

Notice was given to the
Eugene Register Guard for
public notice on December 9,
1982.

LANE TRANSIT DISTRICT
ADJOURNED BOARD MEETING

December 14, 1982

7:30 p.m.

Municipal Courtroom #1
Eugene City Hall

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
Parducci_____ Randall_____ Brandt_____ Calvert_____
Eberly_____ Langton_____ Nelson_____
- III. INTRODUCTORY REMARKS BY BOARD PRESIDENT
- IV. AUDIENCE PARTICIPATION (On Items Other Than Fare Structure)
- V. PUBLIC HEARING ON FARE STRUCTURE
- VI. ITEMS FOR ACTION AT THIS MEETING
 - A. Approval of Minutes
 - B. Fare Structure
 - C. Eugene Mall Transit Station Opening Promotion
 - D. Request for Waiving of Penalties and Interest on
Back Taxes Owing

VII. ITEMS FOR INFORMATION AT THIS MEETING

- A. Current Activities
 - 1. Special Services Policy
- B. Monthly Reporting
 - 1. Financial
 - 2. Ridership
 - 3. Operations

VIII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Ordinance #24 - Revision of Service Boundaries
- B. Board Elections - Consideration of Splitting Vice-President/Treasurer Position
- C. Budget Committee Nominations

IX. ADJOURNMENT

- IV. PUBLIC HEARING ON FARE STRUCTURE: Federal regulations mandate that a public hearing be held before the Board considers an increase in the fare structure. The public hearing scheduled for this meeting has been published in a local newspaper 30 days prior to the meeting, as required.

V. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes: Minutes of the November 16, 1982 regular board meeting are enclosed for Board approval. 1

- B. Fare Structure: 5

Issue Presented: Should the Board raise the cash fare to 55¢, with appropriate increases for zone fares, effective February 27, 1983, while leaving token and pass prices at their present rate?

Background: In June, 1982, the prices for tokens and fastpasses were raised, and the cash fare was left at 50¢, where it has been since September, 1981. The Board also directed staff to place the issue of a review of the fare structure on the November, 1982 agenda.

In November, a staff memo reviewed for the Board the District's recent fare history and farebox revenue performance. The memo also discussed factors relevant to the timing of a fare increase and the estimated impact of a February, 1983 fare increase. The Board then voted to hold a public hearing on this issue at the December meeting and to review the fare structure again in April. Staff suggest that the Board also plan to review the fare structure in early summer to consider possible increases for September, 1983.

Staff Recommendation: That the Board raise LTD's basic cash fare to 55¢ effective February 27, 1983, with corresponding adjustments in fares for Zones 2 and 3.

Results of Recommended Action: Staff will make the appropriate adjustments in zone fares and will publicize the new fares and make necessary changes on District informational materials.

- C. Eugene Mall Transit Station Opening Promotion 6

Issue Presented: Should the Board authorize free service throughout the entire system, to be offered on one day only to promote the opening of the new Eugene Mall Transit Station?

Background: Last summer when plans were underway for the new transit station, merchants were assured that construction would be finished and buses would return to the 10th & Willamette area before the holiday season. Unfortunately, completion will be

delayed until sometime in early January. A staff memo included in the agenda packet further explains the delays and staff's intentions for publicizing the opening of the new transit station.

Staff feel that the promotional benefits of offering free fares on all routes in the system for one day, to be decided when the date for moving back to 10th & Willamette is known, would far outweigh the anticipated revenue loss of \$1,000 to \$2,500. It would, most importantly, offer the public a chance for a "no risk" trial of the District's service.

Staff Recommendation: That the Board authorize offering free service on all routes for one day, on a date to be later determined, as a transit station opening promotion.

Results of Recommended Action: Staff will continue to work with the Eugene Downtown Association and the City of Eugene to press for the earliest possible completion of the new downtown transfer site. When the moving date is known, plans will be made for a free fare day. The public will be informed about the station opening and the free fare promotion.

D. Request for Waiving of Penalties and Interest for Back Taxes Owing

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Issue Presented: Should the Board direct the Department of Revenue to waive the penalty and interest owing on back taxes due the District?

Background: When Sawyer Machine Works moved to a new location approximately three years ago, a company representative talked to someone at LTD and was mistakenly advised that the company was not in the District's service district. Bob Bolton, Vice President/General Manager of Sawyer, has agreed that the back taxes are due but feels that Sawyer should not pay the penalty and interest. He will attend the December meeting to make such a request of the Board.

VI. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Special Services Policy: Attached is a policy, adopted by the District's administration, which addresses the problem of special requests for free or lower-fare special service. In the past, these requests have been routinely handled by the Board. This administrative policy will allow staff to handle virtually all requests, and is based on criteria the Board has used in the recent past.

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B. Monthly Reporting

1. Financial	
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VII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Ordinance #24 - Revision of Service Boundaries: It has come to the District's attention that a number of corrections in the original legal description of the District's boundaries are necessary. Since the new ordinance must be read at two regularly scheduled meetings of the Board of Directors, this item will be placed on the agendas for January and February, 1983.
- B. Board Elections - Consideration of Splitting Vice President/Treasurer Position: In December, 1981, while composition of the members of the Board was still in the state of transition, election of officers needed to be held. Since there were only two Board members continuing on the new Board after all positions were filled, it was decided that the offices of Vice President and Treasurer be combined and that a continuing Board member be elected to that position. It was further agreed that staff should reintroduce the subject of splitting the two offices at a later Board meeting. Since the new Board is now complete and has been working together for several months, staff will place this issue on the agenda for the January, 1983 meeting for Board consideration.
- C. Budget Committee Nominations: Since the last budget season, two Budget Committee members have resigned. A replacement for one of those members, John DeWenter, can be nominated by the Board member who made the original nomination (Pat Randall). However, the other Budget Committee member who resigned, Dick Hansen, was nominated by a former Board member. Since the subdistrict boundaries have been redrawn, due to the 1980 census, the staff believe that the most equitable way to reassign the responsibility of nominating a replacement for Mr. Hansen is to ask the most senior new member of the Board, Janice Eberly, to make that nomination. Staff will place this issue on the January agenda.

VIII. ADJOURNMENT

MINUTES OF DIRECTORS MEETING
LANE COUNTY MASS TRANSIT DISTRICT

REGULAR MEETING

November 16, 1982

Pursuant to notice given to the Eugene Register-Guard for publication on November 11, 1982, and distributed to persons on the mailing list of the District, the regular meeting of the Board of Directors of the Lane County Mass Transit District was held at the City Hall in Eugene, Oregon, on November 16, 1982, at 7:30 p.m.

Present: Janet Calvert
Ted J. Langton, President, presiding
Judy Nelson
Larry Parducci
Glenn E. Randall, Vice President/Treasurer
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Peter M. Brandt
Janice Eberly, Secretary

INTRODUCTORY REMARKS BY BOARD PRESIDENT: After calling the meeting to order at 7:42 p.m. and calling roll, Mr. Langton stated that the agenda was short but the items for discussion were important.

AUDIENCE PARTICIPATION: Mr. Langton asked for audience participation on topics not covered in the agenda. There was none.

MOTION APPROVAL OF MINUTES: Mr. Randall moved, seconded by Ms. Calvert, that the minutes of the October 19, 1982 regular meeting be approved as distributed. The
VOTE motion carried 4 to 0, with Ms. Nelson not yet being present to vote.

FARE STRUCTURE: Mr. Langton called the Board's attention to the staff memo on page 16 of the agenda packet. He said that the last fare adjustment occurred in June of 1982, when the cash fare was left at 50¢ and the cost of tokens and fastpasses was increased. At that time the Board indicated that they would review the fare structure at a later date.

MOTION Mr. Randall moved that the Board approve the staff recommendation to adopt alternative B in the staff memo, hold a public hearing on the fare structure in December, and schedule another review of the fare structure for April, 1983.

Mark Pangborn, Director of Administrative Services, stated that because the District receives federal funds from UMTA (Urban Mass Transit Association), a public hearing is required before the fare structure can be altered, and that

WITH-
DRAWN

hearing must be published 30 days in advance. Mr. Randall asked that in the future the staff recommendations be more specific. He withdrew the motion.

MOTION

Mr. Randall then moved that the Board hold a public hearing on the issue of a change in the fare structure at the December meeting, and that the Board schedule a further review of the fare structure for April, 1983. Ms. Calvert seconded the motion.

Mr. Langton then asked if there was any discussion from members of the audience. Clark Cox, of 1085 Patterson, Eugene, stated that all he knew about the proposed increase was what he had read in the Eugene Register-Guard, but that an increase in the cash fare was no problem for him because he used a fast-pass. He thought that even a future increase in passes and tokens would not prove to be a dramatic increase. He said he knew the District had a problem with revenues of all kinds, and recognized the District's need to keep the system going and to upgrade the physical plant, etc. He said he hoped the District would be able to "keep it up."

Ms. Nelson arrived at this point in the meeting.

VOTE

The question was called and the motion carried 4 to 0, with Ms. Nelson abstaining.

REDUCED FARE DAY: Ed Bergeron, Marketing Administrator for the District, explained that the Eugene Downtown Association (EDA) will be holding a special sale on December 4, and people will be attracted to the downtown area. On the same day, he said, Lane Transit will hold an open house, highlighting construction at 10th and Willamette, which should be just about completed.

He further explained that the EDA had proposed the idea, supported by staff, that the District hold a 10¢ Fare Day on that day. The expected revenue loss would be about \$300, and the EDA would pay the District up to that amount for lost revenues. Mr. Bergeron thought this would be a good way to help the merchants start a new year in a positive way and to call attention to the changes downtown.

MOTION

Mr. Randall moved, seconded by Ms. Nelson, that the Board support the 10¢ Fare Day and adopt the recommendation of the staff (to declare Saturday, December 4 to be a "10¢ Fare Day" in return for a maximum \$300.00 payment from the Eugene Downtown Association to replace lost farebox revenues).

Mr. Randall suggested that the District also have a 10¢ fare day later, to celebrate the completion of the mall construction, since the anticipated revenue loss was only about \$300.00. Mr. Langton remarked that one reason the revenue loss was expected to be so small was the anticipated increased ridership due to the sales downtown.

Ms. Calvert asked how close the Customer Service Center (CSC) would be to completion on December 4. Mr. Bergeron replied that the building has been leased but construction would not be completed until late February or March.

Mr. Langton introduced Ray McIver, the EDA Mall Manager. Mr. McIver stated that he would encourage the Board's consideration and approval of a 10¢ a ride day. He talked about the 10¢ fare day held on May 1, 1982, and said the experience was rewarding. Additionally, the EDA had been working closely with LTD on the construction of the new mall area at 10th and Willamette. For those two reasons, he said, the EDA would like to pay the anticipated difference in farebox revenues for this promotion. He thought such a promotion would be mutually beneficial to the EDA and LTD--that it could draw people to the buses and to the mall and help the downtown merchants.

VOTE With no further discussion, the question was called and the motion carried by unanimous vote.

FREE CHARTER REQUEST--MAUDE KERNS ART CENTER/GALLERY: Mr. Randall stated that he had a few thoughts on the issue of requests for free charter service. He said he did not like to say "no" all the time for such requests, and had thought of a couple of possible alternatives. First, Maude Kerns is located about three blocks from the nearest bus stop. He wondered if the drivers could make a three-block detour on that day and then continue with the regular route. However, he didn't think the buses should go to the senior centers to pick up the riders to take them to Maude Kerns. Secondly, he said, there are a lot of people who can do things for themselves but don't know how to do them. Mr. Randall suggested that LTD contact some non-profit organizations regarding a shuttle bus to meet the fixed route service to take patrons to Maude Kerns and back. He thought that when people contact the District for special service they should be asked if they had checked to see if the regular routes could meet their needs; they could possibly alter their schedules to meet our schedules. He asked that staff look into these suggestions.

In response to a question from Ms. Calvert, Mr. Bergeron stated that it was his understanding that the people making this request wanted direct service and that fixed route service was not acceptable to their needs. No representative of Maude Kerns was present to discuss this further.

MOTION Mr. Randall moved, seconded by Mr. Parducci, that the District deny the request made by Maude Kerns for free charter service. With no further discussion, VOTE the motion carried unanimously.

MOTION Mr. Randall then moved that the staff be instructed to examine alternatives, two of which he had stated previously, to do everything LTD could to assist in this senior day for the Maude Kerns Center. The motion died for lack of a second.

Mr. Langton remarked that Mr. Randall's suggestion in general, that the transit district act as a clearing house for these kinds of requests and suggest that they try other alternatives or non-profit organizations, was a good one. He mentioned also that one of the items for action at a future meeting was a policy that was being written by staff for Board review regarding this type of request, so that this type of issue would not come before the Board unless the requesting person or agency specifically asked that it would.

Mr. Pangborn stated that there are some services toward which staff were trying to direct Maude Kerns, and if those wouldn't work, staff would try to work with the Maude Kerns staff more. He said that staff also did not like to have to tell people "absolutely not"; rather, staff liked to encourage people to ride the bus, and would take that direction in any such requests.

MOTION

TRANSFER RESOLUTION--CAPITAL PROJECTS: Mr. Randall moved that the Board concur in the recommendation of the staff in regard to transferring funds to insure that expenditures for 1982-83 do not exceed appropriations. Ms. Calvert seconded the motion, which passed by unanimous vote.

VOTE

ITEMS FOR INFORMATION:

Open House on December 4: Ms. Loobey invited the Board members to participate in the Open House on the Eugene Mall on Saturday, December 4. She also reminded the Board that they could receive photo identification cards to ride the bus free of charge if they came to the administration building during regular working hours to have their pictures taken.

December Board Meeting: Mr. Langton informed the Board that the next regularly scheduled Board meeting would be on December 21, during the week before Christmas. He thought the Board might want to consider adjourning the November meeting until December 14 and, in effect, holding the regular December meeting at that time.

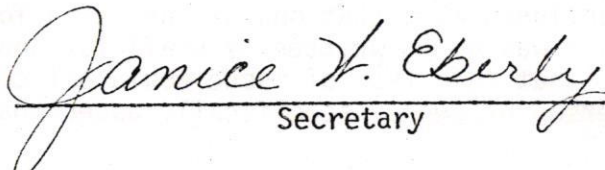
Planning Administrator: Mr. Langton stated that Ellen Bevington, the District's Planning Administrator, would be leaving LTD and taking a job at Seattle Metro. He asked to go on the record for commending Ellen for the fine work she had done over the years, and he wished her well in her new venture.

Memo on Fare Structure: Mr. Randall said that he would like to commend the staff member who wrote the memo on fare structure in the agenda packet. He thought it was very straightforward and readable, and the about the best presentation he had seen in his time on the Board. Mr. Pangborn informed him that Ed Bergeron had written the memo.

MOTION

ADJOURNMENT: Mr. Randall moved, seconded by Mr. Parducci, that the meeting be adjourned until Tuesday, December 14, 1982, at 7:30 p.m. in the Eugene City Hall. With no further discussion, the motion carried unanimously and the meeting was adjourned at 8:15 p.m.

VOTE


Secretary



LANE TRANSIT DISTRICT

December 6, 1982

MEMO

TO: Board of Directors
FROM: Ed Bergeron, Marketing Administrator
RE: Fare Structure

At its November meeting, the Board scheduled a December 14 public hearing on a recommended increase in the cash fare. The proposed increase from 50¢ to 55¢ would generate an estimated \$10,000 in additional revenues during FY 82-83.

Since the November meeting, staff has received very little public comment on the proposal, despite widespread notice and reporting through the local news media. Verbal comments collected by staff have been supportive of the increase, which is judged both modest and appropriate given the District's financial outlook.

Below is an outline of future fare structures anticipated by staff at this time.

	<u>CURRENT</u>	<u>FEBRUARY 27, 1983</u>	<u>SEPTEMBER 25, 1983</u>
Cash (Adult)	\$.50	\$.55	\$.60
Token	\$.45	\$.45	\$.50
Fastpass	\$18.00	\$18.00	\$20.00
Senior Citizen	\$.25	\$.25	\$.30

By raising fares through more frequent, modest increases, the District can make progress toward its farebox to operating cost targets while minimizing adverse ridership impact. Reviews of our fare structure and ridership will occur in April, and again in June or July, 1983. Action on Autumn fare structure changes could be considered at a summer Board meeting.

Action Requested: Staff recommends that LTD's basic cash fare be raised to 55¢ effective February 27, 1983. If the proposal is adopted, staff will adjust Zones 2 and 3 cash fares accordingly.

Ed Bergeron
Marketing Administrator

EB/em

LTD BOARD MEETING
12/14/82 Page 5



LANE TRANSIT DISTRICT

December 6, 1982

MEMO

TO: Board of Directors
FROM: Ed Bergeron, Marketing Administrator
RE: Eugene Mall Transit Station Opening Promotion

Construction of the Transit Station has been delayed due to late delivery of flatwork, shelter roofing, and windscreen materials. The manufacturer-related problems have challenged our contractor and city construction management staff, who have worked diligently to finish the project as quickly as possible. Nevertheless, expected completion will not occur until sometime in early January, assuming normal weather and optimistic materials delivery in the weeks ahead.

The delays have adversely affected retailing in the 10th & Willamette area during the critical Christmas shopping period. LTD patrons and employees have formed an important market for these merchants, who had last summer been assured of early project completion, and return of the buses prior to the holiday season. We deeply regret the unfortunate losses these businesses may have suffered, but believe that our new facility will nevertheless enhance the long-range commercial viability of the area, and downtown Eugene as a whole.

Staff is committed to operation of the facility at the earliest possible date. Because this may occur prior to the January Board meeting, we would like your concurrence with elements of our implementation plan at this time, with the understanding that the exact dates have not yet been determined.

Communication of the transit station opening will occur to our passengers and the general public through the following channels:

- news media
- media advertising
- brochures and pamphlets
- posters
- miscellaneous public contract by LTD staff

Our purpose is two-fold: to assure that our patrons understand and utilize the new facility to the greatest degree; and to communicate to the public at large that conditions along 10th & Willamette have been greatly improved. Ideally, we would like to eliminate once and for all past public concerns about comfort and safety associated with the central transit station.

To encourage people to ride the bus and become familiar with the Transit Station, staff proposes that LTD offer free service on all routes in the system on one day only after the station opens. The free service may occur on a week-day or weekend, depending on project completion schedules and other events occurring at that time within the community. Of course, the event would be heavily promoted and would receive wide media attention.

Staff feels that the free service, which would result in an estimated \$1,000 to \$2,500 cash farebox revenue loss (depending on day of the week) would represent a small final investment by the District to assure public awareness and support for our new facility. By suspending normal fares for a day, we offer the public a "no-risk" trial of our service, which should pay dividends in future ridership and revenues.

Action Requested: Staff recommends that the District offer free service on all routes one day only as a transit station opening promotion.

Customer Service Center Update

Remodeling and construction of our new Customer Service Center will begin in mid-December and should be completed by mid-February. When finished, the Center will offer a spacious, climate-controlled patron waiting area, as well as providing all LTD information and sales functions, including telephone information.

Sales and information services will actually begin at the Center when the Transit Station opens in January. The entire Customer Relations staff will occupy a portion of the office at that time, expanding into the remainder of the facility when it is ready for total occupancy.

Ed Bergeron ^{su}

Ed Bergeron
Marketing Administrator

EB/em



LANE TRANSIT DISTRICT

December 8, 1982

MEMO

TO: Board of Directors
FROM: General Manager
RE: Request for Waiving of Penalties and Interest
for Back Taxes Owing

Approximately three years ago, Sawyer Machine moved to a new location on Airport Road. At the time, according to Sawyer, a representative from Sawyer called the District office to determine whether they would be within the District boundaries in the new location. They were advised that the new location was out of the District. This advise was in error. The District has no record of the contact made by Sawyer. We are not, however, disputing Sawyer's assertion.

The Department of Revenue has recently sought payment of the payroll taxes owing as well as penalty and interest for the period of non-payment.

Ted Langton and I have met with Bob Bolton, Vice President/General Manager of Sawyer. He has agreed that the taxes are due but feels strongly that Sawyer should not pay the penalty and interest.

Mr. Bolton will present Sawyer's case to the Board at the December 14 meeting. He will make a request that the Board direct the Department of Revenue to waive the penalty and interest.

Phyllis

Phyllis Loobey
General Manager

PL/em



LANE TRANSIT DISTRICT

December 14, 1982

MEMORANDUM

TO: Board of Directors
FROM: Ed Bergeron, Marketing Administrator
RE: Special Services Policy

From time to time, the District receives requests from individuals or groups in the community to provide a service which cannot be accommodated through the normal fixed route or charter systems. Often, the sponsoring group seeks a suspension of all or a portion of LTD's normal service charges. In the past, these special requests have been routinely forwarded to the Board for action.

The attached policy, adopted by the District's administration, will allow staff to handle virtually all requests and, hopefully, conserve the Board's time for other public policy issues. The policy has been thoroughly analyzed by staff based on criteria the Board itself has used on an informal basis in recent years.

Ed Bergeron _{SV}

Ed Bergeron
Marketing Administrator

EB/js

attachment

POLICY FOR REVIEW OF SPECIAL SERVICE REQUESTS

OBJECTIVE:

To establish a consistent review and decision process regarding requests from the public for special LTD services.

II. APPLICATION:

This policy will guide the activities of the LTD staff and Board in addressing special service requests.

III. POLICY:

A. Special Service Requests may be any combination of the following:

1. A charter request from a sponsor who cannot afford to pay for all or a portion of the District's charter fees.
2. A request for a temporary detour in fixed route service to accommodate a particular need.
3. A request for a temporary change in the LTD fare structure along all or any portion of a route or routes within the system.

B. Procedure:

1. All Special Service Requests will be channelled through the Marketing Division for analysis and evaluation. The request shall specify the type of service requested, time, date, location and need. Marketing will seek and coordinate necessary input from other divisions.

Staff will work with request sponsors to formulate information necessary to develop a staff decision.

Staff will also provide reasonable assistance to the sponsor in exploring any viable alternatives to the specific Special Service request prior to presenting final recommendations on provision of the requested service.

2. Marketing will present a recommendation to the Director of Administrative Services. The Director of Administrative Services will review the recommendation of Marketing, weigh the merits of the case, and issue a staff decision or refer the request to the Board.
3. Staff's decision can be reviewed by the Board at its own discretion or upon the request of the sponsor at the next regular Board meeting. Staff will inform the Board of all Special Service requests at the monthly Board meeting.
4. The Board may sustain the staff decision, reverse and modify it or refuse to consider the issue.

C. Guidelines and Criteria for Evaluating Requests:

1. The request must not deplete LTD's resources or revenues such that budgeted programs and services would be adversely affected.
2. The request must clearly demonstrate public benefit for a significant portion or cross section of the populace. Service benefits should not be limited or confined to a certain special interest group or groups.
3. Broad public need for the service, which cannot be satisfied through more efficient or cost-effective alternatives, must be demonstrated by the sponsor.
4. Performance of the requested service must have a positive effect on LTD public support, ridership, revenues or resources.

IV. MAINTENANCE:

The Marketing Director will monitor application of this policy and propose changes when necessary.

(Executive Committee Adoption: 12/01/82)

LANE COUNTY MASS TRANSIT DISTRICT
BALANCE SHEET
NOVEMBER 30, 1982 AND 1981

<u>ASSETS</u>	<u>1982</u>	<u>1981</u>
Current Assets:		
Cash	\$ 18,785	\$ 118,784
Investments	1,422,473	610,819
Accounts Receivable	55,669	9,678
Inventory	352,454	323,081
Prepaid Expenses	59,623	27,062
Sub-Total	<u>1,909,004</u>	<u>1,089,424</u>
Less: Restricted Assets	(1,499,073)	(530,929)
Total Current Assets	<u>409,931</u>	<u>558,495</u>
Property, Plant, and Equipment	7,371,927	6,674,227
Less: Accumulated Depreciation	(2,223,701)	(1,502,279)
Net Property, Plant & Equipment	<u>5,148,226</u>	<u>5,171,948</u>
Other Assets:		
Deposits	37,532	51,237
Restricted for Future Capital Outlay	1,167,360	263,283
Restricted for Risk Management	331,713	267,646
Total Other Assets	<u>1,536,605</u>	<u>582,166</u>
TOTAL ASSETS	<u>\$7,094,762</u>	<u>\$6,312,609</u>

LIABILITIES AND DISTRICT EQUITY

Current Liabilities:		
Accounts Payable	\$ 151,417	\$ 42,735
Accrued Payroll and Withholdings	103,342	135,963
Employee Benefits Payable	18,978	47,031
Other Current Liabilities	1,102	---
Claims Payable	22,500	---
Unearned Revenue	31,935	16,510
Total Current Liabilities	<u>329,274</u>	<u>242,239</u>
District Equity:		
Contributed Under Governmental		
Grant Programs	6,163,514	5,631,225
Retained Earnings:		
Restricted for Contingent Liability	75,000	---
Unrestricted	526,974	439,145
Total District Equity	<u>6,765,488</u>	<u>6,070,370</u>
TOTAL LIABILITIES AND DISTRICT EQUITY	<u>\$7,094,762</u>	<u>\$6,312,609</u>

LANE COUNTY MASS TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES
GENERAL FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1982

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BALANCE</u>
<u>Resources:</u>			
<u>Operating Revenues:</u>			
Passenger Fares	\$ 454,352	\$1,287,200	\$ (832,848)
Charters	17,865	14,900	2,965
Advertising	18,401	32,900	(14,499)
Miscellaneous	461	---	461
TOTAL	<u>491,079</u>	<u>1,335,000</u>	<u>(843,921)</u>
<u>Non-Operating Revenues:</u>			
Interest	45,166	50,000	(4,834)
Payroll Taxes	2,304,273	4,700,000	(2,395,727)
Federal Operating Assistance	---	651,000	(651,000)
State Operating Assistance	78,406	350,000	(271,594)
TOTAL	<u>2,427,845</u>	<u>5,751,000</u>	<u>(3,323,155)</u>
TOTAL RESOURCES	<u>2,918,924</u>	<u>7,086,000</u>	<u>(4,167,076)</u>
<u>Expenditures:</u>			
<u>Administrative Dept.:</u>			
Personal Services	137,583	370,000	232,417
Materials and Supplies	30,295	89,500	59,205
Contractual Services	41,669	126,000	84,331
TOTAL	<u>209,547</u>	<u>585,500</u>	<u>375,953</u>
<u>Marketing & Planning Dept.:</u>			
Personal Services	145,442	347,700	202,258
Materials and Supplies	25,286	92,400	67,114
Contractual Services	86,107	329,000	242,893
TOTAL	<u>256,835</u>	<u>769,100</u>	<u>512,265</u>
<u>Transportation Dept.:</u>			
Personal Services	1,288,407	3,275,800	1,987,393
Materials and Supplies	3,158	19,100	15,942
TOTAL	<u>1,291,565</u>	<u>3,294,900</u>	<u>2,003,335</u>
<u>Maintenance Dept.:</u>			
Personal Services	363,598	909,700	546,102
Materials and Supplies	366,318	1,070,300	703,982
Contractual Services	22,141	86,200	64,059
TOTAL	<u>752,057</u>	<u>2,066,200</u>	<u>1,314,143</u>
Other:	<u>2,815</u>	<u>---</u>	<u>(2,815)</u>
Contingency:	<u>---</u>	<u>40,000</u>	<u>40,000</u>
Transfer to Capital Projects:	<u>186,400</u>	<u>186,400</u>	<u>---</u>
Transfer to Risk Management:	<u>143,900</u>	<u>143,900</u>	<u>---</u>
TOTAL EXPENDITURES:	<u>2,843,119</u>	<u>7,086,000</u>	<u>4,242,881</u>
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	<u>\$====75,805</u>	<u>\$=====</u>	<u>\$====75,805</u>

LANE COUNTY MASS TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES
CAPITAL PROJECTS FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1982

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BALANCE</u>
<u>Resources</u>			
Beginning Fund Balance	\$1,131,377	\$ 955,500	\$ 175,877
UMTA Section 5	---	486,600	(486,600)
UMTA Section 18	---	27,200	(27,200)
Federal Aid Urban	---	236,000	(236,000)
State Assistance	---	65,300	(65,300)
Other Grant Resources	756	---	756
Transfer From General Fund	186,400	186,400	---
Total Resources	<u>1,318,533</u>	<u>1,957,000</u>	<u>(638,467)</u>
<u>Expenditures</u>			
Locally Funded			
Bus Related Equipment	6,603	15,000	8,397
Land & Buildings	14,588	335,000	320,412
Bus Stop Improvements	3,933	19,900	15,967
Office Equipment	2,492	6,200	3,708
Computer Software	---	2,000	2,000
Maintenance Equipment	6,714	15,600	8,886
Service Vehicles	7,154	9,000	1,846
Total Locally Funded	<u>41,484</u>	<u>402,700</u>	<u>361,216</u>
FAU Funded			
Bus Stop Improvements	68,308	100,000	31,692
Land & Buildings	---	391,000	391,000
Total FAU Funded	<u>68,308</u>	<u>491,000</u>	<u>422,692</u>
UMTA Funded			
Bus Related Equipment	1,262	268,000	266,738
Bus Stop Improvements	9,414	34,000	24,586
Office Equipment	---	62,700	62,700
Computer Hardware & Software	---	111,500	111,500
Total UMTA Funded	<u>10,676</u>	<u>476,200</u>	<u>465,524</u>
Total Expenditures	<u>120,468</u>	<u>1,369,900</u>	<u>1,249,432</u>
Ending Fund Balance	<u>\$1,198,065</u>	<u>\$ 587,100</u>	<u>\$ 610,965</u>

LANE COUNTY MASS TRANSIT DISTRICT
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES
RISK MANAGEMENT FUND
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1982

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BALANCE</u>
<u>Resources</u>			
Beginning Fund Balance	\$274,004	\$152,300	\$121,704
Transfer From General Fund	143,900	143,900	---
Interest Revenue	11,321	---	11,321
Total Resources	<u>429,225</u>	<u>296,200</u>	<u>133,025</u>
 <u>Expenditures</u>			
Administration	24,079	32,000	7,921
Worker's Compensation	28,845	53,200	24,355
Liability Insurance	35,951	145,500	109,549
Miscellaneous Insurance	1,810	25,000	23,190
Total Expenditures	<u>90,685</u>	<u>255,700</u>	<u>165,015</u>
 Reserved for Incurred Liabilities	<u>\$338,540</u>	<u>\$ 40,500</u>	<u>\$298,040</u>

LANE COUNTY MASS TRANSIT DISTRICT
STATEMENTS OF REVENUES AND EXPENSES
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1982

	Current Month		Year-To-Date	
	<u>1982</u>	<u>1981</u>	<u>1982</u>	<u>1981</u>
Operating Revenue				
Passenger Fares	\$106,130	\$108,745	\$ 454,352	\$ 489,391
Charters	2,571	375	17,865	8,500
Advertising	4,015	3,821	18,401	4,113
Other	166	9,972	461	11,172
Total Operating Revenue	<u>112,882</u>	<u>122,913</u>	<u>491,079</u>	<u>513,176</u>
Operating Expenses				
Administration	62,741	39,165	209,547	186,482
Marketing & Planning	49,922	60,774	256,835	272,122
Transportation	280,793	303,137	1,291,565	1,423,922
Maintenance	211,307	217,128	752,057	815,058
Insurance	10,241	18,441	90,685	105,510
Depreciation	45,000	---	225,000	---
Other	---	---	2,815	---
Total Operating Expenses	<u>660,004</u>	<u>638,645</u>	<u>2,828,504</u>	<u>2,803,094</u>
Loss from Operations	<u>(547,122)</u>	<u>(515,732)</u>	<u>(2,337,425)</u>	<u>(2,289,918)</u>
Other Income (Expenses)				
Payroll Tax Revenue	880,000	953,479	2,304,273	2,533,479
Interest Revenue	11,648	---	56,487	18,422
SAIF Adjustment	---	---	---	---
Federal Operating Assistance	---	---	---	---
State Operating Assistance	---	---	78,406	---
Total Other Income (Expenses)	<u>891,648</u>	<u>953,479</u>	<u>2,439,166</u>	<u>2,551,901</u>
Net Income (Loss)	<u>\$344,526</u>	<u>\$437,747</u>	<u>\$ 101,741</u>	<u>\$ 261,983</u>

LANE COUNTY MASS TRANSIT DISTRICT
COMPARISON OF YEAR TO DATE BUDGETED EXPENDITURES TO ACTUAL
FOR THE FIVE MONTHS ENDING NOVEMBER 30, 1982

	<u>ACTUAL</u>	<u>YEAR-TO-DATE BUDGET</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<u>Administrative Department</u>			
Personal Services	\$ 137,583	\$ 154,152	\$ 16,569
Materials & Supplies	30,295	42,785	12,490
Contractual Services	41,669	100,600	58,931
Total Administration	<u>209,547</u>	<u>297,537</u>	<u>87,990</u>
<u>Marketing & Planning</u>			
Personal Services	145,442	145,033	(409)
Materials & Supplies	25,286	51,955	26,669
Contractual Services	86,107	160,500	74,393
Total Mktg. & Planning	<u>256,835</u>	<u>357,488</u>	<u>100,653</u>
<u>Transportation</u>			
Personal Services	1,288,407	1,364,908	76,501
Materials & Supplies	3,158	6,750	3,592
Total Transportation	<u>1,291,565</u>	<u>1,371,658</u>	<u>80,093</u>
<u>Maintenance</u>			
Personal Services	363,598	379,033	15,435
Materials & Supplies	366,318	439,850	73,532
Contractual Services	22,141	34,900	12,759
Total Maintenance	<u>752,057</u>	<u>853,783</u>	<u>101,726</u>
Total	<u>\$2,510,004</u>	<u>\$2,880,466</u>	<u>\$370,462</u>

LANE COUNTY MASS TRANSIT DISTRICT
CASH FLOW FORECAST
NOVEMBER 30, 1982

	(In Thousands)						
	DEC	JAN	FEB	MAR	APR	MAY	JUN
Beginning Cash Balance	\$1,441	\$ 987	\$ 851	\$1,479	\$ 884	\$1,363	\$1,933
Anticipated Receipts:							
Passenger Fares	121	112	115	117	101	97	
Payroll Taxes	10	150	1,015	10	150	1,015	10
Section 5 Operating Assistance	---	---	---	---	651	---	---
State Operating Assistance	---	88	---	---	88	---	---
Other Revenue	4	3	3	3	3	3	6
Capital Assistance	10	10	50	50	100	100	100
Total Cash Available	1,586	1,350	2,034	1,659	1,977	2,578	2,049
Anticipated Disbursements:							
Personal Services	330	340	340	491	340	330	330
Other Operating Expenses	145	145	145	145	145	145	145
Insurance	10	---	41	10	---	41	10
Capital Outlay	114	14	29	129	129	129	127
Total Disbursements	599	499	555	775	614	645	612
Ending Cash(*) Balance	\$ 987	\$ 851	\$1,479	\$ 884	\$1,363	\$1,933	\$1,437

*Cash includes short-term investments in C.D.'s and the LGIP.

LANE COUNTY MASS TRANSIT DISTRICT
SUMMARY OF INVESTMENTS
FOR THE MONTH ENDING NOVEMBER 30, 1982

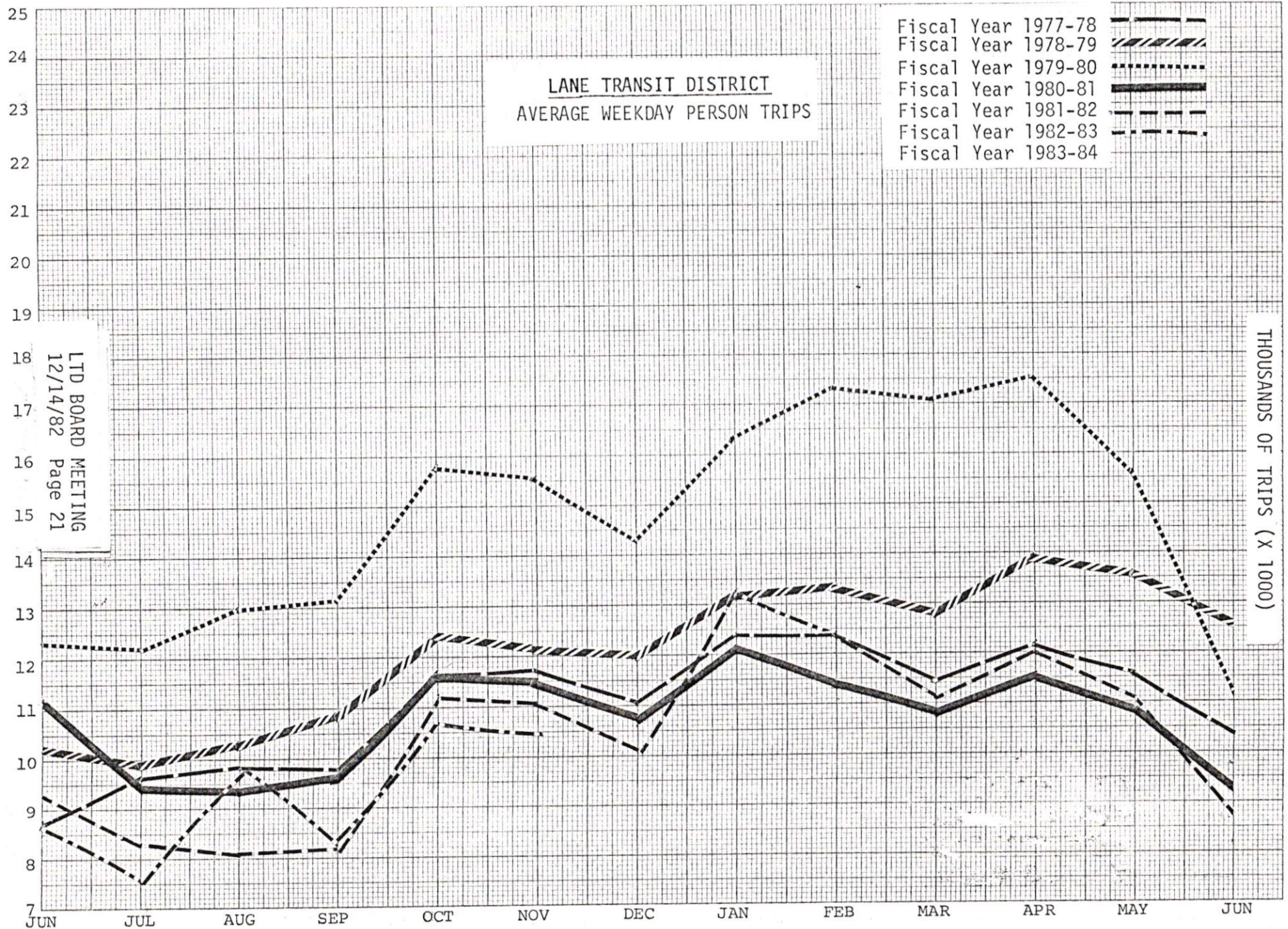
	Ending Balance	Average Balance	Average Interest Rate	Interest Earnings
Local Government Investment Pool	\$1,322,473	\$1,511,691	8.73%	\$10,847.85
Certificate of Deposit State Savings & Loan	100,000	100,000	9.60%	800.00

Quotations received from local financial institutions ranged from approximately 1/4% above to 1 1/2% lower than the LGIP.

RIDERSHIP SUMMARY FOR NOVEMBER, 1982

STATISTIC	CURRENT MONTH				FISCAL YEAR TO DATE			
	TDP Goal*	Actual	Actual	% Change	TDP Goal*	Actual	Actual	% Change
MONTHLY RIDERSHIP Fixed Route Person-Trips	263,000	246,155	247,483	-0.5%	1,206,700	1,146,318	1,140,872	+0.5%
AVERAGE FARE Fixed Route	.41	.43	.41	+4.9%	.43	.40	.42	-4.8%
FAREBOX REVENUE	\$106,900	\$106,130	\$100,588	+5.5%	513,100	455,493	480,620	-5.2%
ACCESSIBLE SERVICE Lift Person Trips	---	372	385	-3.4%	---	1,802	1,956	-7.9%
DIAL-A-BUS Monthly Person-Trips	---	1,740	1,647	+5.6%	---	7,702	8,238	-6.5%

* 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.



OPERATIONS DEPARTMENT

BOARD REPORT

NOVEMBER 1982

	November 1982 -----	FY 82-83 Year-to-Date Totals/Averages -----	November 1981 -----	FY 81-82 Year-to-Date Totals/Averages -----
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TRANSPORTION DIVISION:

Absenteeism	7.4	7.6	5.4	5.6
On-Time Performance	97.36%	98.37%	96.89%	96.31%
Compliments	2			
Complaints	13			

MAINTENANCE DIVISION:

Number of Active Vehicles	64	63	67	64
Rate Available	97%	97%	96%	64%
Number of Road Calls	0	15	-	-
Miles Between Failures	234,275	123,617	-	-
Fuel Miles Per Gallon	4.85	4.82	4.49	4.95
Oil Miles Per Quart**	130.5	114.2	-	-
Total Miles	234,275	1,121,427	214,062	1,192,629

SAFETY & TRAINING:

Vehicular & Passenger Accidents/Incidents	5	35	8	32
Safe Miles Between Accidents/Incidents	46,912	32,049	26,747	37,270
On-the-Job Injury Claims	0	13	1	8
On-the-Job Injury Claims Cost (Reported Quarterly)				

*TDP Goal: On-Time Performance 97.4%
 Safe Miles 38,000

**This data is always one month behind.