

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT
REGULAR MEETING
October 17, 1979

Pursuant to notice given to the Register Guard for publication on October 12, 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 October 17, 1979, at 7:30 p.m.

Present:

Richard A. Booth, Secretary
Daniel M. Herbert, Vice President
Kenneth H. Kohnen, President, presiding
Carolyn Roemer
Phyllis Loobey, General Manager
Mavis Skipworth, Recording Secretary

Robert C. Loomis
News media representative:
Marvin Tims, Register Guard

Absent:

Ted J. Langton, Treasurer
Glenn E. Randall

INTRODUCTORY REMARKS BY BOARD PRESIDENT: The chairman welcomed Dr. Loomis to the meeting advising that, pending senate confirmation of his appointment to the board, Dr. Loomis will not have the privilege of voting on action items.

Mr. Kohnen reported that he and Ms. Loobey had attended the regular board meeting of the Eugene Area Chamber of Commerce earlier this day.

AUDIENCE PARTICIPATION: Dave Kleger, Rehabilitation Counselor with the Oregon Vocational Rehabilitation Division, expressed his approval of the lift mechanism on an accessible bus viewed by the board and other interested persons prior to the board meeting. He said that as a potential user of accessible transportation he had not ridden on any lift that made him feel more secure than the demonstrated Lift-U lift. He spoke of his preference of a mechanical lift to a hydraulic mechanism as it appeared less likely to fail, of his approval of the two handrails and said that while he observed minor problems, he did not envision any safety hazards. George Ackley, Purchasing Agent, informed the board that the District's new buses will be equipped with a similar lift from Environmental Equipment Corporation of San Leandro, California, and noted that although one handrail is standard, a second could be added.

MOTION
VOPE

MINUTES: The minutes of the regular board meeting of September 18, 1979 were unanimously approved as distributed.

1978-79 AUDIT REPORT: David Gault of Derickson & Gault presented the 1978-79 Audit Report. Mr. Booth called attention to two categories of appropriation that were overexpended, Contractual Services and Materials and Services. Ms. Loobey responded that the staff had anticipated those categories would remain within the appropriated amounts and had not requested board authorization to transfer funds from other categories. Mr. Merrell, Accountant, explained that a larger than anticipated number of accounts payable had accrued at the end of the fiscal year, and that the final inventory was less than expected.

Mr. Herbert asked Mr. Gault if more caution in the future would be sufficient or if the district should take special steps to avoid a recurrence. Mr. Gault replied that expenditures should be watched more closely as the year end approaches to determine if transfers should be authorized. Mr. Kohnen suggested a review should be scheduled in April or May of the budgeted items. Mr. Booth said any month to month accounting system should be conservative in order to end up on the plus side and he expressed concern that proper action was not taken in areas where overexpenditures were apparent.

Mr. Gault referred to his cover letter accompanying the audit reports and to a number of suggested changes for the prevention of small-sum pilfering of receipts. Mr. Booth said he believed there were areas where the district has been weak in control, and asked for a staff recommendation as to what would be practical, and the board should take action at the next meeting..

The auditor spoke of a conveyable mis-use of available signature stamps and urged tight security to be maintained over them. Mr. Booth objected to using any signature stamps on checks and suggested the stamps should be destroyed.

Mr. Kohnen asked the staff proceed toward implementation of the auditor's suggestions and to report to the board in two months on what has been accomplished.

MOTION
VOTE

Mr. Herbert moved the board accept the 1978-79 Audit Report as described in the agenda material. Mr. Booth seconded the motion and it carried unanimously.

FLEET ACQUISITION: In response to board instruction at the September board meeting, Ms. Loobey presented data prepared by staff concerning acquisition of additional buses by 1) documentation of need, 2) availability of buses, and 3) financing of additional equipment.

Paul Shinn, Transit Development Specialist, described the overload problems the district has been experiencing and the limited steps possible to reduce overloading. He outlined four methods initiated to monitor passengers loadings. Mr. Booth commented that although some routes are now overloaded, he has noticed empty buses and suggested consideration of split shifts with some buses running at 8:00 a.m. and 4:00 p.m. only.

Discussion followed on three possible alternatives for fleet acquisition: Alternative No. 1 adhered to the capital projects scheduled in the Transit Development Program; Alternative No. 2 included acquiring eleven additional buses through bonding; Alternative No. 3 included bonding for twenty-two additional buses.

Ms. Loobey said she believed a large portion of the increased ridership is not due to the sudden influx of population, but from many people who have a choice of transportation alternatives. She told of a variety of activities within the city that will have an impact on ridership. She said the district will be viewed as having the responsibility to furnish transportation and there presently is not enough equipment available.

Mr. Booth expressed reservations about utilizing a bonding program as he would anticipate the lending rates would be inflated. He commented that although the district would save \$140,000 a year in maintenance costs, the district would be spending \$1,000,000 in new buses to do it. Mr. Herbert reminded that old buses break down a lot, as well as costing more to maintain, and quality should be kept in mind.

Mr. Herbert said it was his opinion that the district would have to go to a bonding program within the next decade in order to implement other capital projects, and he spoke of the advantages of doing it shortly.

MOTION

Mr. Herbert moved the board ask the staff to develop further information on Alternative 3. Mrs. Roemer seconded the motion.

Dr. Loomis said he was convinced that transportation needs will get greater and he named activities currently underway in the downtown development that would put additional demands on the transit system. He expressed agreement with Mr. Herbert's recommendation of "more buses sooner," stating that should the prediction of additional demand prove wrong, the buses could easily be sold at their cost, if not a profit. He said he would favor buying what the district could afford to buy if at a reasonable rate and a reasonable bond issue.

Responding to question by Mr. Kohnen of the time limit in increasing the number of buses on order, Ms. Loobey said the contract would be signed on October 18 and the district would have 60 days to increase the order.

Mr. Herbert said he wished further information on obligations the district would have beyond 1982 before making a financial commitment of ten to fifteen years. Mr. Booth said he would prefer a further review of the other alternatives, as well.

VOTE

The question was put and the motion carried unanimously.

Ms. Loobey said as soon as the information is prepared and discussion has been held with lending institutions, the board would be so advised and a special meeting could be called.

NOVEMBER REGULAR BOARD MEETING: Dr. Loomis spoke of his previous commitments conflicting with the next regularly scheduled board meeting date and it was agreed to adjourn the November 20 meeting to November 27.

DOWNTOWN TRANSPORTATION STUDY: The board was advised that the Downtown Transportation Study advisory committee will meet in workshop sessions on October 30 and 31 to discuss alternative locations for a downtown transfer site. Dan Herbert and Ellen Bevington will attend as the district's representatives.

REPORTING: Regular reporting for the month of September was presented for finance and budget, ridership, marketing and operations.

Richard A. Book

Secretary