

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, June 17, 1992

Pursuant to notice given to *The Register-Guard* for publication on June 11, 1992, 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 Wednesday, June 17, 1992, at 7:30 p.m. in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Jack Billings
Peter Brandt, Treasurer
Janet Calvert
Tammy Fitch, Vice President
Patricia Hocken
Thomas Montgomery, Secretary
Keith Parks, President, presiding
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

CALL TO ORDER: The meeting was called to order at 7:30 p.m.

AUDIENCE PARTICIPATION: Dave Kleger introduced himself as co-chair of the Lane Council of Governments (L-COG) Paratransit Planning Committee. He said that the Paratransit Planning Committee and the Special Transportation Fund Committee strongly endorsed the Long-Range Paratransit Plan as presented to the Board. He thought it was an excellent, workable plan, and said he wanted to work with that plan for the next several years. The plan was written with a consultant hired with Special Transportation Fund grant money and had taken the better part of a year to write.

EMPLOYEE OF THE MONTH: Mr. Parks introduced the June Employee of the Month, Bus Operator Norm Bolden. Mr. Bolden was hired as a full-time bus operator on March 10, 1975, and had received an award for 14 years' safe driving. He was nominated by Opportunity Center students, who said that he was a "nice guy" who put up with noise and "jerks" on the bus, and always had a kind reply when someone thanked him; that he was a very kind bus driver who always had a smile on his face; that he was very kind to the elderly and persons with disabilities; and finally, that he was the "best employee ever." When asked what made Mr. Bolden a good employee, Transportation Administrator Bob Hunt said that Norm was steadfast. His excellent performance never varied--he worked hard, looked sharp, and did the job right. His commitment to excellence was manifested in a fine safety record and well over a decade of correct schedule operation (CSO).

Mr. Parks presented Mr. Bolden with an award and check. Mr. Bolden thanked the Board and said he appreciated the award. He said that for a time he thought he would not be

able to receive the award, because he lost time every year for asthma and hay fever. For that reason, he thought he might not deserve the award, but he did really appreciate working for LTD. He said that LTD seemed like a home, among a big family, and he could not remember ever dreading to come to work. He added that every day someone told him something good about LTD, and he wished his church would run as well. He said he would be 62 in January, and as far as he was concerned, this was the "only job in the state."

MOTION **APPROVAL OF MINUTES:** Ms. Fitch moved that the minutes of the March 4, 1991, special meeting, the February 12, 1992, adjourned meeting, and the May 20, 1992, regular meeting be approved as distributed. Mr. Billings seconded the motion, and the minutes were approved by unanimous vote.

VOTE

SECTION 18 CAPITAL GRANT APPLICATION: Micki Kaplan, Transit Planner, explained that federal Section 18 funds were available for mass transit districts, cities, and counties to use for capital improvements in rural areas. Staff were recommending that LTD apply for Section 18 capital funds to purchase three bus shelters and one 29-foot, lift-equipped paratransit bus. Section 18 funds would provide 90 percent of the cost of these items. The District would need to provide \$1,800 as local match for the shelters, but no local funds would be required for the paratransit vehicle. Special Transportation Fund (STF) funds were available, and the STF Advisory Committee had already recommended approval of funding for this project.

Ms. Kaplan explained that LTD contracted with the Lane Council of Governments for paratransit service. The Maxi-Taxi, a demand/response grocery shopping service, formerly served only ambulatory seniors. However, that practice was now illegal under the regulations of the Americans with Disabilities Act (ADA), and the District was required to provide accessible shopping service for persons with disabilities, as well.

Mr. Billings asked Ms. Kaplan for her estimation of how successful the grant application would be. Ms. Kaplan replied that at first she thought the District's chances of receiving the grant were very good, but she had heard lately that more rural communities were finding the money for local match, so she thought LTD's chance of receiving the funds might be closer to 50/50.

Ms. Hocken asked about propane conversion, as listed on the List of Projects. Ms. Kaplan explained that L-COG subcontracts paratransit service to Special Mobility Services (SMS), and SMS converted all their buses to propane because they believed the buses ran cleaner and the engines lasted longer.

Mr. Billings asked what would happen with Maxi-Taxi if LTD did not receive the grant funds for a lift-equipped vehicle. Ms. Kaplan explained that a lift-equipped back-up vehicle would have to be provided for accessible shopping service in rural communities. That would mean either using an accessible taxi cab, of which there was only one in Eugene, or taking a Dial-a-Ride vehicle out of service for an hour or so. That would be very expensive, and would also reduce the capacity of Dial-a-Ride.

Public Hearing on Section 18 Capital Grant Application: Mr. Parks opened the public hearing on the District's application for Section 18 capital grant funding. Dave Kleger spoke again, stating that the STF Advisory Committee and the Paratransit Planning Committee had reviewed the application and would like to see the District apply for the funding. He said that having the grant funds for the lift-equipped paratransit vehicle would make compliance with the ADA a lot easier. He explained that LTD had some time to phase in accessibility on the Maxi-Taxi, but the committees would rather accomplish this quickly, because it was an awkward situation without an accessible vehicle. He added that a vehicle bought in future years would cost more, due to inflation.

Closure of Public Hearing: There was no other testimony, and Mr. Parks closed the public hearing.

Board Deliberation and Decision: Ms. Hocken said she had noticed that some of the paratransit vehicles were vans and some were body-on-chassis buses, and wondered about the difference and why the District was moving away from vans. Ms. Kaplan said that, typically, paratransit services had used smaller vehicles for better maneuvering through parking lots, etc. However, the goal now was to group paratransit trips as much as possible. The body-on-chassis buses were similar to a mini-motorhome chassis, and were used in order to expand the capacity but remain with a smaller vehicle for maneuverability. A 24-foot body-on-chassis paratransit vehicle had about 18 to 20 seats, but two or three seats would be removed to accommodate the lift and wheelchair stations.

Ms. Calvert asked where the shelters would be placed in rural areas. Stefano Viggiano, Planning Administrator, said that staff had received several requests for shelters, but would take passenger counts before making a final decision.

MOTION Ms. Calvert moved that the Board approve the LTD Section 18 grant application to purchase three bus shelters and one paratransit bus, in the total amount of \$98,000, and authorize the General Manager to submit the grant application. Mr. Montgomery seconded, and the motion carried by unanimous vote.

VOTE

LONG-RANGE PARATRANSIT PLAN: Ms. Kaplan stated that the Board had been provided with copies of the draft Long-Range Paratransit Plan at the May meeting. There were no substantive changes between the draft plan and the final plan, which had been distributed with the packets. She said that Terry Parker of the Lane Council of Governments (L-COG) had been managing the special transportation programs for LTD for several years. The plan was developed jointly between LTD and L-COG, so the L-COG Board would take action at its meeting the following week. Due to the Americans with Disabilities Act (ADA), paratransit had undergone major changes, and would continue to do so. The rationale for establishing a new fare structure was to encourage those who could use the fixed-route system to do so. The advisory committee and staff believed that the increased fare was justified. The average cost for paratransit was \$11.30, compared with about \$2.00 on the regular system. It was critical to paratransit that it be reserved for those who truly needed it, and that it not be used purely out of convenience by others who could ride the fixed route.

Ms. Kaplan explained that Dial-A-Ride service must be rectified according to the ADA, and Dial-A-Ride customers had the right of appeal. An appeals committee had been established. Contested appeals committee decisions might ultimately go to the LTD Board, but staff expected very few to go that far.

Ms. Kaplan said that LTD contracted with L-COG for paratransit service. Because of the ADA, the District was renegotiating the contract to reflect the ADA.

MOTION Mr. Brandt moved that the Board adopted the Lane County Long-Range Paratransit Plan
VOTE as presented. The motion was seconded, and approved by unanimous vote.

**SECOND READING AND ADOPTION--ORDINANCE NO. 35, AN ORDINANCE
SETTING FARES FOR USE OF DISTRICT SERVICES:**

MOTION Mr. Parks stated that this was the
VOTE second reading of the proposed ordinance. Ms. Fitch moved that Ordinance No. 35 be read by title only. Mr. Montgomery seconded, and the motion carried by unanimous vote. Additional copies of the ordinance were available for any member of the audience who wished one.

Ms. Loobey read the title of the ordinance, "Lane Transit District Ordinance No. 35, An Ordinance Setting Fares for Use of District Services."

MOTION Ms. Fitch moved that the Board adopt Ordinance No. 35. The motion was seconded,
VOTE and the ordinance was adopted by unanimous vote.

MOTION **RISK FUND CLOSURE:** Mr. Brandt moved that the Board approve the Resolution
VOTE authorizing the closure of the Risk Fund at June 30, 1992, and the transfer of the Risk Fund's ending fund balance to the General Fund. The motion was seconded, and the Resolution was approved by unanimous vote.

MOTION **YEAR-END TRANSFER TO THE CAPITAL FUND:** Ms. Fitch moved that the Board
approve the Resolution transferring up to an additional \$930,429 from the General Fund to the Capital Fund. Ms. Calvert seconded the motion. Mr. Brandt asked why this was an additional amount. Tamara Weaver, Finance Administrator, said this was the amount over the original budget amount of \$70,000 anticipated during last year's budget process. Mr. Brandt asked how much staff had predicted a month before. Ms. Weaver said that a month before, staff predicted the same amount as in the Long-Range Financial Plan.

VOTE Mr. Brandt called for the question, and the motion carried by unanimous vote.

ADOPTION OF FISCAL YEAR 1992-93 BUDGET: Mr. Parks asked if there were any questions from the Board regarding the FY 92-93 budget. Ms. Weaver said there was only one minor change in the budget; a few capital purchases were rolled over to next year because they were not completed in the current year. Otherwise, the budget was the same as presented during budget deliberations in the spring.

Public Hearing on Fiscal Year 1992-93 Budget: Mr. Parks opened the public hearing on the District's FY 92-93 budget. There was no testimony, and the public hearing was closed.

MOTION **Board Action:** Ms. Hocken moved that the LTD Board of Directors approve the Resolution adopting the Fiscal Year 1992-93 budget and making appropriations as represented in the Resolution, in the total sum of \$22,430,453. Mr. Montgomery seconded the motion, and

VOTE Ms. Fitch called for the question. The Resolution to adopt the budget was approved by unanimous vote.

MOTION **RESOLUTION REAFFIRMING DISTRICT BOUNDARIES:** Ms. Fitch moved that the Board adopt the Resolution reaffirming that Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance No. 24. The motion was seconded.

Mr. Brandt asked if the reason for not expanding or contracting the boundaries was that there was no reason to offer service outside the boundaries. Ms. Loobey said that was correct. She said these were not the Board subdistrict boundaries, and that it was basically a "housekeeping" measure required by law. Ms. Calvert added that this was the area in which the District collected taxes.

VOTE Mr. Brandt called for the question, and the Resolution reaffirming the District's boundaries was adopted by unanimous vote.

PRELIMINARY EUGENE STATION SITE SELECTION REPORT: Mr. Viggiano explained that staff made changes in the Eugene Station materials in response to Board direction at the last meeting, and were presenting them to the Board for approval before releasing them to the public. He said that the people who requested additional information about the site selection process would receive the packet included in the agenda packet.

MOTION Mr. Billings moved that the Board approve the preliminary Eugene Station Site Selection Report as presented. Mr. Brandt seconded the motion.

Ms. Hocken asked about the rider proximity analysis, specifically the ratings for employees within a three-block area. She thought the top three sites were fairly close, and should have similar ratings. Mr. Viggiano said that if the McDonald site was somewhat inflated because of the Bon Marche and Sears, which had closed their downtown stores, the employment figures might drop by a couple hundred and would then be in line with the I-HOP site. Ms. Hocken said she thought the number of land blocks shown on the chart was helpful information.

VOTE Ms. Fitch called for the question. The motion to approve the preliminary Eugene Station Site Selection Report carried by unanimous vote.

ITEMS FOR INFORMATION AT THIS MEETING:

Rural Bus Service Requests: Ms. Loobey explained that Lane County Commissioner Marie Frazier hoped to find some funding for a demonstration grant to provide bus service to the rural communities of Marcola, Oakridge, Creswell, and Cottage Grove. However, unless the communities were willing to pay the payroll tax, the service could not continue, and the provision of service to these areas was a lower priority for LTD than some more urgent urban

service requests. Staff heard of her proposal through the Cottage Grove Chamber of Commerce, where Ms. Frazier was scheduled to talk about bus service to begin in September, although she had never contacted LTD. LTD had to let the Chamber know that the suggested service could not happen in September. Two years ago, there was quite a bit of interest in service to Cottage Grove, but nothing materialized. Ms. Loobey said she had tried to contact Ms. Frazier to discuss the issue. If Ms. Frazier did find money for this service, Cottage Grove could prepare a request for proposals and have any private organization handle it. Ms. Loobey stressed that this was an independent action on Ms. Frazier's part; she had not spent any time with LTD staff before contacting Cottage Grove and the other communities.

Special Service Requests: Ms. Calvert asked if the District would be able to supply any buses for the big track meet next year. Mr. Pangborn said LTD would be able to accept big, major activities that could be done as expanded regular service. The federal regulations say that charters occur when groups want exclusive use of the service, so the District could provide service if schedules were printed and anyone could use the service. For major conventions, the District could participate in joint promotions and schedule them as regular service. The University of Oregon wanted service for the football team to the airport, and that did not meet the conditions under which LTD could provide the service. There might be a change in the state law during the next legislative session, but, in the meantime, LTD could not provide that kind of charter service.

Mr. Pangborn explained that the District's costs were divided by hours of service to determine the cost for charters, and charters paid 100 percent of the costs. The current fully-allocated cost for LTD was \$55 per hour. Hours of service were determined by multiplying the time span, the number of days, and the number of buses.

Mr. Brandt asked if the Oregon Country Fair was considered a community event similar to the Lane County Fair. Mr. Pangborn said that it essentially was; the District had been providing the service for ten years, and the 40,000 people who ride there considered it a community event. The Oregon Country Fair would be "buying" the farebox at 100 percent of the cost. Ms. Hocken asked if the Scandinavian Festival would have to pay for service if they wanted it. Ms. Loobey said that they would; staff had worked with the Festival numerous times during previous years, but the Festival had not been willing to do any kind of promotional partnership.

LCC Group Pass: Mr. Billings asked if there had been any follow-up with Lane Community College regarding a group pass program. Mr. Pangborn replied that the LCC student government decided not to put the group pass on the ballot this year, and the administration was not prepared to pay for the pass. The issue might resurface sometime next year. Ms. Hocken said that one of the issues was the actual ridership figures. Mr. Viggiano said that any adjustments the District might make were fairly minor compared with how far apart the two groups were in price. Mr. Pangborn said that the dilemma would be that the gap would widen. The term pass cost was increasing from \$46 per term to \$50 per term, so the replacement formula for group pass programs would be higher.

Financial Report: Ms. Weaver said that there were no significant changes to report, and Mr. Brandt said that the financial statements looked good. Ms. Hocken wondered about

the investment of the District's reserve funds, given the poor climate for investment. Ms. Weaver explained that the District was fortunate to have access to a government pool managed by competent professionals. The investment pool interest ran higher than others LTD could access; for a long time, it was considerably ahead of the market rate because of a large body of money, and was just beginning to drop. Ms. Hocken asked about the ranges last month. Ms. Weaver said it dropped to about "sixish." She added that the District could access the money daily, and that about \$5 million in the government pool seemed to be reasonable.

MOTION ADJOURNMENT: Mr. Brandt moved, seconded by Mr. Billings, that the meeting be
VOTE adjourned. There was no further discussion, and the meeting was unanimously adjourned at 8:05 p.m.



Board Secretary