

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

June 18, 1985

Pursuant to notice given to The Register-Guard for publication on June 13, 1985 and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Tuesday, June 18, 1985 at 7:30 p.m. in the Eugene City Hall.

Present: Janet Calvert, President, presiding
Janice Eberly, Vice President
Joyce Nichols
Gus Pusateri
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Peter Brandt, Treasurer
Larry Parducci, Secretary

AUDIENCE PARTICIPATION: Paul Bonney of 587 Antelope Way, Eugene, stated that he would like to say a good word for the new buses. He said they are comfortable to ride in, and he liked the fact that the transom windows on the sides keep patrons from putting their hands and heads outside the bus. He added that he and other patrons who suffer from asthma would appreciate having less draft on the patrons from the drivers' windows.

EMPLOYEE OF THE MONTH: Ms. Calvert introduced the June Employee of the Month, Don White, who has been a bus operator with LTD for 11 years, with excellent attendance and safety records. She said he had been nominated by both a patron and a fellow employee, which showed his ability to get along well with both, and told the Board that Mr. White has approximately 41 games of chess going at one time through the mail. She then thanked Mr. White for his service to the District, and added that the bus drivers are the ones who make the service successful. After Ms. Calvert presented his check and award to him, Mr. White stated that receiving the award had been quite a surprise and an honor and that he appreciated it very much.

MOTION

APPROVAL OF MINUTES: Ms. Eberly moved, seconded by Ms. Nelson, that the minutes of the May 21, 1985 regular meeting and the May 28, 1985 adjourned meeting be approved as circulated. There were no corrections or additions, and the motion carried by unanimous vote.

VOTE

GRANT APPLICATION FOR URBAN MASS TRANSPORTATION ADMINISTRATION (UMTA) SECTION 9 AND SECTION 3 CAPITAL FUNDS: Ms. Loobey introduced this topic by stating that staff were combining the application for Section 3 and

Section 9 capital funds because both applications require the same process, even though the funding sources are different. She explained that Section 3 capital money comes from the penny per gallon gas tax fund, while Section 9 monies are from the General Fund of the U.S. Treasury. In discussing the application with District staff, UMTA Region X officials in Seattle expressed concerns regarding the planning horizon, or the number of years into the future for which LTD planned to build a facility. Ms. Loobey stated that it was important for the District to plan the grant in concert with what the UMTA officials said because they are the ones who have to "sell" the application for LTD.

Mr. Pangborn then talked about the options for the facilities project. He reviewed Option 1, the option to build the lowest cost facility (based on anticipated costs for the Eugene Drive-in site) for the year 2005, at a cost of \$9.7 million. Option 3A, chosen by the Board, was to construct buildings for the year 2005 but to equip them at this time only for use through the year 1995. Also included in this option were the purchase of land for the year 2005 and construction of employee and bus parking only through 1995, for a total cost of approximately \$9.5 million. The federal officials say this kind of planning is optimistic, and the national-level UMTA officials say to plan for only five years. However, regional officials agree that building now for the future and saving costs later make sense, and suggested planning for ten years from the time LTD would move into the facility. If it takes three years to build a facility, then the District would build for ten years from 1988, which would be the year 1998. Hopefully, he said, it would be possible to build in modules in order to add on at a later date. This would reduce the costs by about \$100,000, to \$9.4 million. Mr. Pusateri expressed concern that by using this reasoning to save \$100,000 now, the District would actually spend more in the future, with additional building projects. Mr. Pangborn stated that the regional UMTA administrator agrees, but is working under an edict from the national officials. He thought that ten years would be better than the District's present situation, and said the planning process would include expansion after 1998.

Mr. Pangborn also explained that staff had been told by UMTA that the District must allocate two full years of Section 9 capital money to the facility, which amounts to \$1.8 to \$2 million. The balance of the money would be received from Section 3 funds.

Two more applications will have to be completed before the project is final: one for Section 9 formula funds for Federal Fiscal Year 1986, and a portion of Section 9 funds for Federal Fiscal Year 1987. The balance of the 1987 funds could go toward the District's other capital needs for the future.

In summary, Mr. Pangborn stated that \$9,394,000 is the new anticipated facility cost.

PUBLIC HEARING ON UMTA SECTION 9 AND SECTION 3 GRANT APPLICATION:
Ms. Calvert opened the public hearing on the District's application for

Section 9 and Section 3 capital grant funds from the Urban Mass Transportation Administration for a new bus maintenance and operations facility. Hearing no comment from members of the public, she closed the public hearing.

MOTION
VOTE

Ms. Eberly then moved that the Board adopt the resolution authorizing the General Manager to proceed with the application for UMTA Section 9 and Section 3 capital funds. Ms. Nichols seconded, and the motion carried by unanimous vote.

SUPPLEMENTAL BUDGET FOR FY 1984-85: Ms. Loebey explained that three budget items were on the agenda for Board approval: a supplemental budget for Fiscal Year 1984-85; adoption of the FY 85-86 budget and appropriation of funds; and approval of an ordinance reestablishing the payroll tax rate at .005 of gross payrolls within the District.

Karen Rivenburg, Finance Administrator, explained that the Supplemental Budget for FY 84-85, as presented in the agenda packet, had been approved by the Budget Committee on May 21, 1985. In response to a question from Mr. Pusateri, she stated that the Supplemental Budget allowed the District to increase revenues and expenditures and transfer funds, due to revenues projected to be greater than budgeted.

PUBLIC HEARING ON SUPPLEMENTAL BUDGET: Ms. Calvert opened the public hearing on the Supplemental Budget for Fiscal Year 1984-85. There was no testimony from the audience, and Ms. Calvert closed the public hearing.

MOTION
VOTE

Mr. Pusateri moved that the Board adopt the Resolution Adopting the Supplemental Budget, in the total amount of \$58,000, and the Resolution Making Appropriations for FY 84-85, found on page 20 of the agenda packet. Ms. Nichols seconded the motion. With no further discussion, the Supplemental Budget for FY 84-85 was unanimously adopted.

APPROVED BUDGET, FISCAL YEAR 1985-86: Ms. Calvert called the Board's attention to the budget resolution on page 22 of the agenda packet. The FY 85-86 budget had also been approved by the Budget Committee on May 21.

PUBLIC HEARING ON APPROVED BUDGET FOR FISCAL YEAR 1985-86: Ms. Calvert opened the public hearing on the approved budget for Fiscal Year 1985-86. Hearing no comment from the members of the audience, she closed the public hearing.

MOTION
VOTE

Ms. Nichols moved that the Board adopt the resolution approving the Fiscal Year 1985-86 budget and appropriate the funds as detailed in the agenda packet. After seconding by Ms. Eberly, the motion carried by unanimous vote.

ORDINANCE NO. 29, AN ORDINANCE IMPOSING AN EXCISE TAX ON EMPLOYERS, PROVIDING FOR ADMINISTRATION, ENFORCEMENT, AND COLLECTION OF THE TAX,

TERMINATING THE APPLICATION OF ORDINANCE NO. 28, AND DECLARING AN EMERGENCY: Ms. Calvert stated that passing this ordinance was important because the District needed to reestablish the payroll tax rate at .5% before June 30, or it would revert to the .6% level as of April 1, 1985.

PUBLIC HEARING ON ORDINANCE NO. 29: Ms. Calvert opened the public hearing on Ordinance No. 29. There was no comment from the audience, and the public hearing was closed.

MOTION
VOTE

Ms. Nichols moved that Ordinance No. 29 be read by title only. Ms. Eberly seconded, and the motion carried by unanimous vote. Ms. Calvert then read the title of the ordinance ("Lane Transit District Ordinance No. 29, An Ordinance Imposing an Excise Tax on Employers, Providing for Administration, Enforcement, and Collection of the Tax, Terminating the Application of Ordinance No. 28, and Declaring an Emergency"). Extra copies of the ordinance were available for members of the audience.

MOTION
VOTE

Ms. Eberly then moved that the Board adopt Ordinance No. 29 at that time. Mr. Pusateri seconded, and the motion passed unanimously.

MOTION
VOTE

ORDINANCE NO. 30, AN ORDINANCE MAKING THE BOARD OF DIRECTORS OF THE LANE TRANSIT DISTRICT (LTD) THE LOCAL CONTRACT REVIEW BOARD FOR LTD AND DECLARING AN EMERGENCY: Ms. Eberly moved, seconded by Ms. Nichols, that Ordinance No. 30 be read by title only. The motion passed by unanimous vote, and Ms. Calvert read the title of the ordinance ("Lane Transit District Ordinance No. 30, An Ordinance Making the Board of Directors of the Lane Transit District (LTD) the Local Contract Review Board for LTD and Declaring an Emergency"). Extra copies were available for members of the audience.

MOTION
VOTE

Ms. Nichols then moved that the Board pass Ordinance No. 30 at that meeting. Mr. Pusateri seconded, and the motion carried by unanimous vote.

LTD CONTRACT REVIEW BOARD SESSION TO ADOPT CONTRACT REVIEW BOARD RULES: Ms. Calvert announced that the Board was now sitting in its official capacity as the LTD Contract Review Board in order to adopt rules for the Contract Review Board's operation. Mr. Pangborn explained that the rules are consistent with state law and are actually a simplification of what the State Attorney General had drawn up to govern public contract review boards.

MOTION

VOTE

Ms. Eberly moved that the LTD Contract Review Board adopt the Resolution Adopting the Rules of the LTD Contract Review Board, as stated on page 54 of the agenda packet. Ms. Nichols seconded, and the motion passed by unanimous vote.

RETURN TO REGULAR SESSION: Ms. Calvert closed the session of the LTD Contract Review Board and the LTD Board of Directors meeting was again in session.

BUDGET TRANSFER: Ms. Loobey stated that Ms. Rivenburg would respond to any questions the Board might have about the budget transfer. Mr. Pusateri asked if this was basically a bookkeeping procedure. Ms. Rivenburg explained that the increases in Marketing and Planning were due to larger than anticipated increases in accrued leave at the end of the year, and that it was normal to need budget transfers at the end of a fiscal year.

MOTION

Ms. Nichols moved that the Board approve the resolution transferring funds found on page 78 of the agenda packet. After seconding by Mr. Pusateri, the motion carried unanimously.

VOTE

Mr. Pusateri stated that he had received a second letter from a Mr. Fox, and wondered if staff and the other Board members had also received one. Ms. Loobey replied that staff were in the process of responding to that letter.

Mr. Pusateri then asked to be excused and left the meeting.

ITEMS FOR INFORMATION AT THIS MEETING:

Facilities Subcommittee: Ms. Calvert stated that at the July meeting, when more Board members are present, the Board will be asked to discuss the facilities process, including how much the Board wants to be involved and how much the Facilities Subcommittee should be involved. It was anticipated that the Subcommittee would be meeting to discuss these questions before the July meeting, and would bring a recommendation to the Board.

Ms. Loobey updated the Board on the facilities process by stating that the Oregon Legislature had allocated \$5 million from lottery proceeds to transit properties in the State. Of that \$5 million, \$600,000 had been appropriated as local share for the District's bus maintenance facility, and the balance would go to Salem and Tri-Met. Ms. Loobey stated that it was her understanding that the funds will be available for the District's use. She added that those who supported the allocation, including Senator Meeker and Tom Mason of Portland, liked the idea that LTD could leverage \$7.5 million in federal funds and have the opportunity to bring those funds into the community. Ms. Loobey further stated that staff would keep the Board informed of developments in this issue.

Oregon Country Fair: Ms. Calvert asked about charter service for the Oregon Country Fair. Ed Bergeron, Marketing Administrator, replied that the advertising theme for the Fair is "The Fair Will Pay Your Fare," which would help avoid the confusion about who is actually providing the service. He stated that 336 hours of service are planned for the four days of the Fair, and that the staff expect 12,000 to 15,000 rides to be

taken. The Fair, in accordance with Board discussion at a previous meeting, will pay approximately \$8,000, and LTD will contribute \$4,000 for the service. The Fair Board is also buying advertising on the exterior of the buses.

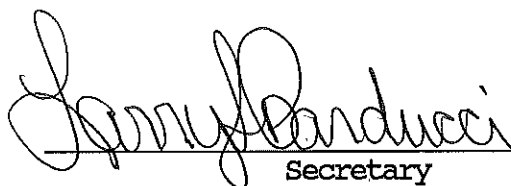
Letter Regarding Higher Education Budget: Ms. Calvert drew the Board's attention to the responses, included in the agenda packet, from various Oregon legislators. She commented that she didn't know if the Board's letter had helped or not, but the State System of Higher Education budget seemed to be in a relatively good situation. Ms. Loobey stated that the University of Oregon came out very well--not as well as they had hoped, but better than they had anticipated.

Certificates of Appreciation: Ms. Calvert also commented about the certificates of appreciation various staff members had received from the Lane County ESD and Association for Retarded Citizens. She thought those certificates were a nice recognition for their efforts.

Next Meeting: The next regularly scheduled Board meeting would be on July 16. However, both Joyce Nichols and Larry Parducci plan to attend an American Public Transit Association Board Members Workshop in Seattle during that time. Since the Board might have difficulty having a quorum at a meeting on the sixteenth, it was suggested that the meeting be held on the following Tuesday, July 23, instead.

MOTION
VOTE

ADJOURNMENT: With no further discussion, Ms. Eberly moved that the meeting be adjourned. After seconding, the meeting was unanimously adjourned at 8:10 p.m.


Secretary

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