

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT

ADJOURNED MEETING

December 14, 1982

Pursuant to notice at the November 16, 1982 regular meeting and given to the Eugene Register-Guard for publication on December 9, 1982, and distributed to persons on the mailing list of the District, an adjourned meeting of the Board of Directors of the Lane County Mass Transit District was held at the City Hall in Eugene, Oregon, on December 14, 1982 at 7:30 p.m.

Present: Peter M. Brandt
Janet Calvert
Janice Eberly, Secretary
Glenn E. Randall, Vice President/Treasurer, presiding
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

News Media Representatives:
Bill McCall, Eugene Register-Guard
Kathleen Monje, Oregonian

Absent: Ted J. Langton, President
Judy Nelson
Larry Parducci

INTRODUCTORY REMARKS BY BOARD CHAIRMAN: Mr. Randall, Vice President/Treasurer, called the meeting to order in the absence of the Board President.

AUDIENCE PARTICIPATION ON ITEMS OTHER THAN FARE STRUCTURE: There was none.

REQUEST FOR WAIVING OF PENALTIES AND INTEREST ON BACK TAXES OWING: The Chairman moved this agenda item forward on the agenda because Bill Bolton of Sawyer Machine Works was present to participate in the discussion. Mr. Bolton explained that recently his company was notified that it owed Lane Transit District \$65,000 in back taxes, \$9,000 in penalties, and \$10,000 in interest. He stated that there had been a miscommunication in 1978, when Sawyer moved from 6th and Garfield in Eugene to Airport Road. A Sawyer employee called LTD to ask if Sawyer was still in the taxing area, and the reply was negative. More recently, when Sawyer was informed of the back taxes, interest, and penalties owing, a company representative talked to Phyllis Loobey about having the penalties and interest waived. Mr. Bolton acknowledged that the back taxes are owing, but thought it would be unfair to collect penalties and interest, since

the company would have continued to pay the taxes if it had known it was in the tax boundaries. Mr. Bolton further explained that there had been a State hearing in which Sawyer was told it should pay interest because it had used the money, but the company did not budget that way. He stated that it would be difficult for Sawyer to come up with the penalties and interest as well as the tax assessment.

Finally, Mr. Bolton stated that he was hopeful that Lane Transit would write a letter to the State Tax Division asking them to forego the interest and penalties.

Mr. Brandt stated that he had a possible conflict of interest since Sawyer is a client of his firm. He said he intended to vote but would not make a motion.

Ms. Calvert moved that the Board ask the State Tax Division to forgive the penalties and interest on three years' back taxes owing. Ms. Eberly seconded, and the motion carried by unanimous vote.

APPROVAL OF MINUTES: Ms. Eberly moved, seconded by Ms. Calvert, that the minutes of the November 16, 1982 regular meeting be approved as distributed. The motion carried unanimously.

PUBLIC HEARING ON FARE STRUCTURE: Mr. Randall remarked that, at the last meeting, staff had suggested that the Board consider an increase in the cash fare only, to take effect at the end of February. The suggested increase included a five-cent increase for Zone One (from 50 cents to 55 cents), ten cents for Zone Two (from 75 cents to 85 cents), and a 25-cent increase for Zone Three (from \$1.50 to \$1.75). He explained that the Zone Two and Three adjustments were comparable increases to the increase in the base fare. He further said that staff were not proposing any change in the token or pass prices at the present, and that staff had scheduled a public hearing for this meeting in order to allow the public to respond to the proposal.

Mr. Randall then asked if there was anyone in the audience who wished to speak on the proposed fare increase. There was none. The public hearing was then closed.

Mr. Randall asked for comments from the Board. In response to a question from Mr. Brandt, Ms. Loobey stated that the Board had determined that it made more sense to make small incremental increases rather than large increase, due to the negative impact on riders caused by larger increases. She said that the cash fare was last adjusted in September of 1981.

Mr. Randall stated that the matter of small increases was really brought about by the dramatic increase from 35 cents to 60 cents, from which the District hadn't really recovered yet. He explained that the increase would bring

the District about \$10,000 from February to June 30, 1983, with an additional \$50,000 the next fiscal year, assuming no other increases.

Mr. Brandt moved that the Board accept the staff recommendation as presented in the agenda notes--that the Board raise LTD's basic cash fare to 55 cents effective February 27, 1983, with corresponding adjustments in fares for Zones 2 and 3. Ms. Eberly seconded the motion, which then carried by unanimous vote.

EUGENE MALL TRANSIT STATION OPENING PROMOTION: Ed Bergeron, the District's Marketing Administrator, stated that the date of final completion of the downtown transit station was still undetermined because of delivery problems of construction materials. Because staff hadn't been able to set a specific date for moving back to 10th and Willamette, he said, they were asking for concept approval for one free fare day to allow people to try the transit service and hopefully decide to start riding the bus. The free fare day would occur the first day the buses move back to the 10th and Willamette area. Mr. Randall commented that that the Eugene Downtown Association would be having a large sale on Friday and Saturday, January 14 and 15, and he thought it would be of benefit to the business community if the District could hold the free fare day then, whether or not the transit station was totally completed. Ms. Eberly agreed that the free fare day should be a joint effort with the EDA, and said that there were sales in February with which the District could coordinate a free fare day.

Mr. Randall stated that he thought the District should (1) have the free fare day, (2) hold it on January 15 if possible, and (3) if not possible to hold it on January 15, then to coordinate it with some other promotion of the Eugene Downtown Association.

Ms. Calvert moved that the Board authorize offering free service on all routes for a day when the downtown transfer station is opened, to be coordinated with a downtown promotion or sale day of some type. Mr. Brandt seconded and the motion carried by unanimous vote.

Ms. Calvert then asked if the staff knew how many people had attended the open house at the new Customer Relations Center site on December 4. Mr. Bergeron stated that between 1,000 and 1,500 people had attended the open house, and added that ridership was up 74% for that day, which was a 10-cent fare promotion sponsored by the EDA.

ITEMS FOR INFORMATION AT THIS MEETING:

Special Services Policy: Mr. Randall called the Board's attention to the Special Services Policy on page 10 of the agenda packet. Mr. Randall suggested that it be part of staff's routine that those requesting special service be asked first if they could change their plans in order to use fixed

route service. Other than that, he said, he agreed with what was written in the District's internal administration policy on this matter. He stated that this was not an item for action, but he had some ideas he thought should be mentioned to staff.

Ms. Eberly asked for clarification of the Board's involvement in these matters, according to the new policy. Mr. Randall explained that the Board would be the final authority, and that the sponsor of the request would have a right to bring the question to the Board. Ms. Loobey added that it would be staff's intent to inform the Board of the kinds of requests being received, and what staff's responses to those requests had been. Ms. Calvert had a question regarding the Board Policy Manual, to which Ms. Loobey replied that this is an internal, administrative policy, and that, at the most, the Board policy manual should have some kind of statement saying that those kinds of responsibilities would be the responsibility of staff.

Mr. Randall asked that the staff's administrative policy on this issue be rewritten to reflect what had been said that night, and put back on the agenda for discussion and Board information at the next meeting.

Monthly Reporting: Mr. Randall asked if there were any questions regarding the monthly reporting. Mr. Brandt asked about comparing the actual budget numbers through the same period of time with the year-to-date budget. Karen Brotherston, the District's Accountant, replied that the figures were a little deceptive because some bills for November had not arrived, but that, on the whole, the District was in rather good shape. Mark Pangborn, Director of Administrative Services, added that the District was underexpending.

Ms. Eberly then asked why the list of bills paid for each month was no longer included in the agenda packet. Ms. Loobey explained that with the new computer system the list would be even longer than before, because all checks to each payee would be listed individually instead of grouped together. She added that, until staff can make adjustments in that listing, it would be cumbersome, but that the information is available.

Mr. Brandt asked if the District really only got 5 miles per gallon. Ms. Loobey replied that that figure is at the top in comparison with the rest of the nation.

In referring to a letter to the editor of the Eugene Register-Guard, Mr. Brandt asked if it was true that the seats in the shelters at the River Road Transit Station get wet. Ms. Eberly also asked if the District responds to letters to the editor. Mr. Bergeron replied that staff respond when there is misinformation or a genuine concern, but not when someone is just "sounding off." The reply, he said, is sent to the person who wrote the letter, not to the editor. In answer to Mr. Brandt's question, Tim Dallas, Director of Operations, replied that there are competing needs in design--in this case, the need

for open areas as opposed to closed buildings. Ms. Loobey spoke about needing open areas to provide for the security and safety of the passengers, and for ease in maintaining the property.

Mr. Brandt asked if shelters at the downtown transfer station would be of a different design. Ms. Loobey replied that the benches there will have wind-screens around them, but those screens will be raised above the ground. Mr. Dallas remarked that shelters at all three transfer stations are different.

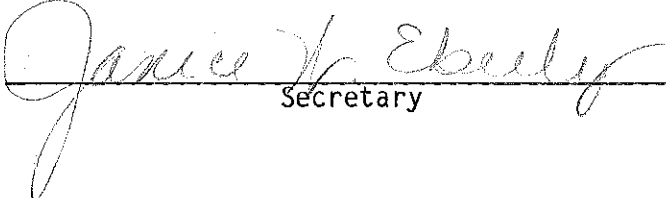
ITEMS FOR ACTION AT A FUTURE MEETING:

Ordinance #24--Revision of Service Boundaries: Mr. Randall remarked that the amended ordinance would involve no business, but was more of a "house-keeping" measure. It will be read for the first time at the January meeting.

Board Elections: Mr. Randall said that this would be on the agenda in January as a result of the Board action last December when elections were held. The issue of whether or not to separate the offices of Vice President and Treasurer will be raised at that time.

Budget Committee Nominations: Mr. Randall and Ms. Eberly will be asked to nominate budget committee members at the next Board meeting.

ADJOURNMENT: Mr. Brandt moved, seconded by Ms. Eberly, that the meeting be adjourned. The motion carried unanimously, and the meeting was adjourned at 8:12 p.m.


Secretary