

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

January 15, 1984

7:30 p.m.

Municipal Courtroom #1,
Eugene City Hall

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

Brandt_____ Calvert_____ Eberly_____ Nichols_____
Parducci_____ Pusateri_____ Scheve_____

III. INTRODUCTORY REMARKS BY BOARD PRESIDENT

IV. OATH OF OFFICE

V. AUDIENCE PARTICIPATION

VI. EMPLOYEE OF THE MONTH

VII. ITEMS FOR ACTION AT THIS MEETING

A. Approval of Minutes

B. Fare Increase

1. Staff Presentation

2. Public Hearing

3. Board Deliberation

C. Facilities Subcommittee Recommendation

D. Strategic Planning Process

- E. Investment Policy
 - F. Supplemental Budget
 - 1. Staff Presentation
 - 2. Public Hearing
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 - G. Budget Committee Nominations
- VIII. ITEMS FOR INFORMATION AT THIS MEETING
- A. Current Activities
 - 1. Budget Timeline
 - 2. 1984 Fall Service Campaign Summary Report
 - 3. January 7 APTA Federal Allocations Subcommittee Meeting
 - 4. March Board Meeting/Spring Vacation
 - 5. Status of 800 Series Buses/Short Ride on New Bus
 - B. Monthly Financial Reporting
 - C. Quarterly Reporting
 - 1. Ridership
 - 2. Operations
- IX. ITEMS FOR ACTION AT A FUTURE MEETING
- A. Ordinance #27, District Contract Review Board
 - B. Marketing Presentations
 - C. Transplan (T-2000 Plan)--Review of First Draft
 - D. Russ Brink--Downtown Plan Presentation
 - E. Fare Policy
- X. ADJOURNMENT

AGENDA NOTES

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IV. OATH OF OFFICE: Mr. Bryson, District Counsel, will be present to administer the oath of office to Joyce Nichols, who has been appointed to the Board to fill the position vacated by Judy Nelson.

VI. EMPLOYEE OF THE MONTH: Time will be set aside at the beginning of the meeting to present the January and February Employees of the Month with their checks and certificates.

VII. ITEMS FOR ACTION AT THIS MEETING

A. Approval of Minutes: Included for Board approval are minutes of the November 27, 1984 adjourned meeting. 9

B. Fare Increase: 19

Issue Presented: Should the Board authorize an increase of five cents in the basic cash fare, effective September 1, 1985, with corresponding proportional increases in the cash fare schedule?

Background: The District has had two fare increases since January, 1983. In February, 1983, cash fares increased from 50 cents to 55 cents (a ten percent increase), and in September, 1983, passes and tokens were increased by 11%. Experience has shown that patrons react less negatively to fare increases when the prices of passes and tokens are raised at different times than cash fares.

A memo in the agenda packet discusses recent trends in passenger revenues and some of the reasons for those trends. Also included is an analysis of the proposed fare increase.

Staff Recommendation: That the Board approve an increase of five cents in the basic cash fare, effective September 1, 1985, with corresponding proportional increases in the cash fare schedule.

Results of Recommended Action: Staff will prepare the necessary promotional program to advise patrons, drivers, and the public of the change in the fare structure.

C. Facilities Subcommittee Recommendation:

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Issue Presented: Should the Board adopt the Subcommittee recommendation to approve the Facilities Study findings for Phases 1 and 2 and give authorization to proceed with Phases 3 and 4?

Background: The first half of the Facilities Study is now complete, with the finding that the existing operating facility is not adequate to meet either present or future needs. The findings also recommend that improvements be consistent with a long-range plan and that the District proceed with the second half of the study to review alternative sites and make a selection. Also, because of the long lead times, the District should make application for federal funding for site purchase and facilities design while site review is in progress.

Subcommittee Recommendation: That the Board adopt the findings and recommendations of the first two phases of the Facilities Study and authorize Phases 3 and 4.

Results of Recommended Action: Staff will contract with the consultant to proceed. The Subcommittee will continue to review the work in progress and will submit a recommendation for Board action in the summer. Staff will submit a grant application for federal funding.

D. Strategic Planning Process:

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Issue Presented: Should the Board schedule a workshop in order to discuss specific issues and policies which will affect the District over the next three to five years?

Background: Recently the Board President and the District's Executive Committee met to discuss a wide range of issues which the District will be facing over the next several years. They are now proposing that the full Board schedule a workshop in which to discuss those issues and the elements, conditions, or environments which may impact them. Included in the agenda packet is a memo from the General Manager which discusses this proposal in more detail. Attached to the memo is a list of the issues identified for further discussion.

Staff Recommendation: That the Board schedule a workshop in order to discuss specific issues and policies which will

affect the District over the next three to five years and to develop strategies with which to resolve those issues.

E. Investment Policy:

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Background: In January of 1981, the Board adopted an investment policy which stated that investments greater than \$500,000 required Board approval. In late 1982, the Board directed that all Certificates of Deposit be fully collateralized. Since then, all investments have been kept in the Local Government Investment Pool, since it proved too cumbersome to invest only \$100,000 through each bank. The Board Budget Subcommittee recently met to discuss an investment policy which would allow the District to take advantage of other opportunities for investment. Included in the agenda packet is a memo which discusses the Subcommittee recommendation in more detail.

Subcommittee Recommendation: That the Board adopt the enclosed Lane Transit District Investment Policy.

Results of Recommended Action: District funds would be invested in accordance with adopted policy. It is recommended that the Board periodically review the Investment Policy in response to changing market conditions.

F. Supplemental Budget:

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Background: In November, 1984, the Budget Committee approved a supplemental budget for the financing of Safe Harbor Leasing as part of the purchase of the new Gillig buses. Board approval of the supplemental budget is necessary now in order for staff to proceed with the financing of the buses. Included in the agenda packet are a Supplemental Budget Financial Summary and two resolutions: a Resolution Adopting the Supplemental Budget, and a Resolution Making Appropriations. Also included is a resolution authorizing the General Manager to borrow the funds for this purpose.

Staff Recommendation: That the Board approve the two resolutions adopting the supplemental budget and making appropriations and the resolution authorizing the General Manager to borrow funds, as presented in the agenda packet.

Results of Recommended Action: Staff will proceed with the Safe Harbor Leasing program for the 800 series buses. The

Board will be kept apprised of the progress of this program.

G. Budget Committee Nominations:

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Background: Three vacancies occurred on the District's Budget Committee when terms expired on January 1, 1985. The Budget Committee members in those positions, Paul Bonney, Emerson Hamilton, and Bob O'Donnell, have all agreed to participate on the Committee for another three-year term. Board members Gus Pusateri, Peter Brandt, and Janet Calvert will be making those respective nominations. A fourth vacancy occurred recently when Laurie Power accepted a job in Portland. Janice Eberly is the Board member responsible for nominating someone to fill Ms. Power's unexpired (1/01/87) term.

Staff Recommendation: That the Board approve the nominations of Paul Bonney, Emerson Hamilton, and Bob O'Donnell to three-year terms on the District's Budget Committee.

VI. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Budget Timeline: Included for the Board's review is a budget and TDP (Transit Development Program) timeline for FY 85-86. Staff ask that Board members review the timeline and direct any questions or suggestions to Karen Rivenburg as soon as possible. 45
2. 1984 Fall Service Campaign Summary Report: A staff memo included in the agenda packet describes the marketing philosophies and techniques used in the campaign to promote the new service offered in September, 1984. A more detailed marketing summary report will be made available to interested Board members upon request. 46
3. January 7 APTA Federal Allocations Subcommittee Meeting: At the November meeting, the Board approved the appointment of the General Manager to the position of Chair of the APTA Federal Allocations Subcommittee. Since that time, Ms. Loobey has attended two meetings to discuss a course of action and potential recommendations in response to the Reagan administration's budget proposals for Fiscal Year 1985. 48

Included in the agenda packet are two memos which summarize progress made at those meetings. Ms. Loobey will continue to keep the Board informed about the Subcommittee's activities.

4. March Board Meeting/Spring Vacation: The regularly scheduled meeting for March (March 19) falls during 4-J School District's spring vacation. Board members are asked to let staff know whether or not they will be able to attend a meeting during that week. If an alternate date needs to be set, it should be done in the near future in order to avoid conflicts with the Budget Committee meeting schedule.
 5. Status on 800 Series Buses/Short Ride on New Bus: Tim Dallas, Director of Operations, will give a verbal report on the status of the new 800 series buses. Staff have also arranged a short ride on one of the new buses after the meeting.
- B. Monthly Financial Reporting: Included in the agenda packet are financial statements for November and December, 1984. 53
1. Comparison of Budgeted and Actual Revenues and Expenditures
 - a. General Fund
 - b. Capital Projects Fund
 - c. Risk Management Fund
 2. Comparison of Year-to-date Actual Revenues and Expenditures to Budgeted (General Fund)
- C. Quarterly Reporting
1. Ridership: Ridership figures for the second quarter of FY 84-85 (October through December) are included in the agenda packet for Board review.
 - a. Ridership Summary 61
 - b. Weekday Person Trips Graph 62
 - c. Farebox Revenue Graph 62
 2. Operations: The Operations Summary for October, November, and December is included for Board review. 63

IX. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Ordinance No. 27, District Contract Review Board: The State has now adopted a public purchasing law. After review by staff, those rules will be presented to the Budget Subcommittee for discussion and preparation of policies and procedures for the District's Public Contract Review Board. An ordinance adopting the rules of the Review Board will need to be adopted after reading at two consecutive meetings of the Board.
- B. Marketing Presentations: Presentations by the Marketing division are scheduled for the following topics for future Board meetings: (1) February--commuter promotion; and (2) April--summer promotions.
- C. Transplan (T-2000 Plan)--Review of First Draft: The Transplan is scheduled to be ready for public input by April or May, 1985. Review of the first draft will be placed on the agenda for the February Board meeting, and the Board will be asked to review and approve the final draft after the public review process, most likely at the June, 1985 Board meeting.
- D. Russ Brink--Downtown Plan Presentation: At the February meeting, Russ Brink, the recently appointed Downtown Manager, will discuss Downtown Plan issues with the Board.
- E. Fare Policy: Staff are working to develop a comprehensive fare policy as a guideline for fare issues such as timing and amounts of fare increases, etc. The policy will be presented to the Board in February or March for review and adoption.

X. ADJOURNMENT

MINUTES OF DIRECTORS MEETING
LANE TRANSIT DISTRICT

ADJOURNED MEETING

November 27, 1984

Pursuant to notice given at the October 16, 1984 regular meeting and published in the Register-Guard on November 22, 1984, and distributed to persons on the mailing list of the District, an adjourned meeting of the Board of Directors of the Lane Transit District was held on Tuesday, November 27, 1984 at 8:30 p.m. in the Eugene City Hall.

Present: Peter Brandt, Treasurer
Janet Calvert, President, presiding
Larry Parducci, Secretary
Gus Pusateri
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Janice Eberly, Vice President
Judy Nelson
Velma Scheve

INTRODUCTORY REMARKS BY BOARD PRESIDENT: Ms. Calvert stated that the Board had several items of importance to discuss that evening, including the protest of service on Game Farm Road and funding for Dial-A-Ride, as well as some of the Items for Information that concern District activities.

EMPLOYEE OF THE MONTH: Ms. Calvert reminded the Board that the Employee of the Month is nominated by patrons or fellow workers and goes through several committee processes before final selection. She invited the December Employee of the Month, Merrill Barto, to come to the front to meet the Board. Mr. Barto has been an employee with the District since March, 1975 and has a five-year safe driving record. Ms. Calvert remarked that she is always impressed by the number of employees who receive awards at the annual employee banquet for different numbers of years without avoidable accidents. She also welcomed Mr. Barto's wife and expressed to Mr. Barto the Board's appreciation for his efforts in helping the District have a good face in front of its patrons, and for his reliable service. She presented to him his certificate and check, and thanked him for the excellent job he had done. Mr. Barto stated that he had enjoyed driving and always tries to do the best he can. He said that driving is an interesting job because of all the people a driver meets, and that it has been quite a satisfying career for almost 10 years. Although there had been ups and downs over the ten years, he said there were always good parts to compensate for the down times. Ms. Loobey thanked Mr. Barto for coming to the meeting, and stated that staff, as well, are very proud of his fine service.

AUDIENCE PARTICIPATION: Ms. Calvert asked for participation from any member of the audience, but asked that anyone wishing to discuss service on Game Farm Road wait until that item came up on the agenda. There was no audience participation at this time.

APPROVAL OF MINUTES: Mr. Parduoci moved, seconded by Mr. Brandt, that the minutes of the October 16, 1984 regular meeting be approved as distributed. With no further discussion, the minutes were approved by unanimous vote.

GAME FARM ROAD PROTEST: Ms. Calvert introduced Stefano Viggiano, Planning Administrator, who first showed the Board a blow-up of the area in question. Game Farm Road is located in the northern part of town, just east of Highway I-5 and just south of Beltline. He explained that the section of route which had been protested was the southern part of Game Farm Road South, and that the area around Game Farm Road includes some apartment complexes, the region's main post office, and quite a few other businesses, such as the Red Lion, the Ramada, some restaurants, a couple of insurance companies, etc., as well as some vacant areas. One such area has been mentioned as a possible site for a regional shopping center. Game Farm Road South is basically single family residential homes. Mr. Viggiano explained that one quirk about the sector is that there are no roads that go through from Gateway to Game Farm Road between Harlow Road and Beltline. He then used a map to show the two routes which serve the area. The first is the #12 HARLOW, which starts in downtown Eugene, goes out Coburg Road, across Harlow, and then completes the Gateway/Beltline/Harlow route, takes a jog to Ashlane Apartments, which are a major destination and origin point for riders, and finally, turns around at the Fred Meyer store at 5th and Q. It returns the same way that it went. The second route, the #15 LCC/ASHLANE, starts at LCC, goes through downtown Springfield, up 5th, across Harlow, and by Ashlane Apartments (which houses many LCC students), and then makes a loop in a clockwise direction as a turnaround. Both routes operate every half-hour during the weekday, and every hour in the evenings. The #12 operates hourly on weekends, but the #15 doesn't run on Saturday or Sunday. Since the Harlow route goes by in both directions and the LCC/Ashlane goes by in one direction, on weekdays there are six buses per hour along the section of route that has been protested. In the evenings, there are three buses per hour, and on Saturdays and Sundays there are two buses per hour.

Mr. Viggiano then showed on the map the route which was in existence prior to September 23 of that year. The bus, instead of running the entire length of Game Farm Road, took a jog on Mallard to Pheasant and went straight down Pheasant to Lindale. The routing in that area was changed in September to avoid some safety and delay problems in the intersection at Harlow and Pheasant. There are stop signs on Pheasant, but no traffic light, and drivers were having a problem with being delayed anywhere from two to five minutes when trying to cross Harlow Road, which is substantial when buses are scheduled with every minute counting. A safety issue arose, also, because, in order to avoid excessive delays, the drivers were sometimes forced to "shoot through" an insufficient gap in the traffic. During peak hours, it is difficult to find the six or eight second gap in traffic in both directions

which is necessary for a bus to cross. The problems have gotten worse over the years as traffic on Harlow has increased, and, according to the Metropolitan Land Use Plan, traffic is expected to continue to increase. Mr. Viggiano showed areas scheduled for residential and industrial development and the one mentioned for a regional shopping center. Staff had received increasing numbers of complaints from drivers about the intersection, and felt that some changes had to be made. By moving the service over to Game Farm Road South and splitting the crossing of Harlow into two turns, the safety and delay problems were eliminated. The first turn is a right turn, which means that the bus only has to wait for west-bound traffic to clear, then goes to the center turn lane and waits for the east-bound traffic to clear, to complete the crossing of Harlow Road.

Mr. Viggiano further explained that the protest of the Game Farm Road South section of the route was centered along three different arguments. The first was a concern about a conflict with cars backing out of driveways along the road and other buses and automobiles driving along the road, as well as a concern that traffic along Harlow presently travels very fast, and that buses would make the situation even more unsafe. Mr. Viggiano responded to these concerns by stating that the shifting of the route to this section of Game Farm Road was in response to a recommendation made by the District's Safety Committee, which is composed of drivers. After receiving the protest, Planning staff went back to the Safety Committee to review the two alternatives (the old routing versus the new), and the Committee unanimously recommended that the current routing be continued. One point that Mr. Viggiano wanted to make was that bus drivers, because they sit up so high, have a better advantage to see cars coming out of driveways onto the road, even over parked cars. As far as speeding, he thought that since the buses will not be speeding on the road, it is possible that they might actually slow down some of the traffic.

Another concern of the residents of Game Farm Road South was that of road deterioration. Since District staff did not feel qualified to address that issue, they asked Lane County Public Works to look into it. Public Works sent an engineer to Game Farm Road to look at the road itself, and concluded that Game Farm Road is a good road as far as the base; it was adequately prepared and dug down deeply enough, but the surface condition of the road is in poor condition. However, they found that the surface condition of the entire length of Game Farm Road is basically the same, and concluded that the buses must not be responsible for the road deterioration, since they had been running along the northern portion of the road for about ten years.

A third concern was one of empty buses and excessive bus service that wasn't being utilized. Mr. Viggiano pointed out that this section of the road is very near the end of both routes which run on it. This means that in the morning the buses haven't picked up most of the riders as they head toward their final destination, and in the afternoon they have already dropped off most of the people. He said it was not surprising that buses are fairly empty going through that area. Staff did some ridership counts in that area, which showed passenger activities, or boardings and deboardings,

on a weekday. There were 209 activities along the loop, with about 75% of those along Gateway. This level of activity is to be expected, with most of the development being along Gateway. The only significant stop along Game Farm Road is at Mallard, with 24 activities. This was also expected, since Game Farm Road has mainly low density residential housing. Mr. Viggiano explained that it is not the District's intent to put that level of service, six buses per hour, along Game Farm Road South, but, in order to serve Gateway, the buses must also operate along Game Farm Road South.

Mr. Viggiano then explained some of the routing alternatives which staff had looked at, starting with the existing service. The advantages of the existing service are that it addresses the safety and delay problems that the District had with the previous routing, and that it uses a designated collector street. Game Farm Road is listed in the county as a collector, whereas Pheasant is listed as a local street. Where possible, he said, LTD tries to keep buses on arterials and collectors and off local streets. This service also provides fairly direct routing, and there are few other alternatives which would do that. The main disadvantage of the second alternative, that of going back to the previous routing, is that it does not address the safety and delay issues which initiated the change last fall. That is really the only objection the District had to that routing, he said, and if that issue could be addressed through the installation of a traffic signal, staff would be more than happy to move the service back to Pheasant. Game Farm Road is in Lane County, but the Springfield city limits come out and cover the intersection. Staff called Springfield and asked what the chances are of having a traffic signal installed there, and they said, basically, "slim to none." It is a very low priority for them; money is tight and they have many other intersections which they feel are a higher priority for traffic signals. The District does have the option to pay to put in a traffic signal, if Springfield would approve; however, staff did not recommend doing that because it would cost about \$75,000 to \$100,000, which staff felt could be better spent elsewhere, and it would set a precedent. In the past, traffic devices and improvements have always been paid for by the local jurisdictions (Eugene, Springfield, or Lane County), and if the District paid for one improvement, it might be expected to pay for others in the future. He said that is something staff would like to avoid.

Mr. Viggiano then showed a third alternative which would remove about two-thirds of the protested service and still accomplish the safe crossing. The disadvantages were that it would cause out-of-direction travel for some patrons, meaning that if someone were traveling from the Gateway area to Fred Meyer, it is faster for them to go straight down Game Farm, rather than traveling on the additional four turns this alternative would add. He explained that this not only takes extra time, but it is a perception among riders that if a bus turns in a direction they don't want to travel in, it is not as direct and they are less likely to want to take the bus. From a service standpoint, he said, it wasn't too bad, since it did penetrate the residential area near Pheasant better than staying on Game Farm Road.

The fourth alternative which Mr. Viggiano discussed was that of turning around on Beltline and Game Farm Road East instead of covering the present

loop. Problems associated with that change would include the fact that Game Farm Road East is a very quiet residential street, and the residents recently protested when railroad tracks were paved over to allow traffic to get through. The District could be fairly certain of hearing another protest if bus service were to start running on that street. Another major disadvantage would be that a whole section of the present route, including about 45 trips a day, would be eliminated. This alternative would also create a "spur" in the route, or would go to one point and come back exactly the same way it came. This, he said, is one type of routing which staff try to avoid, since it provides an extreme disincentive for people who Board before the spur to ride that route. In addition to the time factor involved, patrons have the perception that they spend time on the bus to accomplish nothing. This alternative would also take more time than the current route, and there is no time to spare along the Harlow route.

In conclusion, he said, the staff recommendation was to keep the service running as it was at that time. He said staff were sympathetic with the concerns of the area's residents, but feel that because Game Farm Road is a designated collector street, it is where they should be putting the buses. Additionally, because the Safety Committee prefers that alternative, and because it provides the adequate amount of service needed on Gateway, it is seen by staff as the best alternative. Mr. Viggiano stated that the alternatives were limited by the street network in the area. In response to a question from Mr. Pusateri regarding future plans for Game Farm Road, Mr. Viggiano stated that, although it is not in the County's five-year plan, they believe that within the next twenty years the road will be widened. Because of all the new development proposed for the Gateway area, there will be a need for more traffic to travel south. Right now the only road to do that on is Game Farm Road South. An alternative to extend Second and Third to take traffic from Game Farm Road is no longer the direction the County and Cities want to take.

With no further questions from the Board, Ms. Calvert asked for participation from the audience. Mr. Burton Temple, the initiator of the protest, asked to speak. He stated that he had thought he had a few arguments for the Board, but that Mr. Viggiano had done such a good job that Mr. Temple's arguments had been "shot down." He thought that the biggest problem was that there was no traffic control light at Harlow and Pheasant, and he doubted seriously that the County would ever put one in, because of the cost. He had a question about buses continuing east on Game Farm past Pheasant, but staff said that none of the buses except possibly the last bus at night should be continuing eastbound instead of turning left on Pheasant.

Mr. Temple relayed an incident which had occurred in front of his house recently, in which north- and south-bound buses had met in front of his house at the same time that one of them had to swerve over the center line to miss a girl on a bicycle. The other bus slammed on its brakes, and he thought they had not missed hitting each other or the bicycle by more than about two inches. He was concerned that ice or snow would make those conditions worse. He talked about the trucks which travel very fast on that road, as well. Ms. Calvert mentioned that she sat on that section of the road in the

middle of the afternoon a couple of days before, and said she had not seen the kind of traffic to which Mr. Temple referred, but he said it is there at times. Mr. Temple then thanked the Board and staff for their sincere attention to his protest, and said he had come in the spirit of full cooperation and that he saw no reason to continue his protest further. Ms. Calvert said she understood and sympathized with his concerns and thanked him for his open-mindedness and willingness to listen, which is not always the case when people address the Board with concerns.

Mr. Parducci stated, and other members of the Board concurred, that staff, especially Mr. Viggiano, did an excellent job of researching alternatives and presenting their recommendation. Mr. Brandt thought the Board should take action to accept the staff recommendation. He therefore moved that the Board accept the staff recommendation on the route protest concerning service on Game Farm Road. After seconding, the motion carried unanimously.

DIAL-A-RIDE FUNDING: Ms. Loobey recalled for the Board that, when the District went into the budget for this fiscal year, staff had budgeted at a particular level to support the Dial-A-Ride service. That level of funding has not been quite adequate. She recalled the "flurry" in the newspaper in May about reducing support for that kind of service, and staff had come back to the Board earlier in year to ask for additional funding at the level of \$18,000 for the year. The Board instructed staff to look at the issue in six-month increments instead, and authorized \$9,000 in additional funding for the consortium for Dial-A-Ride service. The Board also asked staff to look at services being provided, whether or not there were any additional efficiencies in costs that could be made, and to bring the issue back to the Board to discuss the funding level for January through June, 1985. She introduced Leon Skiles, Service Analyst and Dial-A-Ride project manager, who would make the presentation to the Board at that time.

Mr. Skiles explained that during the budget process in the spring of 1984, staff had budgeted at a level of \$102,900. After that budget was set, in May, the District lowered the funds available to the consortium which provides Dial-A-Ride service to the equivalent of \$102,900 per year. At that time, service had to be reduced and regularly scheduled trips had to be cut. Quite a few complaints were received, and about half of the cut service was restored. Another small cut was made and from June through December, service remained at a consistent level. In July, staff asked for \$9,000 more to continue that service through December, and asked what level of service, vis-a-vis level of funding, the District should be providing from January through June of this fiscal year. Further on, the question is what level of funding the District should sustain in the future.

As background, Mr. Skiles stated that Dial-A-Bus was begun by LTD and run internally. That service was then contracted out, and the District eventually entered into the Lane Council of Governments (L-COG) Consortium to provide service now known as Dial-A-Ride. He explained that the Consortium is concerned with providing elderly and handicapped transportation for the Eugene/Springfield area and into Lane County. It is made up of three primary

fundings: LTD, Adult and Family Services (AFS), and the Area Agency on Aging (AAA). The three funding sources basically purchase three different types of service for three separate clientele. Mr. Skiles showed a graph of ridership by type of rider through the life of the Consortium, which started in January, 1984. The only place where the three types of service meet is in economy of scale, for a combined lower rate per trip, because overhead and dispatching and some of the vehicles are shared. Between April and May, and into June, LTD's service showed a decline in ridership which had not occurred before April. This meant that, previous to the District's cuts in service, ridership was not tending to decline naturally. When service was cut, trips were cut. After June, service has basically leveled off.

Mr. Skiles then looked at Dial-A-Ride ridership over the past five years. Over three years, LTD's service was contracted out to Special Mobility Services, and in FY 83-84, LTD joined the Consortium. The District went from spending \$350,000 in 1980-81 to spending less than \$120,000 last fiscal year. These figures are in real dollars and do not account for inflation; Mr. Skiles stated that if Dial-A-Bus was still being offered internally, the District would be spending well over \$400,000 per year. For 1984-85, the Board would be deciding whether to spend \$111,900 or \$121,000.

Next, Mr. Skiles displayed a graph which showed the ratio between ridership and cost, which creates a cost per trip figure. The cost per trip declined over the same period of time, and lately had leveled off and risen slightly. As the District made cuts originally, overhead cuts were made in such things as the cost of non-contract labor as opposed to contract labor, but as cuts were made in the recent past, the District was cutting deeply into ridership. He explained that savings now are going to come in putting the vehicles out on the street, so now, as more service is cut, more trips will be cut than occurred in the past. If the additional \$10,000 is not authorized, ridership will drop down about 300 to 400 trips per month. In the past, cuts were efficient relative to ridership, but the point has been reached now where cuts will be inefficient relative to ridership.

Finally, Mr. Skiles talked about the characteristics of the riders who make up Dial-A-Ride. He explained that when Dial-A-Bus first started, it was for all handicapped and elderly persons. Over time, that has been more restrictive, and the criteria changed from "elderly" to "frail elderly." Last spring, a recertification process began with the intent of allowing only those persons who really needed to use the service, with no alternative means of transportation and who were not able to use fixed route accessible service, to use Dial-A-Ride. The new criteria did not cause a shift of riders from Dial-A-Ride to fixed route; rather, people made that shift voluntarily and by the time the new criteria were implemented, people who could use fixed route service were already using it. This resulted in well over 700 rides per month on fixed route service. Current Dial-A-Ride passengers are the very frail elderly and the very handicapped. About half of them have no alternative mode of transportation and the other half use extensive taxi service or friends and relatives. The present riders tend to have very low incomes, well below the poverty level, which is even lower than

usual bus riders. They tend to ride once or twice a week, and would like to ride once or twice a week more.

Mr. Skiles stated that LTD spends about 90 cents per person for curb-to-curb service, but that the average in the State of Washington is about \$2.00 per person. Because staff see a population very dependent upon public curb-to-curb transportation, they feel that making the small cut in service, affecting about 300 to 400 rides per month for a \$10,000 savings, is not cost effective. Therefore, staff recommended that the current level should be maintained, with the allocation of \$10,000 allocated to the consortium for the remainder of the fiscal year.

Ms. Calvert asked if all the patrons paid their own fares, or if some were paid directly by the agencies. Mr. Skiles replied that of the three primary Consortium agencies, AFS has no fee for their clients and AAA can pay only through donations, with an average fare through donations equal to LTD's required 50 cents per one-way trip. The Dial-A-Ride patrons would all qualify for Reduced Fare cards on the fixed route system if they were able to use fixed route service, so they are paying double what they would pay if they could use fixed route, and there is some economic incentive to make the shift to fixed route. In response to another question, he explained that it is a federal requirement that handicapped persons are allowed to ride for half the base fare, and the District's way to monitor that is through the Reduced Fare Program. However, that is only for the fixed route system and everyone who rides Dial-A-Ride pays fifty cents.

With no further discussion, Mr. Brandt moved that the Board approve the staff recommendation, which was to allocate an additional \$10,000 for the Lane Council of Governments Specialized Transportation Consortium contract for January through June, 1985, in order to continue the present funding and service level for Dial-A-Ride. Mr. Parducci seconded the motion, which then carried by unanimous vote.

REPORT FROM SALARY SUBCOMMITTEE ON ADMINISTRATIVE SALARY REVIEW PROCESS: Ms. Calvert asked Mr. Pusateri if he would like to add any information to what was presented in the agenda packet. He stated that the Subcommittee members had met and agreed that they did not feel that it was appropriate at this point in time to approve the expenditure of \$7,000 to hire a consultant for a salary review process. He said the decision was not because the salary review wouldn't be a nice type of report to have, but even if it was done and the District didn't have the funds to implement the recommendations, it wouldn't be of much value. For those reasons, he said, the Subcommittee chose to recommend that the study not be done. In response to a question from Mr. Brandt, Ms. Loobey stated that it had been the staff's recommendation to the Subcommittee that the Subcommittee and Board approve the study. Ms. Calvert had some concerns that the usual questions about comparison salary information would not be able to be answered during the next Budget Committee process.

Mr. Brandt moved that the Board approve the Salary Subcommittee recommendation, as set forth on page 5 of the agenda packet for that evening,

which read, "That the Board not conduct a comprehensive salary study, but rely on staff for appropriate information when reviewing administrative staff salaries for the FY 85-86 budget." After seconding by Mr. Pusateri, the motion carried unanimously.

APTA FEDERAL ALLOCATIONS SUBCOMMITTEE APPOINTMENT: Ms. Calvert informed the Board that the American Public Transit Association (APTA) had requested that Ms. Loobey serve as chair on an important national subcommittee. This would involve additional trips to Washington, D.C. and some additional cost to the District. Ms. Loobey had estimated four additional trips per year, or approximately \$4,000. She stated that most of the meetings would last one day, either in Washington, D.C. or Chicago.

Mr. Brandt moved that the Board approve the appointment of the General Manager to the position of Chair of APTA's Federal Allocations Subcommittee. Mr. Pusateri seconded the motion, which then carried by unanimous vote.

ITEMS FOR INFORMATION AT THIS MEETING:

Fall Route Segment Analysis: Ms. Loobey stated that staff were very pleased to note the response to the new service implemented in September. Mr. Viggiano explained that the survey was taken in early November, after service implementation in late September. Generally, staff have found that immediately after major changes there is a drop in ridership and then it starts to climb, reaching the previous productivity anywhere from six months to two years later, with the hope that productivity will continue to rise after that point. He said that the new September service was already only slightly below where it was initially, after only a month and a half, which was very encouraging, with 200 additional rides per day. Ms. Loobey asked Paul Bonney, who was present in the audience, what he had heard from other bus riders about the new service in the Ferry Street Bridge area. He said people seemed to like it because they could get to major destinations such as Valley River Center and G.I. Joe's much quicker.

There was some discussion about the new buses which would arrive in the near future. Ms. Loobey stated that Board members would be notified when the prototype bus arrived on the property, so they could view it if they wished.

The Opening of Willamette between 10th and 11th: Mr. Parducci asked what was happening and when the Board might receive an update from staff. Ms. Loobey explained that nothing has happened. City staff were at that time setting up a design review team, and the District had been notified to participate on that team. She anticipated that a meeting would be held in the next two weeks or so. Other team members would include someone from LCC, the Eugene Downtown Association, downtown business members, etc. Nothing else was happening specific to this issue at that time. Another issue which Ms. Loobey mentioned that staff are monitoring for discussion with the Board is the planned retail development at the west end of the mall downtown, and what happens to transit in the long run if all of that goes through. That would place the District in a vulnerable position at the western end of the mall.

Ms. Calvert asked for an updated list of the Eugene Downtown Commission members. She thought it would be useful for the Board members to have. Ms. Loobey said Mayor-elect Obie had mentioned that it would be useful if a member of the LTD Board of Directors served on the Downtown Commission. Ms. Loobey mentioned to him that one of the Board members had applied for a position on the Downtown Commission but was not appointed. The criteria are that an applicant must own property or work downtown, and Mr. Brandt thought that the downtown area was divided into sections. Mr. Pangborn thought it was also possible that one of those "sections" involved being either a property owner or working in the downtown area as a whole; he said staff would check on that.

Christmas Service: Ms. Calvert asked about the activities associated with the Christmas service. Staff explained that bus stop signs were decorated to designate stops on the shuttle route, and that all buses were decorated on the inside. The shuttle route bus was also decorated on the outside. Mr. Bonney commented that the schedules on the posts were very helpful.

Letter from the OTA: Ms. Calvert commented that she had attended one day of the Oregon Transit Association conference held in Eugene, and there had been a very interesting speaker. Included in the agenda packet was a letter from the OTA thanking the District for hosting that conference.

December Board Meeting: Ms. Loobey stated that it appeared that there would be no significant action items for December, so there might not be a December Board meeting.

ADJOURNMENT: Mr. Brandt moved, seconded by Mr. Pusateri, that the meeting be adjourned. With no further discussion, the meeting was unanimously adjourned.


Board Secretary



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMORANDUM

TO: Board of Directors
FROM: Mark Pangborn
RE: Cash Fare Increase

The first six months of this year have been an exciting time for the District. In September 1984, new service was added to the system with positive initial success. As a result of the new service and 25-cent weekend fares, the District's ridership has increased eight percent this year, which is the second straight year for an increase. This increase is offset by no increase in passenger revenues, though. The reasons that passenger revenues have not kept up with ridership increases are:

1. Oregon State Adult and Family Services (AFS) Purchases:

AFS purchases transportation for some of its clients, and has recently switched from purchasing monthly passes to purchasing tokens and day passes. This has had the effect of reducing farebox revenue while having little impact on ridership.

Effect on Farebox Revenue: - \$8,922 (-2.35%)

2. 25-cent Weekend Fare:

Effect on Ridership: + 30,956 (3.17%)

Effect on Farebox Revenue: - \$5,763 (-1.52%)

3. Free Service on Ferry Street Bridge routes for one week:

Effect on Ridership: + 515 (.05%)

Effect on Farebox Revenue: - \$1,165 (-.31%)

4. 25-cent Football Service :

Effect on Ridership: + 7,069 (.72%)

Effect on Farebox Revenue: + \$226 (.06%)

5. 25-cent Downtown Shuttle:

Effect on Ridership:	+ 1,250	(.13%)
Effect on Revenue:	- \$401	(-.11%)

6. Free Pass for 80-year-olds:

About 650 passes have been given to residents who are 80 years of age or older. The assumptions used in the calculations of their effect on ridership and revenue are that these people ride an average of five times per month and that 25 percent of the trips would have been made anyway if the free pass was not available.

Effect on Ridership:	+ 13,000	(1.33%)
Effect on Farebox Revenue:	\$812	(.21%)

If the promotions listed under #2-6 had not occurred, the year-to-date statistics would read:

Ridership:	1,008,235	(+3.2%)
Revenue:	\$ 390,886	(+2.8%)

If the effect of the change in revenue from AFS is included, the year-to-date statistics would read:

Ridership:	1,008,235	(+3.2%)
Revenue:	\$ 399,808	(+9.5%)

These figures then imply that revenues are actually rising faster than ridership when the above factors are taken into account. This situation is what would be expected when there is a shift from passes to cash, as we have noticed in recent months. The greater the percentage of cash riders, the higher the cash fare, which implies a faster growth in revenue than ridership.

As is apparent, this minimal increase in revenues is a result of a number of factors, the primary factors being the AFS decision to purchase less transportation for its clients, a decision outside the District's control, and concerted efforts to increase ridership. With ridership increases the past two years, it is now time to begin planning for passenger revenue increases. A major component of that planning is examining passenger fares.

The District has three kinds of fare instruments: cash, tokens, and passes. Experience has taught us that any increase in passenger fares should be staggered; that is, the price of passes and tokens should not be raised with increases in cash fares, and vice-versa. We have also found that any fare increase causes ridership loss, but that a number of small increases over a period of time, rather than one large increase, minimize ridership loss.

The final consideration is that riders make very specific decisions as to whether to ride or not depending on the cost of the trip. Consequently, if fare increases are perceived as excessive, ridership will begin to drop off.

Since January 1983, the District has had two fare increases: cash fares were increased from 50 cents to 55 cents, a 10 percent increase, in February 1983; and passes and tokens were increased by 11 percent in September 1983.

From January 1983 to November 1984, the Portland Consumer Price Index (CPI) increased 6.7 percent.

A review of 267 large and small transit districts in the United States indicates the average fare for these properties has increased from 54.6 cents in February 1983 to 57.6 cents in October 1984.

Fare Increase Analysis

The generally accepted price elasticity of demand for fare increases in transit is $-.3$. This means that a 10-percent increase in the fare will result in a three-percent drop in ridership. Because the proposal is to only increase one of the fare payment options, the following analysis uses slightly different elasticities. It is assumed a 10-percent increase in the cash fare will result in a two-percent drop in cash riders, and a two-percent switch in cash riders to tokens and passes.

Assumed implementation date: September 1, 1985.

Amount of cash fare increase: Five cents (9.1%).

Additional revenue generated FY 1985-86: \$43,500 (4%).

Ridership loss FY 1985-86: 30,000 trips (this may be a high estimate since, over time, the ridership elasticity of fare increases lessens).

Arguments for a Fare Increase

1. The farebox recovery ratio is down, and the average fare has dropped compared to last year. A fare increase would help to reverse these trends.
2. A cash fare increase would create a greater differential between the cost of the cash fare and tokens and passes. This would tend to switch patrons back to tokens and passes.
3. There has not been a cash fare increase in two years. A small cash fare increase now may reduce the likelihood that a larger fare increase would be necessary at some later date. This argument is supported by our ex-

perience that smaller, more frequent fare increases have a less adverse effect on ridership than larger, less frequent increases.

Arguments For a Fare Increase in September 1985

1. The District implemented a considerable amount of new service in September 1984. Data from the fall RSA indicates the new service has been successful in attracting new riders to the system. These new riders are more likely than the average riders to pay with cash. In order to solidify this new market, it is advisable that we not impose a fare increase so soon after they have started to use the system.
2. The inflation rate since the last cash fare increase has been 6.7 percent (Portland CPI change between January 1983 and November 1984), lower than the 9.1 percent increase in the cash fare that is proposed. In addition, the cost of gasoline, the most visible component of automobile costs, has dropped about five cents a gallon during the same period. By September 1985, the Portland CPI increase will be closer to the 9.1 percent cash increase.

STAFF RECOMMENDATION

That cash fares be increased from 55 cents to 60 cents on September 1, 1985.



Mark Pangborn
Director of Administrative Services

MP/sbe

**Lane Transit District**

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

To: Board of Directors
From: Facilities Subcommittee
RE: Facilities Study

At the July meeting, the Board authorized Phases 1 and 2 of the Facilities Study to determine the District's central operating facility needs through the year 2005 and to determine the ability of present facilities to meet those needs. Phases 3 and 4 of the study, to analyze the existing and alternative sites and recommend a plan of action, were held in abeyance pending the findings of Phases 1 and 2. The Facilities Subcommittee (Calvert, Eberly, Parducci, Jim Ivory, and Bruce Hall) was appointed to review the findings of the study and make recommendations to the full Board for action.

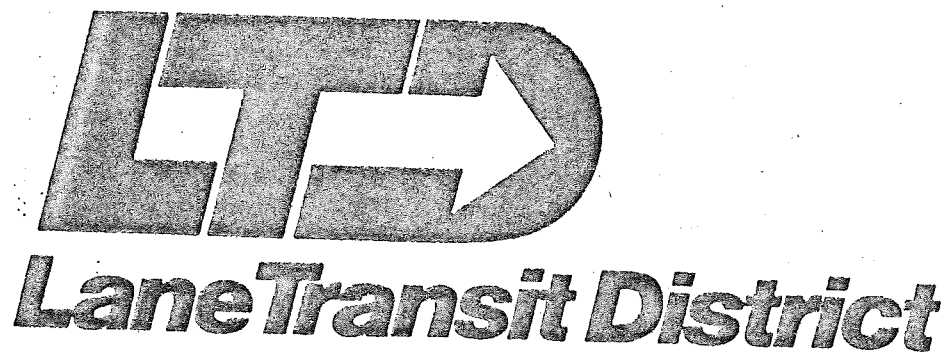
The Subcommittee has met twice to review the work of the consulting architect, Eric Gunderson, and provide input to the study. Work included fleet size forecasts, appropriate degree of subcontracting, and determination of present and future facility needs. The first half of the study is now complete. The Subcommittee makes the following recommendations as a result of the findings:

1. The District should adopt a prudent approach in addressing its present and future facility needs with long-range growth in mind. Making improvements consistent with an established long-range plan will insure the long-term viability of capital investments and continue to enhance operating efficiency.
2. The conservative fleet forecast and facilities needs recommended by the consultant should be adopted. The existing facilities are not adequate to meet the District's present or projected needs. Adequate operating facilities are essential if the District is to continue to meet its responsibility of providing efficient transportation service to the community.
3. Phases 3 and 4 of the Study should be authorized to evaluate the present and alternative sites for improved facilities.
4. The District should make application for federal funding for site purchase and facilities design.
5. The facilities improvement timeline, with decision points, should be adopted.

Included for your information is a copy of the consultant's recommendations and a summary of study tasks and costs. Eric Gunderson and District staff will be available at the Board meeting to participate in discussions and respond to questions.

A handwritten signature in cursive script that reads "Janet Calvert".

Janet Calvert
Subcommittee Chair



Second Report to the Facilities Subcommittee
Operations & Administration Facility
Forecasting & Programming Analysis

December 19, 1984

Lead Firm: Wilson Bryant Gunderson Seider, PC.
Architects, Engineers, Planners-Eugene
Eric L. Gunderson, Project Architect

Economists: ECO Northwest
Forecasting & Economics-Eugene
Terry Moore, Staff Economist

Facility
Specialist: Fleet Maintenance Consultants
Bus Maintenance Facility Planners-Houston
Fred Selleck, Vice President



LTD BOARD MEETING
01/15/85 Page 25

WILSON BRYANT GUNDERSON SEIDER PC
ARCHITECTS ENGINEERS PLANNERS
1815 GARDEN AVENUE EUGENE, OREGON 97403 503/342-7291

I. FINDINGS

A. Enlarged facilities are needed

1. Future fleet size projected by ECO Northwest. Current fleet 88 buses, 100 buses by 1990, 136 buses by 2005.
2. Maintenance facility size established by Fleet Maintenance Consultants. Building area = 49,385 square feet. Subcontracting of Maintenance tasks was reviewed.
3. Operations and Administration Facility size established by WBGS Architects program. Operations area = 8,597 sq. ft. Administration and support facilities area required = 14,694 sq. ft.
4. Bus and employee parking and other site needs established as 427,707 sq. ft. Total site required is 11.48 acres.

B. Current facilities are at maximum capacity

1. Property is too small for bus parking. Additional land is being leased.
2. Office space is crowded. Temporary trailer is being installed.
3. Scattered layout of buildings and parking increases operating costs.
4. Maintenance facility size and configuration is substandard and inefficient for current fleet.

C. Additional work is needed to establish costs

1. Land acquisition costs are dependent on location.
2. Site improvement costs depend on specific requirements and conditions.
3. Building construction costs require more detailed analysis of building design, materials, and systems.
4. Capital and operating costs influence choice of site and design of facility.

II. RECOMMENDATIONS

- A. Plan for long-range needs, not spot solutions. Short term solutions tend to increase operating costs.
- B. Property requirements should be based on program findings for building size, parking needs, and property size.
- C. Proceed with the following stages (see attached schedule).
 1. Select site, apply for Federal funds for site purchase and facility design (Board decision, Jan. 1985).
 2. Purchase site, begin design, apply for Federal funding for construction. (Board decision, July 1985)
 3. Begin construction of new facility (Board decision, July 1986).
 4. Occupy new facility (Jan. 1988).

FINDINGS

Projections of future transit ridership in the Eugene-Springfield area clearly indicate that growth in LTD's fleet size is necessary to meet demand. Increased areas for bus parking, enlarged maintenance facilities, and additional space for driver support and administrative personnel will be needed to operate a larger fleet. Additional space is only one aspect of future needs. Optimal design process for a larger fleet must also consider operating efficiency and rigorously examine the costs and benefits of investments in site and facilities.

The consulting firm of ECO Northwest was retained to independently forecast growth in transit ridership from present levels to the years 1990 and 2005. This forecast is based on anticipated 3.2% annual growth rate in employment in the Eugene-Springfield area and on other variables affecting the choice to ride the bus. The conclusion of this forecast is that a fleet of 136 buses will be needed by the year 2005 to accommodate approximately 10,200,000 annual riders. The Eugene-Springfield T-2000 Plan anticipates that transit ridership will increase much more rapidly, requiring a fleet of 331 buses by the year 2005. The optimal size for a maintenance facility, however, is approximately 160 buses. The following summarizes a range of fleet sizes forecast for the year 2005:

ECO forecast:	136 buses
Optimal facility size:	160 buses
T-2000 Plan goal:	331 buses

To address this range, it was decided to plan the facility for a 136 bus fleet with adequate land for growth to 160 buses. If the T-2000 ridership is achieved and to accommodate growth beyond the year 2005, satellite facilities would be built. The satellite concept is used in larger metropolitan areas and offers the added advantage of reducing nonproductive bus travel time (dead heading) by handling bus routes originating far from the base facility.

The planned maintenance facility was sized to handle the projected 136 bus fleet. Frequency of mechanical failures, preventative maintenance, and component life were analyzed to project the number of work stations and their size. Work was conducted by Fleet Maintenance Consultants (FMC) of Houston, Texas, and resulted in a facility requirement of 49,385 sq. ft. Additional analysis of selected maintenance functions was also performed by FMC to determine if sub-contracting to private vendors would be more economical than repairs performed by LTD. Body repair, bus painting, engine rebuild, transmission rebuild and electrical component rebuild were each subjected to cost benefit analysis. It was found that these tasks could be performed more cheaply in-house and that the necessary facilities and equipment could be amortized in under 12 years. Additional advantages of in-house repairs include increased quality and schedule control, reduced bidding and contracting costs, the availability of in-house diagnostic expertise, and reduced bus down time.

Operations and administrative areas were established based on the projected number of personnel required for the future bus fleet. WBGS Architects interviewed LTD staff and diagrammed each space to accurately determine square footage requirements. Operations (driver support) space needs of 8597 sq. ft. and administrative offices and support space of 14,694 sq. ft. were projected. Employee parking and bus parking require 427,707 sq. ft. Total site required is 500,383 sq. ft. or 11.48 acres.

After determining future needs, it is possible to examine the adequacy of LTD's present facility. The results of this comparison are that the present facility is inefficient, and is being utilized beyond its maximum capacity. The symptoms of overcrowding include both shortages of space and deficiencies in design.

Land is now being leased, subject to 90 day cancellation by the owner, to provide temporary parking for the new Gillig buses now arriving. No alternatives presently exist should the owner exercise the right to cancel this lease. The present 4-acre site is too small for the fleet of 88 buses and projections indicate that 12 more buses will be needed by 1990.

Current office areas are overcrowded. To meet the needs of current staff and equipment it has been necessary to utilize an office trailer as a temporary solution. The scattered layout of bus parking and buildings is inherently inefficient and makes supervision difficult. Personnel are scattered throughout 6 buildings and bus parking is on 3 separate sites. Night fueling of buses, for example, could be performed with 3 less full-time staff positions in a more compact parking area at significant savings in operating costs.

The present maintenance facility is currently overcrowded and will be inadequate for any increase in fleet size. Industry standards would require 9 repair bays for LTD's present fleet. The existing maintenance facility has space for a total of 6 bays, 2 of which must be empty each night for use by the bus cleaning crew. Two partial bays are utilized by placing buses between regular bays. It is necessary to shuffle buses in adjacent bays to gain access to these partial bays.

COSTS

Additional information is required to accurately establish project budget. The primary variable is the selection of a site for construction of new facilities. Site location in turn affects operating costs. The ideal process considers relative construction cost, land cost and operating cost as the key criteria for site selection. This requires that the two issues be considered simultaneously.

The cost of land acquisition is a major component of overall budget. Purchase price can only be estimated for specific sites. Other variables include the value of existing site improvements, easements, and political "costs".

Operating costs must also be considered and vary substantially with site location. The distance a bus travels from its base to the start of a route (dead head time) is a large percentage of overall operating cost. The difference in dead head costs between alternative sites can be as high as 10% of overall operating costs.

Construction costs vary with site conditions such as slope, soil bearing capacity, and site shape. Site improvements are affected by the same criteria and others including utilities, drainage, environmental mitigation, and traffic access. Planning for incremental growth and construction phases also affects building cost. It may require design measures allowing relocation of some elements at certain growth points or the planning of utilities for future use.

As a result of the findings discussed above, certain recommendations can be made. These recommendations should be reviewed by the subcommittee, who must in turn recommend action to the LTD Board.

The most important component of these recommendations is that LTD approach its future needs with long range growth in mind. With a long range plan, incremental growth can occur in a way that builds within an established structure. Incremental additions without such a structure can limit growth and increase operating costs. Band-aid solutions are poor investments in the future. It is therefore recommended that the subcommittee adopt the fleet forecast and facilities program as a first step in establishing a plan to address current and future facility requirements.

The second recommendation is that completion of site selection and application for UMTA funding should proceed promptly. The attached schedule suggests that only prompt action will allow occupancy of the proposed facility by 1988. The findings have shown that increases in facilities are needed to accommodate present operations. In addition it is anticipated that increased facilities will be necessary to accommodate the additions to fleet size currently programmed for 1987 and 1988.

1. Select site, apply for Federal funds for site purchase and facility design:

Proceed with the evaluation of alternative sites for enlarged facilities. Candidate sites should include new property and the existing Garfield site. Prepare relative cost estimates of land acquisition, building construction, and operating cost. Select the ideal site based on costs and availability. Establish project budget including design fees. The application and approval process for UMTA funds is lengthy and should begin immediately. Apply for Federal funds for design and engineering fees and for site purchase.

2. Purchase site, begin design, apply for Federal funding for construction:

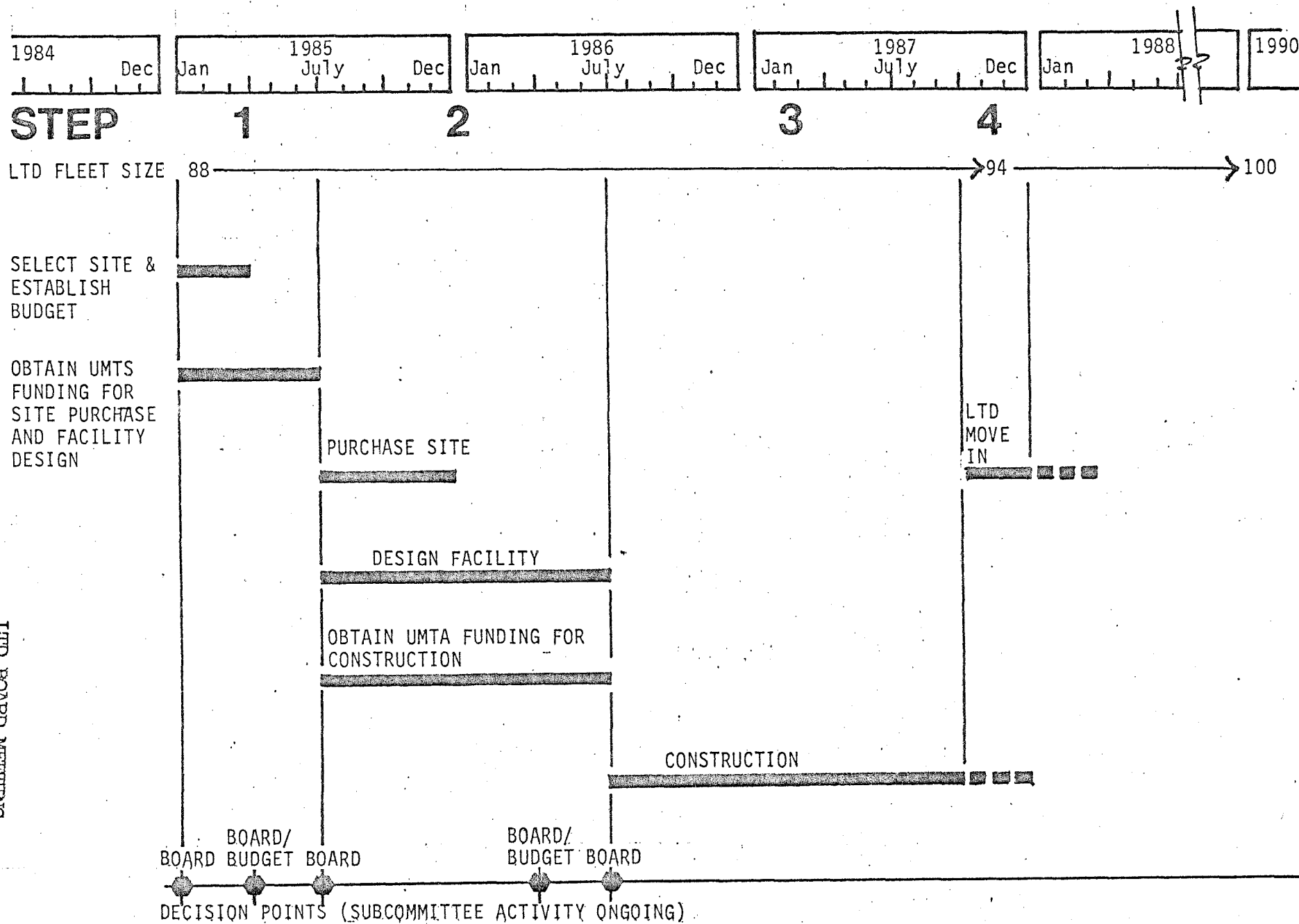
Pending LTD Board approval and Budget Committee recommendation, apply for construction funds from UMTA. Begin design work including site preparation, site and building design, equipment lists, final cost estimates and life cycle cost analysis, mechanical, electrical and structural engineering, and construction documents.

3. Begin construction of new facility:

After receiving UMTA funds and LTD Board approval, proceed with bidding and construction. It may be possible to speed construction by bidding some work such as site preparation early to avoid delays from winter weather. This technique of "fast tracking" may also save time on long order items such as maintenance facility equipment.

4. Occupy new facility:

Move in may need to occur in phases to maintain continuous LTD operations and to allow a shakedown period for new equipment and operating procedures.



LTD OPERATIONS & ADMINISTRATION FACILITY - SITE FEASIBILITY ANALYSIS

Summary of Work by Phase
September 13, 1984

FIRST CONTRACT

Phase 1: Programming

WBGS	\$ 8,408.46	
ECO	9,920.00	
Giesen - Cost Estimating	-0-	
Fleet Maintenance Consultants (add \$400 ea. for other inter- nalization studies)	8,230.00 (+400)*	
	<hr/>	\$26,558.46

Phase 2: Needs Assessment

WBGS	1,000.00	
Fleet Maintenance Consultants (attendance at board meeting)	-0- (+1,500)*	
	<hr/>	1,000.00
		<hr/> \$27,558.46

SECOND CONTRACT

Phases 3 & 4: Analysis of Alternative Sites

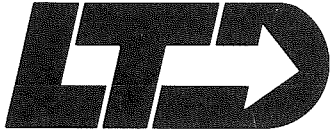
WBGS	\$13,063.84	
ECO	2,200.00	
Giesen - Cost Estimating	4,100.00	
Thompson - Appraisal	4,125.00	
ALPHA - Civil Engineering	2,695.00 (+2,973)*	
ALPHA - Traffic Engineering	-0- (+7,980)*	
Squier - Soils Engineering	1,750.00 (+2,500)*	
Rogers - Mechanical Engineering	1,600.00	
Warner - Electrical Engineering	760.00	
	<hr/>	\$30,293.84

Phase 5: Recommendations & Presentation

WBGS	\$ 3,312.00	
ECO	1,810.00	
	<hr/>	5,122.00
		<hr/> \$35,415.84

TOTAL FEES, BOTH CONTRACTS: BASIC SERVICES = \$62,974.30

*Additional services not included in Basic Contract to be negotiated with LTD as need arises.



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMO

TO: Board of Directors
FROM: General Manager
RE: Strategic Planning Process

Recently, Janet Calvert and the Executive Committee met to discuss a wide range of issues with which the District will be dealing within the next three to five years.

All of these issues involve, or will involve, Board policies and Goals and Objectives. The Board has not before dealt with these issues and the policies associated with them in a comprehensive, longer-range manner.

We are recommending that the Board undertake the task, at a work session, to prepare strategies with which to deal with these issues on a longer term than is represented by the annual goal- & objective-setting process. The result will guide the staff in the development of the three-year TDP (Transit Development Program), the 85-86 Budget, and contract negotiations, to describe just a few of the activities.

Attached is a list of issues identified by the staff. During the meeting with Janet, we then identified those elements, conditions or environments which would, or could, impact each of those issues.

We would propose a process for discussing these issues during the work session using the following example, with strategy questions which could apply in each instance:

Issue:	Labor Relations Contract Negotiations--March, 1985-
Strategy	What are the objectives?
Questions:	What are the real issues?
	How do we get there?
	What can keep us from achieving our objectives?
	What will get us success?

Strategic Planning Process, Cont.
Page 2
January 15, 1985

Using the basic strategy questions similar to those listed above, each of the issues that has been identified so far can then be reviewed, strategies developed to achieve the goals and objectives, and staff work begin based upon Board direction.

A procedure for Board and staff would look like the following:

1/15/85	Review Strategic Planning Issues Add/Delete/Modify Set Date for Work Session
1/16-2/15	Work Session Establish Goals & Objectives Develop Winning Strategies
2/19	Board Meeting Public Hearing Review and Adopt Goals & Objectives

Phyllis
Phyllis Loobey
General Manager

PL/em

attachment



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMO

TO: Board of Directors

FROM: Executive Committee & Janet Calvert

RE: Goals & Objectives
Strategic Planning Issues

The District will be starting the FY 85-86 budget process soon and the first step in that process is the development of District goals. The following list was developed by Executive Committee and the Chairperson of the Board as issues that will have to be addressed in the next year(s). It is not arranged in any particular order nor is it all-inclusive; rather, it is a point for the development of next year's budget.

I. BUDGET

- A. Federal Revenues - Expect at least a 15% reduction, \$134,000, in federal operational support for FY 85-86 with further reduction in future years.
- B. Economy Slowdown - Expect only a small increase to payroll taxes next year because of a slowing down of economic growth and a lower inflation rate which means lower salary increases.
- C. Taxes: Alternative Sources or Raise Payroll Tax - There does not appear to be any viable source for additional tax revenues, which means that the payroll tax may have to be increased. Any payroll tax increase may be hard to sell. An increase may have to be tied to loss of federal revenues. Current readings are that the budget will be tighter next year, which could limit options for service increases.

II. LABOR RELATIONS

- A. ATU Contract - Tough negotiations; given budget and facility needs of the District, salary increases will be minimal. District will continue to negotiate for work rule changes that will increase operating efficiency while reducing costs.

- B. Human Resource Management - District will emphasize programs to increase staff effectiveness: incentive programs, wellness programs, etc.

III. SERVICES

- A. Expansion/Adjustments - Budget will limit service increases that can be made. Emphasis will be on increasing productivity and passenger revenues. No major increases or adjustments anticipated. Continued pressure for increases in Dial-A-Ride funding anticipated.
- B. Innovative Service - District will continue to explore low-cost, innovative methods for providing non-urban service to patrons, i.e., van pool, shuttle, etc.
- C. Low productivity routes will be looked at carefully.
- D. Downtown Shuttle - Novelty vehicle for shuttle should be considered with other options for local community financing.

IV. CAPITAL IMPROVEMENTS PROGRAM (C.I.P.)

- A. New Administrative/Operations/Maintenance Facility - The preliminary findings of the Facilities Study indicate that the District needs a new central facility. Under the best of conditions, the planning and construction of a new facility will take three years. Consequently, considerable time and resources will be devoted to this project in the next three to four years. Very difficult issues of funding, community support, timing, etc. still must be addressed.
- B. Downtown Station - The recent decision to reopen Willamette Street shows how vulnerable the District is downtown. Resources must be devoted to finding a long-term solution for a downtown station. Crucial issues of cost, location, and timing must be addressed.
- C. Widening of 6th/7th - District may be asked to support 6th/7th Street widening.
- D. Passenger Boarding Improvements - District will continue to dedicate resources toward improvements for passengers.
- E. Capital Replacement - District must begin allocating funds for future fleet expansion and replacement of the 300s, 400s, and 500s.

V. RIDERSHIP

A major emphasis for next year will be improving productivity. Intense market promotions may be considered.

VI. FARE POLICY

- A. Fare Recovery Ratio - The federal system is discussing a minimum farebox-to-operating (FTO) cost ratio of 40%. While that is out of the District's reach, increasing FTO must be a top priority.
- B. Special Promotion - Fare promotions will be planned as far into the future as possible (at least two months).

VII. PUBLIC IMAGE

Reassess District's constituencies and our images with those constituencies. Design program to assure proper presentation of District to them.

VIII. LEGISLATIVE AGENDA

- A. Work for state support of Dial-A-Ride.
- B. Consider changes to SAIF regulations to reduce District costs.
- C. Look at changes to self-employment tax to make it more equitable.
- D. End dual payment of unemployment and Worker's Compensation time loss.

After having reviewed this phase, be prepared to add, delete, or amend according to your perspective--that process should begin in mid-January.



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

TO: Board of Directors
FROM: Budget Subcommittee
RE: Investment Policy

The District historically has invested surplus funds in the Local Government Investment Pool and occasionally in Time Certificates of Deposit. Oregon statutes allow investments in the following instruments:

U.S. TREASURY BILLS AND NOTES	guaranteed by U.S. Government
U.S. AGENCY SECURITIES	guaranteed by U.S. Agency, but not explicitly by the U.S. Government
BANKERS' ACCEPTANCES	guaranteed by issuing financial institution
TIME CERTIFICATES OF DEPOSIT	guaranteed up to \$100,000 per financial institution by FDIC or FSLIC insurance
REPURCHASE AGREEMENTS	collateralized by U.S. Treasury or Agency securities
LOCAL GOVERNMENT INVESTMENT POOL	pool of state and local government funds comprised of various securities

The subcommittee discussed the goals the District should pursue in its investment strategy and characteristics of the allowed investments. Our position is that the District should only invest in securities for which there is no risk of loss of principal.

SUBCOMMITTEE RECOMMENDATION

The Budget Subcommittee recommends adoption of the attached Investment Policy which allows investment in U.S. Treasury Bills and Notes, Time Certificates of Deposit up to \$100,000 per financial institution, Repurchase Agreements when collateralized by U.S. Treasury Bills and Notes, and the Local Government Investment Pool.

Peter Brandt
Budget Subcommittee Chairman

LANE TRANSIT DISTRICT
INVESTMENT POLICY

I. INVESTMENT OBJECTIVES

The Lane Transit District operates under the policy that all surplus funds for which it is practicable to do so will be invested. The investment of surplus funds shall be scheduled in a manner to allow sufficient cash for District expenditures. Maximization of earnings to the District shall be a secondary goal to safeguarding principal and providing adequate liquidity of funds. Investments shall be tied to actual or projected cash needs; speculative investment practices shall not be engaged in.

The Accountant shall be the portfolio manager. The portfolio manager will be held harmless in the event of loss for responsible investment transactions undertaken in accordance with the investment policy.

II. DIVERSIFICATION OF INVESTMENTS

The portfolio manager shall obtain a minimum of two quotes prior to investing surplus funds.

U.S. TREASURY BILLS AND NOTES	90% MAXIMUM
TIME CERTIFICATES OF DEPOSIT	90% MAXIMUM
REPURCHASE AGREEMENTS	25% MAXIMUM
LOCAL GOVERNMENT INVESTMENT POOL	100% MAXIMUM

NO SINGLE INVESTMENT MAY BE GREATER THAN \$1,000,000 EXCEPT FOR THE LOCAL GOVERNMENT INVESTMENT POOL.

III. INVESTMENT MATURITY

Investments shall be scheduled to coincide with payroll and/or capital disbursement dates.

IV. CRITERIA FOR INVESTMENTS

U.S. TREASURY NOTES AND BILLS

These instruments are guaranteed by the full faith and credit of the U.S. Government and are considered to be the most secure investment instrument. No further restrictions are placed on their use.

TIME CERTIFICATES OF DEPOSIT

TCD's at any one financial institution will not exceed the amount covered by Federal Deposit Insurance Corporation (FDIC) insurance which is currently \$100,000.

REPURCHASE AGREEMENTS

Repurchase Agreements shall be limited to those fully collateralized by U.S. Treasury Bills and Notes.

V. REPORTING REQUIREMENTS

The portfolio manager will provide an investment summary to the Board of Directors on a quarterly basis. The report will include dealer name, issue date, maturity date, rate of interest, principal invested, and market value.



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMO

TO: Board of Directors
FROM: Accountant
RE: Supplemental Budget

A supplemental budget is presented following this memo for your adoption. At its November meeting, the Budget Committee approved a supplemental budget which provided for \$250,000 in short-term borrowing in connection with safe-harbor leasing on the purchase of the new buses. The \$250,000 represented slightly more than 5% of the purchase price of the buses.

Since that time, staff have determined that a private letter ruling was obtained by Washington Metropolitan Area Transit Authority (WMATA) which states that in order to qualify for the safe-harbor leasing program a district need finance only 1% of the total cost.

Staff Recommendation

Staff recommend that the Board of Directors adopt the supplemental budget which includes the creation of a Short-Term Borrowing Fund.

Karen R. Rivenburg

Karen R. Rivenburg
Accountant

KRR/ms

attachments

RESOLUTION ADOPTING THE SUPPLEMENTAL BUDGET

BE IT RESOLVED that the Board of Directors of the Lane Transit District hereby adopts the supplemental budget, as approved by the Budget Committee for 1984-85 in the total sum of \$100,000, now on file at the Lane Transit District offices, located at 8th and Garfield.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the Board of Directors hereby also increases appropriations in the current 1984-85 fiscal year budget and that the supplemental budget is appropriated as follows:

GENERAL FUND

Transfer to Short-term Borrowing Fund	\$ 50,000
Total General Fund Appropriation	\$ 50,000

SHORT-TERM BORROWING FUND

Principal Repayment	\$ 50,000
Total Short-term Borrowing Fund Appropriation	\$ 50,000



Secretary

1-15-85
Date

RESOLUTION

BE IT RESOLVED that for financing purposes required by safe-harbor leasing for which provision has been made in the duly adopted supplemental budget, Phyllis P. Loobey, General Manager, acting for and on behalf of this District as its act and deed, be and hereby is authorized and empowered:

- (a) To borrow, at such interest rate as may be agreed upon between the District and the financial institution or company, such sum or sums of money as in their judgment should be borrowed for the purpose of meeting safe-harbor leasing requirements, not exceeding the aggregate amount of \$50,000 for the fiscal year 1984-85.
- (b) To execute and deliver to said financial institution or company the promissory note or notes of the District, with definite due dates, on forms which may be approved by said financial institution or company.
- (c) To provide to said financial institution or company such further evidences and documents as it shall require and to do and perform such other acts and things and to execute and deliver such other documents as may in her discretion appear reasonably necessary or proper in order to carry into effect any of the provisions hereof.


Secretary

1-15-85
Date

CERTIFICATION

The undersigned duly qualified and acting Executive Secretary of the Lane Transit District certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors held on January 15, 1985.

Signature of Recording Officer

Executive Secretary
Title of Recording Officer

Date

BARRAR & POWER

PLANNING AND CONFERENCE CONSULTANTS

November 27, 1984

Phyllis Loobey
General Manager
Lane Transit District
Box 2710
Eugene OR 97402

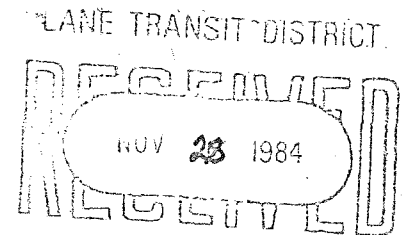
Dear Phyllis:

I am writing to inform you of my resignation from the LTD budget committee effective immediately. I have accepted a job with the Environmental Protection Agency in Portland to manage Oregon's drinking water program.

I have very much enjoyed my sojourn on the committee and wish you and its members the very best in the coming budgetary cycle. I am sure that whoever replaces me will be as impressed as I was with the quality of your staff and your professional leadership.

Sincerely,


Laurie Power



By _____

P.S. home base will remain in Pleasant Hill. I'll be commuting on weekends. The rigors of 2 career families!!

JANUARY 3, 1984

LANE TRANSIT DISTRICT
BUDGET AND TDP TIMELINE
FISCAL YEAR 85-86

<u>DATE</u>	<u>DESCRIPTION</u>
JANUARY	BOARD OF DIRECTORS TO BEGIN TO FILL VACANT BUDGET COMMITTEE POSITIONS
JANUARY 28 TO FEBRUARY 8	SALARY SUBCOMMITTEE MEET AS NEEDED
FEBRUARY 19	BOARD REVIEW AND APPROVE ORGANIZATION GOALS AND ACTION PLANS BOARD APPROVE SALARY AND BENEFIT PACKAGE FOR 85-86
MARCH 19	BOARD OF DIRECTORS MEETING
APRIL 5	DELIVER DRAFT BUDGET TO BUDGET COMMITTEE MEMBERS
APRIL 9	BUDGET HEARING - 1 st MEETING - BUDGET MESSAGE, PUBLIC HEARING, REVENUE FORECAST, OVERALL EXPENDITURE REQUIREMENTS
APRIL 16 (W/BOD) OR APRIL 30	BUDGET COMMITTEE MEETING - ADMINISTRATION, MARKETING AND PLANNING, TRANSPORTATION
MAY 7	BUDGET COMMITTEE MEETING - MAINTENANCE, CAPITAL PROJECTS, RISK MANAGEMENT
MAY 21	BOARD OF DIRECTORS APPROVE TDP
MAY 28	BUDGET COMMITTEE MEETING - APPROVE BUDGET
JUNE 18	BOARD OF DIRECTORS ADOPT BUDGET, MAKE APPROPRIATIONS

**Lane Transit District**

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMORANDUM

TO: Board of Directors

FROM: Carla Chambers, Marketing Representative

RE: 1984 Fall Service Campaign Summary Report

Many major service improvements were implemented with the September 1984 bid. The addition of service on the #11 THURSTON route, the creation of the new #24 WILLAMETTE and DOWNTOWN SHUTTLE routes, and the redesign of routes in the Ferry Street Bridge area necessitated a strong informational/promotional campaign.

Current riders needed to become familiar in a timely fashion with the service improvements in order to minimize the disruption in their travel habits. Non-riders, when shown the new routing opportunities, might begin riding the bus. Our marketing campaign kept these two target groups in mind when developing and implementing our strategies.

A great variety of marketing techniques was used in the Fall Service Campaign. Direct mail materials, posters, letters, leaflets, and display case and mall graphic information were all produced and available prior to the new service implementation. In addition, staff members rode the affected bus routes and were available at the Eugene Transit Station to help patrons. Newspaper advertisements and news media coverage also served to inform both current and potential riders about the new and improved service. The new routes were "free to ride" the first week of service in order to attract new riders and minimize the impact of the routing adjustments on our current riders.

The information collected in the November 1984 Route Segment Analysis shows positive ridership figures for the new and redesigned routes, which is indicative of the success of the campaign and the efforts to market the new service.

With only a little over one month of operation, the productivity on the DOWNTOWN SHUTTLE had already reached 20.3 rides per hour, compared to the 20.0 rides per hour that had been projected for FY 84-85. The #24 WILLAMETTE route is also doing very well, with 400 rides per day; the route has almost reached the projected first-year productivity. In addition, productivity is

Board of Directors
January 15, 1985
Page 2

high on the redesigned Ferry Street Bridge route, with an additional 2,000 rides per week. We are off to a good start, and ridership should increase as the routes continue to mature.

For interested Board members, a more detailed Marketing Summary Report is available.



Carla Chambers
Marketing Representative

CC:sbe

**Lane Transit District**

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1985

MEMO

TO: Board of Directors
FROM: General Manager
RE: Federal Allocations Committee Meeting--1/7/85

At the most recent meeting, held in Chicago, two principal issues were discussed: the OMB (Office of Management and Budget) proposal in the FY 86 Administration Budget; and a proposal, advanced by New Jersey Transit, to increase the federal gas tax by three cents with all the proceeds in a transit trust fund account. Remember that one cent of current federal gas tax goes into a transit trust fund.

The OMB proposal would transfer the Section 9 general revenue formula program for capital and operating to the transit fund account, but would eliminate, in its entirety, the operating component. LTD's annual operating assistance has been \$893,000 during the last four years.

The Section 3 discretionary program would be eliminated after FY 1985; that is this coming October. This program would be used by LTD for financing the administrative/maintenance facility, for instance.

If these changes are made, then only Section 9 gas tax proceeds would be available for capital projects. Because of the resulting lower levels of funding, and a higher local match requirement (50-50 instead of 80-20), the District's capital investments either would be delayed, take longer to implement, or be dropped.

The New Jersey Transit proposal, should we be successful with Congress and the Administration, has many attractive features. The additional 3-cent tax would not be overly burdensome given the drop in pump prices; it does not even begin to compare with the 300%+ "sales tax" imposed by OPEC in the late 1970's; and the proceeds would contribute to the stability of transit financing. Further, federal transit financing would no longer be a general fund account. Although present general revenue financing is paltry compared to other federal programs, the elimination of federal transit general revenue programs will go a little way in reducing the deficit.

Federal Allocations Committee Meeting, Cont.
Page 2
January 15, 1985

Attached is a display of the impact on Oregon properties if the New Jersey Transit proposal were effective.

More details will be forthcoming during the next few months as the Federal Allocation Committee completes its review and analysis of this proposal.

You will be kept informed.

Phyllis
Phyllis Loobey
General Manager

PL/em

attachment

Table II.b

OREGON
(\$ Millions)

Urbanized Area	FY '85 Section 9	FY '84 Section 3	Total Capital Assistance	Proposed Allocation	Urban Needs	Total Proposed Funding	+ or - \$
Portland	15.61	44.3	59.91	26.61	18.32	44.93	- 14.98
Eugene	1.91	-0-	1.91	3.13	-0-	3.13	+ 1.22
Longview/Ranier	.01	-0-	.01	.02	-0-	.02	+ .01
Medford	.47	-0-	.47	.77	-0-	.77	+ .30
Salem	1.33	-0-	1.33	2.17	-0-	2.17	+ .84



Lane Transit District

P.O. Box 2710 Eugene, Oregon 97402 Telephone: (503) 687-5581

January 15, 1984

MEMO

TO: Board of Directors
FROM: Phyllis Loobey
RE: APTA Federal Allocations Subcommittee

On December 11-12, I attended the first steering committee meeting in Washington, D.C. to determine a potential course of action in response to the Reagan administration's budget proposals for FY 1985.

Determining a course of action required far more discussion of political strategy and gamesmanship than I had anticipated. We are dealing with four significant actors in this drama. They are:

*Transit Industry

Small, medium and large operators including the 42 "new start" cities who are all lusting to build either light- or heavy-rail systems-big \$'s involved here.

*Congress

Key committees include Public Works and the Budget and Appropriations Committees and their respective staffs in both houses. We have friends in both parties in both houses.

*Executive Office

No friends here. The Administration (David Stockman, principally) does not like operating assistance because the spend-out (Washington, D.C. terminology) is 95% of appropriated funds annually. The spend-out annually for capital is about 25%--capital projects usually are multi-year.

*Urban Mass Transportation Administration

Some friends here but not the Administrator, his immediate staff, nor Secretary of Transportation Dole.

APTA Federal Allocations Subcommittee
January 15, 1985
Page 2

The Surface Transportation Act of 1983, which included the 1-cent tax on gasoline, is effective until FY 1986. This means that new legislation is not needed to continue UMTA funding, but does not prevent an additional cut in current funding levels. (The total appropriation for transit assistance has been cut 30% over the course of the last four years.)

The short-term strategy is to protect current funding levels, if at all possible, or in the case of further cuts to distribute that equitably. Recall that small operators (defined as those who operate 100 or fewer buses during peak hours), have not had substantial cuts in operating assistance the last four years. The 30% cut in total appropriations has been born by the medium and large properties.

It is highly unlikely that they will accept further cuts in assistance so that small operators will remain whole. To mitigate the impact of reductions in operating assistance, UMTA has suggested they would broaden the definition of capital to include maintenance items which have been treated as operations expenditures.


The long-term strategy is to work for an increase in the federal gas tax dedicated to transit and forego federal general revenue funds entirely. That would provide far greater stability on the federal funding side of transit operations than the present see-saw environment in which we find ourselves.

The potential of an increase is within the realm of possibility. The idea has been floated among those significant actors described earlier and they have responded positively. The attempt would be a matter of timing. Action in this regard could occur within the next six months.

My intent was not to bore you silly with the foregoing and I apologize if that is the result. But all of the foregoing will influence transit's federal future. I have given just the framework of the meeting discussion.

I will provide a similar briefing paper as the course of events play out.

Please call me if you have questions or concerns that should be considered during the process of the committee's work.


Phyllis Loobey
General Manager

PL/em

cc: Pangborn, Dallas, Bergeron

LANE TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
GENERAL FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1984 (41.67% OF YEAR COMPLETED)

	CURRENT MONTH		YEAR-TO-DATE		%	YEARLY	
	1984	1983	1984	1983	ACTIVITY	BUDGET	BALANCE
REVENUES							
Operating Revenues:							
Passenger Fares	114,169	115,009	497,215	495,249	33.48%	1,455,200	(987,985)
Charters	4,898	4,791	42,146	20,443	117.07%	36,000	6,146
Advertising	2,803	3,538	15,082	17,690	33.52%	45,000	(29,918)
Miscellaneous	252	393	1,372	1,258	27.44%	5,000	(3,628)
TOTAL OPERATING REVENUES	122,122	123,731	555,815	534,640	35.38%	1,571,200	(1,015,385)
Non-Operating Revenues:							
Interest	21,608	12,981	81,815	43,854	54.54%	150,000	(68,185)
Payroll Taxes	734,094	1,130,000	2,276,249	2,539,978	51.71%	4,401,900	(2,125,651)
Federal Operating Assistance	0	0	0	0	0.00%	1,043,400	(1,043,400)
State In-Lieu-Of Payroll Taxes	0	0	86,351	83,953	19.19%	450,000	(363,649)
Other Operating Assistance	0	2,545	0	2,545	0.00%	10,000	(10,000)
TOTAL NON-OPERATING REVENUES	755,702	1,145,526	2,444,415	2,670,330	40.37%	6,055,300	(3,610,885)
TOTAL REVENUES	877,824	1,269,257	3,000,230	3,204,970	39.34%	7,626,500	(4,626,270)
EXPENDITURES							
Administration:							
Personal Services	32,329	31,631	167,930	148,375	41.92%	409,400	241,470
Materials and Supplies	2,341	6,331	33,381	40,199	26.35%	126,700	93,319
Contractual Services	1,140	1,281	21,965	18,483	26.46%	93,000	61,035
Total Administration	35,810	39,243	223,276	207,057	36.06%	619,100	395,824
Marketing and Planning:							
Personal Services	35,356	27,973	170,053	139,373	40.12%	423,900	253,847
Materials and Supplies	8,957	8,645	67,660	65,860	52.45%	129,000	61,340
Contractual Services	17,985	29,591	138,626	125,327	49.04%	282,700	144,074
Total Marketing and Planning	62,298	66,209	376,339	330,560	45.04%	835,600	459,261
Transportation:							
Personal Services	305,115	271,874	1,433,155	1,307,060	39.39%	3,638,100	2,204,945
Materials and Supplies	1,479	6,016	4,343	7,338	26.64%	16,300	11,957
Contractual Services	443	0	1,655	0	13.79%	12,000	10,345
Total Transportation	307,037	277,890	1,439,153	1,314,398	39.25%	3,666,400	2,227,247
Maintenance:							
Personal Services	76,760	80,364	398,838	379,359	37.55%	1,035,400	646,562
Materials and Supplies	100,222	53,053	380,405	309,557	41.72%	912,200	531,595
Contractual Services	5,367	8,695	33,510	18,751	29.87%	112,200	78,690
Total Maintenance	182,349	142,112	802,753	707,667	38.98%	2,059,600	1,256,847
Contingency	0	0	0	0	0.00%	80,000	80,000
Loan to Capital Projects	0	0	0	0	0.00%	175,000	175,000
Transfer to Capital Projects	0	0	190,600	0	100.00%	190,600	0
Transfer to Risk Management	0	0	0	0	N/A	0	0
TOTAL EXPENDITURES	587,494	525,454	3,032,321	2,559,682	39.76%	7,626,500	4,594,179
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	290,330	743,803	(32,091)	645,288	N/A	0	(32,091)

LANE TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
CAPITAL PROJECTS FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1984 (41.67% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	2,189,724	95.95%	2,282,207	(92,483)
Revenues:				
UMTA Section 5	0	0.00%	2,775,504	(2,775,504)
UMTA Section 9	57,837	3.28%	1,763,147	(1,705,310)
UMTA Section 18	0	0.00%	88,440	(88,440)
Federal Highway Admin	0	0.00%	201,520	(201,520)
State Assistance	24,356	20.30%	120,000	(95,644)
Misc Grant Revenues	5,246	43.72%	12,000	(6,754)
Transfer from Gen'l Fund	190,600	100.00%	190,600	0
Loan from Gen'l Fund	0	0.00%	175,000	(175,000)
Total Revenues	278,039	5.22%	5,326,211	(5,048,172)
TOTAL RESOURCES	2,467,763	32.43%	7,608,418	(5,140,655)
EXPENDITURES				
Locally Funded:				
Land & Buildings	4,750	N/A	0	(4,750)
Total Locally Funded	4,750	N/A	0	(4,750)
UMTA Funded:				
Computer Software	4,752	63.37%	5,700	948
Office Equipment	17,847	11.36%	157,081	139,234
Maintenance Equipment	1,910	1.47%	129,500	127,590
Bus Stop Improvements	19,774	7.35%	269,001	249,227
Land & Buildings	600	0.61%	98,300	97,700
Buses	784	0.02%	4,859,479	4,858,695
Bus Related Equipment	0	0.00%	97,900	97,900
Service Vehicles	9,284	43.79%	21,203	11,919
Miscellaneous	17,344	11.90%	145,700	128,356
Total UMTA Funded	72,295	1.25%	5,783,864	5,711,569
FHWA Funded:				
Bus Stop Improvements	0	0.00%	229,000	229,000
Total FHWA Funded	0	0.00%	229,000	229,000
Contingency	0	0.00%	8,480	8,480
TOTAL EXPENDITURES	77,045	1.28%	6,021,344	5,944,299
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES				
	2,390,718	150.64%	1,587,074	803,644

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 RISK MANAGEMENT FUND
 FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1984 (41.67% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	398,394	1.05	380,649	17,745
Revenues:				
Transfer from Gen'l Fund	0	N/A	0	0
Interest	17,160	1.14	15,000	2,160
Total Revenues	17,160	1.14	15,000	2,160
TOTAL RESOURCES	415,554	1.05	395,649	19,905
EXPENDITURES				
Administration	8,200	0.50	16,500	8,300
Worker's Compensation	19,536	0.14	143,000	123,464
Liability Program	80,977	0.41	199,400	118,423
Miscellaneous Insurance	0	0.00	4,400	4,400
TOTAL EXPENDITURES	108,713	0.30	363,300	254,587
ENDING FUND BALANCE	306,841	9.49	32,349	274,492

LANE TRANSIT DISTRICT
COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES TO BUDGETED
GENERAL FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1984

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)	
			AMOUNT	%
REVENUES				
Operating Revenues:				
Passenger Fares	497,215	555,000	(57,785)	-10.41%
Charters	42,146	24,000	18,146	75.61%
Advertising	15,082	18,750	(3,668)	-19.56%
Miscellaneous	1,372	2,085	(713)	-34.20%
TOTAL OPERATING REVENUES	555,815	599,835	(44,020)	-7.34%
Non-Operating Revenues:				
Interest	81,815	62,500	19,315	30.90%
Payroll Taxes	2,276,249	2,190,950	85,299	3.89%
Federal Operating Assistance	0	0	0	N/A
State In-Lieu-Of Payroll Taxes	86,351	90,000	(3,649)	N/A
Other Operating Assistance	0	0	0	N/A
TOTAL NON-OPERATING REVENUES	2,444,415	2,343,450	100,965	4.31%
TOTAL REVENUES	3,000,230	2,943,285	56,945	1.93%
EXPENDITURES				
Administration:				
Personal Services	167,931	170,505	2,655	1.58%
Materials and Supplies	33,331	60,145	26,764	44.50%
Contractual Services	21,965	25,090	3,125	12.46%
Total Administration	223,275	255,820	32,545	12.72%
Marketing and Planning:				
Personal Services	170,053	176,375	6,322	3.58%
Materials and Supplies	67,660	74,517	6,857	9.20%
Contractual Services	138,626	178,850	40,224	22.49%
Total Marketing and Planning	376,339	429,742	53,403	12.43%
Transportation:				
Personal Services	1,433,155	1,468,965	35,810	2.44%
Materials and Supplies	4,343	4,415	72	1.62%
Contractual Services	1,655	5,000	3,345	66.91%
Total Transportation	1,439,153	1,478,380	39,227	2.65%
Maintenance:				
Personal Services	388,833	429,235	40,397	9.41%
Materials and Supplies	350,605	390,870	10,265	2.63%
Contractual Services	33,510	56,391	22,881	40.58%
Total Maintenance	802,953	876,496	73,543	8.99%
Contingency	0	0	0	N/A
Transfer to Capital Projects	190,600	190,600	0	0.00%
Transfer to Risk Management	0	0	0	N/A
TOTAL EXPENDITURES	3,032,321	3,231,038	198,717	6.15%
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(32,091)	(287,753)	(141,772)	49.27%

LANE TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EPENDITURES
GENERAL FUND
FOR THE SIX MONTHS ENDING DECEMBER 31, 1984 (50.00% OF YEAR COMPLETED)

	CURRENT MONTH		YEAR-TO-DATE		%	YEARLY	BALANCE
	1984	1983	1984	1983	ACTIVITY	BUDGET	
REVENUES							
Operating Revenues:							
Passenger Fares	104,574	120,827	601,789	616,076	40.52%	1,485,200	(883,411)
Charters	567	235	42,713	20,678	118.65%	36,000	6,713
Advertising	2,803	3,870	17,895	21,560	39.74%	45,000	(27,115)
Miscellaneous	186	171	1,558	1,429	31.16%	5,000	(3,442)
TOTAL OPERATING REVENUES	108,130	125,103	663,945	659,743	42.26%	1,571,200	(907,255)
Non-Operating Revenues:							
Interest	18,064	14,514	99,879	58,368	66.59%	150,000	(50,121)
Payroll Taxes	0	10,000	2,276,249	2,549,978	51.71%	4,401,900	(2,125,651)
Federal Operating Assistance	0	0	0	0	0.00%	1,043,400	(1,043,400)
State In-Lieu-Of Payroll Taxes	107,850	112,885	194,201	196,838	43.16%	450,000	(255,799)
Other Operating Assistance	1,752	0	1,752	2,545	17.82%	10,000	(8,248)
TOTAL NON-OPERATING REVENUES	127,666	137,399	2,572,081	2,807,729	42.48%	6,055,300	(3,463,219)
TOTAL REVENUES	235,796	262,502	3,236,026	3,467,472	42.43%	7,626,500	(4,390,474)
EXPENDITURES							
Administration:							
Personal Services	30,274	33,075	198,204	181,450	48.41%	409,400	211,196
Materials and Supplies	18,528	8,133	51,909	48,332	40.97%	126,700	74,791
Contractual Services	3,642	1,913	25,608	20,396	30.85%	83,000	57,392
Total Administration	52,444	43,121	275,721	250,178	44.54%	619,100	343,379
Marketing and Planning:							
Personal Services	33,257	35,572	203,310	174,945	47.96%	423,900	220,590
Materials and Supplies	6,075	6,429	73,735	72,289	57.16%	129,000	55,265
Contractual Services	10,055	22,063	148,681	147,390	52.59%	282,700	134,019
Total Marketing and Planning	49,387	64,064	425,726	394,624	50.95%	835,600	409,874
Transportation:							
Personal Services	281,645	309,938	1,714,800	1,616,998	47.13%	3,638,100	1,923,300
Materials and Supplies	455	(5,218)	4,798	2,120	29.44%	16,300	11,502
Contractual Services	423	0	2,078	0	17.32%	12,000	9,922
Total Transportation	282,523	304,720	1,721,676	1,619,118	46.96%	3,666,400	1,944,724
Maintenance:							
Personal Services	73,670	85,991	462,508	465,350	44.67%	1,035,400	572,892
Materials and Supplies	52,163	74,165	432,768	393,722	47.44%	912,200	479,432
Contractual Services	6,163	4,498	39,673	23,249	35.36%	112,200	72,527
Total Maintenance	131,996	164,654	934,949	882,321	45.39%	2,059,800	1,124,851
Contingency	0	0	0	0	0.00%	80,000	80,000
Loan to Capital Projects	0	0	0	0	0.00%	175,000	175,000
Transfer to Capital Projects	0	0	190,600	0	100.00%	190,600	0
Transfer to Risk Management	0	0	0	0	N/A	0	0
TOTAL EXPENDITURES	516,351	576,559	3,548,672	3,136,241	46.53%	7,626,500	4,077,828
EXCESS (DEFICIT) OF REVENUES							
OVER EXPENDITURES	(280,555)	(314,057)	(312,646)	331,231	N/A	0	(312,646)

LANE TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
CAPITAL PROJECTS FUND
FOR THE SIX MONTHS ENDING DECEMBER 31, 1984 (50.00% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	2,189,724	95.95%	2,282,207	(92,483)
Revenues:				
LYTA Section 5	0	0.00%	2,775,504	(2,775,504)
LYTA Section 9	120,718	6.85%	1,763,147	(1,642,429)
LYTA Section 18	0	0.00%	88,440	(88,440)
Federal Highway Admin	0	0.00%	201,520	(201,520)
State Assistance	37,326	31.11%	120,000	(82,674)
Misc Grant Revenues	5,246	43.72%	12,000	(6,754)
Transfer from Gen'l Fund	190,600	100.00%	190,600	0
Loan from Gen'l Fund	0	0.00%	175,000	(175,000)
Total Revenues	353,890	6.64%	5,326,211	(4,972,321)
TOTAL RESOURCES	2,543,614	33.43%	7,608,418	(5,064,804)
EXPENDITURES				
Locally Funded:				
Land & Buildings	4,750	N/A	0	(4,750)
Total Locally Funded	4,750	N/A	0	(4,750)
LYTA Funded:				
Computer Software	3,579	238.23%	5,700	(7,879)
Office Equipment	58,247	37.08%	157,081	98,834
Maintenance Equipment	2,123	1.64%	129,500	127,377
Bus Stop Improvements	19,774	7.35%	269,001	249,227
Land & Buildings	21,611	21.98%	98,300	76,689
Buses	3,387	0.07%	4,859,479	4,856,092
Bus Related Equipment	0	0.00%	97,900	97,900
Service Vehicles	9,284	43.79%	21,203	11,919
Miscellaneous	22,892	15.71%	145,700	122,808
Total LYTA Funded	150,897	2.61%	5,793,864	5,632,967
FHWA Funded:				
Bus Stop Improvements	0	0.00%	229,000	229,000
Total FHWA Funded	0	0.00%	229,000	229,000
Contingency	0	0.00%	8,480	8,480
TOTAL EXPENDITURES	155,647	2.58%	6,021,344	5,865,697
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES				
	2,387,967	150.46%	1,587,074	800,893

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 RISK MANAGEMENT FUND
 FOR THE SIX MONTHS ENDING DECEMBER 31, 1984 (50.00% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	398,394	1.05	380,649	17,745
Revenues:				
Transfer from Gen'l Fund	0	N/A	0	0
Interest	19,860	1.32	15,000	4,860
Total Revenues	19,860	1.32	15,000	4,860
TOTAL RESOURCES	418,254	1.06	395,649	22,605
EXPENDITURES				
Administration	8,220	0.50	16,500	8,300
Worker's Compensation	23,925	0.17	143,000	119,075
Liability Program	81,154	0.41	199,400	118,246
Miscellaneous Insurance	293	0.07	4,400	4,107
TOTAL EXPENDITURES	113,592	0.31	363,300	249,728
ENDING FUND BALANCE	304,662	9.42	32,349	272,333

LANE TRANSIT DISTRICT
COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES TO BUDGETED
GENERAL FUND
FOR THE SIX MONTHS ENDING DECEMBER 31, 1984

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE FAVORABLE (UNFAVORABLE) AMOUNT	%
REVENUES				
Operating Revenues:				
Passenger Fares	601,789	693,000	(91,211)	-13.16%
Charters	42,713	27,000	15,713	58.20%
Advertising	17,885	22,500	(4,615)	-20.51%
Miscellaneous	1,558	2,502	(944)	-37.73%
TOTAL OPERATING REVENUES	663,945	745,002	(81,057)	-10.88%
Non-Operating Revenues:				
Interest	99,879	75,000	24,879	33.17%
Payroll Taxes	2,276,249	2,200,950	75,299	3.42%
Federal Operating Assistance	0	0	0	N/A
State In-Lieu-Of Payroll Taxes	194,201	210,000	(15,799)	N/A
Other Operating Assistance	1,752	5,000	(3,248)	N/A
TOTAL NON-OPERATING REVENUES	2,572,081	2,490,950	81,131	3.26%
TOTAL REVENUES	3,236,026	3,235,952	74	.00%
EXPENDITURES				
Administration:				
Personal Services	198,204	204,702	6,498	3.17%
Materials and Supplies	51,909	69,577	17,668	25.39%
Contractual Services	25,808	33,964	8,356	24.60%
Total Administration	275,921	308,243	32,322	10.95%
Marketing and Planning:				
Personal Services	203,310	211,950	8,640	4.08%
Materials and Supplies	71,735	85,535	11,830	13.83%
Contractual Services	145,691	216,175	67,494	31.22%
Total Marketing and Planning	420,735	513,660	87,965	17.12%
Transportation:				
Personal Services	1,714,800	1,772,098	57,298	3.23%
Materials and Supplies	4,798	7,500	2,702	36.02%
Contractual Services	2,078	6,000	3,922	65.37%
Total Transportation	1,721,676	1,785,598	63,922	3.58%
Maintenance:				
Personal Services	462,508	516,182	53,674	10.40%
Materials and Supplies	432,768	466,034	33,266	7.14%
Contractual Services	39,673	64,360	24,687	38.36%
Total Maintenance	934,949	1,046,576	111,627	10.67%
Contingency	0	0	0	N/A
Transfer to Capital Projects	190,600	190,600	0	0.00%
Transfer to Risk Management	0	0	0	N/A
TOTAL EXPENDITURES	3,549,672	3,844,707	296,035	7.70%
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(312,646)	(608,755)	(295,961)	48.62%

RIDERSHIP SUMMARY: SECOND QUARTER FY '84-'85

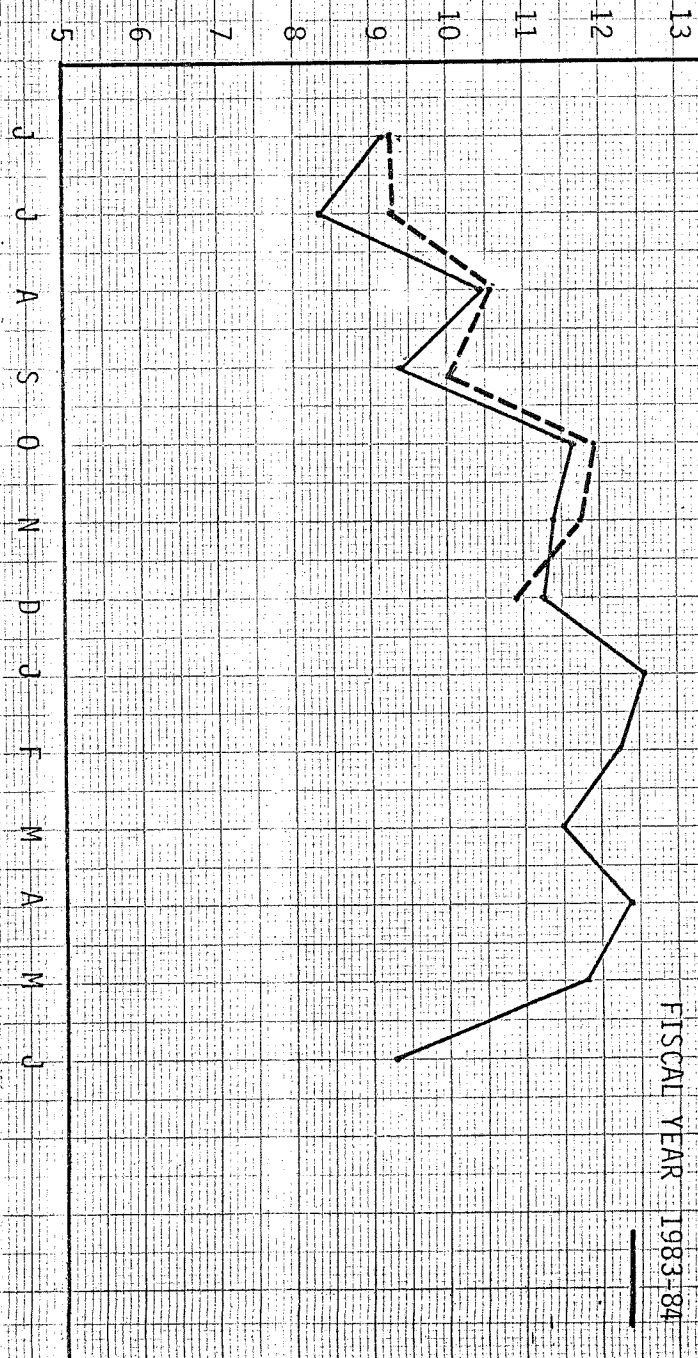
OCTOBER, 1984	NOVEMBER, 1984	DECEMBER, 1984
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STATISTIC	'84 - '85	'83 - '84	% CNG.	'84 - '85	'83 - '84	% CNG.	'84 - '85	'83-'84	% CNG.
FAREBOX REVENUE	\$118,180	\$116,820	1.2	\$114,169	\$115,009	-0.7	\$104,574	\$120,827	-13.5
PERSON TRIPS	313,415	279,499	12.1	285,002	268,894	6.0	268,527	287,700	-6.7
WEEKLY SCHEDULE HOURS	4,004	3,568	12.2	4,053	3,617	12.1	4,118	3,785	8.8
PRODUCTIVITY	17.2	18.3	-6.0	16.9	17.8	-5.1	16.4	18.4	-10.8

YEAR TO DATE

STATISTIC	TDP GOAL	'84 - '85	'83 - '84	% CNG.
FAREBOX REVENUE	776,347	601,714	616,148	-2.3
PERSON TRIPS	1,763,636	1,614,554	1,533,544	+5.3
PRODUCTIVITY	18.7	16.6	16.9	-1.8
EFFICIENCY	\$1.45	\$1.49	\$1.45	+3.0
USER FUNDING	22.2%	16.4%	18.9%	-13.2

THOUSANDS OF TRIPS (x1000)

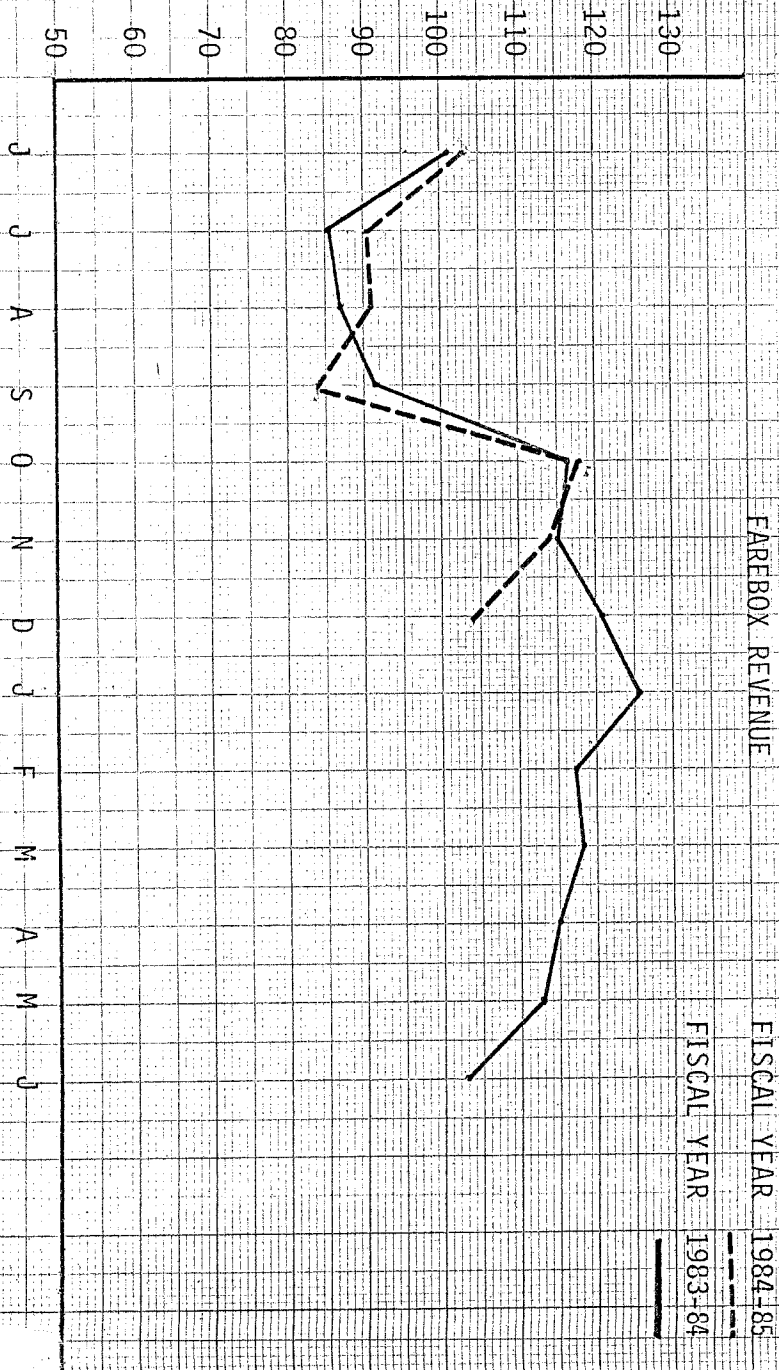


AVERAGE WEEKDAY PERSON TRIPS

FISCAL YEAR 1984-85

FISCAL YEAR 1983-84

THOUSANDS OF DOLLARS (x1000)



FAREBOX REVENUE

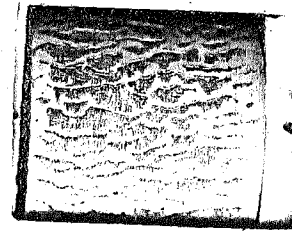
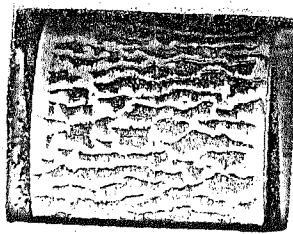
FISCAL YEAR 1984-85

FISCAL YEAR 1983-84

OPERATIONS SUMMARY
OCTOBER/NOVEMBER/DECEMBER 1984

	October			November		
	84-85	83-84	% CHANGE	84-85	83-84	% CHANGE
On-Time Performance	98.78%	96.97%	+1.87%	98.95%	99.33%	-.38%
Safe Miles Between Accidents/Incidents	29,139	20,524	+41.97%	44,116	44,490	-.84
Miles Between Breakdowns	4,096	6,656	New Standards	4,325	6,951	New Standards
Total Miles	262,165	246,283	+6.45	220,582	222,450	-.84
Complaints	15	26	--	20	23	--
Compliments	9	11	--	11	12	--

	FISCAL YEAR-TO-DATE TOTALS/AVERAGES				December		
	84-85	83-84	% CHANGE	GOAL	84-85	83-84	% CHANGE
On-Time Performance	99.16%	98.48%	+.69%	98.00%	99.06%	98.50%	+.57%
Safe Miles Between Accidents/Incidents	25,054	30,429	-17.66%	38,000	31,091	33,447	-7.04%
Miles Between Breakdowns	4,041	15,215	New Standards	15,000	4,154	9,607	New Standards
Total Miles	250,535	213,005	+17.62%	n/a	1,430,185	1,341,790	+6.59
Complaints	15	11	--	-5%	127	90	--
Compliments	9	4	--	--	59	35	--



January 16, 1985

-R-G

Bus fare will increase to 60 cents

By PATTY MANTIA
Of The Register-Guard

Lane Transit District riders will have to dig deeper into their pockets and jingle loose another nickel beginning Sept. 1 when the basic cash fare for a bus ride increases to 60 cents.

In a unanimous vote Tuesday night, the district board authorized raising the present 55-cent fare after reviewing a staff report that concluded that farebox revenues are not keeping pace with ridership demands.

Senior citizens and the handicapped, who now pay 25 cents to ride the bus, will be charged 30 cents beginning Sept. 1 as a result of the board action.

However, the board did not raise the price of day and monthly bus passes, bus tokens and the special 25-cent fare for weekend bus riders.

The fare increase is expected to produce an additional \$43,400 in revenue in 1985-86 and will help maintain a balance between revenues from fares and those generated by the employer payroll tax, LTD staff said.

The increase in the cash fare, the first since February 1983, was spurred by a recent in-house analysis that

determined that LTD ridership and revenue were out of balance.

"Ridership has gone up substantially, but revenues have stayed flat over the past year," Mark Pangborn, director of LTD administrative services, told board members.

The district's ridership has increased about 8 percent this fiscal year, which began July 1, because of new service added in September, the 25-cent weekend fare and other promotional programs, Pangborn said.

Some of the promotional programs lost the transit district money and a policy change effected by the state Adult and Family Services division reduced farebox revenues, Pangborn said. He blamed about half of the loss of anticipated revenue on the services division decision to switch from purchasing bus passes to buying tokens and day passes for some of its clients.

Since 1981, LTD has tackled fare increases in small steps so as not to discourage riders. In 1981, the district increased fares to 65 cents from 35 cents, and suffered a 30-percent drop in ridership as a consequence, Pangborn said.

The nickel hike represents a 10-

percent increase in the fare cost. When instituted in September, the percentage increase will be consistent with the inflation rate since the last fare increase, Pangborn said.

Only one person, an LTD budget committee member, testified at the public hearing on the fare increase

during the board meeting, which was held in the McNutt Room at Eugene City Hall. Eugene resident Paul Bonney said he would not argue against the fare increase, but added, "I hate to see it happen."

The five board members approved the increase without comment.

OPERATIONS SUMMARY
OCTOBER/NOVEMBER/DECEMBER 1984

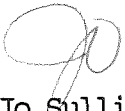
	October			November		
	84-85	83-84	% CHANGE	84-85	83-84	% CHANGE
On-Time Performance	98.78%	96.97%	+1.87%	98.95%	99.33%	-.38%
Safe Miles Between Accidents/Incidents	29,139	20,524	+41.97%	44,116	44,490	-.84
Miles Between Breakdowns	4,096	6,656	New Standards	4,325	6,951	New Standards
Total Miles	262,165	246,283	+6.45	220,582	222,450	-.84
Complaints	15	26	--	20	23	--
Compliments	9	11	--	11	12	--

	December			FISCAL YEAR-TO-DATE TOTALS/AVERAGES			
	84-85	83-84	% CHANGE	GOAL	84-85	83-84	% CHANGE
On-Time Performance	99.16%	98.48%	+.69%	98.00%	99.06%	98.50%	+.57%
Safe Miles Between Accidents/Incidents	25,054	30,429	-17.66%	38,000	31,091	33,447	-7.04%
Miles Between Breakdowns	4,041	15,215	New Standards	15,000	4,154	9,607	New Standards
Total Miles	250,535	213,005	+17.62%	n/a	1,430,185	1,341,790	+6.59
Complaints	15	11	--	-5%	127	90	--
Compliments	9	4	--	--	59	35	--

January 15, 1985
4:50 p.m.

Mary Houchen, who usually attends the Board meetings as a representative of the League of Women Voters, called today to give some testimony as a private citizen, because she will be unable to attend the Board meeting tonight.

She said she was opposed to the proposed five-cent increase in the fares, because of the local economy. She thought too many people would see the extra five cents as too much to pay, and she worried that this would cut into ridership. She said she has supported the District for many years and did not want LTD to do something which might affect ridership in a negative way.

A handwritten signature in cursive script, appearing to read 'Jo Sullivan', written in dark ink.

Jo Sullivan
Executive Secretary

