

June 10, 1986

Strategic Planning Work
Session



Public notice was given to *The Register-Guard* for publication on June 5, 1986.

LANE TRANSIT DISTRICT
ADJOURNED BOARD MEETING
STRATEGIC PLANNING WORK SESSION

June 10, 1986

6:00 p.m.

Red Lion Motor Inn,
3280 Gateway Road, Springfield

A G E N D A

- 6:00 p.m. I. DINNER
- 7:00 p.m. II. OREGON STATE LEGISLATIVE AGENDA
- 8:15 p.m. III. JOINT MEETING WITH TRI-MET BOARD
- 8:30 p.m. IV. SURVEY OF BUSINESS COMMUNITY
- 9:15 p.m. V. PRIVATIZATION
- 9:45 p.m. VI. ADJOURNMENT

ROGER E. MARTIN

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Lake Oswego, Oregon 97034

TELEPHONE: (503) 636-8188

PROFESSIONAL
EXPERIENCE:

1978 - present Martin & Associates, government and public relations firm

The firm specializes in lobbying and campaign management. Campaigns have included: managing the successful effort to defeat ballot measure 6 in 1978; managing and full advertising services for the successful campaign defeating ballot measure 5 in 1980; full services on ballot measure 4 in 1982.

Lobbying clients include the Oregon Transit Association, United Grocers, Physicians Association of Clackamas County, SelectCare, Associated Builders and Contractors, Oregon Investment Securities Dealers, U.S. Sprint. Previous clients (session only accounts) have included the American Paper Institute, the Investment Company Institute, Columbia Management, Chemical Specialties Manufacturers Association, the Oregon Library Association, and others.

1968 - 1978 Vice President, Sales, United Sales Associates

1958 - 1978 Vice President, Sales, Martin Electric Company

LEGISLATIVE
EXPERIENCE:

1967 - 1978 State Representative, District 24

House Republican Leader, 1975-1978

House Speaker pro tem, 1971

Majority Floor Leader, 1969

COMMUNITY
SERVICE:

Former President, Board of Directors,
University of Oregon Alumni Association

Past Member, Board of Directors, Christie School

Past Member, Board of Directors, Clackamas Child
Training Center

Past Member, National Advisory Committee to the
Bureau of Sports Fisheries

EDUCATION:

University of Oregon, Bachelor of Arts, History 1957

Martin and Associates is a government and public relations firm which provides services ranging from association management, ballot measure campaign management and liaison with various government agencies, to full legislative representation for several clients.

During the past three sessions of the Oregon Legislature, our firm represented a total of 36 clients, with results which we believe were outstanding.

The following pages describe in general our approach to providing legislative representation for a client and our qualifications for lobbying.

PREPARING A
LEGISLATIVE
PROGRAM

Martin and Associates will work with your firm or association to put together a legislative program before the session actually begins.

We can research and draft your legislation and determine when and how it should be introduced.

We can help you decide not only which bills to support and which to oppose, but also what your strategy should be for passing or defeating various bills. In fact, strategy is the key to the success of your legislative program.

PLANNING
POLITICAL
STRATEGY

To this end, Martin and Associates will analyze for you the current political outlook for your legislation -- and let you know when that outlook is changing and why.

We will even tell you if your bill has virtually no chance of passing and help you come up with another way of achieving the same end.

If you are trying to have a bill passed, we will help you determine the best way. What committee should handle the bill? Who should testify, and what should they say? What will be the major opposition? How can it be diffused?

If, on the other hand, your group wants to defeat certain legislation, it is our job to find the best way of killing the bill.

TRACKING THE
LEGISLATURE

To carry out the strategy for your legislative program, your lobbyist/representative obviously needs to follow the legislature closely.

Martin and Associates has a fully staffed Salem office within walking distance of the Capitol during legislative sessions, and we are at the Capitol every day.

Naturally, we read every bill daily and follow committee and legislative agendas closely. But that is not enough. More importantly, we stay in close touch with key legislative leaders to stay on top of developments as they happen.

KEEPING YOU
INFORMED

The best of intentions, and the most skillful of strategies, can go astray if communication between lobbyist and client fails.

Martin and Associates works hard at maintaining regular communications, both verbal and written, with our clients.

We will provide you with regular newsletters, suitable for your entire membership if that is desired. We also send out special written notices of especially important developments -- and we don't hesitate to call when time is of the essence.

Of course, we prepare a final legislative report for you at the end of the session. And we will meet with your membership when it is most appropriate to brief them on legislation.

Our objective throughout any communication is not simply to tell you what is happening, but why, and how developments may influence legislation in which you have an interest.

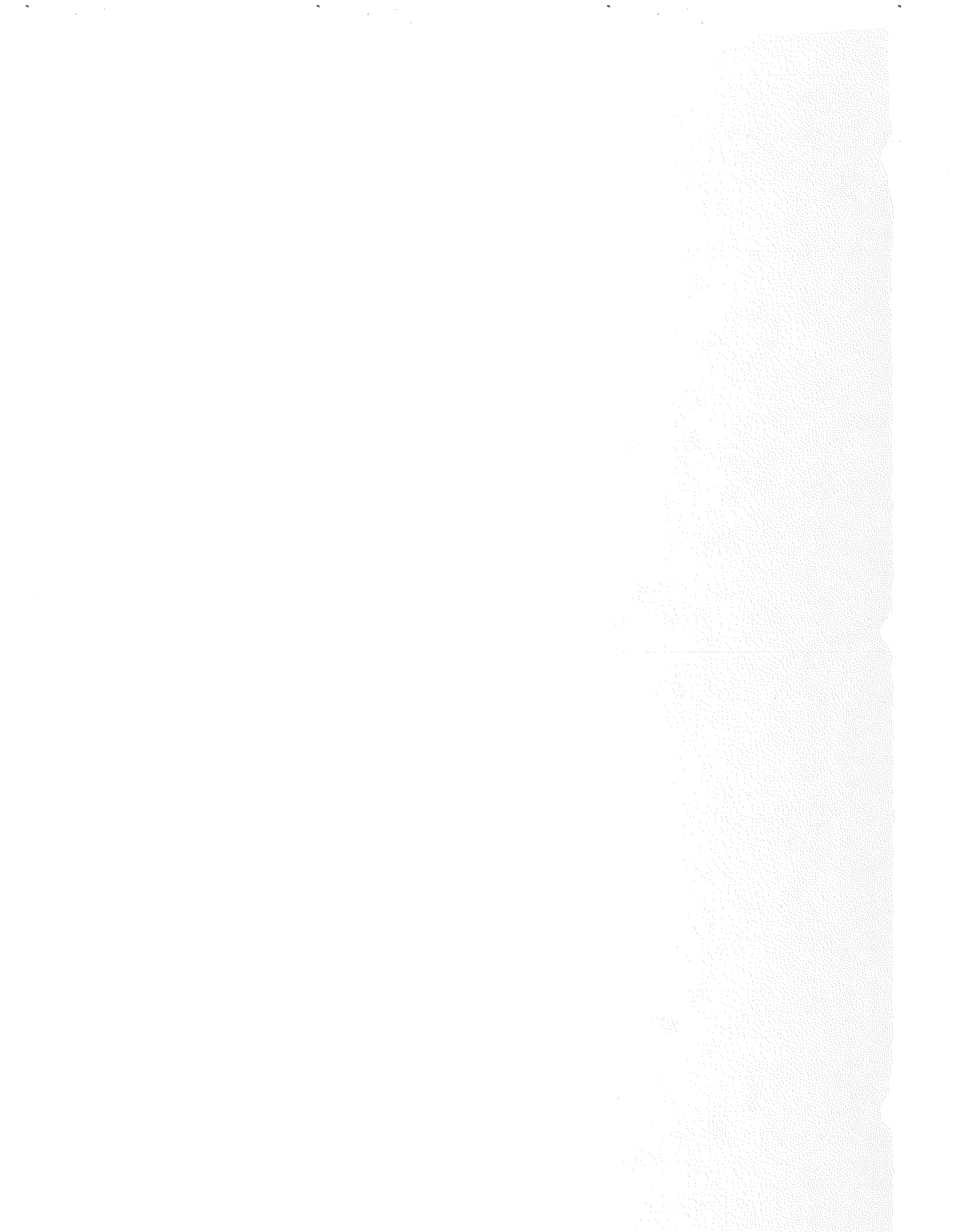
MAKING YOUR
ORGANIZATION
EFFECTIVE

Martin and Associates is a public relations, as well as government relations, firm. We are experienced in helping clients become effective with various groups, besides the legislature, which affect the outcome of legislation. For example, we maintain close media contacts which can be helpful if you need news coverage.

We can also help you build a network of your own membership to contact legislators in a timely and persuasive manner.

June 18, 1986

Regular Meeting



Public notice was given to *The Register-Guard* for publication on June 12, 1986.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

June 18, 1986

7:30 p.m.

McNutt Room
Eugene City Hall

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
 - Eberly_____ Nichols_____ Parducci_____ Pusateri_____
 - Smith_____ Brandt_____ Calvert_____
- III. INTRODUCTORY REMARKS BY BOARD PRESIDENT
- IV. AUDIENCE PARTICIPATION
- V. EMPLOYEE OF THE MONTH
- VI. ITEMS FOR ACTION AT THIS MEETING
 - A. Approval of Minutes
 - B. Public Hearing on Charter Services
 - 1. Staff Introduction
 - 2. Opening of Public Hearing by Board President
 - 3. Public Testimony
 - 4. Closure of Public Hearing
 - 5. Board Discussion

- C. Fiscal Year 1986-87 Service Adjustments
 - 1. Staff Introduction
 - 2. Public Comment
 - 3. Board Discussion
- D. Fiscal Year 1985-86 Budget Transfer
- E. Fiscal Year 1985-86 Supplemental Budget
 - 1. Staff Introduction
 - 2. Opening of Public Hearing by Board President
 - 3. Public Testimony
 - 4. Closure of Public Hearing
 - 5. Board Discussion
- F. Fiscal Year 1986-87 Budget Adoption
 - 1. Staff Introduction
 - 2. Opening of Public Hearing by Board President
 - 3. Public Testimony
 - 4. Closure of Public Hearing
 - 5. Board Discussion
- VII. ITEMS FOR INFORMATION AT THIS MEETING
 - A. Current Activities
 - 1. Facility Project Update
 - 2. Special Services Report
 - B. Monthly Financial Reporting
- VIII. EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i), for the purpose of reviewing and evaluating the employment-related performance of the General Manager
- IX. ADJOURNMENT

AGENDA NOTES

Page No.

- V. **EMPLOYEE OF THE MONTH:** The May Employee of the Month, Gail Williams, and the June Employee of the Month, John Tompkins, will be present at the meeting to receive their checks and certificates and to be introduced to the Board.
- VI. **ITEMS FOR ACTION AT THIS MEETING**
- A. Approval of Minutes: The minutes of the May 21, 1986 adjourned meeting are included in the agenda packet for Board review and approval. (Minutes of the June 10, 1986 adjourned strategic planning work session will be included in the agenda for the July Board meeting.) 8
- B. Public Hearing on Charter Service: 15
1. Staff Introduction
Background: In compliance with Federal regulations, a hearing will be held to obtain public comment on the District's charter service. Included in the agenda packet is an informational memo on this subject. No Board action is necessary at this time. Legal notice of a public hearing was published in *The Register-Guard* on May 18, 1986.
 2. Opening of Public Hearing by Board President
 3. Public Testimony
 4. Closure of Public Hearing
 5. Board Discussion
- C. Fiscal Year 1986-87 Service Adjustments: 20
1. Staff Introduction
 - a. Issue Presented: Should the Board approve reallocation of service, deleting low productivity service and adding peak hour service, and add service to the Thurston and Veneta routes, as outlined in the agenda packet, to be effective September 21, 1986?
 - b. Background: The Annual Route Review (ARR) is a comprehensive evaluation of all service, includ-

ing the consideration of requests from employees and patrons for service changes and additions, and the possible modification or elimination of low productivity service. Based on this year's Annual Route Review, staff recommendations for service adjustments for Fiscal Year 1986-87 are divided into four areas. They are: (1) service reallocation (the deletion of low productivity service and addition of peak hour service); (2) the addition of #11 Express Route to serve Thurston and Main Street in Springfield; (3) the addition of Saturday service to Veneta, as requested at the May 21 Board meeting; and (4) service changes on south Willamette, also requested at the May Board meeting.

Action is being sought on the first three items. Action on the fourth item will be requested at the July Board meeting, since research for that item has not yet been completed. With the exception of the Saturday Veneta service, all the proposed service changes would be implemented with the fall 1986 driver bid, scheduled for September 21, 1986.

c. Staff Recommendations:

(1) Service Reallocation. That the Board approve the reallocation of service as outlined in the agenda packet, effective September 21, 1986.

2) #11 Express Route. That the Board approve the addition of the #11 Express route, effective September 21, 1986.

3) Saturday Veneta Service. That the Board approve Saturday service to Veneta as outlined in the agenda packet, effective June 21, 1986.

2. Public Comment

3. Board Discussion

D. Fiscal Year 1985-86 Budget Transfer:

27

Background: As the District nears the end of the fiscal year, budget transfers are necessary to reflect expense needs as a result of changing circumstances. Funds to

cover those expenditures can be taken from other areas where budgeted amounts were not spent. During the present fiscal year, expenditures for Administration--Materials & Supplies have been higher than anticipated. Funds to cover these increased expenses can be taken from Administration--Contractual Services.

Staff Recommendation: That the Board adopt the enclosed Resolution authorizing a reduction in appropriations for Administration--Contractual Services in the amount of \$3,000, and an increase in appropriations for Administration--Materials & Supplies in the amount of \$3,000, for a total increase of \$3,000.

E. Fiscal Year 1985-86 Supplemental Budget:

29

1. Staff Introduction

- a. Issue Presented: Should the Board adopt the Supplemental Budget for Fiscal Year 1985-86 as approved by the Budget Committee on April 23, 1986?
- b. Background: The Supplemental Budget for Fiscal Year 1985-86, as presented in the agenda packet, was approved by the Budget Committee on April 23, 1986. The Supplemental Budget must be approved by the Board before the end of the fiscal year in order for the District to properly allocate its year-end expenses and revenues. Included in the agenda packet for this meeting are a Supplemental Budget Financial Summary, a Resolution Adopting the Supplemental Budget, and a Resolution Making Appropriations.
- c. Budget Committee Recommendation: That the Board adopt the enclosed Resolution Adopting the Supplemental Budget, in the total amount of \$364,800, and the Resolution Making Appropriations, for Fiscal Year 1985-86.
- d. Results of Recommended Action: Staff will effect the budget adjustments as presented in the approved budget.

2. Opening of Public Hearing by Board President

3. Public Testimony

4. Closure of Public Hearing

5. Board Discussion

F. Fiscal Year 1986-87 Budget Adoption:

30

1. Staff Introduction:

a. Issue Presented: Should the Board adopt the budget and make appropriations for Fiscal Year 1986-87 which incorporate changes made subsequent to approval by the Budget Committee?

b. Background: On April 23, 1986, the Budget Committee approved a budget for Fiscal Year 1986-87. The budget presented for Board adoption includes several changes from the approved budget to reflect more current information. Changes include reductions in payroll tax collections, increases in revenue and expenditures to include the Special Transportation Fund monies, and changes in cost projections for the District's new telephone system. These areas are more fully explained in a staff memorandum included in the agenda packet.

Local budget law allows the Board of Directors to adopt the budget with these changes without approval by the Budget Committee, since the changes do not increase taxes over the amount published in the budget summary or increase expenditures in any fund by more than 10 percent over those approved by the Budget Committee.

c. Staff Recommendation: That the Board of Directors adopt the Resolution, as presented in the agenda packet, which incorporates changes made subsequent to approval by the Budget Committee and effectively adopts the budget and makes appropriations for Fiscal Year 1986-87.

d. Results of Recommended Action: Staff will implement those programs and projects which are consistent with the funding appropriations.

VII. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Update on New Maintenance Facility: Included in the agenda packet is a staff memo which explains the latest developments in the facilities project. The memo also includes a summary of decisions made by the Board Facilities Subcommittee at its June 9 meeting. 39
2. Special Services Report: As a result of Board discussion about special services requested by persons and agencies in the community, a list of requests received (approved and denied) is being included in the agenda packet each month. However, no requests for special services were recieved this month.

B. Monthly Financial Reporting: Included in the agenda packet are financial statements for May, 1986:

1. Comparison of Budgeted and Actual Revenues and Expenditures
 - a. General Fund 40
 - b. Capital Projects Fund 41
 - c. Risk Management Fund 42
2. Comparison of Year-to-Date Actual Revenues and Expenditures to Budgeted (General Fund) 43

VIII. EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i), for the purpose of reviewing and evaluating the employment-related performance of the General Manager. If the Board members so choose, the General Manager's salary and benefits package for Fiscal Year 1986-87 will be discussed when they return to regular session.

IX. ADJOURNMENT

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, May 21, 1986

Pursuant to notice given to *The Register-Guard* for publication on May 15, 1986, and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Wednesday, May 21, 1986 at 7:30 p.m. at the Eugene City Hall.

Present: Janet Calvert, President, presiding
Janice Eberly, Vice President
Larry Parducci, Secretary
Gus Pusateri
Rich Smith
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Peter Brandt, Treasurer
Joyce Nichols

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

AUDIENCE PARTICIPATION: Several people were present to ask the Board for Saturday service to Elmira, so they and their children could have access to Saturday activities in Eugene and Springfield. Elizabeth Hoeffler, of P.O. Box 38, Elmira, Oregon, requested that the District add one bus in the morning and one in late afternoon on Saturdays, to enable Elmira residents to have access to Saturday community programs in Eugene/Springfield, as well as the opportunity to shop in the city on Saturdays. She said that other people's accommodations had been met with services, such as for the Lane County Fair and the Country Fair. She requested that the service begin in time to have it in place for June, July, August, and September. The next speaker, Lela Fennell, of Veneta, is a senior citizen who stated that signatures on a petition for Saturday service were taken from 60 senior citizens, 60 people who ride the bus throughout the week, and 30 parents whose children would like to ride the bus on Saturdays. More signatures would have been gathered, she said, if they had known earlier that the meeting was scheduled for that evening. Ms. Fennell stated that the Veneta/Elmira residents have paid their taxes all their lives, but many don't have a way to go into town on Saturdays. She said she no longer drives and has to find rides with whomever she can. She thought the situation was hardest on the teenagers, who have no weekend activities in the area, and on the older people, both of whom often do not have access to cars. Ms. Hoeffler added that she thought the District provided very good service to the Lane County Fair, etc., and wondered if some of the buses could be rescheduled to balance out the County and

Country Fair service. She said that Saturday service in Veneta would help the community tremendously and was very important to the residents of the area.

Robyn Hawley, of 25011 Hunter Road, #10, Veneta, has no car. She said she rides the bus to and from work every day, and could work on Saturdays, as well, if she had access to transportation into Eugene. She thought that not only would people ride into Eugene from Veneta and Elmira, but Eugene/Springfield residents would ride the outbound trips to fish and participate in other lake activities. She thought the Veneta/Elmira residents would be willing to pay full fares for Saturday service, instead of the half-fare being offered on the system on weekends. She asked also if it was true that the only bus which would be using the turn-around at the Veneta shopping center would be the bus going around Alvadore. She said that at 4th and Broadway, where everyone presently catches the bus, there is very little parking, and that people would be happy to drive to the Thriftway store to park and ride.

Mindy Combs, of 15 Rockridge Drive, Eugene, asked that the Willamette bus continue farther up Willamette to 50th and Coachman, to serve apartment buildings in that area. She thought the District could increase ridership on the route by serving those apartments, and thought there was presently some duplication of routes that could be eliminated. When the bus goes up Saratoga, she said, it passes large houses with two cars each, but at 50th and Coachman, there are 128 apartment units, and there are 12 more units in her complex.

Stefano Viggiano, Planning Administrator, replied to the audience's questions and concerns. He said, first, that staff are in the process of looking more closely at all nonurban service for the first time in five years. One of the options being considered is the possibility of adding Saturday service; however, he said, it is competing against other services which people have requested, such as the added service on Willamette requested by Ms. Combs that evening. He stated that service for the summer has already been determined, but staff could look at the possibility of adding the Saturday service to Veneta/Elmira sometime in the future. He added that the Alvadore bus will be the only bus using the Veneta shopping center shelter this summer, but in the fall, all buses will stop there.

In response to Ms. Combs' request, Mr. Viggiano stated that staff had determined that running service to the area she suggested would not meet the District's productivity standards, and that the time it takes to run to 50th and turn around would preclude serving other areas on the route. However, as the area develops, it could meet the productivity standards.

Ms. Calvert stated that the Country Fair and Lane County Fair service are paid for by those organizations, and that no tax money is involved in the Country Fair service. She said she was glad to hear that the nonurban area is interested in bus service.

The Board of Directors thanked the patrons for their input and directed staff to respond to these requests at the June Board meeting.

EMPLOYEE OF THE MONTH: The May, 1986 Employee of the Month, Gail Williams, Maintenance Data Technician, could not be present to be introduced to the Board. Ms. Calvert expressed the hope that both the May and June Employees of the Month could be present at the June meeting.

PUBLIC HEARING ON CHARTER SERVICES: Ms. Loobey stated that staff had published notice of a public hearing on charter services for the May meeting, but had since decided to delay bringing this issue to the Board for discussion until the June meeting. The public hearing would be held in case anyone had seen the publication and wished to testify at that time. Ms. Loobey further explained that the District holds a public hearing on charter services and rates on an annual basis.

Ms. Calvert opened the public hearing on charter services. There was no testimony from the audience, and the public hearing was closed.

APPROVAL OF MINUTES: Mr. Parducci moved that the minutes of the April 23, 1986 adjourned meeting be approved as distributed. After seconding by Ms. Eberly, the minutes were approved by unanimous vote.

APPROVAL OF SPECIAL TRANSPORTATION FUND CONTRACT: Ms. Loobey stated that, beginning in April, the District began receiving tobacco tax revenue, to be used within Lane County for the provision of special transportation services for the elderly and handicapped. The money is distributed to transit districts or, if there is none in a county, the county distributes the funds. In January, the Board approved a staff proposal that the management of Lane County's Special Transportation Fund (STF) revenues be handled by the Lane Council of Governments (L-COG). In March, the Board discussed the structure and staffing of the STF Advisory Committee, which is a required component of the STF process. At the April 23 meeting, the Board approved the proposed membership of the Advisory Committee, which will be composed of representatives of special transportation users and providers, both within LTD's service area and in greater Lane County.

Leon Skiles, Senior Planner, stated that the distribution of STF monies is based on the population of a county, and that approximately \$280,000 would be distributed to Lane County each year. Based on the populations within the transit district, 82 percent of that money has to be spent within the District's boundaries, and 18 percent is to be allocated outside LTD's boundaries but within Lane County. In response to a question from Mr. Pusateri, Mr. Skiles explained that these percentages are based on the County's census figures. The legislation gives LTD the authority to transfer administration of the funds to another agency, which fits in with the District's emphasis on moving away from sole responsibility for providing special transportation services and becoming one of many. Staff believe that L-COG will do a better job of handing out the STF funds, since it presently acts as the administrative agency for the Consortium of special transportation providers.

MOTION
VOTE

Mr. Skiles stated that the proposed contract between LTD and L-COG is in compliance with the law, and will insure reporting which is required by law, and will allow LTD to review and comment on funding and major programs. Under the contract, L-COG will maintain a required advisory committee, administer Lane County's STF program, select and monitor programs for receipt of funding, handle disputes, and hold LTD harmless in any disputes. Of the County's STF funds, \$50,000 will go to the consortium for Dial-A-Ride. Next fiscal year, LTD will pay \$100,000 to the Consortium for special transportation services, for a total of \$150,000, a savings of about \$27,000 per year for the District. Mr. Skiles stated that the purpose of the STF money is to provide additional special transportation services, not to replace funds already being allocated from other sources. LTD's responsibilities under the contract will be to review and comment on the program, apply for funding, distribute funds to L-COG, allocate a portion (\$5,000) of the \$100,000 consortium costs for administrative costs, and monitor L-COG's administration of the program.

Recommendations for the balance of the STF monies include the distribution to various programs, depending on the needs of the community; expanding of service to benefit the users; meeting unmet demands; and selecting programs that have broad services, experience, are stable, and have other funding sources, so that the Special Transportation Fund is not the only provider of that service. The term of the contract is one year, renewable by both parties. The contract includes a clause that allows either party to terminate with 90-day notice, or to terminate with no notice with cause. Mr. Skiles stated that LTD will be very involved in monitoring the STF program, but will not be involved in the administration of the program.

MOTION

Ms. Eberly moved that the Board authorize the General Manager to enter into a contract with the Lane Council of Governments (L-COG) which would transfer responsibility for the administration of the Lane County Special Transportation Fund program from LTD to L-COG. After seconding by Mr. Pusateri, the motion carried by unanimous vote.

VOTE

FACILITY PROJECT DECISION-MAKING PLAN AND VALUE ENGINEERING:

Ms. Calvert introduced this topic by stating that the Facilities Subcommittee had met the previous day and requested that the full Board approve the decision-making process recommended by staff. Stefano Viggiano, Planning Administrator and Facilities Project Manager, stated that the District had received funding for a portion of the Facilities project, and a number of management issues which had been put on hold needed to be handled. The Subcommittee thought it would be best to look ahead at types of decisions which will need to be made. Included in the agenda packet was an outline of a proposed decision-making process which had been presented to the Subcommittee. One change on page 16, the shifting of approval of predesign from Executive Committee to the Facilities Subcommittee, was noted. The recommendations from staff and the Subcommittee for the decision-making process were that the full Board would approve major expenditures and design; the Subcommittee would make management decisions and approve smaller expenditures of funds; the Executive

Committee (the General Manager, Director of Administrative Services, and Director of Operations) would approve fairly minor management issues and expenditures; and the Program Manager would coordinate the process and issues. Mr. Viggiano stated that staff had tried to keep the process consistent with what had been done in the past and, if errors were made, they would be made on the side of too much review rather than not enough.

Another issue discussed by the Subcommittee was value engineering, and the extent to which it will be done on this project. The Subcommittee had been asked to approve \$50,000 for value engineering, but preferred to bring this matter before the full Board, as well.

MOTION Ms. Eberly moved that the Board approve the decision-making process outlined on pages 14, 15, and 16 of the agenda packet. Mr. Parducci VOTE seconded, and the motion carried by unanimous vote.

MOTION Ms. Eberly then moved that the Board approve the inclusion of value engineering during the Maintenance Facility project, to be conducted after both the schematic design and design development phases, and that the cost for this work not exceed \$50,000. Mr. Parducci seconded the motion, then asked that the concept of value engineering be explained to the other Board members. Mr. Viggiano explained that value engineering is like getting a second opinion to make sure the first decision is appropriate. The District would hire another design team to look at the work done by the architect and suggest any cost-effective changes. He added that the Urban Mass Transportation Administration (UMTA), from which the District is receiving funding for the project, recommends the use of value engineering on projects of this size.

VOTE With no further discussion, the motion carried by unanimous vote.

ITEMS FOR INFORMATION AT THIS MEETING:

Freedom Pass Promotion: Ed Bergeron, Marketing Administrator, made a brief report to the Board on the Freedom Pass promotion, which is aimed at the District's largest market--school children between the ages of 12 and 17. He stated that this is one of the most complete promotions done by staff during the year, and discussed the promotional events being held in Eugene and Springfield middle and high schools during the students' lunch hours. He also played the television and radio commercials now being aired, and displayed various printed materials being used in the promotion. Mr. Bergeron stated that sales for that month had exceeded last year's total sales by 10 percent. In response to a question from Ms. Eberly, Mr. Bergeron said that year staff held promotional events at 12 schools last year, but this year had been invited into all Eugene and Springfield middle and high schools. He thought the school events were the key to increasing sales, since 6,000 to 7,000 students would attend the events in May and June. For many students, he said, it is their first introduction to LTD's services and the first time they actually see a bus

up close. Most of the sales seem to be in the 15- to 17-year-old age group, and those passes will be used for work trips to a large extent.

Eugene in Motion Celebration: In June, LTD will be participating with the City of Eugene in a four-day celebration to focus community attention on alternative modes of transportation. On Wednesday, June 11, a news conference will be held at 10:30 a.m. at the Eugene City Hall. Members of the Board were invited to participate and attend. Mr. Bergeron will be coordinating Board involvement. Many major employers, including LTD, will be participating in the scheduled events. On Friday, June 13, the District will provide free bus service throughout the community. On Saturday, June 14, there will be a parade, a bike race, and displays downtown. To make it easier for the Board members to participate, photo identification cards were made for them at the meeting.

Triennial Review: The District had recently undergone a one-day federal audit, or triennial review. The final report has not been completed, but it appears that the District is on the right track in meeting all federal obligations. A draft report will be presented to the Board in six to eight weeks.

Informational Update on Facilities Project: Mr. Viggiano discussed several items not included in the facilities project budget which was presented to the Board last summer. Those items are value engineering; an environmental assessment; and administrative expenses, including a computer and software, site visits to other transit properties, and a peer group design review (feedback from other transit districts which have recently undergone the same type of project). All together, these items total approximately \$90,000, and were being brought to the Board as an information item at this time; formal action will be taken after the schematic design phase has been completed. Assuming no other delays, the facility is scheduled to be completed in the spring of 1989.

Construction management includes three options. The first is for a traditional approach with a general contractor. The second is a construction management approach, which employs no general contractor, but uses several contracts for construction, with smaller, more specialized firms that would each complete a portion of the project, managed by a construction management firm. In theory, this approach speeds up the process and adds construction management expertise to the project. The third option is to do both the first and second options. UMTA required Pierce Transit in Washington to follow the third process. However, staff recommended that LTD use the first option because it involves the lowest cost, and the Facilities Subcommittee agreed. Mr. Viggiano informed the Board that \$700,000, the first year's Section 9 funding, was scheduled to be released to LTD on June 10, and land acquisition can then begin. The District will be contracting with the State Highway Division to acquire the land, since it is something that division does on a regular basis. A proposal for the land acquisition will be ready for the next Facilities Subcommittee meeting on June 9.

General Manager's Absence: Ms. Loobey informed the Board that she would be gone the first week in June, and Mark Pangborn would be Acting General Manager. The first part of the week she planned to be at San Francisco MUNI, serving on a selection panel, and the second half of the week she would be on vacation.

Strategic Planning Session: After checking their calendars, the Board members who were present decided that a strategic planning session should be held on Tuesday, June 10.

Appointment to Salary Subcommittee: Ms. Calvert appointed Peter Brandt to the Salary Subcommittee, to replace Joyce Nichols, who has not been able to participate actively on the Board in the recent past.

ADJOURNMENT TO EXECUTIVE SESSION: Ms. Eberly moved that the Board adjourn to an Executive Session pursuant to ORS 192.660(1)(i) for the purpose of reviewing and evaluating the employment-related performance of the General Manager. Mr. Parducci seconded, and the motion passed unanimously at 9:05 p.m.

RETURN TO REGULAR SESSION: The meeting returned to regular session at 9:20 p.m.

Woman of the Year Award: Ms. Calvert informed the Board that Ms. Loobey had been honored as one of three "Women of the Year" by the Lane County Council of Organizations for her contributions in the area of volunteerism in the community.

Miscellaneous Revenues: Ms. Eberly asked about \$23,000 in miscellaneous revenues for the current month. Ms. Loobey did not know the reason for the increase and said she would ask Karen Rivenburg, Finance Administrator, to respond to Ms. Eberly's question.

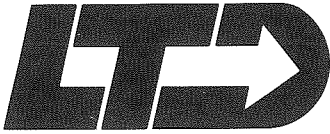
ADJOURNMENT: Ms. Calvert commented again that she would like staff to give the Board more information regarding the request for Saturday service to Veneta. Ms. Eberly moved, seconded by Mr. Parducci, that the meeting be adjourned to 6:00 p.m. on Tuesday, June 10 at the Red Lion Motor Inn in Springfield for a strategic planning work session. The motion carried unanimously, and the meeting was adjourned at 9:25 p.m.

MOTION

VOTE

Board Secretary

bdmn0521.jhs



June 18, 1986

MEMORANDUM

TO: Board of Directors

FROM: Mark Pangborn

RE: Charter Service

Federal regulations require that the District conduct an annual public hearing concerning the District's provision of charter services to the community. That hearing is intended to address the issue of the type and amount of charter services provided by the District as well as the District's charter rates.

During its fifteen years of operation, the District has provided a variety of charter services within some specific constraints.

1. The service has always been incidental to the District's mass transit function; i.e., charters cannot interfere with regular service. During the gas crisis of past years when no spare vehicles were available, the District was not able to provide many charters.
2. The District operates charters only within its service boundaries. The District does not provide long-haul charters to Portland, Reno, or even to Florence. The intent is to not compete with private charter operators who provide that service, as well as to avoid the problems associated with service breakdowns outside of the District's regular operating base. In the past, LTD has provided charters to Creswell and Cottage Grove, even though those areas are outside the service area. This was done to accommodate a request from a community organization. As of the beginning of the current fiscal year, the District operates charters within its boundaries only.
3. The District's charter rates are computed according to fully allocated costs, as well as costs that the District does not incur, such as depreciation and taxes. Federal regulations require that LTD not use its federal subsidies or its non-tax

Board of Directors
Charter Service
June 18, 1986
Page 2

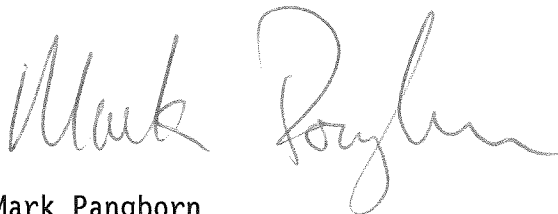
paying status as a public agency to lower its charter rates and therefore compete unfairly with private carriers.

During the past three years, the District has increased its charter service over previous years, but is limited now by availability of equipment and demand. The District's goals for charter services are to meet the needs of the community within the constraints already mentioned. Charter service is incidental to LTD's primary function and will continue to be so. To a large degree, the District provides charter services because there is no private provider that can meet the community need.

The federal government is now considering very drastic changes in its charter service regulations. Since those proposed changes are in the draft stages, it is the staff recommendation that the District continue its current course. If the federal regulations change, the specific impact on the District can be addressed at that time.

Attached to this memorandum is a cost allocation plan that indicates that the hourly cost to the District for charter services is \$36.28. Equipment depreciation adds \$5.86 an hour and taxes that LTD would be required to pay if it were a private business add another \$1.55 an hour, for a total hourly cost of \$43.69. In the past, the District has taken the position that charter rates should be set higher than computed costs, to insure that the District's public status and subsidies are in no way being used to compete unfairly with private providers. Therefore, the hourly rate for charter services will be set at \$50 an hour, except where extraordinary costs are incurred by the District, in which case those costs will be added to the hourly rate. This rate will be effective July 1, 1986, except for those charters for which the current rate of \$40 an hour has already been quoted.

The District will continue to provide charter services under its current guidelines until changes in state or federal regulations require otherwise.



Mark Pangborn
Director of Administrative
Services

MP:ms:js

attachment

LANE TRANSIT DISTRICT
LANE TRANSIT DISTRICT
PROJECTED CHARTER COSTS
FISCAL YEAR 1986-87

	HOURLY COST
TRANSPORTATION	18.32
MAINTENANCE	9.07
INSURANCE	3.76
OTHER OVERHEAD	5.14
EXPENDITURES	36.28
DEPRECIATION	5.86
ACTUAL EXPENSES	42.14
PRO-FORMA TAXES - LTD EXEMPT	1.55
COMPARATIVE COST OF SERVICE	43.69

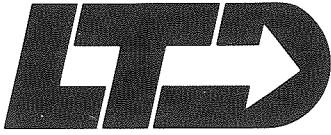
CHARTER SUMMARY

CHARTER DATE	CHARTER NAME	# OF RIDERS	CHARTER HOURS/MIN	CHARTER REVENUE
7-12/14-85	OREGON COUNTRY FAIR	10,788	337.08	\$8,858.46
7-19-85	COUNTRY CAMPERS	32	2.00	\$80.00
7-19/20-85	MONACO MOTORHOMES		12.66	\$506.66
7-20-85	COUNTRY CAMPERS	115	6.00	\$240.00
7-27/28-85	OREGON EYE ASSOC.	11	3.25	\$129.92
JULY 1985 TOTALS:		10,946	360.99	\$9,815.04
8-3-85	WEDBUSH, NOBLE, COOK	42	2.29	\$91.33
8-11-85	INST. THEORETICAL SCI.-CANC.CH	0	0.00	\$80.00
8-21-85	INST. THEORETICAL SCI.	384	14.76	\$590.36
8-23-85	PAC. N.W. LIBRARY ASSOC.	33	2.25	\$90.00
AUGUST 1985 TOTALS:		459	19.30	\$851.69
9-3-85	UNITED WAY - NO CHARGE	16	4.50	\$0.00
9-6-85	UNITED WAY - NO CHARGE	14	3.59	\$0.00
	INT. PESTICIDE APP.	56	1.16	\$40.00
SEPTEMBER 1985 TOTALS:		86	9.25	\$40.00
10-05-85	OREGON RIVER EXP	109	4.42	\$176.67
10-05-85	POWER TOURS	70	1.92	\$80.00
10-23-85	COCA COLA	79	3.00	\$120.00
10-23-85	CREATIVE CONVENTIONS	26	3.00	\$120.00
10-26-85	LADY ELKS EMBLEM CLUB	30	3.92	\$150.00
10-17-85	JR. LEAGUE	12	2.66	\$106.40
OCTOBER 1985 TOTALS:		326	18.92	\$753.07
11/14/85	VALLEY RIVER INN/NAT'L GRANGE	1,801	37.22	\$1,578.72
11/14/85	NATIONAL GRANGE	159	2.35	\$123.33
11/14/85	ARTHUR LYMAN/NAT'L GRANGE	86	1.20	\$53.33
11/16/85	JUNIOR LEAGUE	30	3.05	\$123.33
11/26/85	GOODWILL IND.	47	1.40	66.67
NOVEMBER 1985 TOTALS:		2123	45.22	\$1,945.38
12/31/85	AMERICAN AIRLINES	47	1.16	\$46.67
12/10/85	HILLSIDE WRESTLERS	127	3.60	\$144.00
12/19/85	SPRINGFIELD JAYCEES - CANCELLED			\$45.00
DECEMBER 1985 TOTALS:		174	4.76	\$235.67
NO JANUARY CHARTERS				
FALL	U OF O FOOTBALL CHARTERS		73.50	\$2,940.00
11-13-85	STATE FARM INSURANCE	13	2.00	\$80.00
03-04-86	JEFFERSON MIDDLE SCHOOL	57	2.50	\$100.00
FEBRUARY BILLINGS		70	78.00	\$3,120.00
02-08-86	U OF O ADMISSIONS	80	3.00	\$120.00

CHARTER SUMMARY

CHARTER DATE	CHARTER NAME	# OF RIDERS	CHARTER HOURS/MIN	CHARTER REVENUE
03-11-86	KAPPA SIGMA	181	2.00	\$80.00
03-20-86	METRO PARTNERSHIP	10	2.50	\$100.00
03-25-86	EUG-SPFD CONV. BUREAU	26	3.33	\$133.33
03-20-86	EUGENE CHAMBER OF COMMERCE	84	4.00	\$160.00
	MARCH BILLINGS	381	14.83	\$593.33
4-12-86	P N W PLANNERMENS ED. ASSOC.	29	3.62	\$145.00
4-19-86	CHURCH OF LATTER DAY SAINTS	13	2.75	\$110.15
4-20-86	WISTEC	115	5.58	\$223.45
4-26-86	PEPSI COLA BOTTLING	60	1.92	\$76.85
	U OF O HOUSING DEPT	274	5.58	\$223.45
	APRIL BILLING	491	19.45	\$778.90
5-14-86	WESTERN ORE. BOOKSTORES	281	9.84	\$393.00
5-2-86	ORE. ED. SERVICE DIST.	64	2.00	\$80.00
5-15-86	MIGHTY OF WESTERN ORE.	189	2.84	\$113.60
	MAY BILLING	534	14.68	\$586.60

E



June 18, 1986

MEMORANDUM

TO: Board of Directors
FROM: Planning Administrator
RE: FY 1986-87 Service Adjustments

Each year, the Planning Division conducts a comprehensive review of all service. This Annual Route Review consists of the evaluation, and possible modification or elimination, of low productivity service and the consideration of requests from both employees and patrons for service changes and service additions.

This memorandum outlines staff recommendations for service adjustments for FY 1986-87. The memorandum is split into four sections. These are:

- I. Service Reallocation
- II. #11 Express Route
- III. Saturday Veneta Service
- IV. South Willamette Service

Action is sought on the first three items. Action on the fourth item will be requested at the July meeting of the Board since research for that item has not yet been completed. With the exception of the Saturday Veneta service, all the proposed service changes would be implemented with the fall 1986 driver bid (scheduled for September 21, 1986).

Stefano Viggiano/jp
Stefano Viggiano
Planning Administrator

SV/caf

I. SERVICE REALLOCATION

The evaluation of low productivity service is primarily based upon the productivity (rides carried per hour) of service. The productivity of each route or route segment is compared to the system average, and, when it is below 50 percent of the system average for a given class of service, corrective measures are explored. Each trip of each route is examined in order to determine if it is productive service.

As a result of the 1986 Annual Route Review, Planning is proposing that the District reallocate a small portion of service from several trips that do not meet productivity standards to trips that are more commuter-oriented and expected to be much more productive. By reallocating service, ridership would increase without an increase in budget.

A. Delete Low Productive Service

The Fall 1985, Winter 1986, and Spring 1986 Route Segment Analyses were used to identify numerous trips in the system that carried fewer than seven rides per hour. From that list, Planning selected trips that had especially low ridership and which could be efficiently deleted from service. The current driver of each of those trips was contacted in order to verify that the reported ridership was representative of normal ridership. Finally, a survey of all drivers was taken concerning the proposed deletion.

As a result of this process, staff propose to eliminate the following trips and route segment:

Route	Time	Hours	Trips
26 LCC Lowell segment	Seavey Loop	:15	2
#1 Downtown Shuttle	6:48/7:01 a.m.	:30	0-1
#1 Downtown Shuttle	05:48 p.m.	:09	0-1
10A Mohawk/Q	10:10 p.m.	:17	0-1
14 Fairview	09:47 p.m.	:22	1-2
61 Oakway	05:50 a.m.	:30	0-1
Marist from Spfd Mall	07:35 a.m.	:45	3
36 University	03:28 p.m.	:30	0-2
21 Harris	06:43 a.m.	:23	3
27 Fairmount	09:50 p.m.	:30	0-2
Total Hours		4:11	

B. Add Peak Hour Service

Staff further propose that the District reallocate the deleted service hours back into the system during the peak commute times. This supports the District's goal of making the system more efficient and attracting regular commuters.

1. a. Add a 7:30 a.m. and an 8:30 a.m. arrival to, and a 7:35 a.m. and an 8:35 a.m. departure from the Eugene Mall on the #32 West 11th on weekdays. Hours per weekday: 1:00.
- b. Add a 7:00 a.m. and an 8:00 a.m. arrival to, and a 7:05 a.m. and an 8:00 a.m. Departure from the Eugene Mall on the #35 Westside on weekdays. Hours per weekday: 1:00.

The #32 West 11th and #35 Westside routes were originally proposed to primarily serve the West 11th Fred Meyer, operating between 9:00 a.m. and 6:00 p.m.; however, since their implementation, they have become much more valuable to patrons by providing additional frequency on 11th, Bertelsen, 13th, and 8th streets. Strong ridership during the midday on those segments indicates they will also be productive during the morning peak commute times by providing additional frequency on several major corridors.

2. Add an 8:00 a.m. arrival to and a 5:05 p.m. departure from the Eugene Mall on the #12A Harlow on weekdays. Hours per weekday: 2:00.

The #12 Harlow arrives at the Eugene Mall at :15 and :45 minutes after the hour, and departs the Eugene Mall at :20 and :50 minutes after the hour. For workers who start work at 8:00 a.m. and end work at 5:00 p.m. (primarily public service employees), this means that a bus trip will entail up to 30 minutes more of wait time as compared to an auto trip. By having an arrival time at the Mall at 7:55 a.m. and a departure time at 5:05 p.m., that wait time can be reduced to less than 10 minutes. Similar arrival times are provided by the #13 Centennial and have proven productive.

Total Hours of Added Service per Weekday: 4:00.

Statistics

Net Change in Service Hours	-:11 hours
Savings per Weekday	\$5
FY 86-87 Savings	\$883
Annual Savings	\$1,178
Projected Ridership Per Day	75 rides
Projected Ridership FY86-87	14,456 rides
Projected Annual Ridership:	19,275 rides

Staff Recommendation

That the Board approve the reallocation of service as outlined in this memorandum, effective September 21, 1986.

II. #11 EXPRESS ROUTE

Currently, Main Street and the Thurston area within Springfield are served by the #11 Thurston. The Thurston route operates with 15 minute frequency during weekdays, and is among the most productive routes within the system; however, a trip on the #11 Thurston from east Springfield to the Eugene Mall takes almost 45 minutes. A comparable trip using a car traveling on I-105 takes about 15 minutes. With an hour per day difference in commute times, it has been difficult to attract commuters for that trip.

In order to compete more effectively with the car, Planning proposes to implement an express route which would provide service between east Springfield on Main Street and the Eugene Mall. The route would be named the #11 Express and would travel a route similar to the #11 Thurston. However, only limited stops on Main Street and Franklin Boulevard would be served, and service to the Springfield Transit Station and the University of Oregon at 13th and Kincaid would not be provided. Bus stops served by the #11 Express would display a new "EXPRESS" sign. The #11 Express would be routed by the public service buildings on 8th Avenue, and would be scheduled to arrive at the Eugene Mall at 7:55 a.m. and to leave the Eugene Mall at 5:10 p.m. A trip from east Springfield to the Eugene Mall on the #11 Express would take about 28 minutes--17 minutes less than on the #11 Thurston.

The District's Service Design Policy states that:

New service can be added when financial resources are available and when one or more of the following needs arise:

- Increased peak-hour frequency.
- Introducing a cross-town route.
- Introducing express service.
- Introducing service to potential high ridership areas.

The #11 Express meets the criteria necessary to add new service under the District's policy. The route is also consistent with the District's intention to attract a larger segment of the commuter market and more discretionary riders. The #11 Express route is an opportunity for the District to implement innovative express and commuter-oriented service which may become the standard for service additions of the future.

Statistics:

Service Hours Per Weekday	2:19
Cost Per Weekday	\$58
FY 86-87 Cost	\$11,600
Annual Cost	\$15,080
Projected Ridership Per Day	62 rides
Projected Ridership FY86-87	6,000 rides
Projected Annual Ridership	16,120 rides
Projected Productivity	31 rides/hour

Staff Recommendation:

That the Board approve the addition of the #11 Express route, effective September 21, 1986.

III. SATURDAY VENETA SERVICE

In response to patron testimony at the May 21, 1986 LTD Board meeting, the Board of Directors requested Planning to address the issue of providing Saturday service to the city of Veneta. Cost estimates and service recommendations are listed below. A discussion of the issues of providing Saturday service to Veneta is also provided.

SERVICE AND COST ESTIMATES

Based on a petition circulated by Veneta residents, patrons have requested one Saturday morning trip and one Saturday evening trip from the Eugene

Mall to the city of Veneta. The cost of providing two Saturday trips to Veneta is \$97 per day, at a rate of \$25/hour. As indicated in the table below, annualized service cost is approximately \$5,000.

Veneta residents have indicated that they would be willing to pay full weekday fare (60 cents) for Saturday service. However, during this trial period, in an effort to maintain system-wide consistency for Saturday service and keep administrative costs down, a 30-cent fare is recommended. The effect on farebox revenue in changing two trips per week from a 30-cent to a 60-cent fare would be minimal. If the service is to be continued, the fare issue will be re-evaluated.

The service would be operated as follows:

1. Commence Saturday service to Veneta with the summer bid. Service will be run off the extra board during the summer.
2. Run Saturday service to Veneta for a trial period of 30 Saturdays (summer and fall bids).
3. Incorporate Veneta Saturday service runs into the fall bid to enable additional cost savings.
4. Establish an interim productivity standard of 10 rides per hour. This standard would have to be met for the service to continue into the winter.
5. If it is decided to continue Saturday service to Veneta after the trial period, establish a minimum productivity standard of 15 rides per hour. (This is equivalent to current Veneta weekday productivity.)
6. Recommended fare is \$0.30 per ride.

DISCUSSION

There are several reasons for considering weekend service to Veneta. Primarily, patron response has been favorable. Veneta patrons have rallied support in their community and have testified at the May 21, 1986 LTD Board meeting. Veneta residents have indicated they would utilize Saturday service and that providing two Saturday trips is a part of the minimum service level their community requires.

Staff are recommending that the service be offered as stipulated above. This recommendation is based primarily on three factors: 1) Staff agree that two trips on Saturday are part of a minimal service to be provided to a community such as Veneta; 2) Residents in that community have made a concerted effort to generate support for the service and that effort

should be rewarded; and 3) Saturday service has, in general, been very productive for the District and should also be productive in Veneta, which has the highest ridership of all non-urban areas.

It should be noted that non-urban ridership productivity does not compare favorably with urban system productivity; the Veneta route has a productivity of 15 rides per hour which compares to an urban system average of about 26 rides per hour. The reasons for this are that urban routes are much longer and do not have the seat turnover than an urban route has. Thus, a full bus on a non-urban route will have a lower productivity than a full bus on an urban route. Therefore, the productivity of the Saturday Veneta service will not reach that of urban service. However, staff believe it will compare favorably with other non-urban service productivity.

Statistics:

Service Hours per Saturday	3:52 hours
Cost per Saturday	\$97
FY 86-87 Cost	\$5,082
Annual Cost	\$5,027
Projected Ridership/Day	45 rides
Projected Annual Ridership	2,340 rides
Projected Productivity	15 rides/hour

Staff Recommendation:

Approve Saturday service to Veneta as outlined in this memorandum, effective June 21, 1986.

IV. SOUTH WILLAMETTE SERVICE

At the May meeting, a patron addressed the Board requesting service on Willamette Street south of 46th Avenue. Staff responded at that time that the request had been considered and denied because the service addition would not meet established productivity standards, but that it would be re-evaluated. Staff are currently gathering ridership data on the Willamette route and should have a recommendation on this request for the Board at the July meeting.

RESOLUTION

LANE TRANSIT DISTRICT

WHEREAS, Costs in Administration are anticipated to be greater than originally budgeted, and

WHEREAS, It is necessary to appropriate sums so that expenditures do not exceed appropriations, as required by ORS 249.435(4), therefore

BE IT RESOLVED that budget appropriations for the Fiscal Year 1985-86 are hereby revised as follows:

GENERAL FUND

REDUCTIONS IN APPROPRIATIONS

Administration-Contractual Services	\$ 3,000
Total Reductions	\$ 3,000

INCREASES IN APPROPRIATIONS

Administration - Materials & Supplies	\$ 3,000
Total Increases	\$ 3,000

June 18, 1986
Date Adopted

Board President

LANE TRANSIT DISTRICT
SUPPLEMENTAL BUDGET FINANCIAL SUMMARY
FOR THE FISCAL YEAR 1985-86

GENERAL FUND

RESOURCES

Beginning Fund Balance	\$ 5,700
Passenger Revenue	50,000
Payroll Taxes	130,400
UMTA Operating Grant	<u>178,700</u>
Total Resources	<u>\$364,800</u>

REQUIREMENTS

Transfer to Risk Management Fund	<u>\$364,800</u>
Total Requirements	<u>\$364,800</u>

RISK MANAGEMENT FUND

RESOURCES

Transfer from General Fund	<u>\$364,800</u>
Total Resources	<u>\$364,800</u>

REQUIREMENTS

Unappropriated Ending Fund Balance	<u>\$364,800</u>
Total Requirements	<u>\$364,800</u>

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 1985-86 in the total sum of \$729,600, 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 1985-86 fiscal year budget and that the supplemental budget is appropriated as follows:

GENERAL FUND

Transfer to Risk Management Fund	<u>\$364,800</u>
Total Requirements	<u>\$364,800</u>

RISK MANAGMENT FUND

Unappropriated Ending Fund Balance	<u>\$364,800</u>
Total Requirements	<u>\$364,800</u>

Secretary

Date



Lane Transit District

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

June 18, 1986

TO: Board of Directors
FROM: Finance Administrator
RE: Fiscal Year 1986-87 Budget Changes

In April, the Budget Committee approved a budget for Fiscal Year 1986-87. The budget presented for adoption by the Board includes several changes from the approved budget to reflect more current information. These changes are as follows:

Payroll taxes have been reduced by \$36,900 to reflect tax collections during the latter part of Fiscal Year 1985-86 which were lower than originally estimated. This reduction lowers the amount anticipated for the same quarters in Fiscal Year 1986-87.

Both revenue and related expenditures of \$300,000 have been added to the General Fund to reflect monies from the State Special Transportation Fund. These monies will be allocated to LCOG to provide additional transportation services for the elderly and handicapped.

More recent projections have been received for costs on the new telephone system. General Administration utility costs have been increased by \$1,600 and the total cost of the system has been reduced by \$11,000 in the Capital Projects Fund. The Capital Projects Fund also reflects the capital lease as a revenue source and the first year's principal repayment as an expenditure to comply with local budget law requirements.

Local budget law allows the Board of Directors to adopt the budget with these changes without approval by the Budget Committee since the changes do not increase taxes over the amount published in the budget summary or increase expenditures in any fund by more than 10% over those approved by the Budget Committee.

Staff Recommendation

That the Board of Directors adopt the budget and make appropriations for Fiscal Year 1986-87 which incorporate changes made subsequent to approval by the Budget Committee. A resolution appears after this memorandum.

Karen R. Rivenburg

Karen R. Rivenburg
Finance Administrator

KRR/caf
att.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

GENERAL FUND RESOURCES

/-----85-86-----/	BUDGETED	PROJECTED	DESCRIPTION	/-----86-87-----/	PROPOSED	AMENDED
	0	5,671	BEGINNING FUND BALANCE		0	0
			OPERATING REVENUES			
1,379,800		1,430,285	Passenger Revenue	1,473,200		1,473,200
36,000		20,000	Charters	20,000		20,000
42,600		42,564	Advertising	46,700		46,700
3,000		3,000	Miscellaneous	3,000		3,000
1,461,400		1,495,849	TOTAL OPERATING REVENUES	1,542,900		1,542,900
			NON-OPERATING REVENUES			
160,000		175,000	Interest Revenue	150,000		150,000
4,740,000		4,881,757	Payroll Taxes (.5% rate)	5,101,400	A	5,064,500
4,900,000		5,056,757	TOTAL NON-OPERATING REVENUES	5,251,400		5,214,500
			GRANTS & REIMBURSEMENTS			
714,800		893,448	UMTA Section 9 Operating Grant	714,800		714,800
444,000		433,232	State Operating Assistance	454,900		454,900
0		0	State Special Transportation	0	B	300,000
5,000		5,000	Other Operating Grants	15,400		15,400
0		0	UMTA Planning Grants	40,000		40,000
1,163,800		1,331,680	TOTAL GRANTS & REIMBURSEMENTS	1,225,100		1,525,100
7,525,200		7,889,957	TOTAL RESOURCES	8,019,400		8,282,500

A - PAYROLL REVENUE FOR FY 86-87 HAS BEEN CHANGED TO REFLECT A REVISED ESTIMATE FOR FY 85-86 REVENUE ON WHICH FY 86-87 REVENUE IS BASED.

B - STATE SPECIAL TRANSPORTATION FUND MONIES HAVE BEEN ADDED TO THE BUDGET IN BOTH REVENUES AND EXPENDITURES.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

GENERAL FUND EXPENDITURE SUMMARY BY OBJECT

/-----85-86-----/ BUDGETED	PROJECTED	DESCRIPTION	/-----86-87-----/ PROPOSED	AMENDED
		DIRECT EXPENDITURES		
5,612,900	5,408,968	Personal Services	5,682,500	5,682,500
1,246,000	1,054,675	Materials & Supplies	1,128,800 A	1,130,400
535,500	480,595	Contractual Services	536,600 B	836,600
7,394,400	6,944,238	TOTAL DIRECT EXPENDITURES	7,347,900	7,649,500
23,000	0	GENERAL OPERATING CONTINGENCY	200,000 C	161,500
		TRANSFERS		
49,800	389,103	Transfer to Capital Projects	200,000	200,000
58,000	556,616	Transfer to Risk Management	271,500	271,500
107,800	945,719	TOTAL TRANSFERS	471,500	471,500
7,525,200	7,889,957	TOTAL EXPENDITURES	8,019,400	8,282,500
0	0	ENDING FUND BALANCE	0	0

A - MATERIALS & SUPPLIES IN GENERAL ADMINISTRATION HAVE BEEN INCREASED TO REFLECT THE MOST RECENT ESTIMATES OF COSTS FOR THE NEW TELEPHONE SYSTEM.

B - CONTRACTUAL SERVICES HAVE BEEN INCREASED TO REFLECT STATE SPECIAL TRANSPORTATION FUND MONIES WHICH WILL BE DISTRIBUTED TO LCOG FOR EXPENDITURE.

C - CONTINGENCY HAS BEEN ADJUSTED TO REFLECT OTHER BUDGET CHANGES.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

GENERAL FUND EXPENDITURE SUMMARY BY DEPARTMENT

/-----85-86-----/ BUDGETED PROJECTED		DESCRIPTION	/-----86-87-----/ PROPOSED AMENDED	
DIRECT EXPENDITURES				
735,100	657,678	Administration	725,200 A	726,800
818,700	801,993	Marketing & Planning	891,300	891,300
3,741,600	3,562,332	Transportation	3,749,500 B	4,049,500
2,099,000	1,922,235	Maintenance	1,981,900	1,981,900
7,394,400	6,944,238	TOTAL DIRECT EXPENDITURES	7,347,900	7,649,500
23,000	0	GENERAL OPERATING CONTINGENCY	200,000 C	161,500
TRANSFERS				
49,800	389,103	Transfer to Capital Projects	200,000	200,000
58,000	556,616	Transfer to Risk Management	271,500	271,500
107,800	945,719	TOTAL TRANSFERS	471,500	471,500
7,525,200	7,889,957	TOTAL EXPENDITURES	8,019,400	8,282,500
0	0	ENDING FUND BALANCE	0	0

A - MATERIALS & SUPPLIES IN GENERAL ADMINISTRATION HAVE BEEN INCREASED TO REFLECT THE MOST RECENT ESTIMATES OF COSTS FOR THE NEW TELEPHONE SYSTEM.

B - CONTRACTUAL SERVICES HAVE BEEN INCREASED TO REFLECT STATE SPECIAL TRANSPORTATION FUND MONIES WHICH WILL BE DISTRIBUTED TO LCOG FOR EXPENDITURE.

C - CONTINGENCY HAS BEEN ADJUSTED TO REFLECT OTHER BUDGET CHANGES.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

CAPITAL PROJECTS RESOURCES

/-----85-86-----/	BUDGETED	PROJECTED	DESCRIPTION	/-----86-87-----/	PROPOSED	AMENDED
	1,837,248	1,953,502	BEGINNING FUND BALANCE		2,342,748	2,342,748
			REVENUES			
	687,005	0	UMTA Section 3 Grants		831,300	831,300
	0	31,850	UMTA Section 5 Grants		0	0
	1,132,837	226,508	UMTA Section 9 Grants		2,164,300	2,164,300
	88,440	6,765	UMTA Section 18 Grants		711,700	711,700
	200,548	152,506	Federal Highway Administration		175,800	175,800
	0	0	State Grants		300,000	300,000
	0	0	Miscellaneous Grants		60,000	60,000
	100,000	88,000	Sale of Tax Benefits		0	0
	49,800	389,103	Transfer from General Fund		200,000	200,000
	2,258,630	894,732	TOTAL REVENUES		4,443,100	4,443,100
			OTHER RESOURCES			
	0	0	Capital Lease Financing		0 A	72,300
	4,095,878	2,848,234	TOTAL CAPITAL RESOURCES		6,785,848	6,858,148

A - REVENUES HAVE BEEN INCREASED TO REFLECT THE CAPITAL LEASE FOR THE TELEPHONE SYSTEM AS A RESOURCE.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

CAPITAL PROJECTS EXPENDITURES

/-----85-86-----/ BUDGETED	PROJECTED	DESCRIPTION	/-----86-87-----/ PROPOSED	AMENDED
		LOCAL EXPENDITURES		
0	0	Computer Software	0	0
0	850	Office Equipment	0	0
0	0	Maintenance Equipment	0	0
0	225	Bus Stop Improvements	0	0
0	0	Land & Buildings	0	0
0	0	Miscellaneous	83,300 A	72,300
0	1,075	TOTAL LOCAL EXPENDITURES	83,300	72,300
		UMTA EXPENDITURES		
0	0	Planning Administrator	22,000	22,000
18,800	0	Planning Technician	17,500	17,500
4,900	0	Benefits	9,500	9,500
7,400	9,025	Computer Software	14,100	14,100
36,466	45,296	Office Equipment	66,000	66,000
15,516	42,001	Maintenance Equipment	26,100	26,100
174,572	140,443	Bus Stop Improvements	115,000	115,000
2,017,788	21,355	Land & Buildings	2,988,600	2,988,600
83,000	0	Buses	1,170,500	1,170,500
62,406	56,684	Bus Related Equipment	30,000	30,000
15,000	11,600	Service Vehicles	19,400	19,400
6,754	5,000	Miscellaneous	57,700	57,700
2,442,602	331,404	TOTAL UMTA EXPENDITURES	4,536,400	4,536,400
		FHWA EXPENDITURES		
227,508	173,007	Bus Stop Improvements	199,400	199,400
227,508	173,007	TOTAL FHWA EXPENDITURES	199,400	199,400
0	0	CONTINGENCY	167,000	167,000
0	0	CAPITAL LEASE PRINCIPAL PMT	0 B	12,300
2,670,110	505,486	TOTAL CAPITAL EXPENDITURES	4,986,100	4,987,400
		RESERVE FOR FUTURE		
1,425,768	2,342,748	CAPITAL EXPENDITURES	1,799,748	1,870,748

A - MISCELLANEOUS LOCAL EXPENDITURES HAVE BEEN DECREASED TO REFLECT THE MOST RECENT ESTIMATE FOR THE COSTS OF A NEW TELEPHONE SYSTEM.

B - PRINCIPAL REPAYMENT OF THE CAPITAL LEASE FOR THE TELEPHONE SYSTEM HAS BEEN ADDED TO COMPLY WITH LOCAL BUDGET LAW.

LANE TRANSIT DISTRICT
LINE-ITEM BUDGET
1986-87

RISK MANAGEMENT

/-----85-86-----/ BUDGETED	PROJECTED	DESCRIPTION	/-----86-87-----/ PROPOSED	AMENDED
RESOURCES				
358,900	308,167	BEGINNING FUND BALANCE	481,100	481,100
REVENUES				
58,000	556,616	Transfer from General Fund	271,500	271,500
30,000	10,200	Interest Revenue	10,000	10,000
0	19,464	Insurance Refunds	0	0
88,000	586,280	TOTAL REVENUES	281,500	281,500
446,900	894,447	TOTAL RISK MGMT RESOURCES	762,600	762,600
EXPENDITURES				
16,400	18,900	Administration	18,900	18,900
161,000	184,280	Worker's Compensation	254,600	254,600
264,600	207,053	Liability	483,900	483,900
4,900	3,114	Miscellaneous Insurance	5,200	5,200
446,900	413,347	TOTAL RISK MGMT EXPENDITURES	762,600	762,600
0	481,100	ENDING FUND BALANCE	0	0

RESOLUTION

BE IT RESOLVED that the budget of Lane Transit District for the Fiscal Year 1986-87 in the total combined fund sum of \$15,903,248 is hereby adopted, and

BE IT FURTHER RESOLVED that the amounts for the Fiscal Year 1986-87 are appropriated for the following purposes by organizational unit:

GENERAL FUND

	Administration
\$ 518,100	For Personal Services
\$ 112,800	For Materials & Supplies
\$ 95,900	For Contractual Services
	Marketing & Planning
\$ 466,700	For Personal Services
\$ 143,000	For Materials & Supplies
\$ 281,600	For Contractual Services
	Operations
\$3,704,300	For Personal Services
\$ 22,800	For Materials & Supplies
\$ 322,400	For Contractual Services
	Maintenance
\$ 993,400	For Personal Services
\$ 851,800	For Materials & Supplies
\$ 136,700	For Contractual Services
	Unallocated Expenditures
\$ 161,500	For Contingency
\$ 200,000	For Transfer to Capital Projects Fund
\$ 271,500	For Transfer to Risk Management Fund
	CAPITAL PROJECTS FUND
\$4,975,100	For Capital Outlay
\$ 12,300	For Capital Lease Principal Repayment
\$1,870,748	Capital Reserve
	RISK MANAGEMENT FUND
\$ 762,600	For Risk Management Expenditures, and

BE IT FURTHER RESOLVED that the General Manager is authorized to make expenditures and incur obligations within the limits of the foregoing.

Date

Secretary

BUDRES.KRR



Lane Transit District

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

June 18, 1986

MEMORANDUM

TO: Board of Directors
FROM: Planning Administrator
RE: Facility Project Update

The District has received notification that the Urban Mass Transportation Administration, based on their review of the environmental assessment prepared by the District, has determined that the development of a new bus maintenance and administrative facility at the site of the Glenwood Drive-In would have "no significant environmental impact." In addition, the District has received notification that, on June 10, UMTA released \$724,524 for the facility project. This money will be used to purchase the land, conduct value engineering, and continue design work.

The Facilities Subcommittee met on June 9 to review and decide several management issues regarding the new Maintenance and Administrative Facility. The following action was taken by the Subcommittee:

1. The Subcommittee approved a recommendation from staff to contract with the Oregon State Highway Division to conduct land acquisition.
2. The Subcommittee decided to proceed with site-specific design of the facility, even though the site has not yet been acquired or annexed. At risk is approximately \$57,000 during the schematic design phase. To postpone site-specific design until land acquisition and annexation is completed would delay the project by approximately nine months.
3. The Subcommittee reviewed the "programming" work completed to date. Programming involves the determination of the functions and space needs of the facility. Although a complete review of the program was not completed at the meeting, the Subcommittee made several suggestions to be considered as design work proceeds. These include a re-evaluation of an exercise room and the consideration of replacing some enclosed offices with open offices. The Subcommittee will review the space program in more detail at its next meeting.

A handwritten signature in cursive script, appearing to read 'Stefano Viggiano'.

Stefano Viggiano
Planning Administrator

SV:sbe

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 GENERAL FUND
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1986 (91.67% OF YEAR COMPLETED)

	CURRENT MONTH		YEAR-TO-DATE		%	YEARLY	BALANCE
	1986	1985	1986	1985	ACTIVITY	BUDGET	
REVENUES							
Operating Revenues:							
Passenger Fares	117,722	116,762	1,302,372	1,199,963	94.39%	1,379,800	(77,428)
Charters	(43)	5,383	18,129	51,019	50.36%	36,000	(17,871)
Advertising	3,755	3,448	39,027	33,190	91.61%	42,600	(3,573)
Miscellaneous	182	387	28,696	3,016	956.53%	3,000	25,696
TOTAL OPERATING REVENUES	121,616	125,980	1,398,224	1,287,188	94.99%	1,461,400	(73,176)
Non-Operating Revenues:							
Interest	13,324	19,703	152,064	175,367	95.04%	160,000	(7,936)
Payroll Taxes	819,201	911,160	4,826,411	4,602,078	101.82%	4,740,000	86,411
Federal Operating Assistance	0	0	0	1,050,761	0.00%	714,800	(714,800)
State In-Lieu-Of Payroll Taxes	0	0	304,280	308,475	68.53%	444,000	(139,720)
Other Operating Assistance	0	0	2,564	3,896	51.28%	5,000	(2,436)
Loan Proceeds	0	0	0	50,000	N/A	0	0
TOTAL NON-OPERATING REVENUES	832,525	930,863	5,285,319	6,190,577	87.16%	6,063,800	(778,481)
TOTAL REVENUES	954,141	1,056,843	6,673,543	7,477,765	88.68%	7,525,200	(851,657)
EXPENDITURES							
Administration:							
Personal Services	40,586	33,857	431,458	368,807	91.20%	473,100	41,642
Materials and Supplies	25,955	4,482	116,076	90,213	95.61%	121,400	5,324
Contractual Services	6,296	4,615	58,443	38,119	40.98%	142,600	84,157
Total Administration	72,837	42,954	605,977	497,139	82.21%	737,100	131,123
Marketing and Planning:							
Personal Services	38,367	42,807	400,717	385,751	90.25%	444,000	43,283
Materials and Supplies	8,027	6,079	128,998	137,085	91.04%	141,700	12,702
Contractual Services	12,098	12,824	228,626	266,347	97.29%	235,000	6,374
Total Marketing and Planning	58,492	61,710	758,341	789,183	92.40%	820,700	62,359
Transportation:							
Personal Services	297,780	292,709	3,237,569	3,157,482	87.15%	3,715,000	477,431
Materials and Supplies	1,913	576	16,463	12,760	99.17%	16,600	137
Contractual Services	423	423	4,098	4,156	68.30%	6,000	1,902
Total Transportation	300,116	293,708	3,258,130	3,174,398	87.17%	3,737,600	479,470
Maintenance:							
Personal Services	80,580	75,808	889,445	843,079	90.69%	980,800	91,355
Materials and Supplies	54,181	95,870	764,966	865,408	80.33%	952,300	187,334
Contractual Services	24,230	(2,120)	140,265	75,283	84.55%	165,900	25,635
Total Maintenance	158,991	169,558	1,794,676	1,783,770	85.50%	2,099,000	304,324
Contingency	0	0	0	0	0.00%	23,000	23,000
Transfer to Capital Projects	0	0	49,800	190,600	100.00%	49,800	0
Transfer to Risk Management	0	0	58,000	0	N/A	58,000	0
TOTAL EXPENDITURES	590,436	567,930	6,524,924	6,435,090	86.71%	7,525,200	1,000,276
EXCESS (DEFICIT) OF REVENUES							
OVER EXPENDITURES	363,705	488,913	148,619	1,042,675	N/A	0	148,619

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 CAPITAL PROJECTS FUND
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1986 (91.67% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	1,953,502	106.33%	1,837,248	116,254
Revenues:				
UMTA Section 3	0	0.00%	687,005	(687,005)
UMTA Section 5	31,851	N/A	0	31,851
UMTA Section 9	174,231	15.38%	1,132,837	(958,606)
UMTA Section 18	5,112	5.78%	88,440	(83,328)
Federal Highway Admin	32,396	16.15%	200,548	(168,152)
State Assistance	0	N/A	0	0
Sale of Tax Benefits	88,186	88.19%	100,000	(11,814)
Transfer from Gen'l Fund	49,800	100.00%	49,800	0
Total Revenues	381,576	16.89%	2,258,630	(1,877,054)
TOTAL RESOURCES	2,335,078	57.01%	4,095,878	(1,760,800)
EXPENDITURES				
Locally Funded:				
Office Equipment	850	N/A	0	(850)
Bus Stop Improvements	1,873	N/A	0	(1,873)
Land & Buildings	0	N/A	0	0
Total Locally Funded	2,723	N/A	0	(2,723)
UMTA Funded:				
Personal Services	0		23,700	23,700
Computer Software	6,508	87.95%	7,400	892
Office Equipment	45,844	125.72%	36,466	(9,378)
Maintenance Equipment	39,050	251.68%	15,516	(23,534)
Bus Stop Improvements	89,810	51.45%	174,572	84,762
Land & Buildings	30,137	1.49%	2,017,788	1,987,651
Buses	36,642	44.15%	83,000	46,358
Bus Related Equipment	12,798	20.51%	62,406	49,608
Service Vehicles	0	0.00%	15,000	15,000
Miscellaneous	3,203	47.42%	6,754	3,551
Total UMTA Funded	263,992	10.81%	2,442,602	2,178,610
FHWA Funded:				
Bus Stop Improvements	36,751	16.15%	227,508	190,757
Total FHWA Funded	36,751	16.15%	227,508	190,757
TOTAL EXPENDITURES	303,466	11.37%	2,670,110	2,366,644
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	2,031,612	142.49%	1,425,768	605,844

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 RISK MANAGEMENT FUND
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1986 (91.67% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	308,167	0.86	358,900	(50,733)
Revenues:				
Transfer from Gen'l Fund	58,000	N/A	58,000	0
Interest	10,200	0.34	30,000	(19,800)
Insurance Refund	0	N/A	0	0
Total Revenues	68,200	0.78	88,000	(19,800)
TOTAL RESOURCES	376,367	0.84	446,900	(70,533)
EXPENDITURES				
Administration	18,880	1.15	16,400	(2,480)
Worker's Compensation	215,242	1.34	161,000	(54,242)
Liability Program	200,390	0.76	264,600	64,210
Miscellaneous Insurance	2,933	0.60	4,900	1,967
TOTAL EXPENDITURES	437,445	0.98	446,900	9,455
ENDING FUND BALANCE	(61,078)	N/A	0	(61,078)

LANE TRANSIT DISTRICT
 COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES TO BUDGETED
 GENERAL FUND
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1986

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE	
			FAVORABLE (UNFAVORABLE) AMOUNT	%
REVENUES				
Operating Revenues:				
Passenger Fares	1,302,372	1,266,600	35,772	2.82%
Charters	18,129	32,000	(13,871)	-43.35%
Advertising	39,027	38,950	77	0.20%
Miscellaneous	28,696	2,750	25,946	943.49%
TOTAL OPERATING REVENUES	1,388,224	1,340,300	47,924	3.58%
Non-Operating Revenues:				
Interest	152,064	146,666	5,398	3.68%
Payroll Taxes	4,826,411	4,740,000	86,411	1.82%
Federal Operating Assistance	0	714,800	(714,800)	N/A
State In-Lieu-Of Payroll Taxes	304,280	320,800	(16,520)	N/A
Other Operating Assistance	2,564	4,584	(2,020)	N/A
Loan Proceeds	0	0	0	N/A
TOTAL NON-OPERATING REVENUES	5,285,319	5,926,850	(641,531)	-10.82%
TOTAL REVENUES	6,673,543	7,267,150	(593,607)	-8.17%
EXPENDITURES				
Administration:				
Personal Services	431,458	434,320	2,862	0.66%
Materials and Supplies	116,076	112,103	(3,973)	-3.54%
Contractual Services	58,443	115,593	57,150	49.44%
Total Administration	605,977	662,016	56,039	8.46%
Marketing and Planning:				
Personal Services	400,717	406,800	6,083	1.50%
Materials and Supplies	128,998	137,146	8,148	5.94%
Contractual Services	228,626	230,125	1,499	0.65%
Total Marketing and Planning	758,341	774,071	15,730	2.03%
Transportation:				
Personal Services	3,237,569	3,399,082	161,513	4.75%
Materials and Supplies	16,463	15,523	(940)	-6.06%
Contractual Services	4,098	5,500	1,402	25.49%
Total Transportation	3,258,130	3,420,105	161,975	4.74%
Maintenance:				
Personal Services	889,445	895,399	5,954	0.66%
Materials and Supplies	764,966	874,534	109,568	12.53%
Contractual Services	140,265	160,109	19,844	12.39%
Total Maintenance	1,794,676	1,930,042	135,366	7.01%
Contingency	0	0	0	N/A
Transfer to Capital Projects	49,800	49,800	0	N/A
Transfer to Risk Management	58,000	58,000	0	N/A
TOTAL EXPENDITURES	6,524,924	6,894,034	369,110	5.35%
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES				
	148,619	373,116	(224,497)	-60.17%

DATE 6/18/86

AUDIENCE PARTICIPATION

NAME	ADDRESS	(GROUP)
Elizabeth Hopke	24455 Warthen Rd Elmira -	
Judith J. Abele	23866 Hwy. 126 Veneta	
Kay K. Ehmes	88859 Fountain Rd., Elmira	
Gaylyn Dawley	25011 Hunter Rd/P.O. Box 945 Veneta	
Leona Maricle	87690 Buk Dr. Veneta	
Laura Maricle	87690 Buk Dr. Veneta Jr. 97487	
Joyce Smith	25264 E. Hunter Rd., Veneta 97487	

