

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, September 16, 1987

Pursuant to notice given to *The Register-Guard* for publication on September 10, 1987, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Wednesday, September 16, 1987 at 7:30 p.m. at the Eugene City Hall.

Present: Peter Brandt, Treasurer  
Janet Calvert, President, presiding  
Janice Eberly, Vice President  
Keith Parks  
Gus Pusateri, Secretary  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: Dean Runyan  
Rich Smith

**CALL TO ORDER:** Ms. Calvert called the meeting to order at 7:30 p.m.

**BUS RIDER OF THE MONTH:** Ms. Calvert stated that the Bus Rider of the Month program gives the District an opportunity to recognize people who have been faithful riders and form the backbone of the District's ridership. She then introduced the August 1987 Bus Rider of the Month, Carmen Daulton. Ms. Daulton said she had been riding the bus for nearly two years, while going to Lane Community College, job hunting, and then working full-time. She also said she appreciates the wonderful bus drivers.

The September Bus Rider of the Month, Bob Moore, could not attend the meeting that evening. Mr. Moore has lived in Eugene since 1951, and has been riding the bus for 35 years.

**EMPLOYEE OF THE MONTH:** Ms. Calvert stated that the Board members would all remember the August Employee of the Month, Gary Levy, for his cheerful smile and persistence in getting the Board members to smile for photographs. She added that Gary has only been with LTD for two years, but has made his mark on Board and the District. Mr. Levy stated that it is a privilege to serve an organization as committed to public service as much as LTD is in every facet of the organization. Since there was no August Board meeting, Mr. Levy had received his award from staff in August.

Ms. Calvert also introduced the September Employee of the Month, Jeanette Tentinger, who has been an Accounting Clerk at LTD for five years. Jeanette was nominated by fellow employees for the honor. In her

spare time, she works with the Big Brother/Big Sister program and volunteers on her day off as a Master Food Processor for the Lane County Extension Service. Ms. Calvert presented Ms. Tentinger with her certificate, letter, and check. Ms. Tentinger thanked the Board, and said she enjoyed working with everyone at LTD.

**AUDIENCE PARTICIPATION:** Ms. Calvert asked if anyone in the audience wished to address the Board on any topic. There was no participation from the audience.

MOTION  
VOTE

**APPROVAL OF MINUTES:** Mr. Brandt moved that the minutes of the July 15, 1987 regular meeting be approved as distributed. The motion was seconded by Ms. Eberly, and the minutes were approved by unanimous vote. The August meeting had been cancelled due to lack of agenda items, so there were no minutes from August.

**AUDIT REPORT--FISCAL YEAR ENDING JUNE 30, 1987:** Ms. Calvert introduced David Gault of Jones & Roth, the independent auditors who performed the audit of LTD's FY 86-87 financial statements. Mr. Gault stated that the auditors found the District's financial statements to be in the proper form and more than adequately supported with excellent documentation. He added that the District's financial accounting is thorough, accurate, and among the best he has seen in working with public agencies.

Mr. Brandt asked a question about the District's public contracts and purchasing procedures, which had been mentioned in the audit report. Karen Rivenburg, Finance Administrator, stated that these were handled by the Purchasing Agent, and that the procedures had been changed this year to respond to some exceptions which had not been properly documented in the past.

Mr. Brandt commented that the statistical information in the audit report was an interesting recap, and should be shown to the Budget Committee. He also asked about a one-time revenue of \$425,000 in 1981. Ms. Rivenburg said she would look in previous records for the details of that payment.

MOTION  
VOTE

Mr. Brandt then moved that the Board accept the Fiscal Year 1986-87 audit report as presented. Mr. Parks seconded, and the motion carried by unanimous vote.

Mr. Brandt stated that the independent audit had to be put out for bid this year, and wondered how long an auditor could be hired for. Ms. Rivenburg said it would be a one-year contract, with the option to renew for two years. Costs would be negotiated each year.

Ms. Calvert, on behalf of the Board, thanked Ms. Rivenburg, saying that the Board members all knew that the District's Finance Administrator does a terrific job, and that it is nice to hear an outside source affirm that.

**APPROVAL OF FISCAL YEAR 1987-88 SECTION 9 CAPITAL AND OPERATING GRANT APPLICATION:** Ms. Loobey stated that this application was for the District's annual Section 9 capital and operating grant, and was being prepared at this time even though only the House has passed the reauthorization act for transit. Making application now will help the District remain on its time line for this fiscal year, so that everything will be in order for grant approval when funds are authorized. Ms. Loobey added that the District has followed this process in the past.

Ms. Calvert asked if the District could amend the application if a different amount is authorized. Ms. Loobey replied that it could.

**Public Hearing on FY 87-88 Section 9 Capital and Operating Grant Application:** Ms. Calvert opened the public hearing on the District's Fiscal Year 1987-88 grant application for Section 9 capital and operating funds. There was no comment from any member of the audience, and Ms. Calvert closed the public hearing.

MOTION

**Board Deliberation:** Ms. Eberly moved that the Board authorize the General Manager to submit an application to the Urban Mass Transportation Administration for Section 9 operating and capital funds for Fiscal Year 1987-88, in the amount of \$1,410,250. Mr. Brandt seconded the motion. With no further discussion, the motion carried by unanimous vote.

VOTE

**APPROVAL OF SECTION 18 GRANT APPLICATION FOR CAPITAL FUNDS FOR NON-URBAN SERVICE:** Stefano Viggiano, Planning Administrator, explained that federal Section 18 funds are administered by the State Public Transit Division and are restricted for use in areas outside the urban growth boundaries. A total of \$1.09 million is available state-wide this biennium. Additionally, this year the State will pay the 20 percent local match for Section 18 capital projects, so the projects will be fully funded.

Pages 23 through 25 of the agenda packet describe the two projects staff were recommending for use of Section 18 funds. The first project, a new transit station at Lane Community College (LCC), would eliminate extra travel through the college grounds, and would correct a safety problem caused by current use of a new access road to the college. Mr. Viggiano explained that if this project is not approved by LCC this fall, District staff will ask the Oregon Public Transit Division to remove the project from the grant application.

The second project for which funds would be requested is the purchase of five buses for use in nonurban service. These buses would be equipped with reclining seats, reading lights, and other amenities which make longer trips more enjoyable for patrons. The District previously had such buses in service, but because they were old and involved increasing maintenance problems, they were retired from service and sold in the fall of 1986, after LTD purchased the new Gillig buses. Five of the new Gillig buses were assigned to nonurban routes. However, because of service increases over the years, the District has now reached its minimum spare bus

ratio. The purchase of five buses for nonurban service would allow the District to reassign the five Gilligs for use in urban service.

The two projects equal \$870,000 of the statewide total of \$1.09 million. Although staff are not anticipating that the District will receive the total amount requested, State Public Transit Division staff did encourage LTD to apply for the total amount to cover the District's nonurban needs. Having submitted an application could mean that any unfunded projects would have a better chance of being funded in the future.

Ms. Calvert asked what funds the State would use to fund the 20 percent local match. Mr. Viggiano replied that it would be allocating stripper well money for that purpose.

Ms. Eberly asked about the cost comparison between urban and nonurban buses. Mr. Viggiano replied that the cost is comparable.

**Public Hearing on Grant Application for Section 18 Federal Capital Funds:** Ms. Calvert opened the public hearing on the District's grant application for federal Section 18 capital funds for use in providing non-urban service. There was no testimony from the audience, and the public hearing was closed.

MOTION **Board Deliberation:** Ms. Eberly moved that the Board authorize staff to submit a grant application for federal Section 18 capital funds, in the total amount of \$870,000, to the Oregon Public Transit Division. After VOTE being seconded by Mr. Parks, the motion carried by unanimous vote.

**REVISION OF PRIVATIZATION POLICY:** Ms. Calvert commented that revision of the previously adopted privatization policy was basically a "housekeeping" measure, required by the Urban Mass Transportation Administration.

MOTION Mr. Brandt moved that the sentence reading "Competitive cost evaluations will be based on fully allocated costs" be added to section 4.3 of the privatization policy, as written in the agenda packet for that VOTE meeting. Ms. Eberly seconded the motion, which then carried unanimously.

**TRANSPLAN ANNUAL ENDORSEMENT:** Ms. Loobey stated that this was another "housekeeping" measure. The Board approved the TransPlan last year, and no significant changes have been recommended. However, included in the Plan is a requirement for annual endorsement by the local agencies which originally approved the Plan.

MOTION Mr. Brandt moved that the Board endorse the Eugene-Springfield VOTE Metropolitan Area Transportation Plan (TransPlan) as of September 16, 1987. After seconding by Ms. Eberly, the motion passed by unanimous vote.

**ITEMS FOR INFORMATION AT THIS MEETING:** Ms. Calvert requested that the two Executive Sessions scheduled for the meeting be held after the items for information.

**Board President's Report on APTA Governing Board Members Seminar:** Ms. Calvert attended an APTA Governing Board Members Seminar in July. She said it was the first such seminar she had attended as an LTD Board member, and she found it to be very worthwhile. She stated that the individual sessions were well done, and that she had met people from across the country. The sessions helped her, she said, to recognize that Lane Transit District is fortunate to be the size and complexity of system that it is, especially in relation to territorial graffiti, vandalism, private police, etc., found in most of the larger systems.

One of the sessions she attended related a customer profile to service, in which the presenters discussed the dissatisfied patrons who do not speak up and will not use the service if they have an alternative; and the complainers, who will continue to ride, and 95 percent of whom will become supportive if the problems are taken care of. One task, therefore, is to find new ways to encourage the people who are dissatisfied to verbalize their dissatisfaction.

Mr. Pusateri asked if any sessions focused on the safety and security of the bus drivers in the big cities. Ms. Calvert said she heard informally from other participants that some of the drivers are actually in cages on the buses. Ms. Loobey added that in San Francisco it is difficult to find drivers who are willing to bid on work in certain areas.

Ms. Calvert said that she found the July seminar so worthwhile that she had decided to attend the APTA Annual Meeting in San Francisco in late September, and encouraged other Board members to attend similar kinds of activities when they can.

**New Operations Facility Project Update:** Ms. Calvert commented that the property for the new site looked like a "big sandbox" now, because of the earthwork that had begun. Ms. Loobey called the Board's attention to page 43 of the agenda packet, to a summary sheet which lists bids that have been awarded, to whom they were awarded, the original estimate, actual bid, and variance. This summary sheet will be updated as new bids are awarded, and will be included in future agenda packets. Also included in the agenda packet for this meeting was a staff memorandum which explained progress since the last meeting in relation to earthwork, design, and the value engineering recommendations.

**Planning Survey of South Willamette Area:** In response to requests for extended bus service in the South Willamette Street area, staff recently conducted a mail survey of area residents. A copy of the survey and its results were included in the agenda packet for the September meeting. Mr. Viggiano explained that staff had reviewed a number of variables, such as car availability and housing density, in addition to

the survey. This review led staff to conclude that addition of the service would not be productive at this time.

Ms. Eberly asked if staff had talked with Mindy Combs, who had originally attended a Board meeting to request the service. She stated that the agenda materials clearly showed that a lot of study and thought went into the decision, and wanted to be sure that Ms. Combs understood that. Mr. Viggiano replied that a member of the Planning staff, Paul Zvonkovic, had contacted her and explained staff's decision. Although Ms. Combs was not happy with the decision, she did understand that her request was considered carefully before a decision was made.

**APTA Annual Meeting/Acting General Manager:** Ms. Calvert stated that she, Ms. Loobey; Mark Pangborn, Director of Administrative Services; Ed Bergeron, Marketing Administrator; and Sue Hanson, Marketing Representative, would be attending the American Public Transit Association's Annual Meeting in San Francisco from September 26 through October 1. During that time, Tim Dallas, Director of Operations, will be Acting General Manager.

Ms. Loobey said that this meeting is an annual event, but the accompanying expo of buses and bus related equipment and services occurs once every three years. The APTA Western Meeting will be held in April in Monterey. Board members will be given information on the conference as it is received, and Ms. Loobey encouraged Board members to contemplate attending.

**Oregon Transit Association Annual Meeting:** The Oregon Transit Association will hold its Annual Meeting on October 29 and 30 at the Red Lion in Springfield. No printed agenda was yet available, but Ms. Loobey stated that Governor Goldschmidt is scheduled to speak at lunch on Friday, and the Chairman of the Oregon Transit Commission on Thursday. OTA will also be honoring the transit legislator of the year, Al Young, a Democrat from Hillsboro, who was instrumental in helping OTA with transit issues in the last legislative session. On Wednesday, October 28, an early bird reception will be held in the evening, and sessions will be held all day Thursday and part of Friday. Ms. Loobey encouraged Board members to attend any or all of the sessions; more information will be distributed as it becomes available. Mr. Parks and Ms. Eberly stated that they would both be out of town during the Annual Meeting.

**Special Services Report:** Ms. Calvert stated that the Oregon Transportation Commission had toured the Eugene/Springfield area on a special charter on September 15.

**Fourth Quarter Ridership Summary:** Joe Janda, MIS Administrator, called the Board's attention to the written report on page 55 of the agenda packet. He stated that FY 86-87 was a positive year for the District. Ridership increased 3.9 percent for the year, due to several factors, such as community growth, market penetration, and maturation of service changes which were made a year or two ago. Farebox revenues also

increased. Services were reallocated but not increased significantly, so productivity also increased.

Mr. Janda explained that the cost per trip, discussed on page 57, is a measure of how much it costs the District to provide each trip. This amount decreased from \$1.32 in FY 85-86 to \$1.24 in FY 86-87 (these amounts are adjusted for inflation back to 1978). In today's dollars, the cost per trip is \$1.99. Mr. Janda stated that this amount has been decreasing for about five years, largely due to efficiencies in operating costs.

In 1986-87, user funding provided 19.1 percent of the total operating cost of providing service, a 4.0 percent increase over FY 85-86. It is projected that this percentage will continue to increase.

Mr. Janda stated that the next quarterly report will perhaps include a somewhat more in-depth report on some of the performance measures. Staff wish to begin to give more information and to obtain feedback on which performance indicators the Board would like to hear more about for future reports.

Ms. Calvert asked if Lane County Fair ridership was higher this year than last. Mr. Janda replied that Fair ridership increased approximately 2 percent this year, but that occurred in August so was not shown on this report. Ms. Eberly said the numbers for the Oregon Country Fair were outstanding, and asked about the Lane County Fair ridership figures. Mr. Janda stated that ridership this year was 155,000.

Ms. Calvert also asked about final figures on youth pass sales. Mr. Janda replied that 1,858 passes were sold, an increase of approximately 25 percent over last year's sales. Ms. Eberly commented that the Eugene teachers' strike caused a lot of area youth to be out of school during the heaviest marketing for the campaign, which occurs to a great extent in the schools. Mr. Janda stated that there was a tremendous increase in youth pass sales throughout last year, and that this carryover ridership is a goal of the summer youth pass campaign.

**EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(e) and ORS 192.660(1)(d):** Mr. Brandt moved that the Board adjourn to Executive Session pursuant to ORS 192.660(1)(e), for the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions; and pursuant to ORS 192.660(1)(d), to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mr. Pusateri seconded the motion, and the Board unanimously moved into Executive Session at 8:20 p.m.

**RETURN TO GENERAL SESSION:** After the Board returned to general session, Mr. Brandt moved that following resolution be adopted:

BE IT RESOLVED that it is necessary for Lane Transit District to acquire the property of Moyer Theatres, Inc. described on the

attached sheet, for the purpose of constructing a new administration and operating facility for Lane Transit District on said land; that the sum of \$547,500 is determined to constitute just compensation for said property and that there will be no damages for the taking of said property.

BE IT FURTHER RESOLVED that the General Manager is directed to make written offers to purchase said parcel, subject to approval by the Urban Mass Transportation Administration, at the value set forth hereinabove, less the amount of all taxes, assessments, and liens.

This resolution supersedes the Resolution approved by the Board and dated February 18, 1987, concerning said property of Moyer Theatres, Inc.

VOTE Ms. Eberly seconded the motion, and the Resolution was adopted by unanimous vote.

MOTION Mr. Brandt then moved that the Board authorize the General Manager to negotiate to a value no greater than \$560,000 if the first offer is not accepted, with the rest of the items in the Resolution which was just adopted remaining the same. Ms. Eberly seconded, and the motion carried by unanimous vote.

MOTION ADJOURNMENT: Ms. Eberly moved that the meeting be adjourned. The motion was seconded by Mr. Parks, and the meeting was unanimously adjourned at 9:55 p.m.

  
 Board Secretary