motorola for the purchase of radio system as File No. 76-11 in accordance with the specifications and all applicable state and federal laws. The motion was duly seconded, and carried unanimously.

VOTE

STEPUP: The chairman distributed copies of a letter from Dr. George M. Smerk, Professor of Transportation at Indiana University, outlining a two and one-half day intensive program entitled Special Transit Education Program for Urban Policymakers (STEPUP) to be presented by Indiana University's Institute for Urban Transportation and ATE Management and Service Co., Inc. A questionnaire was included requesting information needs and whether the district would be interested in participating in STEPUP. Following discussion of a possible response, the chairman moved that the board return the composite questionnaire with a letter stating that attendance at the orientation course depends on program details. The motion was duly seconded and carried unanimously.

MOTION

VOTE

GOALS AND OBJECTIVES: Following a proposal by Mr. Herbert of a Goals and Objectives subcommittee to review and update the 1976-77 goals and objectives for fiscal year 1977-78, Mr. Kohnen moved that a committee be appointed comprised of Kitzhaber (chair), Davis, Herbert, Dyer, and Bonney (CAC), and adoption of the committee charge as outlined in a December 16 memo to the board from the chairman. The motion was duly seconded and carried unanimously.

MOVED

VOTE

E-SATS MASTERPLAN: Mr. Rynerson gave an update on street and highway projects identified by L-COG Transportation Planning Committee to be included in Future Test System (FTS) #11. He advised that a proposed FTS #12 will represent a refinement of FTS #11 and will be submitted, with cost estimates, to the Metropolitan Area Transportation Committee (MATC) prior to its final analysis.

SPRINGFIELD TRANSFER POINT: Mr. Rynerson advised that the Springfield shelters at 5th and N. "B" are scheduled for installation by December 23. Mr. Dallas said the telephone company has agreed to put telephones in at the transfer station.

EUGENE CENTRAL TRANSFER STATION: Mr. Dyer said it appears that Eugene Renewal Agency will not construct a parking structure and bus terminal at 8th and Willamette, and that he and Mr. Rynerson will meet December 23 with representatives from the agency to discuss relief from the present linear

transfer station. Mr. Herbert noted the necessity of including in the goals and objectives, for fiscal year and long term, the continued progress on a downtown transfer point and a need to keep ahead of developments in pursuing a downtown transfer station.

TRANSPORTATION SERVICES: Monthly reporting forms were presented on the Maintenance Division, Employee Work Record and Passenger Disruption Log. It was the consensus of the board that the reporting from the Maintenance Division was too detailed and Mr. Dallas advised that the staff is presently gathering data to formulate techniques of condensing the reporting.

DIAL-A-BUS: Mr. Dyer advised that Dial-A-Bus service started December 13 with a subscription service, requiring users to give 24 hours notice of their trip needs. He noted that the drivers have a genuine interest in the service, and the ridership should grow to a point that it will need to be addressed at the next budget process. Mr. Herbert encouraged the staff to gather data as the system grows for future use in revision and redesign of the system for greater efficiency and effectiveness.

Mr. Craig left the meeting.

E-SATS POLICY STATEMENT: Mr. Herbert presented, for discussion on the district's policies for E-SATS update, preliminary drafts of materials to be sent to the I-COG Transportation Planning Committee, 1) a cover memo, 2) Policy Directions, and 3) Financing Resources. Mr. Kohnen commented that financial development of the transportation plan involves all governmental agencies, and the district should emphasize that if the goals established for transit are to be attained, it will be a responsibility of all governments, including state and federal, to participate. Mr. Dyer spoke of the necessity for a tri-partite involvement of policy makers, staff technicians, and the public; that not only the immediate requirement that a plan with significant detail for public debate needs to be met, but the on-going priority setting, debate and compromise process must be continually addressed. He added that the technicians, including LTD staff, must have continuing governing body support in order to accomplish their responsibilities.

Mr. Herbert reminded that Mr. Booth had at the last meeting expressed the need for increased fares and said the board should address fares as a means of making transit attractive. Mr. Rynerson noted that in few cases have fare changes affected ridership to any great degree. Mr. Dyer said the Transit Research Board has developed mathematical formulas on ridership and fare ratios and the staff will use this information to prepare additional information.

Discussion followed on the status of the income tax ordinance, and Ms. Loobey advised that staff will meet with representatives of the Department of Revenue to discuss administering the income tax, and collection costs. Mr. Herbert asked that this information be presented at the adjourned meeting or the next board meeting.

Mr. Herbert commented that the Special Revenue Committee had recommended that state and local government be made subject to the payroll tax, or supply grants in lieu of taxes. It was the consensus of the board that this should be further discussed at the next meeting.

Mr. Herbert invited members to phone him with suggestions which should be discussed at the adjourned meeting.

The meeting was adjourned to Thursday, January 6, 1977, at 7:30 p.m. in City Hall.