

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT
REGULAR MEETING
August 21, 1979

Pursuant to notice given to the Register Guard for publication on August 16, 1979, to the Springfield News 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, Eugene, Oregon on August 21, 1979 at 7:30 p.m.

Present:

Richard A. Booth, Secretary
Daniel M. Herbert, Vice President
Kenneth H. Kohnen, President, presiding
Ted J. Langton, Treasurer
Glenn E. Randall
Carolyn Roemer
Phyllis Loobey, General Manager
Mavis Skipworth, Recording Secretary

News media representative:
Marvin Tims, Register Guard

AUDIENCE PARTICIPATION: Clark Cox of 1085 Patterson asked about operating procedures of drivers encountering yellow lights. Mr. Dallas explained that operators are subject to the law and should stop when approaching a yellow light.

MINUTES: The minutes of the July 17, 1979 regular meeting and the August 7, 1979 adjourned meeting were distributed for review. Mr. Kohnen asked that two clerical errors on the first page of the July 17 minutes be corrected to indicate the meeting time of 7:30 p.m. and the reference to Amendment Ordinance No. 1 be changed to Amended Ordinance No. 1. The minutes for both meetings were unanimously approved with those corrections.

MOTION
VOTE

Mr. Booth commented that the minutes well reflected the philosophical differences concerning fare increases and both sides were well represented on the issue.

SECOND AMENDED ORDINANCE NO. 1: Mr. Kohnen presented the Second Amended Ordinance No. 1 for a second reading and advised that copies of the ordinance were available at this meeting for all persons interested.

MOTION
VOTE

Mr. Herbert moved to read Second Amended Ordinance No. 1 by title only. Mr. Langton seconded the motion and it carried unanimously. Mr. Kohnen read "Second Amended Ordinance No. 1. An ordinance providing rules for meetings of Lane County Mass Transit District."

MOTION
VOTE

Mr. Herbert moved that Second Amended Ordinance No. 1 be adopted. Mr. Langton seconded the motion and it carried unanimously.

ORDINANCE NO. 15: Mr. Kohnen presented Ordinance No. 15 to redefine the service area boundary with the exclusion of the Marcola area. He explained that in order to provide sufficient leadtime for the Department of Revenue to advise affected employers, the ordinance had been prepared with an emergency clause.

MOTION Mr. Langton moved that the chairman read Ordinance No. 15 by title only
VOTE and Mr. Herbert seconded the motion, which carried unanimously. Mr. Kohnen advised that copies of the full ordinance were available to persons present. He read "Ordinance No. 15. An ordinance classifying and designating a service area, repealing Ordinance No. 8, and declaring an emergency."

MOTION Mr. Herbert moved to adopt Ordinance No. 15 and the motion was duly seconded.

Mr. Randall entered the meeting.

Mr. Randall referred to Second Amended Ordinance No. 1 and objected to the word "he" in Section 11 which states "The general manager shall attend all meetings and participate in such meetings, but he shall not vote." Mr. Kohnen said the district's legal counsel will be contacted to learn how deletion of the word "he" can be accomplished.

VOTE The question was put on Mr. Herbert's motion to adopt Ordinance No. 15 and it carried unanimously.

ORDINANCE NO. 16: The chairman presented Ordinance No. 16 to exempt employers within the Marcola area from the payroll tax and he advised that the ordinance had also been prepared with an emergency clause for the reason cited above. He said copies of the proposed ordinance were available for interested persons.

MOTION Mr. Randall moved that Ordinance No. 16 be read by title only. Upon second-
VOTE ing by Mr. Langton, the motion carried unanimously. Mr. Kohnen read "An ordinance imposing an excise tax on employers, providing for administration, enforcement and collection of the tax, terminating the application of Ordinance No. 14 and declaring an emergency."

MOTION Mr. Herbert moved adoption of Ordinance No. 16 as presented. The motion
VOTE was duly seconded and carried unanimously.

REQUEST FOR ADDITIONAL STAFFING: The staff presented a memo providing justification for two additional staff, a Field Supervisor and an Information Services Clerk. Responding to question by Mr. Randall of budget implication, Ms. Loobey said that although the positions had not been included in the budget, approximately \$80,000 is anticipated in additional revenue from increased ridership. She explained that at the time of the budget process the September service design, with additional Sunday service, had not been finalized.

MOTION Mr. Randall moved the board approve the staff request for one additional
Field Supervisor and one additional Information Services Clerk for early September. Mr. Herbert seconded the motion.

Mr. Booth said it was unfortunate that the need for additional personnel was not brought up during the budget process as a part of the additional Sunday service; that he believed there is now excessive administrative personnel

and it would not be prudent to adopt additional positions without making appropriate budget revisions.

Mr. Herbert agreed that the need could possibly have been foreseen at budget time but said he did not view the requested staff as administrative personnel; that the projected load on the Information Services could be a result of increased ridership and an additional Field Supervisor could be needed in working out the requirements of Sunday service. Mr. Booth said it appeared that an additional Information Clerk would be justified but it was difficult to see the need for another Field Supervisor during the week if the same number of buses are on the street.

Mr. Randall suggested the additional positions should be approved and the staff asked to report to the board in December on the fiscal effect of the extra staffing.

VOTE

The question was put and carried with favorable vote by Herbert, Kohnen, Langton, Randall, and Roemer; and opposed by Booth.

MAINTENANCE SUBCONTRACTING: Mr. Kohnen spoke of the revisions made in the statutes by the 1979 Legislature that would allow contracting some of the district's maintenance functions. He reported that the district's legal counsel has advised that contracting could conflict with the Section 13C agreement the district entered into as a condition of the receipt of federal funds. The chairman referred to a staff memo presented in November of 1978 which listed the advantages and disadvantages of subcontracting, and included a list of steps that could be taken to provide an incremental approach to contracting.

Mr. Langton suggested that the staff pursue the first three steps listed:
1) to determine the legal and procedural requirements necessary for subcontractors,
2) to conduct a survey of the market to determine potential subcontracts, and
3) to request informal proposals from potential subcontractors to determine what services are available and provide information to formulate specifications.

MOTION

Mr. Randall moved that the staff proceed with those three steps and present a progress report at the December board meeting. Mr. Langton seconded the motion.

Mr. Herbert said he wondered if subcontracting could be utilized in place of additional employees that would be required with the arrival of the new buses, thus continuing with the same number of employees.

Mr. Booth suggested the district's legal counsel should review cases determined on this and give a positive opinion. Mr. Kohnen said it would be helpful if staff could determine the types of contracting that could be done which would not conflict with the 13C agreement. Mr. Herbert recalled previous discussion on utilizing taxi service and said this perhaps could be an option.

VOTE

The question was put on Mr. Randall's motion and carried unanimously.

FOURTH AMENDMENT TO LTD/ATU PENSION TRUST: The board received copies of the Fourth Amendment to the LTD/ATU Pension Trust which addressed a change in the number of hours worked to earn current service credits. Ms. Loobey advised that the amendment was not presented to the board in October of 1977 and should receive formal adoption by the board.

MOTION
VOTE

Upon motion by Mr. Randall, seconded by Mr. Booth, the board unanimously approved the following resolution:

WHEREAS a Fourth Amendment to the Lane Transit District and Amalgamated Transit Union, Local No. 757, Pension Trust Retirement Plan as distributed, marked Exhibit A and incorporated herein by reference, was implemented by the Lane Transit District effective October 1, 1977 but no formal approval of said Amendment having been made by the Board, the Board hereby ratifies and approves the implementation of said Fourth Amendment and further empowers the General Manager of the Lane Transit District to execute the same on behalf of the District.

Mr. Randall asked to be excused from the meeting as his presence was required at another meeting.

PROGRAM REPORTS: Ms. Loobey told the board that staff would now present reports on programs underway in the Marketing Division, and the Planning and Operations Departments.

Ken Powis, Director of Marketing and Public Relations, gave a comprehensive description of current programs and activities of the Marketing Division designed to further enhance the district's public image and market the system. He described a market identification program being carried on in three major market segments: employees, schools and neighborhood associations. He spoke of 1) the service possibilities for special events through working with major business organizations, convention planners and educational establishments, 2) evaluating the potential use and benefits of future park'n'ride facilities with the business community and the City of Eugene, 3) development of a training program to introduce more specific marketing and public relations techniques to district employees who are in direct and constant contact with the public, 4) market research to evaluate the effectiveness of the transit system, 5) research to identify public opinion on system information dissemination and public desire of bus service to the airport, and 6) the introduction of an extensive television and radio campaign in September.

Mr. Booth commented that the airport issue has been reviewed three times and he would feel the district should not waste more time on it. Mr. Kohnen said some businesses in the area of the airport have expressed interest in having service for their employees. Mr. Booth reminded that the earlier market survey identified the student population as the largest potential ridership group and suggested it would be more advantageous to develop that ridership than in the rural area.

Mr. Powis said it is the intent of the advertising campaign to not pinpoint any specific groups but to make the public aware that bus service can be an integral part of people's lives by showing them the many ways they can use the transit system.

David Rynerson, Director, reported on major projects the Department of Planning and Development is engaged in to increase the capacity and performance of the system. He spoke of the ongoing efforts to implement service improvements that people would like to have, of the district's energy contingency planning, accessibility of the fixed route system, downtown transit improvements, budgetary organization and review of the capital projects included in the Transit Development Program, the status of the Riviera Transit Station and LCC loading area,

as well as the annual route review with redesign of the timetables. He said all of these projects move toward accomplishment of the transit element in the T-2000 plan. He described ongoing activities of the Planning Department in system performance monitoring, communication, bus stops, research programs and in-house technical assistance.

Tim Dallas, Director, reviewed several new programs the Operations Department is engaged in to enhance the district's ability to deliver safe, reliable and efficient service. He spoke of the department's involvement in implementation of the new system to begin early September; the status of the capital projects under Capital Grant III; an operator retraining program with emphasis on instructional technique and public relations; a formalized mechanic training program; rebuilding of a Twin Coach bus; and of supervisor training in the Transportation Division. He described the ongoing activities of the Maintenance, Transportation and Safety divisions.

Mr. Dallas reported that the district is pursuing purchase of buses from Flyer Corporation and GMC of Canada, and has decided against Advance Design buses because of the high initial cost and problems indicated in their operation. He said the color selection of white with green and blue accents was deemed to be more economical and attractive, and the buses would appear cleaner. He gave an update on the status of negotiations to acquire additional property around the current site. He advised that acquiring additional fuel storage facilities would receive first priority; and that a Twin Coach is being rebuilt to determine flexibility of seating arrangements and the costs of rebuilding coaches.

Mr. Herbert commended the staff for the excellent organization and substance of their reports.

OREGON MASS TRANSIT FINANCING AUTHORITY: Mr. Kohnen reported on a recent meeting of the Oregon Mass Transit Financing Authority which he and Ms. Loobey attended. He advised that Tri-Met is considering issuing bonds to build a transit station and, under the financing authority, the state could purchase the equipment and lease it to the transit district. He said this could be a test situation for using the financing authority and possibly this district could utilize it to accelerate acquisition of buses or other facilities.

WORKERS' COMPENSATION: Ms. Loobey reported on the progress of the Workers' Compensation program implemented in January. She presented a comparison of the claim activity indicating a marked reduction in timeloss days through the six month period, although the claim frequency remained about the same. She said the program seems to be working well and the staff is getting excellent cooperation from the SAIF staff.

INCOME TAX RESULTS: The staff presented a breakdown of the voting by precinct in the May 1978 election on an LTD income tax measure, which indicated that a vote within only the proposed service area would have resulted in 64.5% opposed and 35.5% in favor of the income tax.

Mr. Herbert observed that if the district prepared an ordinance and referred it to the voters, he believed it would be up to other organizations to attempt to influence the voters and concentrate on those precincts where there would be the most turnout. Mr. Booth said he believed it would be a waste of time to refer it to the voters, and if the board believes in the income tax it should go ahead and vote it in.

Mr. Herbert suggested obtaining a political analysis of the probable outcome of another election on the income tax. Mr. Powis said it could be handled by a local firm specializing in evaluating political votes or it could be piggybacked onto the district's followup GMA survey. He said he would investigate the reliability of each and would obtain a cost quote from the political firm. Mr. Herbert asked that this be pursued to determine if there has been a change in public attitude, and that the staff report at the optimum time to enable the board to move ahead.

REGULAR MONTHLY REPORTING: Reporting for the month of July was received for board review on finance and budget, marketing, ridership and operation.

ADJOURNMENT: The meeting was adjourned to Tuesday, September 11, 1979 at 7:00 a.m. at Mr. Steak Restaurant, Broadway and Garfield, for discussion on the capital program and additional information on the bonding authority.

A handwritten signature in green ink, reading "Richard A. Book". The signature is written in a cursive style and is positioned above a horizontal line.

Secretary