

Public notice was given
the Eugene Register Guard
for publication on 3/5/81.

LANE TRANSIT DISTRICT

ADJOURNED MEETING

March 10, 1981

7:30 p.m.

Municipal Courtroom #2

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

Booth____ Herbert____ Kohnen____ Langton____ Loomis____

Randall____ Roemer____

III. INTRODUCTORY REMARKS BY BOARD PRESIDENT

IV. AUDIENCE PARTICIPATION

V. ITEMS FOR ACTION AT THIS MEETING

- A. Minutes
- B. Advertising Contract
- C. Risk Management Fund
- D. Change in Senior Citizen Fare Age Policy
- E. Appointment of Budget Committee Member

VI. ITEMS FOR INFORMATION AT THIS MEETING

- A. Current Activities
 - 1. Park 'N' Ride
 - 2. Accessible Service
 - 3. Comprehensive Service Redesign
 - 4. Property Improvements
 - 5. Federal Transit Funding Outlook
 - 6. Ethics Workshop
 - 7. Marketing Activities
- B. Monthly Reporting
 - 1. Finance and Budget
 - 2. Ridership
 - 3. Information Calls
 - 4. Safe Miles
 - 5. Schedule Downtime

Agenda, Cont.

VII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Budget Committee - April 2
- B. Transit Fair - April 4
- C. Comprehensive Service Redesign Work Session - April 7
- D. Comprehensive Service Redesign Adoption - April 2

VIII. ADJOURNMENT

V. ITEMS FOR ACTION AT THIS MEETING

- A. Minutes - Enclosed for Board approval are minutes of the February 17 regular meeting. 1
- B. Advertising Contract 9

Background: In November, the Board awarded the advertising contract to Oregon Transit Advertising. The staff drafted a contract that incorporates the guidelines adopted by the Board. That contract has been reviewed by the District's attorney and by Oregon Transit Advertising and is enclosed for Board approval. The enclosed memo discusses meetings with the City Planning staff regarding applicability of the Eugene sign code to bus advertising. It recommends that the advertising program not be implemented until the City Council has adopted an amendment clarifying the sign code in late April or early May.

Staff Recommendation: That Phyllis P. Loobey be authorized to sign the enclosed contract with Oregon Transit Advertising and to represent the District's interest in sign code amendment proceedings before the Eugene Planning Commission and City Council.

Results of Recommended Action: Under the contract, advertising would not begin until City approval is received. Upon approval, the staff would work with Oregon Transit Advertising to implement the program quickly. In the meantime, the staff will work closely with City staff in preparing a sign code amendment and advocating its passage.

- C. Risk Management Fund 23

Background: The District is completing a comprehensive audit of its insurance and risk management program prior to selecting an agent of record for the next three years. The direction of the audit is for the District to enhance management control and achieve cash flow opportunities with the insurance program. This will involve a higher level of self-insurance and reserving of funds for retained losses. This has already been accomplished with workers compensation through implementation of a cash flow plan. This plan allows the District to pay workers compensation claims monthly, moving retention of reserves to the District instead of SAIF. The enclosed resolution establishes a Risk Management Fund for reserving, investing and disbursing funds for present and future

liabilities. The advantages of a separate fund are that reserves are protected from being used for other sources and the financial accountability of the risk management program is increased.

Staff Recommendation: That the enclosed resolution establishing a Risk Management Fund be adopted.

Results of Staff Recommendations: The staff would establish accounts within the fund for financial administration purposes. A resolution would be prepared to transfer funding of the workers compensation program to the Risk Management fund in April. The process of agent selection will begin and reports made to the Board. Funding of other types of liability would be transferred to the Risk Management fund (by Board action) as necessary in the future.

D. Change in Senior Citizen Fare Age Policy 24

Background: The enclosed memo describes earlier Board deliberations concerning the Springfield Chamber of Commerce request to lower the Senior fare minimum age to 60. The request is before the Board due to a second request from the Chamber to consider the change and to the development of figures estimating the revenue loss due to the District.

Staff Recommendation: None

E. Appointment of Budget Committee Member 26

Background: George Baker was reappointed to the Budget Committee in November, 1980. Since then, it has been determined that he is ineligible to serve, as he is a non-resident in the District. Enclosed is an informational form on Pat Randall's nominee to replace Mr. Baker.

Staff Recommendation: That John DeWenter be appointed to the Budget Committee to serve from March 10, 1981 to December 31, 1983.

V. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Park 'N' Ride - Enclosed is a map of the current Park 'N' Ride locations under the Eugene/Springfield program which began March 1. 27

- 2. Accessible Service - Enclosed is a memo, and additional information, on accessible service, which begins on selected routes on March 29. 28
- 3. Comprehensive Service Redesign - Enclosed is a memo describing progress and future activities for this project. 36
- 4. Property Improvements - With the completion of construction, we will need to make decisions on the use of the house on the south lot, improvements to Information Services building and site landscaping. The staff will submit recommendations to the Board Architectural Subcommittee for approval prior to Board action at the May meeting.

The building remodel, fueling facilities and parking lot construction are proceeding in good order with expected completion in late May. Daily operations are experiencing some strain and inefficiency due to use of off-site facilities for bus storage and temporary servicing facilities on site during construction phasing.

- 5. Federal Funding Outlook - The enclosed letter and tables describe the transit portion of President Reagan's economic program. A budget cut of 12% in the capital program and no change in operating assistance are proposed for the first year. The impact on Lane Transit District will be unknown until appropriations are passed in September, but are estimated at 0-25% of current operating assistance, or 0-3% of the total budget, depending on the degree of shifting of funds to larger cities. The impact on the District will be greater but still manageable, in fiscal years 1982-83, 83-84 and 84-85. 37
- 6. Ethics Workshop - The enclosed memo summarizes the recent Oregon Ethics Law Workshop. 44
- 7. Marketing Activities Report 46

B. Monthly Reporting

- 1. Finance and Budget
 - A. Bills Payable for February (remaining report to be distributed at meeting). 47

2. Ridership Reporting	
A. Summary	50
B. Average Weekday Ridership Graph	51
C. Monthly Dial-A-Bus Ridership Graph	52
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4. Safe Miles	54
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VII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Budget Committee - April 2: After polling Committee members, April 2 has been set for the initial Budget Committee meeting. Planned agenda items include the draft Transit Development Program, election of officers, discussion of budget direction, and planning of future meetings.
- B. Transit Fair - April 4: The Fair will take place on Saturday, April 4 (all day) at the Fairgrounds to call attention to the Comprehensive Service Redesign in particular and the District in general.
- C. Comprehensive Service Redesign Work Session - April 7: The current meeting should be adjourned to an evening meeting on April 7 to review public input in the Comprehensive Service Redesign Project.
- D. Comprehensive Service Redesign Adoption - April 21: For timely progress in implementing the redesign, the required public hearing and adoption of a final route plan should be the major topic for the April regular meeting.

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT

REGULAR MEETING

February 17, 1981

Pursuant to notice given to the Register Guard for publication on February 11, 1981, and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of Lane County Mass Transit District was held at the City Hall, Eugene, Oregon, on February 17, 1981, at 7:30 p.m.

Present: Richard A. Booth, Secretary
Daniel M. Herbert, Vice President
Kenneth H. Kohnen, President, presiding
Robert C. Loomis
Carolyn Roemer
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

News Media Representative:
Marvin Tims, Register Guard

Absent: Ted J. Langton, Treasurer
Glenn E. Randall

INTRODUCTORY REMARKS BY BOARD PRESIDENT: Mr. Kohnen noted that the quarterly budget review, included in the information items in the agenda packet for this meeting, was an interesting report, and that the District's revenue/expense relationship appeared to be somewhat better than it had been, with the District possibly ending the fiscal year with a little cash. He added that this was largely due to internal savings made by the staff which had reduced expenditures, plus the fact that the payroll tax revenue was now a little higher than it had been. The long-range financial picture, he said, is still not very good. The best indication from the Federal government is that the Section 5 funds, from which the District receives operating grants, will be cut fairly extensively by the present administration. He added that capital grant funds will be cut also, but at the present we don't know by how much.

Mr. Kohnen asked for the Board's agreement in adding one item to the current activities/information items section of the agenda. That topic to be inserted was "Legislative Report by the General Manager." The Board agreed to the addition.

AUDIENCE PARTICIPATION: There was none.

APPROVAL OF MINUTES: Upon motion by Dr. Loomis, seconded by Mr. Herbert, the minutes of the January 20, 1981 regular meeting were unanimously approved as distributed.

MOTION
TE

SALARIED EMPLOYEES RETIREMENT PLAN--4th AMENDMENT: Mr. Kohnen introduced this agenda item by explaining that he and Phyllis Loobey serve as trustees for the salaried employees pension plan, and that they also serve, with two union representatives, as trustees of the union pension plan. He stated that one problem they had been dealing with for a long time concerns an hourly employee under the labor plan who becomes a management employee. The plans are different, and in one particular case, a person who changed jobs lost some benefits. The trustees asked Craig Smith to write some amendments that would ease this problem.

Mr. Kohnen directed the Board to page 9 of the Board Agenda, to a summary of what would be accomplished by these amendments. He added that the actual amendments which would need to be adopted by the Board began on page 10.

Mr. Kohnen explained that the first amendment would change the number of hours of service necessary for a full year to receive a benefit that would correspond to the hourly employees' time. The second amendment covers the situation in which an employee transfers from one plan to the other and partial credit is lost, and says that the salaried plan would pick up the lost credit. He added that this can only be done with the salaried plan, not with the hourly plan.

(At this point Mr. Booth arrived at the meeting.)

Mr. Kohnen went on to say that the third item for the Board's approval on this subject is something that was noticed by legal counsel as needing to be changed.

Ms. Loobey added that the problem between the plans arises because one plan is based on the fiscal year and one is based on the calendar year. She said there would be a minimal cost to the plan for making this credit.

MOTION

Dr. Loomis moved that the staff recommendation be adopted, that is, that the Board adopt Salaried Employees Retirement Plan Amendment #4 as enclosed in the Agenda material. Mr. Herbert seconded the motion, and the vote was unanimous in favor of adopting the amendment.

VOTE

APPOINTMENT OF SALARY SUBCOMMITTEE: Mr. Kohnen stated that in the past the Board has had a subcommittee to make recommendations for changes in the salary structure of the District employees. The subcommittee has reported to the Board and the recommendations have been made part of the salary structure. Subject to Board approval, Mr. Kohnen said, he would like to appoint a salary subcommittee consisting of Ted Langton as chairman and Dan Herbert, with himself as an ex officio member.

MOTION

Mr. Booth moved, and Dr. Loomis seconded, that the salary subcommittee be so appointed, and the vote was unanimous in favor of the motion.

VOTE

LEGISLATIVE REPORT BY GENERAL MANAGER: At this point in the agenda, Mr. Kohnen added the topic of "Legislative Report by General Manager" for discussion.

Ms. Loobey stated that she had testified before the House Intergovernmental Subcommittee on House Bill 2096, which would remove the requirement of ORS 267 to make the fleet 100% accessible and have it instead conform to the Federal law. She said there was also some testimony regarding senior fares as addressed in HB 251Q. Roger Martin testified based on information she and Tri-Met gave to him. Ms. Loobey added that there will be a committee work session on both bills, and that the committee had taken no action on either bill yet. In response to a question from the Board, Ms. Loobey responded that Roger Martin testified that senior fares should be at the option of the local district; his testimony was in favor of the bill.

Ms. Loobey also discussed two other bills that she will be following closely: Governor Atiyeh's in-lieu-of-payroll tax bill, and a bill introduced by Glenn Otto that would tax all political subdivisions in the state. All subdivisions would be paying the payroll tax, including Higher Education and the cities, to name two. Ms. Loobey stated that she could see no problem with Governor Atiyeh's bill, which would involve a general appropriation from the General Fund. She added that her feeling is that Glenn Otto's bill will not be well received. If other jurisdictions had to pay payroll tax, they could possibly think they could ask LTD to pay for road repairs, etc., in the future. She added that LTD has been supporting Governor Atiyeh's bill.

Ms. Loobey went on to state that it was her understanding that a bill has been introduced or will be introduced that would raise the payroll tax to the statutory maximum of 1%.

Ms. Loobey told the Board that OTA is against the bill, which would allow LTD and Tri-Met to raise the maximum. She added that she had not seen a copy of the bill.

Mr. Booth stated that if all state subdivisions are going to be able to start taxing each other, LTD should not be in favor of such a bill. Dr. Loomis's opinion was that the Board should not commit itself until it is known whether or not the Governor's tax bill passes.

Mr. Kohlen asked a question regarding the "sunset portion" of Glenn Otto's bill. Ms. Loobey replied that the bill would "sunset" or reach its final phase on December 31, 1983. She added that Tri-Met had introduced a bill to raise the senior fare to 20¢ but they prefer Glenn Otto's bill because it gives them more leeway.

Dr. Loomis stated that he liked the fact that the Otto bill gives back to the local district the right to change the fares. He said that LTD has been listening to the senior and others who think the low rates should be raised, but we have been unable to do so.

Ms. Loobey said that most of the testimony on the bill was from the Portland area seniors, who are absolutely opposed to it. No one from the Eugene/Springfield area testified.

Ellen Bevington mentioned that the United Senior lobby, during previous legislation, had agreed that they would not send local delegations to oppose the bill, but they were not willing to commit funds to work against it either. Their feeling was that the LTD Board would be more committed to keeping lower fares than would Tri-Met.

Ms. Loobey told the Board that as President of OTA and in representing LTD, she would be testifying on several bills. She said that if there is any policy of OTA that is not consistent with LTD policy, she will not testify on that bill. She added that if there is no LTD policy, she will contact the Board members first before testifying.

Mr. Booth asked if that kind of information could be gathered by telephone, or if there would have to be a meeting of the Board.

Paul Shinn replied that it could be done by conference call. An emergency meeting could be declared in order to do that.

At this point in the agenda, Dr. Loomis asked the President if he could bring up a subject about which he was concerned. He had read something in that evening's paper which he thought the Board should act on. He was referring to statements made at the Eugene Planning Commission meeting about the legality of on-board bus advertising, and the possibility that the city ordinance could be changed so that it would not be allowed.

Dr. Loomis thought the Board should make a statement to the effect that the Board members feel they are acting in a legal manner and that it would be tremendously expensive to start changing now; that the statements of the Planning Commission are detrimental to LTD business and that the Commission should not interfere.

Ms. Loobey mentioned that Jim Pearson is the Planning Commission member who has raised the objection, and that the City staff is responding to his statements. At this point, she summarized the problem. She said that, in effect, Mr. Pearson's objection to LTD advertising on the buses stems from his understanding of what was going on during the setting up of the Eugene sign code. The question of whether or not LTD bus advertising is illegal due to the sign code came up at the Planning Commission meeting, directed to the Planning Commission staff. John Porter called Ms. Loobey and she told him that it was not illegal but there are certain restrictions that the District has to meet. She then had Randy Bryson, legal counsel for LTD, call John Porter, and that was the last she had heard from anyone on the city staff regarding that issue. She added that LTD was not advised that the issue would be on the Planning Commission agenda for that meeting. Ms. Loobey further stated that Jim Pearson wants to amend the sign ordinance so that LTD will not be allowed to advertise on the buses. The only advertising that would be allowed on vehicles would be on vehicles that were owned by the advertiser.

It was mentioned that before the ordinance could be changed, the Planning Commission would have to make a recommendation to the City Council and the Council would have to vote on it.

Ms. Loobey said that the staff had received three telephone calls that day in response to this article, from people who want to advertise and are wondering what is going on.

Mr. Herbert stated that he thought that if the Planning Commission believes the ordinance ought to be changed, they should try to do it without interference from LTD. In the meantime, he said, he didn't see that anyone had claimed that the bus advertising actually was illegal. He further stated that he thought there was no reason for LTD to do anything but to continue to implement the decision to advertise on the buses, but that if the issue came to a hearing, LTD should send representatives of the Board to state their position.

Dr. Loomis argued that in the meantime, the Planning Commission statement was scaring away LTD advertisers; that the advertisers don't want to be in limbo, and neither does LTD. Mr. Booth agreed with Dr. Loomis that the Board needed to take positive action to assure advertisers that the advertising program will go ahead as planned.

Ms. Roemer asked Ms. Loobey for her opinion on the subject. Ms. Loobey responded that she thought LTD needed to maintain good relationships with all city agencies and boards. She added that the Planning Commission would have to vote to have the issue go to the City Council, and there now doesn't seem to be that kind of sentiment in favor of Jim Pearson's stand.

Ellen Bevington added that the Planning Commission has directed that this issue come back before the Commission in 30 days, and that she thought LTD should be represented at that meeting of the Commission, since no one from LTD had been at the one where the subject came up. Her opinion was that LTD should take steps to work with the entire Commission instead of only one member or taking the issue directly to the City Council.

Mr. Booth disagreed, and thought the Board should make a strong statement that LTD will maintain its advertising program.

Dr. Loomis thought the Board could do what Ms. Bevington suggested, but should not wait 30 days to take action. He suggested the Board make a statement now that they hope the Planning Commission will see the justification of what LTD is doing, and that the Board will be prepared to testify in 30 days, but in the meantime will go ahead with the advertising program. He added that if nothing happened in 30 days, then the Board should go to the City Council and ask them if they will support the advertising program or not.

Mr. Kohnen said he thought the Board had studied this matter carefully and in good faith, after having been told that the advertising was legal. He suggested that the Board move on to the information items in the agenda, while Dr. Loomis prepared a motion for the Board to consider.

QUARTERLY BUDGET REVIEW: Mr. Kohnen and Mr. Booth commended Paul Shinn on a good report. Mr. Booth asked a question regarding the paragraph on revenue, and Mr. Shinn responded that service reductions were made on Saturdays and

Sundays, by 40%, but fares dropped in the five to ten percent range, and didn't register on the monthly figures.

Mr. Booth then asked regarding the expenses for recertifying. Mr. Shinn responded that the special program for handicapped patrons had previously had a large measure of fraud at the reduced fare, according to drivers. LTD staff purchased a photo identification machine, and now the patrons are issued cards with their photographs on them, and the cards expire every two years. He added that the District has a large inventory of film that will keep the program going, and said he thought that this method of recertifying would increase revenue over time.

Mr. Booth asked another question, this time regarding fuel price increases. Mr. Shinn projected no more than a 25% increase from January to June. So far the price had increased 7% since the deregulation. Mr. Shinn stated that he thought the price might go up one more time in the near future, but that he was unable to make projections after that. Mr. Kohnen added that the current budget projection is that the District may end up with about \$220,000 at the end of the fiscal year.

URBAN INITIATIVES GRANT: Mr. Kohnen stated that the Urban Initiatives Grant is dead unless funding can be arranged under some other grant program.

Mr. Booth asked if the District would be at the status quo for some time, including any other federal sources. Ms. Bevington replied that she didn't know, but that her best guess was that the next fiscal year would be unchanged with respect to any federal or local money.

There was some discussion regarding the possibility of pursuing other federal funds, and what might be considered qualifying portions of any plans to improve the downtown area. No decisions were made.

MOTION

BUS ADVERTISING: At this point, Dr. Loomis said he was ready with a motion for Board discussion. Dr. Loomis moved that the LTD Board (1) strongly reaffirm its position on beginning a bus advertising program; (2) continue with its present course of seeking advertising through its advertising service; and (3) place advertising on buses that meets the present city ordinance and the guidelines developed by the LTD Board.

The motion was seconded and discussion followed. Ms. Roemer asked Dr. Loomis what he expected to happen as a result of the Board taking this stand. Dr. Loomis responded that he wanted to send copies to the Register Guard, to the Planning Commission, and to the City Council.

Mr. Herbert said that, in a general sense, he thought the motion was unnecessary; that he saw as a matter of fact that Board decisions continued until the Board changed them. However, he said, he would support the motion as long as it was not used to seek confrontation with other public agencies.

VOTE

The question was put, and the vote was unanimous in favor of the motion.

RIVERIA TRANSIT STATION: Ms. Loobey informed the Board that the Riveria Transit Station project has begun, but that the 5th and North B Transit Station has made no progress. Mr. Kohnen commented that he had told the Springfield City Council during the previous week that the project would begin in June. Ms. Loobey responded that the staff hopes that is so. She said it would be good for the District's image if the 5th and North B station could be finished by the time Springfield unveils the new city hall. She added that staff are trying hard to get the project going, but it is a struggle to move it out of Salem.

COMPREHENSIVE SERVICE REDESIGN--IMPLEMENTATION TIMELINE: Mr. Kohnen called the Board's attention to the projected timeline for the Comprehensive Service Redesign that was enclosed in the Board packet for that meeting. Ms. Loobey mentioned the activities that need to be completed, including (1) the April 4 Transit Fair, (2) the April 7 Board work session, and (3) the April 21 Board approval. She added that if there are any delays in that schedule, the staff will have problems meeting the implementation deadlines.

SEVEN-ELEVEN PASS AND TOKEN PROGRAM: Ms. Loobey informed the Board that this program is going very well. Seven-Eleven has had amazing success with the sale of fastpasses and tokens, and Southland is excited about the program. She added that Tri-Met people are looking at a similar program in their area. Ms. Loobey also stated that this program is helping our business--LTD gets revenue ahead, and the load at the Customer Service Center at the beginning of each month is lightened.

Mr. Booth asked if the District is getting new customers from the program. Ms. Loobey responded that the staff does not know the answer to that right now, but that the total income for fastpasses is up.

PARK'N'RIDE IMPLEMENTATION: Dr. Loomis said the Board had waited a long time for this program, and he will be glad to see it work. Ms. Loobey stated that the staff had gotten good responses from area churches, and Ms. Roemer asked if any churches have been concerned about their parking lots deteriorating faster. Dave Kensler responded that the staff has accepted for the program only churches with lots that are structurally sound, and that there will be no buses traveling on the lots. He added that the staff will photograph where our parking spots are on the lots and will follow those spots carefully.

Dr. Loomis asked if the District is paying the churches anything, to which Mr. Kensler responded that the staff first wants to see how the program goes. If there are problems with litter, etc., the District may have to give money to a church youth group, for instance, which would then maintain the lot. He added that the staff did not want to commit to anything like that yet. He also said we are hoping that the churches will encourage their own congregations to use the park'n'ride lots, and that church members would be more likely to take good care of the lots as they are using them. In response to another question, Mr. Kensler stated that the lots in the total of 25 that are not park'n'ride lots are carpool lots in the city's program.

MARKETING ACTIVITIES REPORT: There was no discussion on this report.

MONTHLY REPORTING: Mr. Kohnen mentioned that the report shows a deficit in the working capital as of January 31, but that he understood that should be remedied when the Section 5 funds arrive. He added that the District will be pretty well debt-free for the rest of the year after the Section 5 funds come, and asked when the staff expected to receive those funds. Mike Merrell answered that the District's grant had been approved and the staff had requested reimbursement. He added that the District is out of debt right now because the paytoll taxes have been coming in.

Mr. Booth asked if there were any changes in the information since the packet reports were prepared. Mr. Merrell responded that within a week or two he could give the Board a better answer--if another \$100,000 comes in, the District will be in a pretty good position, but if not, there could be a problem again.

Regarding the ridership report, Ms. Loobey stated that her projections had been wrong and Paul Shinn's had been right--ridership was down but revenue was up over last year.

BUDGET COMMITTEE MEETING: Under "Items for Action at Future Meeting," Mr. Kohnen announced that the first budget committee meeting would be on March 24. Mr. Shinn added that before that date is finalized, the staff would call the Board members. Mr. Booth and Dr. Loomis informed Mr. Shinn that that date is during spring break, and that they would both be out of town.

Dr. Loomis mentioned that he and Mr. Booth have a conflicting meeting on March 17 and wondered if the regular Board meeting could be changed for one month to the previous Tuesday, March 10. Mr. Herbert stated that he would be gone for that meeting, also.

Ms. Loobey informed the Board that some routine reporting may not be finished for an earlier Board meeting, but with the Board's indulgence and understanding in that regard, the meeting could be held earlier. Mr. Shinn added that the earlier meeting would have to be a special, or adjourned, meeting, but that we could put in the notice that there will be no regular meeting. One Board member would probably have to show up at the regular meeting on March 17 to adjourn it because of lack of a quorum.

Ms. Loobey announced that she will be in Washington, D.C. on March 10. She said that by advising the Board that she will be gone, the acting general manager would be able to preside at that meeting.

MOTION

Dr. Loomis moved, and Ms. Roemer seconded, that the meeting adjourn to an adjourned meeting of the Board on March 10, 1981, at 7:30 p.m. at the Eugene City Hall. The vote was unanimous in favor of the motion, and the meeting was duly adjourned.

VOTE

Secretary



LANE TRANSIT DISTRICT

March 4, 1981

MEMO

TO: Board of Directors
FROM: Ed Bergeron, Marketing Administrator
RE: Exterior Advertising

On February 26, 1981, City of Eugene Planning and legal staff met with LTD concerning the applicability of the Eugene Sign Code to exterior bus advertising. The City concludes that our program would not be permissible, based on their interpretation of the intent and wording of the Code.

Our attorney, along with representatives from Oregon Transit Advertising, Inc. and Benedict Communications, attended the meeting and have reviewed the City's opinion. We are in agreement that the City's intentions are not negative, but rather reflect a sincere recognition of an unfortunate lack of precision in the existing code. There does not appear to be any interest in stopping LTD's advertising program on the part of the City staff.

We have endorsed a City staff proposal to draft an amendment which would remove our bus advertising program from code jurisdiction. The amendment would clear up concerns about the legality of our program, and allow us to avoid unnecessary restrictions on price and hours-of-operation advertising. The amendment process will proceed with haste, and successful passage would strengthen the viability of our program for potential advertisers.

The City's staff has indicated that a Planning Commission hearing would be held April 7 and a City Council hearing on April 27. Council action on the amendment would follow shortly and our program would be "on track" again in early May.

While the process may revise our current implementation timeline, the long-range benefit justifies the costs. We are in agreement with Benedict and Oregon Transit Advertising that a continued public controversy on this issue would be detrimental to all concerned, including our advertisers. The viability of our program demands that our customers be offered a medium free from doubt and concern, and it behooves us to cooperate with the City at this time.

AGREEMENT

THIS AGREEMENT, made and entered into as of the 17th day of February, 1981, by and between LANE COUNTY MASS TRANSIT DISTRICT hereinafter referred to as "District", and BENEDICT COMMUNICATIONS, INC., D.B.A. Oregon Transit Advertising, hereinafter referred to as "Benedict/OTA".

RECITALS

A. The District operates a mass transit system in Lane County, Oregon.

B. Benedict/OTA is experienced in the sale and handling of transit advertising.

C. The District has awarded to Benedict/OTA the exclusive right to lease the interior and exterior advertising space in and on the District's bus fleet on the terms and conditions herein provided.

I. DEFINITIONS

The following definitions apply to this Agreement:

A. "Buses" shall mean all regular service buses over 25 feet in length which are now or may be later owned or operated by the District.

B. "Gross Revenue" for any period shall mean the total of all compensation paid or to be paid Benedict/OTA on account of advertising done pursuant hereto during such period, less agency commissions and less installation charges for public service advertisements for which no compensation is to be received by the District.

C. "Card" or "Advertising Card" is the notice of advertisement to be placed in the frame.

D. "Carding" shall mean all labor and materials involved in attaching, placing or removing advertising cards in the appropriate racks, frames or areas provided.

E. "Framing" shall mean attachment and maintenance of all necessary and permitted frames or racks.

F. "Framing Plan" shall mean the size and location of advertising framing which shall be no larger than:

1. Exterior -- 30" x 144", designated "King" size, on street side; 30" x 88", designated "Queen" size, on curb side; 21" x 44", designated "Headlights", on the front; 21" x 70", designated "Taillights", on rear.

Where dimensions of a coach permit, a 30" x 144" frame may be placed on the curb side.

2. Interior -- 11" x 28" channel cards.

3. If an advertising display opportunity of a new and unique nature, or not contemplated hereunder, should become available, then the details of such opportunity may be presented to the District for approval in writing.

II. GRANT

The District hereby grants to Benedict/OTA subject to the terms and conditions herein set forth, the exclusive use of the advertising space in and on all of the District buses.

III. RENTAL

As rental, Benedict/OTA shall pay the District on or before the 10th day of each month, beginning thirty days after the

effective date of this Agreement, thirty percent (30%) of gross revenue for the previous month, or \$3,295.00, whichever amount is greater. Starting one year after the effective date of this Agreement, and continuing thereafter on the 10th day of each month, Benedict/OTA shall pay the District thirty percent (30%) of gross revenue for the previous month or \$3,655.00, or whichever amount is greater. Starting two years after the effective date of this Agreement, and continuing thereafter on the 10th day of each month, Benedict/OTA shall pay the District thirty percent (30%) of gross revenue for the previous month or \$3,870.00, whichever amount is greater.

The above minimum payment schedule is based on advertising revenues for a current fleet of 69 coaches. As the District adds or deletes coaches or advertising space, the minimum will be adjusted accordingly to the following rate:

- (a) \$367.00 per year for each King;
- (b) \$308.00 per year for each Queen;
- (c) \$146.00 per year for each Taillight;
- (d) \$ 54.00 per year for each Headlight;

IV. CONTRACT TERM

A. This Agreement shall be effective ninety days after it is approved by the City of Eugene, and the District Board of Directors, and signed by the District General Manager, and shall continue in full force for three years. The Contract can be renewed by mutual agreement of both parties.

B. Start-Up. Immediately upon the effective date of this Agreement, Benedict/OTA shall have the right to install advertising posters on the buses.

C. Neither party may enforce this Agreement against the other and, the minimum monthly guarantee shall be suspended in the event and to the extent that performance of this Agreement, or any part thereof, is interfered with, delayed, restricted, or prohibited by an order, rule, or decision of a court or administrative agency or by ordinance or statute of a legislative body asserting jurisdiction over any portion of the subject matter of this Agreement or performance of any part or all of this Agreement, or by action of any governmental authority, war, civil commotion, or any occurrence commonly referred to as "force majeure" or in the event and to the extent that the District is required by court order to reconsider its determination to sell advertising rights and as the result of such court-ordered reconsideration, the District determines to alter its policy in regard to advertising.

V. CONTRACTS FOR ADVERTISING

Upon any termination of this Agreement prior to the end of this term, Benedict/OTA shall immediately assign and transfer, and does hereby assign and transfer, to the District all contracts for advertising on District buses which are in effect and such contracts shall thereupon become the property of the District. Following such assignment and transfer for a maximum of six (6) months, the District or its assign shall pay to Benedict/OTA, when and as received, twenty percent (20%) of all compensation actually received from such contracts, if the early termination was not attributable to Benedict/OTA's default. Benedict/OTA

shall not sell contracts for advertising on District buses for display after April, 1984, unless authorized in writing by the District.

VI. RESPONSIBILITIES OF BENEDICT/OTA

A. Benedict/OTA will purchase exterior frames as specified by the District and supply them to the District with a copy of the purchase invoice. The District shall install the frames on their coaches. Benedict/OTA shall reimburse the District for the actual cost of installation without any interest charge in one payment on _____. At the termination of the Agreement on _____, the title of all frames for use on District buses shall pass to the District. If the contract is terminated for any reason other than default of Benedict/OTA before _____, the District will promptly pay Benedict/OTA the actual cost of the frames used on District buses without interest charge, or remove and return the frames.

B. Carding shall be done by Benedict/OTA at Benedict/OTA's sole expense, and shall be accomplished between the hours of 11:00 p.m. and 4:30 a.m. unless prior written approval for access to buses at other times is obtained from the District.

C. Benedict/OTA will cooperate fully with the District on the District's promotions, and shall provide the District with such art and poster production and materials for display on buses at the District's request at cost which shall be equal to cost charged to Benedict/OTA, or if produced by Benedict/OTA or a subsidiary or affiliate of Benedict/OTA, actual cost without allowance for profit.

D. On or before the twentieth (20th) day of each month, Benedict/OTA shall furnish to the District a copy of each contract it makes for advertising during the preceding month of this Agreement. Terms and conditions of sale of advertising shall be at the sole discretion of Benedict/OTA; however, all terms and conditions shall be subject to and consistent with the terms and conditions of this Agreement. All agreements of Benedict/OTA with advertisers shall be in writing.

E. Benedict/OTA covenants to solicit advertising at maximum feasible published rates and make an effort to completely utilize all available advertising space authorized by this Agreement and to secure the maximum return therefor. Should Benedict/OTA's sales efforts reach a point where contracts are entered into for eighty percent (80%) of the exterior advertising space on the buses, the District will be given right of first refusal to buy all or any remaining space at published rates. Should the District exercise its option to purchase remaining space at published rates, the District or its agency will be billed at and will pay seventy percent (70%) of the amount so contracted for; however, for purposes of accounting to the District, Benedict/OTA will show full payment as having been received, and thirty percent (30%) having been paid to the District; payment of the thirty percent (30%) will be credited toward the minimum guarantee.

F. The District hereby reserves two (2) interior bus card locations per bus for its own use; one shall be the space behind the driver's partition. In addition, the District may use for its own purposes, but not for resale, any unsold interior or

exterior space at no cost to the District except production and material costs as provided in Paragraph VI C. The District further reserves the right to post at such places as it desires inside its buses any notices or schedules regarding its service or operations.

G. Benedict/OTA has the right to sell space for non-cash consideration for its own use or the use of the District. This type of transaction, commonly called "Trade Out", is to be treated for purposes of this Agreement in the same manner as any other sale of space. A contract specifying the terms of the agreement will be written, an invoice for the space utilized will be issued, and a collection will be recorded in the same manner as a cash sale. All such transactions will be summarized monthly along with cash sales, and payments to the District will be calculated and remitted based on the case value of such transactions, as if all transactions were cash sales.

H. Sales to local advertisers shall be actively and aggressively promoted.

I. Benedict/OTA shall not leave any paper poster on a bus exterior for longer than one month.

J. Benedict/OTA will acquire all permits and pay all fees required by law in order to execute its obligations hereunder.

VII. DISTRICT REVIEW

A. The District retains the right to review any advertising which is placed or is to be placed on or in any of the District's buses pursuant to this Agreement for the purpose of ascertaining

whether such advertising complies with all applicable laws and regulations and with the following standards:

1. The prohibition of all tobacco products advertising;
2. The prohibition of all alcoholic beverage advertising;
3. The exterior advertising shall be limited to four per bus;
4. That the content, graphic style and form be of the highest quality.

B. The District is not obliged to review any such advertising, and the District's failure to review or comment upon any advertising is not an admission that such advertising conforms to the requirements of this Agreement.

C. In the event an advertisement is to be or has been placed on or in a District bus which, in the District's opinion, does not conform to these standards, then Benedict/OTA shall not place such advertisement or if placed shall remove immediately any such advertising upon being notified by the District of the non-conformity. The District shall exercise reasonable interpretation of acceptable content, graphic style and form.

VIII. RECORDS: AUDIT

Benedict/OTA shall maintain at their office in Eugene, Oregon, complete books and records pertaining to this Agreement. The District shall have the right during normal business hours to inspect and audit these books and records to verify the amounts earned by the District. If such audit discloses an under-reporting error of five percent (5%) or more in gross revenues as reported to the District, and the District's audit is correct, Benedict/OTA will pay the cost of the District's audit.

IX. HOLD HARMLESS

Benedict/OTA covenants to hold the District and its Board, officers, and employees acting in the scope of their duties, free and harmless, including providing legal defense and indemnification, from any loss and from costs of any and every claim and demand of whatever nature (except claims by Benedict/OTA for breach of this contract) made on behalf of or by any persons for any alleged wrongful act or omission on the part of Benedict/OTA, its agents, servants, and employees. Benedict/OTA shall procure a policy of liability, and errors and omissions, insurance, satisfactory in form to the District, issued by a company doing business in Oregon, naming the District as an insured or coinsured with limits of not less than Five Hundred Thousand Dollars (\$500,000) for property damage, and One Million Dollars (\$1,000,000) as to liability with respect to personal injury or death. In addition, Benedict/OTA will name the District as an insured on any additional insurance coverage Benedict/OTA may from time to time acquire and maintain. Benedict/OTA will furnish proof of such insurance to the District together with proof that the insurers will not cancel such policy or policies except after ten (10) days written notice to the District.

X. SUSPENSION OF SCHEDULED DISTRICT OPERATIONS

In the event the District operates fewer than 69 buses, plus or minus the number of buses for which the minimum monthly payment has been adjusted pursuant to paragraph III herein, for a period of more than 168 consecutive hours, the minimum guarantee

due the District from Benedict/OTA shall be adjusted pro-rata, for the period of such partial cessation, in accordance with the figures stated in subparagraphs (1) through (d) of paragraph III.

XI. INDEPENDENT CONTRACTOR

Benedict/OTA is and shall be an independent contractor and shall have sole charge of hiring and discharging their employees and determining their rates of pay and hours of work, and selecting methods of performing this contract, except as otherwise specified herein.

XII. EVENTS OF DEFAULT BY BENEDICT/OTA

Any of the following shall each constitute an event of default:

A. If Benedict/OTA shall fail to make any payments due the District hereunder within ten (10) days of the date due;

B. If Benedict/OTA shall fail to keep any other term, covenant, or condition contained hereto to be performed by Benedict/OTA.

C. Transfer of any of Benedict/OTA's rights hereunder as a result of action of any court or if Benedict/OTA shall file any petition or institutes any proceeding seeking relief afforded to a debtor, or such petition or proceeding shall be instituted against it.

XIII. REMEDIES

In the event of any Benedict/OTA's default, in addition to damages for losses it might suffer, the District may, but is not obligated to, remove all advertising, direct advertisers to make payments directly to it, enter into agreements with other transit

advertisers, and notify any person of the asserted default.

Remedies of the District are cumulative.

XV. COST OF LITIGATION

Should either party hereto institute any action or proceeding in court to enforce any provision hereof or for damages by reason of any alleged breach of any provision of this Agreement, the prevailing party shall be entitled to receive from the losing party all costs and expenses and such amount as the court may adjudge to be reasonable attorney's fees incurred by the prevailing party in such action or proceeding, at the trial level and upon any appeal.

XVI. COOPERATION

It is agreed by both parties to cooperate to whatever extent possible to maximize revenue and achieve other goals established or to be established by the District and Benedict/OTA.

XVII. NOTICE

All notices provided for in this Agreement shall be in writing and shall be deemed delivered when presented in person to the General Manager of the District or to the President of Benedict/OTA or on the second business day following deposit either by registered or certified United States mail, postage prepaid, addressed to the District as follows:

General Manager
Lane Transit District
Post Office Box 2710
Eugene, Oregon 97402

and to Benedict/OTA as follows:

President
Benedict Communications
1049 Camino Del Mar
Del Mar, California 92014

Either party may give to the other written notice of change of address, in which event, any notice or request shall thereafter be given to it as above provided at such address.

XVIII. MINORITY BUSINESS ENTERPRISE

In connection with the performance of this Agreement, Benedict/OTA will cooperate with the District in meeting commitments and goals with regard to the maximum utilization of minority business enterprises and will use its best effort to insure that minority enterprises shall have the maximum practicable opportunity to compete for subcontract work under this Agreement.

XIX. EQUAL OPPORTUNITY EMPLOYMENT

In connection with performance of this Agreement, Benedict/OTA shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. Benedict/OTA shall take affirmative action to insure that applicants and employees are treated in respect to employment without regard to their race, religion, color, sex or national origin. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruitment and recruitment advertising, layoff, termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship.

XX. COMPLIANCE WITH OTHER LAWS

Benedict/OTA shall comply with all applicable local, state and national laws and regulations.

XXI. NONRELIANCE--WHOLE AGREEMENT

Benedict/OTA is relying solely upon this Agreement and its own investigations and analysis. This Agreement is the whole agreement of the parties and supersedes any and all prior negotiations, representatives, or asserted agreements or understanding.

XXII. ASSIGNMENT

Benedict/OTA shall not assign, hypothecate, or transfer this Agreement or any interest therein, directly or indirectly, by operation of law or otherwise, without prior written consent of the District.

BENEDICT COMMUNICATIONS

By: 
President

Date: 2/27/81

LANE COUNTY MASS TRANSIT DISTRICT

By: _____
General Manager

Date: _____

OREGON TRANSIT ADVERTISING

By: 

Date: 2/27/81

RESOLUTION

RESOLVED, that a Risk Management Fund, to be administered as an inter-governmental service fund under ORS 294.470, is hereby created, to be administered as described herein:

1. The District shall place, maintain and carry-over from year to year in that fund an amount sufficient to meet the District's future liabilities, including but not limited to developed claim costs, incurred but not reported losses, larger than anticipated judgments, and other contingencies.
2. From time to time the District may make appropriations to that fund in accordance with Oregon Local Budget Law.
3. All insurance premium refunds, rebates and dividends shall be placed in the Risk Management Fund.
4. The Director of Administrative Services shall invest such portion of the Risk Management Fund as is deemed prudent in such manner as will enable the District to meet its obligations. All earnings of the Fund shall become a part of the Fund. As the Fund becomes sufficient to do so, earnings from the Fund will reduce the amount, if any, of other District revenues that must be placed in the Fund.
5. The Director of Administrative Services shall endeavor at all times to maintain in the Risk Management Fund a reserve amount for all estimated losses, costs of insurance premiums and costs of administration.
6. Disbursements from the Risk Management Fund shall be made only upon approval of either the General Manager or the Director of Administrative Services. Funds deposited in the Risk Management Fund may be withdrawn in the same manner as funds deposited in the General Fund and the Capital Reserve Fund as designated by resolution of October 8, 1980 or bank signatory resolutions that supercede that resolution.
7. Accurate files of all claims made against the Risk Management Fund and payments made from the Fund shall be maintained and monthly reports on the financial status of the Fund shall be presented to the Board of Directors.

Secretary

Dated



LANE TRANSIT DISTRICT

March 2, 1981

MEMO

TO: Board of Directors

FROM: Ed Bergeron
Marketing Administrator

RE: Request for Change in Senior Citizen Age Policy

The Springfield Chamber of Commerce' Senior Citizen Identification Card Program has gained considerable momentum since Janice Eberly from the Springfield Trade Association addressed the board last November. They are currently updating their participant booklet and have again asked LTD to join in the program.

At the time Ms. Eberly spoke to the board, we had no estimate of the potential revenue impact of compliance with the program. Currently, the District recognizes senior citizen status at age 62, while Springfield area businesses and agencies have agreed on age 60 for the program.

The attached memo from Service Analyst Stefano Viggiano addresses the potential revenue impact of this change in fare policy. John Alden from the Springfield Chamber will present the program to the board at the March 10 meeting.

Ed Bergeron
Marketing Administrator

EB/em

Attachment



LANE TRANSIT DISTRICT

March 2, 1981

MEMO

TO: Board of Directors
FROM: Service Analyst
RE: Estimated Revenue Loss Resulting From the Lowering
of the Senior Citizen Age Limit

Population in LTD service area of 60-61 year olds:	3,080 ¹
Number of monthly bus trips by 60-61 year olds:	10,160 ²
Number of monthly bus trips made during off-peak periods by 60-61 year olds:	5,690 ³
Monthly revenue loss due to fare decrease for 60-61 year olds during off-peak hours:	\$2,170 ⁴
Yearly revenue loss:	<u>\$26,040</u>

NOTES:

1. Population data from Lane Council of Governments.
2. From the Mar%Stat Research Report, the average person 55 years of age and older rides 3.3 times per month.
3. From the Fall, 1980 R.S.A., 56% of the trips on our system are made during the midday, evenings or weekends.
4. Monthly revenue loss is calculated by a reduction in fare from 46¢ to 7.9¢ for off-peak trips by 60-61 year olds. The 7.9¢ figure is average fare paid by seniors.

NOMINATION FOR BUDGET COMMITTEE
LANE COUNTY MASS TRANSIT DISTRICT

ELIGIBILITY REQUIREMENT

BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS:
ORS 294.336 Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body . . . (5) the appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered so that one-third or approximately one-third of the appointive members end each year.

BOARD MEMBER:

DATE OF NOMINATION:

TERM OF BUDGET COMMITTEE APPOINTMENT:

Effective Date Term Expiration Date

APPROVED BY BOARD: 3/10/81
Date

NOMINEE'S NAME: John C. DeWenter

HOME ADDRESS: 453 Riverview Blvd, Springfield, Oregon 97477
Phone Number: 726-0984

BUSINESS ADDRESS: 1212 South "A" Street, Springfield, Oregon 97477
Phone Number: 746-6573

PREFERRED MAILING ADDRESS: Business Address

OCCUPATION: Attorney

Brief statement of nominee's background which is relevant to budget committee appointment: 1/81 - Present--Partner in law firm of Ackerman, DeWenter & Huntsberger. 1/77-12/80--Partner in law firm of Ackerman & DeWenter. 10/75-12/76--Associate in law firm of Babcock & Ackerman. 12/74-7/75--Legal Counsel to Senate Judiciary Com., Oregon Legislature. 9/73-12/74--Deputy District Attorney, Multnomah County. 12/72-7/73--Legal Counsel to Senate Judiciary Com., Oregon Leg. Graduated from the Georgetown University Law Center in 6/72. Member of the Oregon Bar and an inactive member of the Washington, D.C. bar. Community Activities: Member of the Board of the Springfield Chamber of Commerce; Chairman of the Chamber's Springfield Development Committee; Member of Springfield's Community Development Advisory Committee. Member of Metro Area Industrial Study Task Force.

PARK AND RIDE LOTS

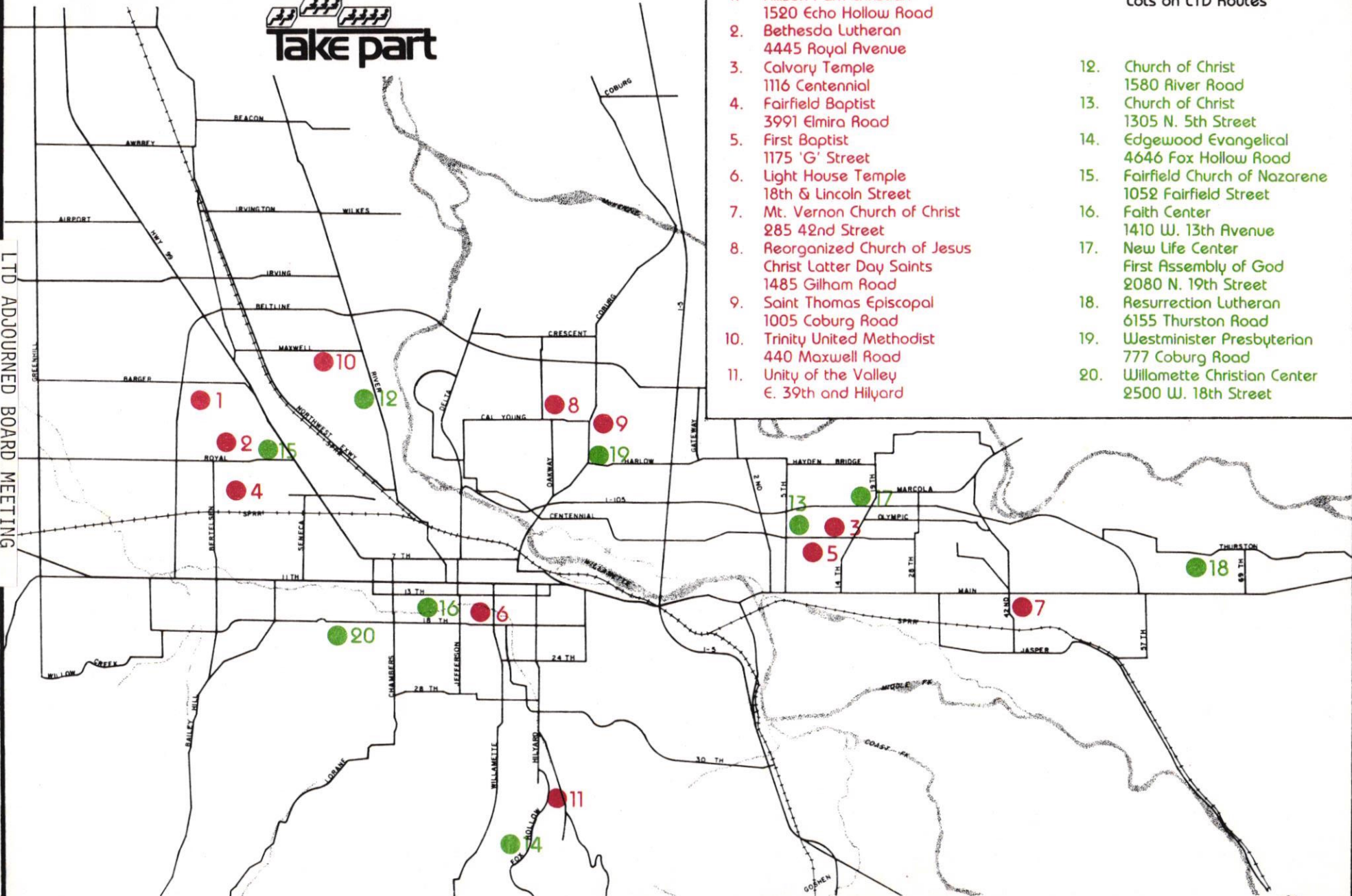


Free parking is available at participating churches. Drive to a convenient PARK AND RIDE lot and carpool or take the bus to work.

1. Allison Park Christian
1520 Echo Hollow Road
2. Bethesda Lutheran
4445 Royal Avenue
3. Calvary Temple
1116 Centennial
4. Fairfield Baptist
3991 Elmira Road
5. First Baptist
1175 'G' Street
6. Light House Temple
18th & Lincoln Street
7. Mt. Vernon Church of Christ
285 42nd Street
8. Reorganized Church of Jesus
Christ Latter Day Saints
1485 Gilham Road
9. Saint Thomas Episcopal
1005 Coburg Road
10. Trinity United Methodist
440 Maxwell Road
11. Unity of the Valley
E. 39th and Hilyard

Lots on LTD Routes

12. Church of Christ
1580 River Road
13. Church of Christ
1305 N. 5th Street
14. Edgewood Evangelical
4646 Fox Hollow Road
15. Fairfield Church of Nazarene
1052 Fairfield Street
16. Faith Center
1410 W. 13th Avenue
17. New Life Center
First Assembly of God
2080 N. 19th Street
18. Resurrection Lutheran
6155 Thurston Road
19. Westminster Presbyterian
777 Coburg Road
20. Willamette Christian Center
2500 W. 18th Street



LTD ADJOURNED BOARD MEETING
03/10/81
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For Information or Carpool Match contact TAKE PART Paratransit Office 687-5297





LANE TRANSIT DISTRICT

March 4, 1981

MEMO

TO: LTD Board of Directors
FROM: Service Analyst
RE: Fixed Route Accessible Service

On March 29, 1981, the District will begin fixed route accessible service with the eighteen new GMC of Canada buses. These buses have been fitted with lifts from Lift-U Inc. and will allow patrons who use wheelchairs or who cannot climb steps to use our regular bus service. The lift service will be provided on eight of our regular routes which are designated in the Transition Plan. Attached is a listing of the accessible routes.

Policies regulating the use of the accessible service have been developed and adopted through a series of workshops involving representatives of the handicapped community, LTD drivers and various District Staff members. A copy of those policies is attached.

Sincerely,

Leon Skiles
Service Analyst

LS/dn

TABLE 5
ALTERNATIVE A - PROMOTE FREQUENCY OF ACCESSIBLE SERVICE:
ENHANCE COORDINATION WITH DIAL-A-BUS

<u>ROUTE PAIRS WITH ACCESSIBLE EQUIPMENT</u>	<u># ACCESSIBLE BUSES ASSIGNED TO ROUTE PAIR</u>	<u>AVERAGE FREQUENCY OF ACCESSIBLE SERVICE</u>
21 LCC via Harris	2	30 minutes
10 Hayden Bridge - 30 Westmoreland	2	60 minutes
12 Harlow/LCC - 51 Santa Clara	5	36 minutes
11 Thurston - 60 VRC/K-Mart	<u>5</u>	30 minutes
Total	14	

FIXED ROUTE ACCESSIBLE SERVICE GUIDELINES

ELIGIBILITY

Any passenger who cannot, or should not, use bus steps may use the lift. These passengers fall into three categories.

1. Passengers confined to wheelchairs.
2. Passengers requiring other mobility aids, such as walkers, crutches, canes.
3. Passengers who are mobile, but who cannot exert themselves enough to use bus steps (i.e., severe arthritis).

The lift may be operated only if these five criteria are met:

1. The route is designated as accessible.
2. The bus stop is marked with an accessible symbol or, in unsigned areas, the bus stop is agreed upon by both the passenger and the driver.
3. The bus is marked with an accessible service symbol.
4. The operator is qualified to operate the lift.
5. The lift can be operated without endangering the safety of the operator or passengers.

Accessible coaches may be assigned for maintenance reasons to routes that are not designated as accessible. On these undesignated routes, the lifts are not to be used regardless of the passengers' requests or the operators' qualifications.

The lift is not to be used for such items as grocery carts, strollers or luggage.

Operators will not:

1. Operate the lift in any situation that he or she determines to be hazardous.
2. Leave the bus to assist passengers (except in an emergency).
3. Lift passengers and/or wheelchairs in any manner (except in an emergency).

ATTENDANTS

Passengers who cannot use the accessible service by themselves, because of inadequate motor coordination, mental disability, etc., must be accompanied by an able bodied attendant. All attendants must be able to handle the wheelchair and to tie it into position. Drivers will only operate the lift and will assist passengers once they are in the bus. They will not help patrons get on or off the lift. Attendants may accompany disabled passengers on the lift, after being cautioned about the limited doorway head clearance for passengers standing on the lift. In no other case will two passengers be allowed on the lift at the same time.

FARE STRUCTURE

The fare for accessible service is exactly the same as for other passengers, except for those with reduced fare cards who will pay half the bus fare. Attendants must also pay full fare unless the reduced fare card designates that the patron requires an attendant. At that time, the attendant will pay one half the base fare.

Persons using the lift should be able to pay their fare by themselves. If they cannot pay their fare because of limited hand mobility, they should have the correct fare in a tray or envelope easily accessible and visible to the driver. At no time will a driver enter a person's pockets, purse or pack to obtain their fare.

LIFT PROCEDURES

The following procedures will be posted in each bus within the operator's view and the operator must perform each function.

Lift Operation

1. Activate four-way flashers
2. Set emergency brake
3. Put coach in neutral
4. Activate rear door
5. Activate lift-power switch

Listed below are guidelines for the use of the lift. They may not always be applicable and operators must always use good judgment and discretion when operating the lift.

A. Boarding Procedures

1. Allow other passengers to board and deboard first. Ask passengers to exit through the rear doors.
2. Position the bus as necessary to accommodate the use of the lift.
3. Ask the disabled passenger if he or she has used the lift before; extra care must be taken with first time users.
4. Caution all passengers that the lift will be used and that a wheelchair will be boarding the bus.
5. If the wheelchair jump seats are occupied, ask the passenger to move to another seat.
6. Caution the disabled passenger not to board the lift until you instruct him or her to do so.
7. Instruct the passenger to board the lift. Passengers in wheelchairs should board the lift backward and all electric powered wheelchairs are required to board backward.
8. Instruct the passenger as to the safest position on the lift. Standing passengers are required to stand between the yellow lines on the lift platform. Attendants should board the lift first followed by the wheelchair facing backward to the bus.

9. Require passengers in wheelchairs to set their brake. Require standing passengers and those in wheelchairs to grasp the handrails and to watch the clearance between the handrail and the door as the lift is operated.
10. Caution standing passengers and attendants about the limited doorway head clearance. Passengers using crutches or other walking aides should be cautioned that they will need to bend over in order to enter the bus.
11. Check for proper functioning of the safety gate.
12. Operate the lift.
13. Caution passengers in the first section to watch their feet as the wheelchair enters the bus. Older and less agile passengers should be given the opportunity to move to the rear of the bus as the wheelchair enters.
14. As the passenger is positioning the wheelchair, stow the lift.
15. Assist the passenger as necessary and inspect the tiedown straps.
16. Call the Transportation office and inform them of your location, that you used the lift to board a passenger and the type of passenger that used the lift (i.e., wheelchair or standing).

DEBOARDING

1. Disabled passengers should ring the bell and say "lift please."
2. Allow other passengers to deboard and board first. Ask them to exit through the rear door.
3. Position the bus as necessary to accommodate the lift.
4. Instruct the passenger in the wheelchair to disengage the tiedown straps and to replace them.
5. Bring the lift to its up position.
6. Assist the passenger as needed to remove the tiedown straps.
7. Return to your seat and instruct the disabled passenger to board the lift. Passengers in wheelchairs should have their backs to the bus.
8. Instruct the passenger as to the safest position on the lift.
9. Require passengers in wheelchairs to set their brakes. Warn all passengers to grasp the handrail watching the clearance between the handrail and the door as the lift is operating.
10. Operate the lift.
11. Call the Transportation office and inform them of your location, that you used the lift to deboard a passenger and the type of passenger who used the lift (i.e., wheelchair or standing).

WHEELCHAIR TYPES

1. Unmotorized
2. Motorized
3. Custom made wheelchair with different size wheels and frames.
4. Wheelchairs with permanent reclining backs.
5. Standard size wheelchairs with modifications.
6. Scooters ("Steno chairs on a scooter").
7. Wheelchairs with oversized wheels and spokes.
8. Battery powered flat carts.
9. And many others.

All of these different wheelchair types will present their own special needs, and operators will need to use judgement to provide safe, efficient service. Any wheelchair will be allowed on an accessible bus if the lift can be operated safely and if the wheelchair can be securely tied down on two sides.

TIE DOWNS

Buses will not be moved until wheelchairs have been secured. Wheelchairs must be secured by a tie down strap or wheel clamp in each side. The straps must be hooked to the frame of the wheelchairs. Drivers must check tie downs and assist passengers, if necessary, before moving their buses. Passengers who are able or who have an attendant should tie themselves into place.

SEAT BELTS

Seat belts are optional, but are strongly recommended for the passenger's safety.

OVERLOADS

If overloading causes disabled passengers to be by-passed on an accessible route, the Transportation Office should be notified. The operator should also stop and advise the passenger when the next accessible bus will arrive. If wheelchair jump seats are occupied, operators must ask passengers to move in order to accommodate wheelchair passengers. If the wheelchair jump seats are occupied and there are no other seats available, the operator should ask if any passengers would be willing to stand to accommodate the wheelchair. If they refuse to do so, the bus is overloaded and the wheelchair will not be allowed to enter the bus. When both wheelchair tie down areas are occupied by wheelchairs, a wheelchair passenger may still board if he or she, or one of the tied down wheelchairs, can move themselves to a standard bus seat. In this event, the wheelchair in question must be collapsed and stowed out of the aisle. The bus will not be operated with more than two persons sitting in wheelchairs, unless the bus has been specially modified to accommodate more wheelchairs. Drivers will not jeopardize their passengers or their own safety by carrying a load that cannot be handled safely.

BUS STOPS

Where signed bus stops exist the lift will be operated only if the bus stop is marked with the international accessibility symbol. Bus stops that are not designated as accessible do not allow the lift to be operated safely and should never be used with the lift.

A large percentage of LTD's fixed bus routes are not signed with bus stops. Within an unsigned segment of a route the operator will stop when he or she is flagged down or the interior bell is sounded. Both the passenger in the wheelchair and the driver must work together to determine the safest site to operate the lift. If either party is not satisfied with the safety of the site the lift will not be operated. Listed below in order of their priority are recommended areas where the lift should be operated when bus stop signs are not present:

1. On a sidewalk that is accessible by curb cuts or driveway ramps.
2. A driveway entrance.
3. A solidly packed surface level with the road.

P.A. SYSTEM

The public address system can be a valuable tool in working with disabled passengers, but it must be used only when necessary and with discretion. Disabled passengers do not want to be the center of attention. The P.A. system should be used to warn passengers and pedestrians of lift operation, and to give needed instruction.

LIFT MALFUNCTIONS

Lift malfunctions must be reported to the Transportation Office immediately. Field supervisors are trained to by-pass some lift functions in order to operate the lift. If the lift is not operable, wheelchair passengers can be unloaded by use of ramps provided by field supervisors. Ramps will not be used to load wheelchair passengers.

ACCIDENT WITHOUT IMMINENT DANGER

If an accessible coach is involved in an accident in which danger is not imminent, do not remove the disabled passengers. If disabled passengers are injured, wait for the paramedic team to treat and remove.

ACCIDENT OR EMERGENCY WITH IMMINENT DANGER

Operators should remove disabled passengers from a coach only if it would be more dangerous to leave them aboard, such as in the case of fire, imminent explosion, bomb threat, life-threatening, traffic hazard, etc. The following procedures for unloading under imminent danger conditions should be used in order of highest priority:

1. Use the lift normally. If not at a curb or sidewalk, assign someone to stand on the right side of the coach to signal other traffic which might try to pass on the right. The disabled passenger should be taken to a safe location.

2. Use the emergency ramp. This option can be considered only when time for delivery of the ramp exists.
3. With the help of other passengers, lift the disabled passenger off the coach through the front door. Wheelchair passengers should be lifted in their wheelchairs and carried off facing forward.
4. If the wheelchair cannot be lifted, with the help of others, lift the passenger out of the wheelchair and carry off the coach.
5. With the help of other passengers, evacuate the disabled passenger through an emergency exit window. Try to have help outside to receive the disabled passenger from the exit window.

DISABLED PASSENGER IMMINENT DANGER WITH NO HELP

If operators are alone or unable to enlist help, the following procedures should be used:

1. Check with the disabled passenger for the best way to carry him or her, and then proceed with the evacuation.
2. If the passenger is unconscious, operators should either drape the passenger's arms over their shoulders and, with the passenger facing the operator's back, carry the disabled passenger to safety. Or if the operator is unable to lift the passenger by these means, the operator should grab the passenger underneath the arms and drag him to safety.

IMMINENT DANGER SUMMARY

1. Use lift.
2. Use ramp.
3. Lift wheelchair through doors.
4. Lift passenger through the doors.
5. Lift passenger through window.
6. Carry or drag passenger off alone.



LANE TRANSIT DISTRICT

March 10, 1981

MEMO

TO: Board of Directors
FROM: Planning Division
RE: Comprehensive Service Redesign

The fourteen Comprehensive Service Redesign (C.S.R.) public hearings have been completed, about 300 citizens having attended. The Marketing and Planning staff, assisted by a committee of bus operators, is currently developing a recommended route plan. This plan will be completed by about March 15, when it will be reviewed by the Safety Committee and affected staff. Information on the C.S.R. plan will then be prepared for unveiling at the April 4 Transit Fair.

Following the Transit Fair, a Board work session will be held to evaluate citizen input and address specific areas of Board concern. It is recommended that this task be accomplished at an evening meeting on April 7. Following that meeting, efforts would be made to inform the public of a hearing and plan adoption on April 21. When the plan is adopted by the Board, the remainder of the C.S.R. process would be at the staff level, as public information would be prepared and detailed planning and scheduling would be completed.



merican public transit association

John L. McDonnell, Chairman
Leonard Ronis, President
James R. Maloney, Secretary-Treasurer
Harold L. Fisher, Immediate Past Chairman
Houston P. Ishmael, Immediate Past President

Vice Presidents

Eugene M. Barnes
Eileen Cloe
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Larry L. Heil
Richard S. Page
Neil Peterson
Forest D. Swift
R. Michael Warren

Jack R. Gilstrap
Executive Vice President

February 23, 1981

TO: APTA Members
FROM: Executive Vice President
SUBJECT: Proposed Budget Cuts

Manager
Planning
Transportation

INITIALS

Ad.
MAR 02 1981

Enclosed is a summary of President Reagan's Program for Economic Recovery, as well as excerpts from the full document dealing with cuts in the transit program. These reductions deal with the overall capital and operating programs. Announcement of how these cuts are to be applied to specific grant categories is not expected before early March.

Capital Program--Section 3

In FY 81 the proposal would cut appropriations (called budget authority in the attached tables) by \$210 million and outlays by \$31 million. By 1986 these cuts would rise to \$1.5 billion in appropriations leaving outlays at \$2.516 billion. Outlays are that amount of appropriations that will actually be spent. Therefore, the proposal intends to spend \$2.713 billion in FY 81 and \$2.516 billion in FY 86 (please see chart).

While the Reagan program stresses its commitment to the modernization of existing transit systems, primary targets for cut-backs are new rail starts and extensions. The program rules out federal financing for the planning or construction of new transit systems. It also calls for the immediate elimination of downtown people mover and Urban Initiatives funding except where formal letters of intent have been issued and construction is underway.

Explanation of the capital reductions states the primary responsibility for mass transit should remain with state and local governments.

Operating Program--Section 5

The Reagan proposal would eliminate the Section 5 operating program in FY 85. The phase out would begin with a \$103 million reduction from the Carter appropriation request for 1982 and end with the expiration of operating aid in September, 1984. The proposal suggests an Administration move to revise the Section 5 formula during the transition period to orient distribution of the funds towards larger cities.

LTD ADJOURNED BOARD MEETING
03/10/81 Page 37

The program asserts that the federal government should not be involved in the operation of local transit systems. It stresses a greater reliance on the farebox and a strengthening of the roles of state and local governments.

Concerns

It is clear that significant support exists for reordering federal spending patterns across the gamut of programs. However, a number of concerns are raised in connection with the rationale for transit funding cuts. These include the following:


- In several places the budget document indicates that federal regulation has severely increased transit costs. While certainly this is true, it would seem to be an argument for reducing regulation rather than justification for program reductions and elimination.
- Energy savings associated with transit are generally dismissed or outwardly rejected. This line of thinking emerged from a widely criticized and strongly-related Congressional Budget Office study of several years ago.
- The proposal contends that federal funds often support marginally effective, conventional transit services at the expense of innovative paratransit and ride-sharing alternatives. A great deal of evidence exists with which to argue against this, particularly in light of growing integration between transit and paratransit services.
- The document does not recognize that transit currently is a function of state and local government in large measure, especially in terms of operating assistance.
- The discussion of the operating program implies that it tends to benefit the larger cities more than other areas. In fact, on a percentage basis, smaller communities are significantly more dependent upon federal operating aid.
- There is no recognition of transit's benefits to business and local economies as well as its role as an alternative when gasoline decontrol makes driving unaffordable to many segments of the population.
- Finally, it is suggested that operating subsidies, for the most part, do not assist low-income households. This is a complicated issues which deserves far more detailed analysis and discussion.

As Congress deliberates over the Reagan proposals, these are some of the issues which we will need to address and be prepared to offer alternatives.

Response

In response to the budget cut proposals, the APTA Board of Directors approved unanimously the attached statement.

We will keep you informed as action in Congress takes place. Please direct questions to Ron Hartman (202) 828-2872, or John Ingram (202) 828-2834.


Jack R. Gilstrap

JRG:bms

Enclosures

REDUCTION IN FEDERAL MASS TRANSIT CAPITAL GRANTS

The revised budget reduces funding levels for mass transit capital grants. The budget savings are primarily achieved by reducing the amount of funds for constructing new rail transit systems and extending existing systems. The revised budget continues to recognize a Federal interest in improving transit services through grants to purchase buses and update existing rail systems--particularly in large, concentrated urban areas. The construction of new rail transit systems or extensions has not proved, however, to be as cost-effective as less capital intensive projects. The five rail system construction projects now underway that receive Federal assistance (Washington, Miami, Buffalo, Baltimore, and Atlanta) require approximately \$75 million a mile to construct and equip for operation. The same \$75 million could be used to buy more than 500 buses. Federal assistance for such rail construction projects will be postponed at least until the economic situation and the condition of the Federal budget improve.

These changes are needed because:

- Primary responsibility for mass transit should remain with State and local governments.
- In the present economic situation, Federal emphasis should be concentrated on maintaining existing transit systems that have proved effective and are an essential part of a large urban transportation network.
- The availability of steadily increasing Federal transit funding and Federal regulatory requirements has sharply escalated new transit system costs. Federally financed rail systems are often built with extravagant features; construction wages paid are sometimes excessively high due to Federal laws; and routes are added where they are not justified from an economic point of view. In comparison to the \$75 million a mile cost for the five federally assisted projects noted above, San Diego is building a trolley line, without any Federal assistance, costing less than \$6 million a mile.
- Transit system energy savings are nonexistent or small in the short run and too speculative in the long run to justify major Federal investments on energy efficiency grounds. It has been estimated that BART, the San Francisco Bay Area rapid rail system, required so much energy during its construction that this initial energy investment may never be repaid.
- Under these conditions, and the immediate imperative need to reorder Federal priorities, Federal investment in new fixed guideway systems cannot be justified.

The proposed budget emphasizes the following:

- The central focus of the Federal transit assistance program in the future will be on the maintenance and improvement of existing, proven transit systems. Thus, funding for bus and rail modernization projects will be continued and increased in future years.
- New transit systems and planning activities associated with such systems will no longer be Federally financed.
- Transit systems for which the Federal Government has issued formal letters of intent and where construction is underway will be financed to complete operable transit segments.
- Downtown People Movers and Urban Initiatives projects will be terminated immediately but Urban Initiatives projects already under construction will be completed.

	(in millions of dollars)					
	<u>1981</u>	<u>1982</u>	<u>1983</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>
Current base:						
Budget authority ...	3,340	3,650	3,762	4,070	4,368	4,647
Outlays	2,744	2,800	3,010	3,337	3,669	3,996
Policy Reduction:						
Budget authority ...	-210	-950	-1,047	-1,220	-1,368	-1,497
Outlays	-31	-270	-545	-975	-1,284	-1,480
Proposed budget:						
Budget authority ...	3,130	2,700	2,715	2,850	3,000	3,150
Outlays	2,713	2,530	2,465	2,362	2,385	2,516

PHASE OUT OF FEDERAL MASS TRANSIT OPERATING SUBSIDIES

Mass transit operating subsidies will be phased out by 1985. The Federal government does not, and should not, control the operation of local transit systems--including their costs, service levels and fares. Unfortunately, Federal subsidies for local operating costs can be counter-productive because Federal "strings" drive up these costs while holding fares unnecessarily low. Also, there is no reason for someone in Sioux Falls to pay Federal taxes so that someone in Los Angeles can get to work on time by public transportation.

- Federal funds often support marginally effective conventional transit services and prevent transportation needs from being served by more cost-effective and innovative alternatives such as carpools, vanpools, subscription bus and jitney services. Conventional transit systems on the average have to subsidize slightly more than 50% of the cost of each ride through the local state and Federal taxpayer. Furthermore, this national transit deficit is escalating rapidly; cost increases from 1973 to 1978 averaged 13.2% a year while the average fare increased only 3.5% a year over the same period.
- Fares have generally not kept pace with inflation since the 1973 oil embargo, even though the cost of the main alternative means of transportation--the private vehicle--has increased dramatically over the rise in inflation. It is probable that the cost of owning and operating one's car will continue to increase faster than the inflation rate; thus, transit fares could be raised considerably to cover the loss of Federal subsidies without losing many patrons.
- Transit operating subsidies for everyone --rich and poor alike--are a terribly inefficient way to assist particular disadvantaged groups such as the elderly, the poor, minorities and youth. One analysis estimated that only 23.5% of transit operating subsidies in 1975 went to low income households.

To cushion the temporary difficulties caused by the phase out of Federal assistance, the remaining transition funds will be concentrated on those large urban areas that provide the most transit service.

As the Federal Government gradually reduces subsidies for transit operation expenses, State and local governments and transit operators will face decisions on whether to (1) raise State and local subsidies, (2) increase transit fares, or (3) reduce services. Many different combinations of these actions will be taken, each urban area deciding what is best in light of its local needs and preferences.

(in millions of dollars)

	<u>1981</u>	<u>1982</u>	<u>1983</u>	<u>1984</u>	<u>1985</u>	<u>1986</u>
Current base:						
Budget authority...	1,105	1,208	1,316	1,424	1,528	1,626
Outlays	750	876	1,053	1,168	1,284	1,398
Policy reduction:						
Budget authority...	---	-103	-581	-1,059	-1,528	-1,626
Outlays	---	-96	-256	-600	-1,083	-1,356
Proposed budget:						
Budget authority ...	1,105	1,105	735	365	---	---
Outlays	750	780	797	568	201	42



LANE TRANSIT DISTRICT

March 10, 1981

MEMO

TO: Board of Directors
FROM: Director of Administrative Services
RE: State Ethics Workshop

On January 17, I attended the Oregon Ethics Law Workshop which was sponsored by the Oregon Ethics Commission. It was basically a summary of the laws regarding conflict of interest for public officials such as board members, laws covering lobbying activities and how the Ethics Commission enforces these laws.

The portion of the ethics law that most directly affects board members is ORS 244. It basically says that board members or other public officers or employees will not use their public office for personal, family or business gain. Corollaries to the basic rule are that public officials cannot receive gifts in excess of \$100 value per year from any one person, that public officials can't promise or solicit a promise of future employment from any person, and that public officials cannot gain privately from use of confidential information. As you are aware, board members must file annual statements of economic interest as long as they hold office.

In deliberating any matter in which a board member may have a potential conflict of interest, that board member must declare the potential conflict of interest before the matter is voted on by the board. The law does not require that the board member not vote on the issue, only that the potential conflict be declared. The law also requires that the declaration of potential conflict of interest be reported in the board minutes.

Discussion by members of the Ethics Commission and its staff serve to shed a little more light on how the ethics law is actually administered and enforced. The likelihood of a conviction for violating the ethics law and a big fine is just about zero. Most of the violations that the Commission catches are technical in nature and do not involve prior intent to defraud the public by a public official. However, the likelihood of character damage is fairly high, whether the Commission finds the public official guilty or not. For this reason, Ethics Commission officials counsel that whenever there is doubt regarding a conflict, it is safer to declare it. This avoids the possibility of not declaring a conflict of interest, having the matter brought to the Ethics Commission and receiving a lot of adverse publicity regardless of how serious the charge or violation of the law is. The Commission's working definition of "using public office for financial gain" basically centers around confidentiality. If a public official gains from confidential information, he or she can expect to be convicted of an ethics law violation. However, if the source of financial gain is a matter of public record or common knowledge, it is very unlikely that

Board Memo, Cont.
Page 2
March 10, 1981

an ethics law violation will result.

The remainder of the workshop centered mainly on the State's lobbying laws, which are contained in the ORS 171. They basically require that a lobbyist or anyone who is attempting to influence legislation except on an occasional basis must register with the Ethics Commission within three days of completing the lobbying. Phyllis Loobey has been registered as a lobbyist by the District and no other board or staff members are expected to fall under this category.

If any board members desire more information on the ethics law or lobbying laws, I would be happy to provide it.



Paul Shinn
Director of Administrative Services

PS/em

DEPARTMENT OF MARKETING & PLANNING

Marketing Division

Comprehensive Service Redesign - Marketing staff assisted with each of the fourteen neighborhood meetings during the month of February. A great deal of input concerning the route redesign was received from these meetings.

Slide Presentation - A Marketing Representative has recently completed a sound/slide presentation on Lane Transit District. This presentation begins in an historical format and carries the viewer through the current system and examines future goals. This sound/slide production will be used with groups interested in Lane Transit District.

Section 18 - Letters have been mailed to representatives in most of the rural communities with bus service. Staff attended a Lowell City Council meeting where a great deal of interest was shown in the installation of shelters and other passenger boarding improvements for their area.

<u>Meetings</u> - 3/2/81	Commission on Aging-City of Eugene
3/3/81	Lowell City Council
3/3/81	Energy Committee-Eugene Chamber of Commerce
3/3/81	Adult Subcommittee-Lane County Mental Health Planning Board
3/5/81	Medical Services Committee-Eugene Chamber of Commerce
3/5/81	L-COG Meeting-Central Lane Transportation Committee

BILLS PAID
February, 1981

A & V Electronics	\$ 192.00
*AMP Products Corporation	289.02
A-1 Auto Glass	25.47
A-1 Coupling & Hose	32.95
A+ Industries	852.59
A2Z Distributing	96.20
Ad Type & Stats	263.01
Advertising Services	9,654.33
Airweld, Inc.	3.00
*American Public Transit Assoc. (subscription to <u>Transit Law Review</u>)	30.00
American Steel & Supply	14.03
Arrow Disposal	22.40
Automatic Heat Company	141.76
Baird Safe & Lock	97.00
Phil Barca (part-time surveyor)	52.50
*Basmaciyen-Darnell, Inc. (route redesign study)	476.85
Bearings, Inc.	362.69
Edward C. Bergeron (Toastmaster dues)	25.00
Bob's Custom Upholstery	153.00
*Brandt Money Processing Systems	630.00
Bronson Travel (Kohnen, Loobey trip to Washington, D.C.)	1,193.00
*Cascade Employers Association (employee relations)	37.26
Central Blueprint	41.60
Chapman Brothers	29.00
*Chevron, USA, Inc.	106,630.84
Clary Business Machines	43.89
Cole Artist's Supplies	39.00
*Commercial Speedometer Service	93.00
Ralph Cooper Litho	237.00
Ray L. Crawford (copy machine service)	24.00
*D-A Lubricant	6,884.45
Arlene Davis (shoe allowance)	14.56
Derickson & Gault (1979-80 audit)	10,200.00
*Dictaphone (tapes)	26.98
Diversified Production Systems (custodial)	470.00
E-F-S Typesetting	152.50
Earl's Sanitary Service	32.40
Eugene Active 20-30 Club (Booster listing)	15.00
Eugene Auto Electric	4,189.36
Eugene, City of	2,186.91
Eugene Dodge	2,574.40
Eugene Fastener	493.22
Eugene Print	63.00
Eugene Register Guard	18.48
Eugene Water & Electric Board	878.90
Eugene Welder's Supply	68.80
Far West Truck Center	51.05
Firestone Stores	481.38
*Firestone Tire & Rubber	3,652.52
Fraederick Equipment	29.10
Friction Materials	3,174.36
Furrow Building Materials	50.74
Gardner Radiator	394.00

Hancock & Associates (adjusting fee)	\$ 10.00
Harr Motor Supply	1,417.17
Heinke Wholesalers	113.77
Garnet W. Hogue (insurance premium)	8.00
Palmer W. Hults (insurance premium)	8.00
*Intercollegiate Case Clearing House (publication)	5.25
Interstate Tractor	65.07
*Fred S. James & Company	8,778.94
Jerry's Specialized Sales	58.70
Ken's Kustom Upholstery	214.00
Tom Knockles (part-time surveyor)	55.00
Kenneth H. Kohnen (business expense reimbursement)	23.00
Kupper Paint Supply	20.85
Jerry Lamb (Seattle seminar expenses)	400.00
Lek-Tra Alarm	45.00
Loomis Armored Car Service	285.72
M-W Coffee Service	376.16
Mac's Battery & Filter	642.15
McAyeal's Wardrobe Cleaners (uniforms)	617.00
Medical Services, Inc.	890.40
*Mountain Top Experience (transmitter site lease)	100.00
*Muncie Reclamation	728.40
Myrmo & Sons	440.99
*National Assoc. of Purchasing Management (subscription)	10.00
National Firefighter	28.00
North Coast Electric Supply	254.74
Northwest Natural Gas	1,315.43
Norwest Safety	33.90
Orchard Auto Parts	157.72
*Oregon State Highway Division (sign installation)	44.35
*PHA Companies (medical & dental)	26,783.07
Pacific Northwest Bell	130.20
Pacific Northwest Business Council (insurance seminar)	30.00
Packer Scott	503.57
*Peake Industries	145.84
Petty Cash	396.25
Postmaster	300.00
Potter Manufacturing	245.00
Power Transmission	163.09
*Prentice-Hall (publication)	39.22
Professionally Speaking (uniforms)	1,686.00
Ray-O-Lite Signs	412.05
Regional Transit Training Center (supervisors school)	450.00
Rentex Corporation	1,673.79
Joe Romania Chevrolet	414.79
*Sanderson Safety Supply	61.72
Sani Pac	254.95
Schaefers Brothers (CSC rent)	350.00
Schetky Equipment	36.51
Scot Sanitary Supply	202.03
Servicemaster	412.46
*Shell Oil Company	37.79
Tina Skiles (part-time surveyor)	22.50
Smeed Sound Service	199.20
Snap On Tools	71.35

Springfield Area Chamber of Commerce (membership dues)	\$	470.70
Springfield News		17.95
Jerry Stephenson (sign & shelter maintenance)		125.00
Janis Stonebreaker (part-time surveyor)		127.50
Gene Stringfield Building Materials		23.36
Terrill Auto Parts		929.47
R.L. Timmons & Associates (printing)		737.50
Tool House		69.26
Total Mobility		40.00
Tradex/McCracken		76.64
*Transign, Inc.		89.50
*Transit Supply		8,590.88
Tri-County Publications (subscription)		6.00
Tru Line		105.00
United Parcel Service (deposit)		200.00
Weber & Weber (consulting fees)		2,025.00
Willamette Parts		1,970.67
Willamette Stationers		117.68
*Xerox Corporation		568.50
*Zep Manufacturing		122.28

TOTAL \$ 226,466.48

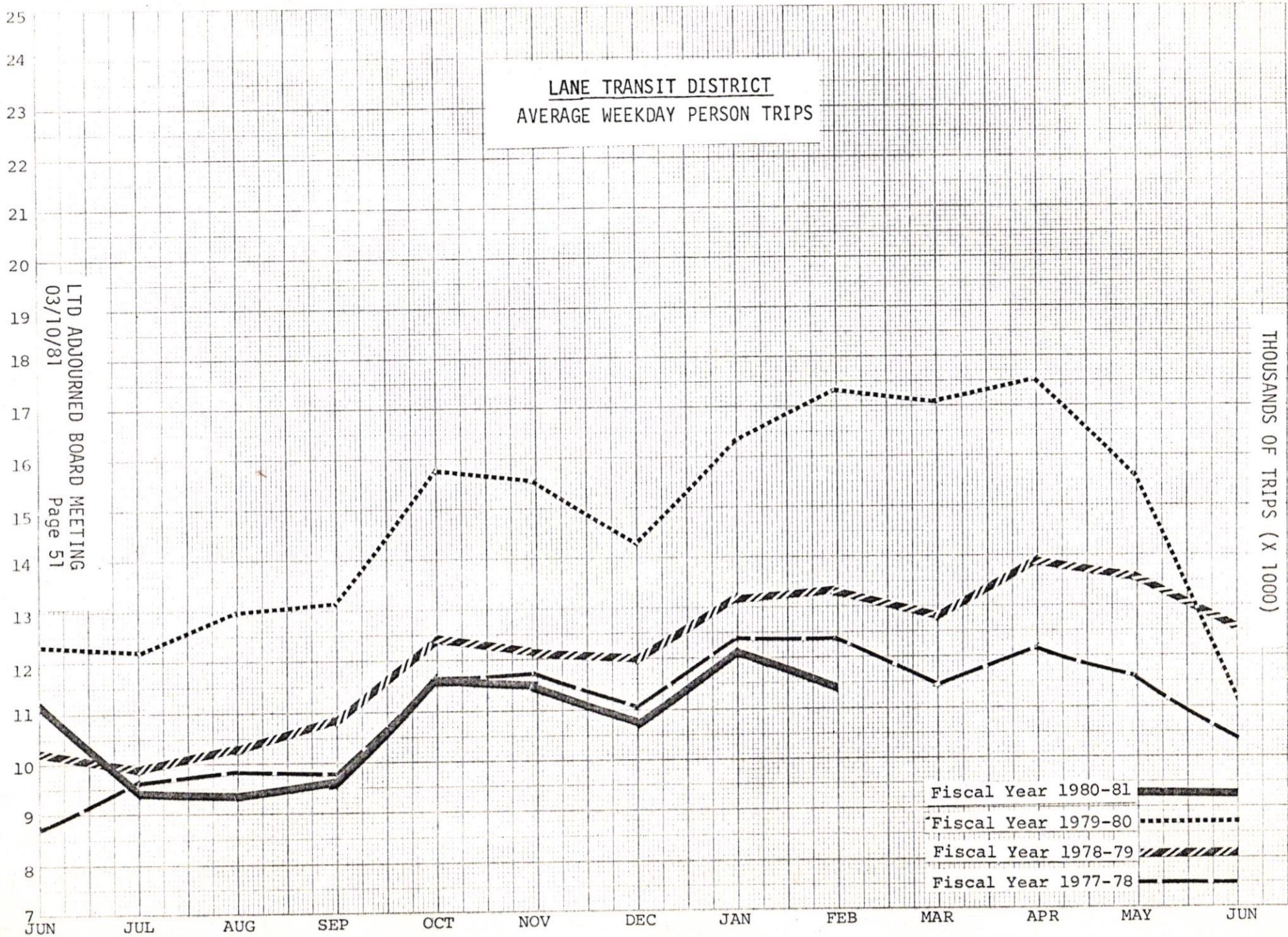
*Vendors out of service area.

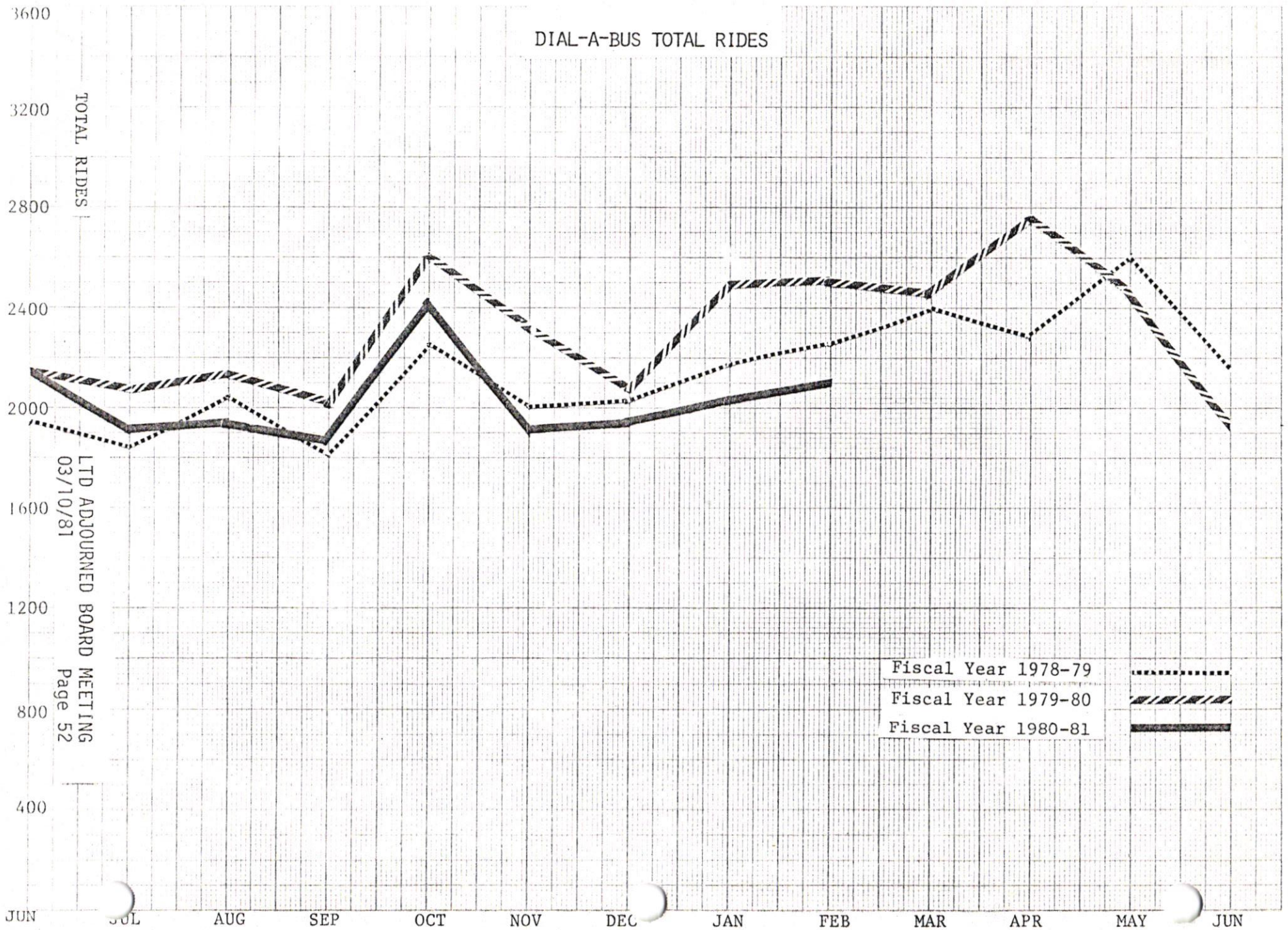
RIDERSHIP SUMMARY FOR FEBRUARY, 1981

STATISTIC	CURRENT MONTH				FISCAL YEAR TO DATE			
	TDP Goal*	1980-81 Actual	1979-80 Actual	% Change	TDP Goal*	1980-81 Actual	1979-80 Actual	% Change
MONTHLY RIDERSHIP Fixed Route Person-Trips	389,329	266,064	412,427	-35.5%	2,713,650	2,128,470	2,874,645	-26.0%
AVERAGE FARE Fixed Route	--	**	.29		--	**	.28	
FAREBOX REVENUE	200,465	**	118,585		--	**	810,758	
SUNDAY Average Daily Total Rides	--	2,281	4,127	-44.7%	--	20,617	22,982	-10.3%
DIAL-A-BUS Monthly Person-Trips	--	1,847	2,223	-16.1%	--	14,381	16,197	-11.3%
OVERLOADS Monthly Total	--	22	68	-67.4%	--	116	331	-65.0%
OVERLOADS Denied Trips	203	5	190	-97.4%	906	97	847	-88.5%

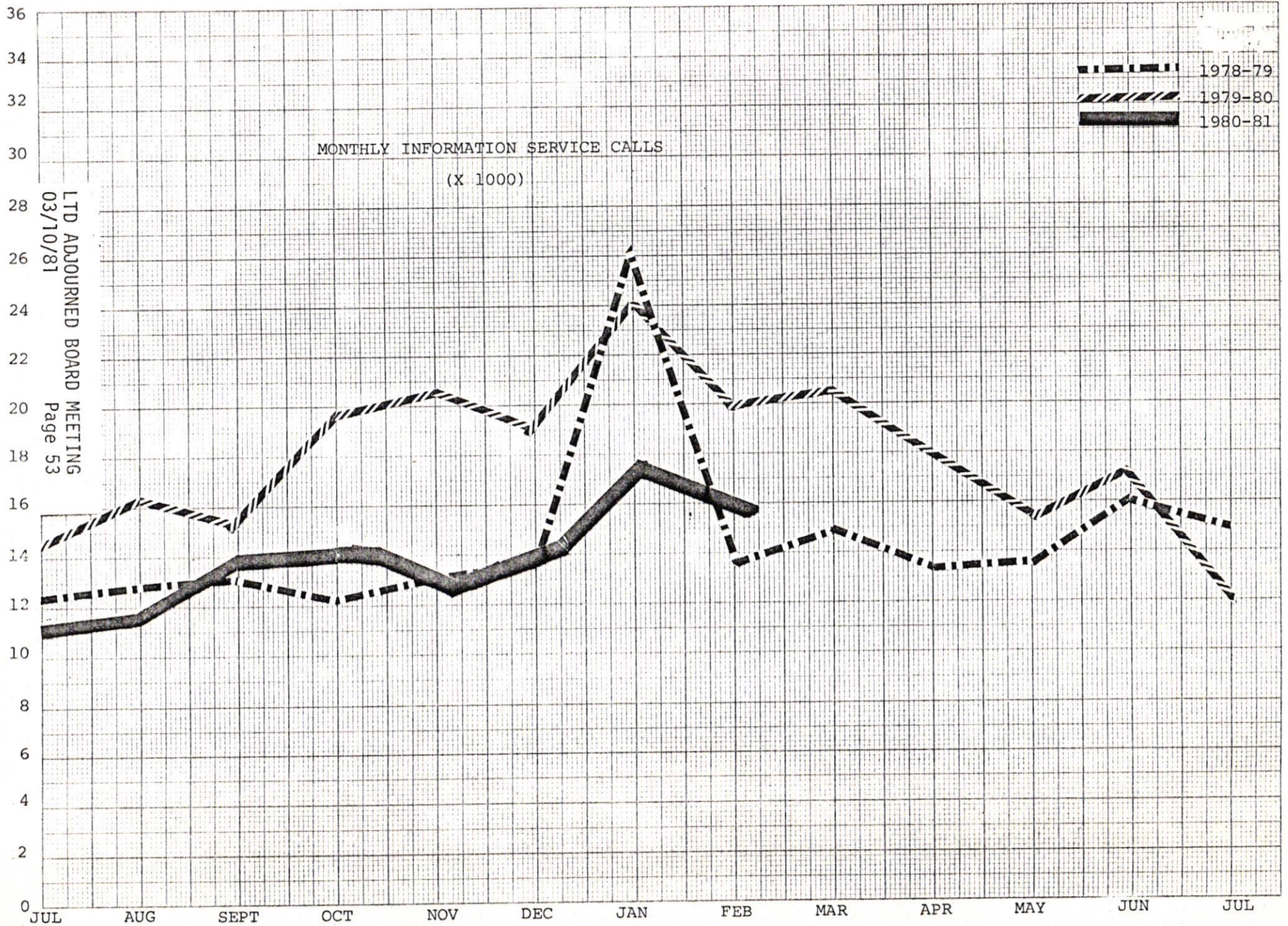
* TDP goals are adopted on an annual basis. Monthly goals are estimated by assuming that the current year's monthly performance will be proportional to last year's.

** Not available due to early meeting date.





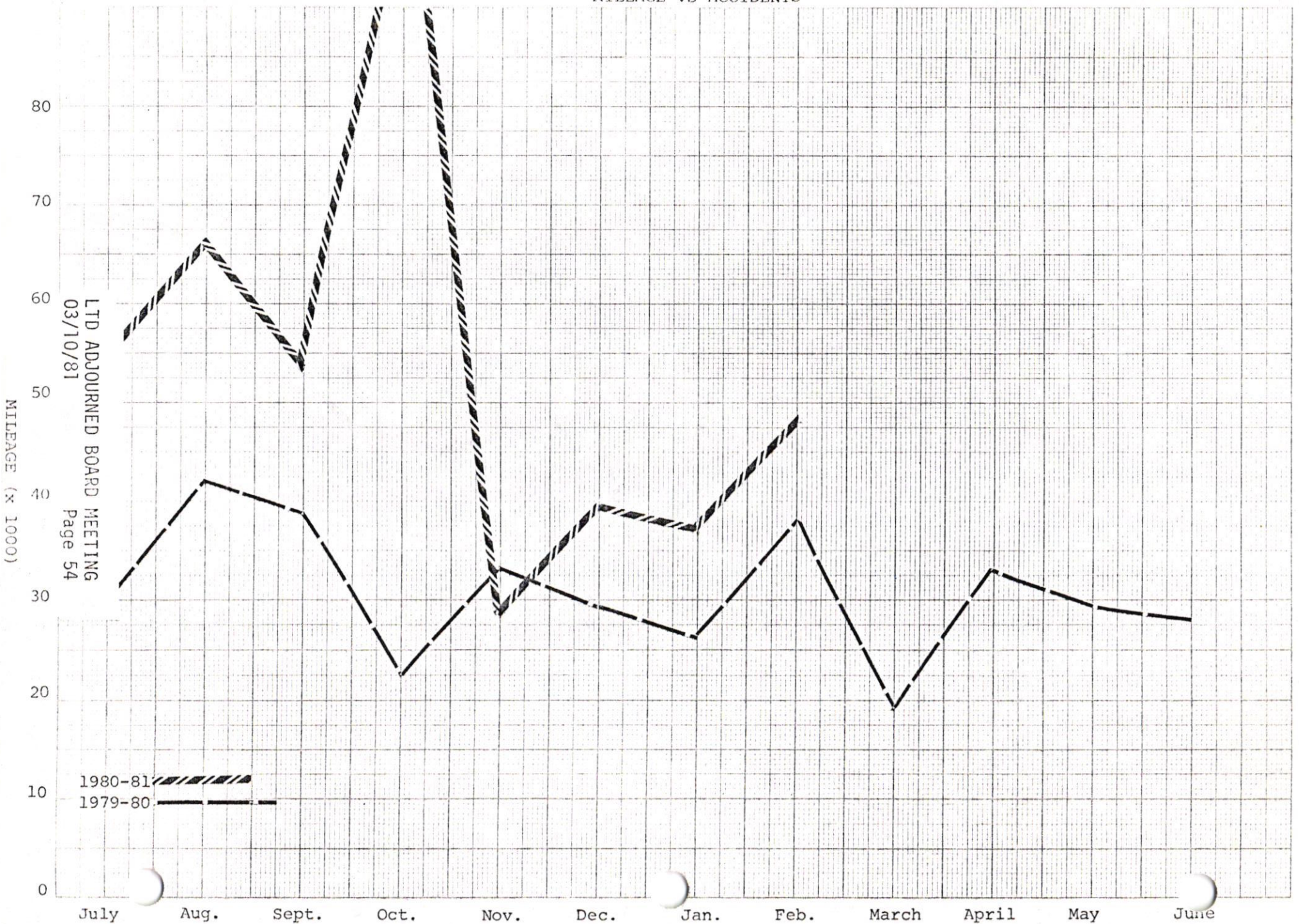
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03/10/81
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LTD ADJOURNED BOARD MEETING
03/10/81
Page 53

SAFE MILES BETWEEN ACCIDENTS MILEAGE VS ACCIDENTS

(96,293)



LTD ADJOURNED BOARD MEETING
03/10/81
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1980-81
1979-80

SCHEDULE DOWNTIME LOG

DATE	100	Sch. Down	300	Sch. Down	400	Sch. Down	500	Sch. Down	600	Sch. Down	700	Sch. Down
January '80	25	871	9	373	8	468	7	175	0	0	---	---
February	22	582	4	159	3	217	6	161	1	29	---	---
March	28	934	7	247	1	105	6	94	1	9	---	---
April	20	666	5	154	3	145	6	244	0	0	---	---
May	19	564	2	63	0	0	2	64	0	0	---	---
June	19	646	7	159	1	51	6	110	0	0	---	---
July	16	497	10	348	2	130	6	228	0	0	---	---
August	11	237	5	122	0	0	4	119	0	0	---	---
September	6	287	1	21	1	20	4	142	0	0	---	---
October	15	426	8	241	3	80	5	36	0	0	---	---
November	13	244	5	100	0	0	5	138	0	0	---	---
December	12	423	5	98	5	338	5	241	0	0	1	32
January '81	18	527	0	0	0	0	4	79	0	0	0	0
February	11	412	0	0	1	65	1	61	0	0	3	102

*handed out at 3/10/81
adjourned meeting*



LANE TRANSIT DISTRICT

March 10, 1981

MEMORANDUM

TO: Board of Directors

FROM: Director of Administrative Services

RE: Advertising Contract

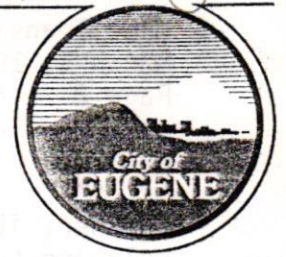
The following changes have been made, at the suggestion of Randall Bryson, attorney, to the Agreement between the District and Benedict/OTA:

1. Page 1--The first paragraph should read: "THIS AGREEMENT, made and entered into as of the _____ day of _____, 1981, by and between. . . ."
2. Page 2, III RENTAL--The first paragraph is changed to read:

"As rental, Benedict/OTA shall pay the District monthly, for twelve consecutive months, on or before the tenth day of each month, beginning the next calendar month after the effective date of this Agreement, 30% of gross revenue for the previous calendar month, or \$3,295, whichever amount is greater; except that if the effective date of this Agreement is not the first day of a month, the minimum rental for the first month shall be a prorated portion of \$3,295. Thereafter, monthly, for twelve consecutive months, Benedict/OTA shall pay the District 30% of gross revenue for the previous calendar month, or \$3,655, whichever amount is greater. Thereafter, monthly, for twelve consecutive months, Benedict/OTA shall pay the District 30% of gross revenue for the previous calendar month, or \$3,870, whichever amount is greater. If the termination date of this Agreement is not the last day of a month, one additional payment shall be made, which shall be the greater of 30% of gross revenue for the last calendar month, or a prorated portion of \$3,870."

Paul Shinn
 Paul Shinn
 Director of Administrative Services

handed out at 3/10/81
adjourned meeting



March 5, 1981

Lane Transit District
ATTN: Phyllis Loobey, Director
PO Box 2710
Eugene OR 97401

Dear Ms. Loobey:

LTD ADVERTISING SIGNS

This letter is written to explain the City's Sign Code in relation to the issue of installation of advertising signs on LTD buses and to define the intent of the City's Sign Code relative to this matter.

While subsection 8.690(i) of the Eugene Sign Code makes mention of advertising on motor vehicles, this section is not the controlling section and does not refer to the sign type (advertising) as proposed by LTD. Section 8.690(d) of the Sign Code is the controlling subsection and states, "No sign shall be constructed, erected, or maintained which advertises or publicizes an activity, business, product, or service not conducted on the premises upon which such signs are maintained, except as provided for in Sections 8.695 to 8.705."

It is the determination that Sign Code Section 8.690(d) addresses the issue of advertising on LTD buses and thus does not permit such advertising as LTD is proposing. Since vehicles are considered a part of the premises or an extension of a business or agency's premises, signs installed on LTD buses must be related to or for the purpose of advertising an activity, service, etc., conducted by LTD. (Example: Ace Plumbing as a business premises at 502 North Oak--signs on business building are regulated by Sign Code--Ace Plumbing trucks, as a part of the premises, may advertise Ace Plumbing as limited by 8.690(i), but cannot advertise Pepsi-Cola on an Ace Plumbing truck.)

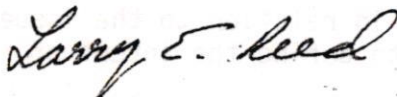
Also, after having discussed this matter with John Franklin, Assistant City Attorney, we believe the Sign Code intent is clear when compared to the Sign Code's purpose and standards established for billboards and off-premises advertising. This is clarified in Section 8.690 in that subsection (i) as adopted in 1971 would not have been necessary if the Sign Code did not extend to vehicles. Further, to apply subsection (i) without relating it to (d) does not hang together logically (i.e., if the Sign Code subsection (d) does not extend to signs on vehicles, how can subsection (i) alone possibly extend to vehicles, or, conversely, why would the Sign Code prohibit advertising the price of products and services, hours of business or service, or indicating whether a business is open or closed, etc., if the Sign Code did not cover signs on vehicles?).

Lane Transit District
March 5, 1981
Page 2

Further, it seems reasonable in light of Sections 8.695 to 8.705, sections relating to billboards and other off-premises advertising, that the City would not have limited and regulated billboards while allowing uncontrolled advertising in the form of mobile billboards.

Obviously the issue of LTD bus advertising is of public interest and benefit. The possibility of code revisions to directly address the issue of advertising on LTD buses is something which needs to be publicly aired and specifically addressed. Please call if I can be of any assistance in resolving this unfortunate situation.

Sincerely,



Larry E. Reed
Assistant Superintendent of Building Inspection

LR:kb/Mb24

INITIALS

Manager _____

Planning _____

Transportation _____

Administration _____

MAR 10 1981

handed out at 3/10/81
adjourned meeting

LANE TRANSIT DISTRICT
STATEMENT OF CHANGES IN FINANCIAL POSITION
GENERAL FUND
Eight Months Ended February 28, 1981

Net Working Capital, Beginning of Period	\$ (808,873)	\$ (87,886)
Financial Resources Were Provided by:		
Operating Income	101,705	971,286
Non-Operating Income	<u>1,167,360</u>	<u>3,618,734</u>
Total Resources Available	460,192	4,502,134
Less Operating Expenses	<u>506,397</u>	<u>4,548,339</u>
Net Working Capital, February 28, 1981	<u>(46,205)</u>	<u>(46,205)</u>
Components of Working Capital, February 28, 1981		
<u>Current Assets:</u>		
Cash	\$128,417	
Funds in Local Govt. Pool	-0-	
Accounts Receivable	40	
Inventory	242,705	
Prepaid Insurance	<u>13,913</u>	\$385,075
<u>Less Current Liabilities:</u>		
Accounts Payable	\$ 27,192	
Benefits Payable	130,236	
Payroll Payable	177,180	
Unearned Income	33,121	
Payable to Capital Projects Fund	<u>63,551</u>	<u>431,280</u>
Net Working Capital, February 28, 1981		<u>\$ (46,205)</u>

LANE TRANSIT DISTRICT
STATEMENT OF OPERATIONS
Eight Months Ended February 28, 1981

	CURRENT MONTH	YEAR TO DATE	BUDGET	BALANCE
REVENUES:				
Operating Revenues:				
Passenger Fares	\$ 101,393	\$ 960,430	\$2,139,323	\$(1,178,893)
Charters	-0-	2,717	2,000	717
Advertising	75	2,483	4,284	(1,801)
Miscellaneous	237	5,656	2,000	3,656
TOTAL	\$ 101,705	\$ 971,286	\$2,147,607	\$(1,176,321)
Non-Operating Revenues:				
Interest	\$ -0-	\$ 11,998	\$ 10,000	\$ 1,998
Payroll Taxes	990,000	3,429,376	4,900,000	(1,470,624)
SAIF Adjustment	177,360	177,360	160,000	17,360
Operating Assistance	-0-	-0-	867,000	(867,000)
TOTAL	\$1,167,360	\$3,618,734	\$5,937,000	\$(2,318,266)
TOTAL REVENUES	\$1,269,065	\$ 4,590,020	\$8,084,607	\$(3,494,587)
EXPENDITURES:				
Administration Dept.:				
Personal Services	\$ 24,678	\$ 194,385	\$ 319,389	\$ 125,004
Materials & Supplies	6,826	54,114	56,751	2,777
Contractual Services	10,336	128,072	195,280	67,208
TOTAL	\$ 41,840	\$ 376,571	\$ 571,420	\$ 194,849
Marketing & Planning Dept.:				
Personal Services	\$ 25,059	\$ 226,351	\$ 391,407	\$ 165,056
Materials & Supplies	3,715	53,730	63,620	9,890
Contractual Services	7,949	77,700	147,300	69,600
TOTAL	\$ 36,723	\$ 357,781	\$ 602,327	\$ 244,546
Transportation Dept.:				
Personal Services	\$ 263,243	\$2,490,909	\$4,129,771	\$ 1,638,862
Materials & Supplies	1,577	15,630	35,605	19,975
Contractual Services	-0-	-0-	13,500	13,500
TOTAL	\$ 264,820	\$2,506,539	\$4,178,876	\$ 1,672,337
Maintenance Dept.:				
Personal Services	\$ 75,509	\$ 660,360	\$1,057,671	\$ 397,311
Materials & Supplies	77,432	612,458	1,402,808	790,350
Contractual Services	10,073	34,630	64,255	29,625
TOTAL	\$ 163,014	\$1,307,448	\$2,524,734	\$ 1,217,286
CONTINGENCY	\$ -0-	\$ -0-	\$ 27,250	\$ 27,250
TRANSFER TO CAPITAL PROJECTS	\$ -0-	\$ -0-	\$ 180,000	\$ 180,000
TOTAL EXPENDITURES	\$ 506,397	\$ 4,548,339	\$8,084,607	\$ 3,536,268
NET INCREASE IN WORKING CAPITAL	\$ 762,668	\$ 41,681	\$ -0-	\$ 41,681

LANE TRANSIT DISTRICT
ADMINISTRATION DEPT. EXPENDITURES
Eight Months Ended February 28, 1981

	CURRENT MONTH	YEAR TO DATE	BUDGET	BALANCE
Personal Services:				
General Manager	\$ 2,518	\$ 22,722	\$ 34,450	\$ 11,728
Director of Admin. Services	1,784	15,701	24,214	8,513
Executive Assistant	2,700	16,441	20,008	3,567
Clerical Specialist	1,034	9,126	13,198	4,072
Clerk Typist	754	6,166	10,764	4,598
Accountant	1,700	14,647	22,560	7,913
Personal Svcs. Specialist	1,144	10,315	15,144	4,829
Accounting Clerks	1,946	17,444	26,208	8,764
Purchasing Agent	1,468	13,062	19,249	6,187
Safety & Training Supervisor	1,620	14,383	22,236	7,853
Personnel Administrator	1,542	13,660	21,108	7,448
Instructors	2,483	9,484	22,872	13,388
FICA	1,376	10,258	16,129	5,871
Retirement	1,034	7,747	22,282	14,535
Medical & Dental	1,494	12,363	21,043	8,680
Unemployment	-0-	-0-	2,237	2,237
SAIF	81	866	5,687	4,821
TOTAL	\$ 24,678	\$ 194,385	\$ 319,389	\$ 125,004

Materials & Supplies:

Fuel and Lubricants	\$ 31	\$ 362	\$ 950	\$ 588
Printing	7	2,988	4,850	1,862
Miscellaneous	21	12,113	15,438	3,325
Dues, Publications, Memberships	103	7,490	7,998	508
Training & Travel	1,893	11,095	8,620	(2,475)
Employee Programs	2,582	4,386	8,965	4,579
Utilities	2,189	15,680	9,930	(5,750)
TOTAL	\$ 6,826	\$ 54,114	\$ 56,751	2,637

Contractual Services:

Legal	\$ -0-	\$ -0-	\$ 11,400	\$ 11,400
Audit	-0-	10,400	10,200	(200)
Medical	927	986	1,325	339
Employee Relations	37	4,260	4,500	240
Consulting Fees	2,025	11,127	5,000	(6,127)
Miscellaneous	(273)	2,629	11,360	8,731
PL & PD Insurance	2,824	85,073	134,680	49,607
Personnel & Board Insurance	-0-	175	5,815	5,640
Interest	4,796	13,422	11,000	(2,422)
TOTAL	\$ 10,336	\$ 128,072	\$ 195,280	\$ 67,208

TOTAL ADMINISTRATION DEPT.	\$ 41,840	\$ 376,571	\$ 571,420	\$ 194,849
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LANE TRANSIT DISTRICT
 MARKETING & PLANNING DEPT. EXPENDITURES
 Eight Months Ended February 28, 1981

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR TO</u> <u>DATE</u>	<u>BUDGET</u>	<u>BALANCE</u>
Personal Services:				
Dir. Marketing & Planning	\$ -0-	\$ 9,534	\$ 24,273	\$ 14,739
Marketing Administrator	1,541	13,593	20,970	7,377
Marketing Representatives	3,710	31,988	50,968	18,980
Planning Administrator	1,542	13,592	20,970	7,378
Service Planner	1,290	11,601	18,557	6,956
Facilities Planner	1,290	11,306	17,280	5,974
Service Analyst	1,312	8,727	16,554	7,827
Customer Relations Administrator	1,468	13,073	19,608	6,535
Chief Clerk	1,419	11,664	16,674	5,010
Information Clerks	7,197	61,621	99,890	38,269
FICA	1,381	11,713	19,568	7,855
Retirement	1,038	8,840	24,414	15,574
Medical & Dental	1,760	16,409	33,071	16,662
Unemployment	-0-	1,292	3,581	2,289
SAIF	111	1,398	3,359	1,961
Uniform Allowance	-0-	-0-	1,670	1,670
TOTAL	\$ 25,059	\$ 226,351	\$ 391,407	\$ 165,056

Materials & Supplies:				
Fuel & Lubricants	\$ 72	\$ 197	\$ 2,000	\$ 1,803
Printing	1,446	40,534	46,400	5,866
Miscellaneous	872	4,842	5,000	158
Dues, Pub., Memberships	502	1,080	1,370	290
Training & Travel	428	3,932	5,250	1,318
Leases & Rentals	395	3,145	3,600	455
TOTAL	\$ 3,715	\$ 53,730	\$ 63,620	\$ 9,890

Contractual Services:				
Ad Agency Fees	\$(10,145)	\$ 3,995	\$ 5,300	\$ 1,305
Market Research	22	12,442	18,000	5,558
Consulting Fees	(2,000)	16,415	13,500	(2,915)
Miscellaneous	257	1,125	10,500	9,375
Advertising Media	19,815	43,723	100,000	56,277
TOTAL	\$ 7,949	\$ 77,700	\$ 147,300	\$ 69,600

TOTAL MARKETING & PLANNING DEPT.	\$ 36,723	\$ 357,781	\$ 602,327	\$ 244,546
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LANE TRANSIT DISTRICT
 TRANSPORTATION DEPT. EXPENDITURES
 Eight Months Ended February 28, 1981

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR TO</u> <u>DATE</u>	<u>BUDGET</u>	<u>BALANCE</u>
Personal Services:				
Director of Operations	\$ 1,968	\$ 17,311	\$ 26,690	\$ 9,379
Transportation Supervisor	1,784	15,840	24,511	8,671
Asst. Trans. Supervisor	1,700	14,647	22,560	7,913
Field Supervisors	6,250	54,307	81,153	26,846
System Supervisors	7,328	62,550	95,456	32,906
DAB Supervisors	2,932	25,561	39,247	13,686
Clerk Typist	329	4,814	9,210	4,396
Bus Operators	184,306	1,700,103	2,698,750	998,647
FICA	13,739	118,878	198,590	79,712
Retirement	10,320	89,913	146,806	56,893
Medical & Dental	16,194	161,482	274,609	113,127
Unemployment	-0-	10,590	29,917	19,327
SAIF	15,557	197,264	449,272	252,008
Uniform Allowance	836	17,649	33,000	15,351
TOTAL	\$ 263,243	\$2,490,909	\$4,129,771	\$1,638,862
Materials & Supplies:				
Fuel & Lubricants	\$ 202	\$ 2,108	\$ 10,500	\$ 8,392
Printing	14	3,805	11,000	7,195
Miscellaneous	411	5,466	7,200	1,734
Dues, Pub., Memberships	-0-	-0-	75	75
Training & Travel	850	3,451	5,510	2,059
Leases & Rentals	100	800	1,320	520
TOTAL	\$ 1,577	\$ 15,630	\$ 35,605	\$ 19,975
Contractual Services:	\$ -0-	\$ -0-	\$ 13,500	\$ 13,500
TOTAL TRANSPORTATION DEPT.	\$ 264,820	\$2,506,539	\$4,178,876	\$1,672,337

LANE TRANSIT DISTRICT
 MAINTENANCE DEPT. EXPENDITURES
 Eight Months Ended February 28, 1981

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR TO</u> <u>DATE</u>	<u>BUDGET</u>	<u>BALANCE</u>
Personal Services:				
Maintenance Supervisor	\$ 1,784	\$ 15,841	\$ 24,511	\$ 8,670
Clerical Specialist	1,120	10,012	15,144	5,132
Leadmen	4,850	41,695	63,680	21,985
Journeymen	7,453	75,421	115,582	40,161
Mechanic I	11,830	98,531	203,856	105,325
Mechanic II	11,111	86,531	90,337	3,806
General Service Workers	6,711	65,269	90,337	25,068
Chief Cleaner	1,405	11,575	17,947	6,372
Cleaners	6,394	52,245	86,913	34,668
Partskeeper	1,459	12,322	19,196	6,874
Parts Clerks	3,986	35,293	54,202	18,909
Tool & Differential	1,156	9,448	13,220	3,772
FICA	3,941	32,304	51,662	19,358
Retirement	2,960	24,393	36,064	11,671
Medical & Dental	4,864	42,685	73,650	30,965
Unemployment	-0-	4,852	7,862	3,010
SAIF	2,797	33,370	76,708	43,338
Uniform Allowance	1,688	8,573	16,800	8,227
TOTAL	\$ 75,509	\$660,360	\$1,057,671	\$ 397,311

Materials & Supplies:

Fuel & Lubricants	\$ 50,107	\$378,525	\$ 960,912	\$ 582,387
Tires & Tubes	4,460	32,755	53,800	21,045
Parts	19,384	173,535	302,493	128,958
Freight-in-Parts	398	1,451	28,125	26,674
Printing	23	199	2,300	2,101
Cleaning Supplies	710	2,986	12,600	9,614
Miscellaneous	1,383	12,129	12,738	609
Training & Travel	-0-	28	2,000	1,972
Building Maintenance	70	3,198	4,000	802
Utilities	906	7,652	23,840	16,188
TOTAL	\$ 77,432	\$612,458	\$1,402,808	\$ 790,350

Contractual Services:

Contract Maintenance-Vehicles	\$ 1,255	\$ 10,591	\$ 15,700	\$ 5,109
Radio Repair	309	2,316	4,875	2,559
Custodial	470	3,554	6,000	2,446
Signs & Shelters	766	7,922	12,400	4,478
Miscellaneous	1,667	4,318	5,450	1,132
Property Insurance	5,606	5,929	19,830	13,901
TOTAL	\$ 10,073	\$ 34,630	\$ 64,255	\$ 29,625

TOTAL MAINTENANCE DEPT.	\$163,014	\$1,307,448	\$2,524,734	\$1,217,766
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LANE TRANSIT DISTRICT
CAPITAL PROJECTS FUND
Eight Months Ended February 28, 1981

	<u>CURRENT</u> <u>MONTH</u>	<u>YEAR TO</u> <u>DATE</u>	<u>BUDGET</u>	<u>BALANCE</u>
RESOURCES:				
Beginning Fund Balance	\$ 102,322	\$ 514,295	\$ 650,000	\$ (135,705)
UMTA Section 3	-0-	791,200	1,542,000	(750,800)
UMTA Section 5	-0-	1,227,984	1,301,416	(73,432)
Federal Aid Urban	-0-	-0-	475,200	(475,200)
State Assistance	-0-	23,539	182,908	(159,369)
Transfer from General Fund	-0-	-0-	180,000	(180,000)
Proceeds from Sale of Buses	-0-	936,627	1,008,487	(71,860)
TOTAL	\$ 102,322	\$3,493,645	\$5,350,011	\$ (1,846,366)

EXPENDITURES:

Locally Funded:

Buses	\$	\$ 943,932	\$1,008,487	\$ 64,555
Bus-Related Equipment	727	2,187	10,800	8,613
Land & Buildings	-0-	-0-	4,500	4,500
Bus Stop Improvements	1,421	3,621	5,000	1,379
Office Equipment		2,936	6,838	3,902
Computer Software	1,484	3,640	5,000	1,360
Maintenance Equipment		2,270	19,967	17,697
Miscellaneous		415	600	185
TOTAL	\$ 3,632	\$ 959,001	\$1,061,192	\$ 102,191
Federal Aid Urban Projects:				
Land & Buildings	\$ 2,143	\$ 7,002	\$ 365,000	\$ 357,998
Bus Stop Improvements			175,000	175,000
TOTAL	\$ 2,143	\$ 7,002	\$ 540,000	\$ 532,998
UMTA Projects:				
Buses	\$ 9,952	\$1,941,083	\$2,195,460	\$ 254,377
Bus-Related Equipment	-0-	28,350	419,660	391,310
Land & Buildings	72,588	536,085	769,520	233,435
Service Vehicles	-0-	-0-	8,000	8,000
Bus Stop Improvements	-0-	450	110,000	109,550
Maintenance Equipment	-0-	2,740	16,750	14,010
Office Equipment	2,282	7,209	12,050	4,841
Miscellaneous	-0-	-0-	22,830	22,830
TOTAL	\$ 84,822	\$2,515,917	\$3,554,270	\$ 1,038,353

TOTAL EXPENDITURES	\$ 90,597	\$3,481,920	\$5,155,462	\$ 1,673,542
ENDING FUND BALANCE	\$ 11,725	11,725	\$ 184,549	\$ (172,824)

COMPOSITION OF FUND BALANCE

Funds in Local Government Investment Pool	\$ 24,762
Receivable from General Fund	63,551
Less: Advances from Purchasers of Buses	(76,588)
Fund Balance, February 28, 1981	\$ 11,725

LANE TRANSIT DISTRICT
 CASH FLOW FORECAST
 MAR-1981

Prepared By	Initials	Date
Approved By		

	1	2	3	4	5	6	7
	MAR	APR	MAY	JUN	JUL	AUG	
Beginning Cash Balance:	153	472	6	561	333	2	
Anticipated Receipts:							
Passenger Fares	130	140	140	120	100	110	
Payroll Taxes	20	190	1060	-	200	1100	
Sec 5 Grants	578			289			
Other General Fund Revenues	2	2	2	2	2	2	
Borrowing		50			50		
Capital Assistance	293	80	80	80			
TOTAL CASH AVAILABLE	1176	934	1288	1052	685	1214	
Anticipated Disbursements:							
Personal Services	400	668	917	459	518	420	
Other Operating Expenses	154	160	160	160	165	165	
Retirement of Debt			50			50	
Capital Outlay	150	100	100	100			
TOTAL DISBURSEMENTS	704	928	727	719	683	635	
ENDING CASH BALANCE	472	6	561	333	2	579	
ENDING BALANCE-WARRANTS	-0-	50	-0-	-0-	50	-0-	
ENDING BALANCE-CAPITAL PROJ FUND	150	130	110	90	90	90	