

Notice was given to the Eugene  
Register-Guard for publication  
on January 12, 1983.

LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING

January 18, 1983

7:30 p.m.

Municipal Courtroom #1  
Eugene City Hall

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

Randall_____	Brandt_____	Calvert_____	Eberly_____
Langton_____	Nelson_____	Parducci_____	

III. INTRODUCTORY REMARKS BY BOARD PRESIDENT

IV. AUDIENCE PARTICIPATION

V. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes
- B. Ordinance #24--Revision of Service Boundaries
- C. Specialized Transportation Preliminary Proposal (Proposal to Replace Dial-A-Bus)
- D. Board Elections--Consideration of Splitting Vice President/Treasurer Position
- E. Appointment of Board Subcommittee to Review Goals and Objectives
- F. Appointment of Budget Committee Members

VI. ITEMS FOR INFORMATION AT THIS MEETING

- A. Current Activities
  - 1. Special Services Policy
  - 2. Eugene Transit Station Construction Status
  - 3. Budget Timeline
- B. Monthly Reporting
  - 1. Financial
  - 2. Ridership
  - 3. Operations

VII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Ordinance #24--Revision of Service Boundaries (Second Reading)
- B. Public Hearing on Capital Grant Application

VIII. ADJOURNMENT

NOTE: STAFF HAVE ARRANGED FOR BOARD MEMBERS TO HAVE A BUS AND WALKING TOUR OF THE NEW EUGENE TRANSIT STATION IMMEDIATELY FOLLOWING THE MEETING.

AGENDA NOTES

Page No.

V. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes: Enclosed for Board Approval are minutes of the December 14, 1982 Adjourned meeting and the December 21, 1982 Regular meeting. 9

- B. Ordinance #24--Revision of Service Boundaries: 15

Background: It has come to the District's attention that a number of corrections in the original legal description of the District's boundaries must be made. A revised ordinance has been prepared and must be read at two regularly scheduled meetings of the Board of Directors. The ordinance is lengthy and technical, and staff suggest that the Board vote to read the resolution by title only. Extra copies of the resolution will be available for members of the public.

Staff Recommendation: That the Board read Ordinance #24, An Ordinance Altering the Description of Territorial Boundaries for Lane County Mass Transit District and Repealing Ordinance #22, by title only, and schedule the second reading for the February meeting.

Results of Recommended Action: Staff will place this matter on the agenda for the February meeting, at which time the second reading of the Ordinance will be held, and a vote can be taken on whether or not to approve the Ordinance as revised.

- C. Specialized Transportation Preliminary Proposal (Proposal to Replace Dial-A-Bus): 29

Issue Presented: Should the Board: (1) Conceptually support the Lane Council of Governments (L-COG) Specialized Transportation Committee's preliminary proposal to replace Dial-A-Bus (DAB); (2) Agree to include special transportation funds in the District's FY83-84 budget that would be allocated to the brokered transportation services, (3) Continue to work with the Specialized Transportation Committee to integrate existing specialized transportation services into



the brokered transportation service; and (4) Affirm the District's intentions to terminate the DAB program in January, 1984, and to pursue a program of 100% fixed route accessibility?

Background: In July of 1980 the Board adopted the District's Transition Plan, which outlines the District's major programs and policies affecting frail elderly and handicapped patrons. The plan primarily calls for implementation of total fixed route accessible service and the eventual phase-out of the Dial-A-Bus program, as well as a continuing involvement with other agencies and individuals in order to develop a replacement service for those patrons unable to use the fixed route service.

Included in the agenda packet is a staff memo explaining the District's progress toward fixed route accessibility and continued involvement in the work of the Specialized Transportation Committee. Also included is the Committee's Preliminary Proposal for Specialized Transportation, which primarily recommends that L-COG serve, on an interim basis, as broker of specialized transportation services in Lane county. Funding sources and the involvement of participating agencies in decision making are also briefly discussed in the staff memo.

Staff Recommendation: That the Board: (1) Conceptually support the Committee's preliminary proposal; (2) Agree to include special transportation funds in the District's FY83-84 budget that would be allocated to the brokered transportation services; (3) Continue to work with the Specialized Transportation Committee to integrate existing specialized transportation services into the brokered transportation service; and (4) Affirm the District's intentions to terminate the Dial-A-Bus program in January, 1984, and to pursue a program of 100% fixed route accessible service.

Results of Recommended Action: The preliminary proposal will be reviewed by other participating agencies' administrations and/or governing bodies



for conceptual approval. LTD staff will continue to plan toward the termination of DAB and implementation of 100% fixed route accessibility, and to work with other participating agencies on the Specialized Transportation Committee toward integration of present services into the brokered service.

D. Board Elections--Consideration of Splitting Vice President/Treasurer Position:

Issue Presented: Should the Board split the offices of Vice President and Treasurer and elect a new Board member to fill one of those positions?

Background: 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 would be combined and that a continuing Board member would 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 have placed this issue on the agenda for this meeting.

E. Appointment of Board Subcommittee to Review Goals and Objectives:

Issue Presented: Shall the President of the Board appoint a subcommittee of the Board to develop with staff the Goals and Objectives statement of 1983-84?

Background: Annually the District reviews and updates its Goals and Objectives. A subcommittee of the Board meets with staff to prepare a goals and objectives proposal for the Board's consideration. The Transit Development Program, District Action Plans, and the budget are developed from the adopted Goals and Objectives.

F. Appointment of Budget Committee Members:

Background: 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 thought that the most equitable way to reassign the responsibility of nominating a replacement for Mr. Hansen was to ask the most senior new member of the Board, Janice Eberly, to make that nomination.

At the time the agenda packet was being prepared, staff had not received the two nomination forms. Ms. Eberly and Mr. Randall will be asked to make a verbal nomination at the meeting.

VI. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Special Services Policy: At the December, 1982 meeting, staff presented to the Board an adopted administrative policy providing for a consistent review and decision process regarding requests from the public for special LTD services. At that time, Board members asked staff to add a statement to the effect that, as part of the process, staff would suggest to those requesting special services that they try to alter their plans in order to use the fixed route service. Staff have rewritten the policy to reflect that suggestion, and the revised policy is included in the agenda packet for Board review. 36
2. Eugene Transit Station Construction Status: Included in the agenda packet is a staff memo describing progress made toward completion of the Eugene Transit Station in preparation for the move back to 10th and Willamette on January 15. 39



3. Budget Timeline: Enclosed are a staff memo and a copy of the District's 1983-84 budget timeline. If Board members have questions or concerns regarding the timeline, staff would like to know as soon as possible. 40

B. Monthly Reporting

1. Financial 43
- a. Balance Sheet 43
  - b. Comparison of Budgeted and Actual Resources and Expenditures 44
  - c. Statements of Revenue and Expenses 47
  - d. Comparison of Year-to-Date Budgeted Expenditures to Actual 48
  - e. Cash Flow Forecast 49
2. Ridership 50
- a. Summary 50
  - b. Weekday Person Trips Graph 51
3. Operations Summary 52

VII. ITEMS FOR ACTION AT A FUTURE MEETING

- A. Ordinance #24--Revision of Service Boundaries:  
Staff will schedule the second reading of the proposed boundary revision ordinance for the regularly scheduled February meeting. A vote regarding adoption of the ordinance can also be taken at that meeting.
- B. Public Hearing on Capital Grant Application Amendment:  
Staff are in the process of amending the District's Section 3 capital grant application to include replacement vehicles for drivers supervisors' use and some other needed capital acquisitions. Since the dollar amount of the application would be changed by the amendment, a public hearing must be held. Staff will schedule such a hearing for the February Board meeting and will meet legal publication deadlines required by law.



VIII. ADJOURNMENT

BOARD TOUR OF EUGENE TRANSIT STATION:

Staff have arranged to have a bus pick up the Board members after the meeting and take them to the new transit station. Staff will be present to conduct a tour of the remodeled facility and answer any questions the Board may have. Staff anticipate that this tour will take a half an hour to 45 minutes, after which the bus will return the staff and Board members to City Hall.

MINUTES OF DIRECTORS MEETING  
LANE COUNTY MASS TRANSIT DISTRICT

ADJOURNED MEETING

December 14, 1982

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

ITEMS FOR INFORMATION AT THIS MEETING:

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



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

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

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

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

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

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

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

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

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

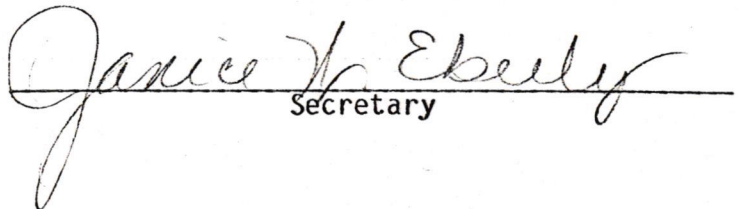
ITEMS FOR ACTION AT A FUTURE MEETING:

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

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

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

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

  
Secretary



MINUTES OF DIRECTORS MEETING  
LANE COUNTY MASS TRANSIT DISTRICT  
REGULAR MEETING

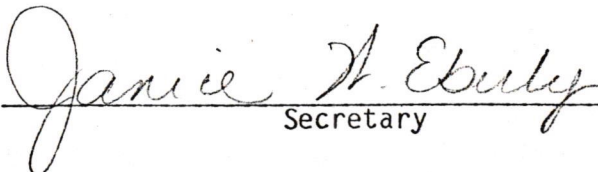
December 21, 1982

The regular monthly meeting of the Board of Directors of the Lane County Mass Transit District was held in the Eugene City Hall on December 21, 1982 at 7:30 p.m.

Present: Ted J. Langton, President, presiding

Absent: Peter M. Brandt  
Janet Calvert  
Janice Eberly, Secretary  
Judy Nelson  
Larry Parducci  
Glenn E. Randall, Vice President/Treasurer

LACK OF QUORUM: Due to lack of a quorum, Mr. Langton cancelled the meeting.

  
Secretary



## LANE TRANSIT DISTRICT

December 14, 1982

### MEMORANDUM

TO: BOARD OF DIRECTORS  
FROM: MARK PANGBORN, DIRECTOR OF ADMINISTRATIVE SERVICES  
RE: ORDINANCE REVISION OF DISTRICT BOUNDARIES

Through the service of a consulting surveyor, Branch Engineering, a detailed set of maps of the Lane Transit District has been developed. These maps are vital in determining whether specific addresses located close to the District boundaries are in or out of the District.

In developing these maps, Branch Engineering has determined that the original legal description of the boundaries included nine problems, which are in need of correction. A summary of those problems are included on Attached A.

There are three types of problems:

1. Two (2) incorrect inclusions of pieces of Linn County;
2. Four (4) typographical errors; and
3. Three (3) vague descriptions of the boundaries in the rural sections of the District.

Mr. Branch has proposed corrections for each of these problems. These proposed corrections do not change the substance of the original ordinance and have been incorporated into a revised ordinance of the legal description of the boundaries.

Staff Recommendation : That the Board approve the Revised Ordinance.

Mark Pangborn  
Director of Administrative Services

MP:gw

Attachment

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ATTACHMENT 'A'  
LTD BOUNDARY  
Corrections and Clarifications  
to Legal Description

Project No. 82-28  
November 9, 1982

Below is a description of problems found in the Lane Transit District boundary description determined from mapping by Branch Engineering. Recommended changes are listed and a copy of the revised boundary description is attached (attachment C). The original boundary description (Attachment B) has been highlighted in areas where changes were made.

Ordinance No. 22 Page/Line No.	Map Number	Problem Description	Recommended Change
Page 1, lines 4 and 5	15-04-21	"following existing channel of the Willamette River through Sections 21 and 28" results in part of Linn County being within the LTD boundary.	"thence following the Linn-Lane County Line along the Original Meander Channel of the Willamette River to its intersection with the existing channel of the Willamette River in said Section 21; thence following said existing channel"
Page 1, line 14	16-04-03	The description results in a small portion of Linn County to be included in the LTD boundary.	"1400 feet South to North line"
Page 4, lines 22 or 23	19-35	"Section 21" should be "Section 22" or "West 3½ miles" should be "West 2½ miles".	Change to: "Section 22"
Page 4, lines 25 and 26	20-25	"thence South to Carpet Hill Creek; thence Southwesterly to Lookout Point Reservoir" does not specify alignment. A specific course should be described.	Change to: "thence South to the East 1/4 corner of Section 9, Township 20 South, Range 2 East; thence southwesterly to the beginning of Carpet Hill Creek; thence southwesterly along Carpet Hill Creek to Lookout Point Reservoir;".
Page 4 and 5, line 28 and line 1	20-15	"thence Southwesterly to the Southwest corner of Section 31" does not specify alignment. A specific course should be described.	"thence Southwesterly, along the Willamette Divide to its intersection with the West line of Section 31"



Page 2 - LTD Boundary Corrections and Clarifications to Legal Description

Ordinance No. 22 Page/Line No.	Map Number	Problem Description	Recommended Change
Page 4 and 5, line 28 and line 1	20-15	"thence North 6 miles" this distance would be reduced to 5½ miles by previous change.	Change to: "thence North approximately 5½ miles to the Southeast corner of Section 36, Township 19 South, Range 1 West".
Page 6, line 22	16-02-07	"Claim No. 54" should be "Claim No. 52"	Change to "Claim No. 52"
Page 7, lines 4 and 5	18-04-14	Description calls to a "BPA Transmission Line" however, there are two BPA transmission lines in this Section that intersect Lorane Highway.	"the point of divergence of the Alvey-Tahkenitch Transmission Line and the Eugene-Goshen Transmission Line, said point being near the Southeast corner of Section 14, in Township 18 South, Range 4 West; thence Northwesterly along the Eugene-Goshen Transmission Line to a point on the Lorane Highway"
Page 9, line 5	15-04-21	"Range 5" should be changed to "Range 4".	Change to "Range 4"

Ordinance #24

in Feb.

packet





## LANE TRANSIT DISTRICT

January 14, 1983

### MEMO

To: Board of Directors

From: Executive Committee  
Leon Skiles, Service Analyst

Re: Proposal to Replace Dial-A-Bus

In July, 1980 the LTD Board of Directors adopted the District's Transition Plan. The Plan outlines the District's major programs and policies affecting frail elderly and handicapped patrons. Primarily, the Plan calls for the implementation of total fixed route accessible service and for the eventual phase out of the Dial-A-Bus program. The Plan also states a recognition that there will be a significant number of individuals who will not be able to shift from Dial-A-Bus to the fixed route system even if the buses are made accessible. In order that these persons are not denied essential and affordable transportation services, the Plan calls for the District to work with other agencies and individuals to develop an area-wide replacement service for Dial-A-Bus.

By June, 1983 the 500 series buses will have wheelchair lifts installed upon them. At that time over ninety percent of the District's urban routes will be accessible and over two-thirds of the service hours will be supplied with lift-equipped buses. With the implementation of the 500 series buses into accessible service, the need for the Dial-A-Bus program will be greatly reduced, and the District should move to implement the second major phase of the Transition Plan: the elimination of the Dial-A-Bus Program.

The District began the initial steps to phase out the Dial-A-Bus program in February, 1982 when it contracted with Special Mobility Services (SMS) to provide the District's curb-to-curb transportation services. Since the adoption of the Transition Plan, the District has also been working with the area's agencies and individuals who are responsible for frail elderly and handicapped transportation services to develop a replacement service for the Dial-A-Bus program. Initially the District had an internal committee working on the replacement of Dial-A-Bus; however, it was apparent that if a comprehensive solution to special transportation needs was to be achieved, then the committee needed to be placed in more neutral ground. In September, 1981 the Lane Council (L-COG) Council of Governments formed the Specialized Transportation Committee. The LTD Board endorsed the L-COG Committee and directed staff to work with its members to develop a replacement service for Dial-A-Bus by coordinating the available funds and demand for specialized transportation service in Lane County.

After numerous discussions and committee sessions, the Specialized Transportation Committee has issued a preliminary proposal to replace the Dial-A-Bus program when it is eliminated in January, 1984. The Committee is

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now seeking conceptual support for the proposal from the boards of agencies that will most likely be participating in the program.

The Committee's Preliminary Proposal for Specialized Transportation is attached. Primarily, the Specialized Transportation Committee recommends that the Lane Council of Governments serve, on an interim basis, as broker of specialized transportation services in Lane County. As broker, L-COG will also attempt to integrate, to the extent possible, existing service systems. Available funding, potentially coming from LTD, School District 4J, the State of Oregon Medicaid Program and the Older American Act, would be used to contract with a service provider or providers to meet those needs of the transportation handicapped which will not be met by LTD's accessible fixed route bus system. Agencies providing funding would be involved in the policy decisions in the brokerage of the specialized transportation services.

#### ACTION REQUESTED

The Committee is asking that the LTD Board of Directors take the following actions:

1. Conceptually support the Committee's preliminary proposal.
2. Include special transportation funds in the District's 83-84 budget that would be allocated to the brokered transportation services.
3. Continue to work with the Specialized Transportation Committee to integrate existing specialized transportation services into the brokered transportation service.
4. Affirm the District's intentions to terminate the Dial-A-Bus program in January, 1984, and to pursue a program of 100% fixed route accessible service.



Leon Skiles  
Service Analyst

LS:ms



SPECIALIZED TRANSPORTATION  
PRELIMINARY PROPOSAL

PRESENTED TO THE  
L-COG BOARD OF DIRECTORS AND THE  
LANE TRANSIT DISTRICT

JANUARY, 1983

SPECIALIZED TRANSPORTATION COMMITTEE  
LANE COUNCIL OF GOVERNMENTS  
125 EAST 8TH AVENUE  
EUGENE, OREGON

## SUMMARY

The Specialized Transportation Committee recommends that the Lane Council of Governments serve, on an interim basis, as broker of specialized transportation services in Lane County. As broker, L-COG will also attempt to integrate, to the extent possible, existing service systems. Available funding, potentially coming from LTD, School District 4J, the State of Oregon Medicaid Program and the Older American Act, would be used to contract with a service provider or providers to meet those needs of the transportation handicapped which will not be met by LTD's fixed route bus system. Agencies providing funding would be involved in the policy decisions in the brokerage of the specialized transportation services. In general, the recommendation will be implemented through the following ten step process:

1. Conceptual support for the recommendation by the LTD Board of Directors and Senior Programs (Jan., '83).
2. Conceptual support by other potential potential (Jan.-Feb., '83).
3. Approval of the concept by the L-COG Board of Directors (Jan., '83).
4. Inclusion of special transportaion funds in LTD and other funding sources' budgets for use by the transportation broker (Feb.-June, '83).
5. Development planning for the administrative integration of separate, existing specialized transportation services (Feb.-June, '83).
6. Public input process with program changes as necessary (May, '83).
7. Ratification of program design by affected agencies (June-July, '83).
8. Implementation of administrative structure and selection, through a Request for Proposal process, of a service provider or providers (July-Dec., '83).
9. Implementation of service (Jan., '84).
10. Review and evaluation of broker and service provider performance (May, '83-Nov., '84).

## BACKGROUND

In July, 1980, Lane Transit District adopted its Transition Plan. The Plan calls for the implementation of total fixed route accessible service and the phase-out of the Dial-A-Bus Program. Because of the area-wide impact that the phase-out of Dial-A-Bus will have, the District recommended that an area-wide committee be formed to plan for and coordinate specialized transportation services.



The Lane Council of Governments approved formation of the Specialized Transportation Committee in September, 1981. The L-COG Board identified the role of the Committee to include exploring specialized transit consortia and making recommendations to the Board and transit providers on elderly and handicapped transportation issues. The need for the Committee was based on the assumption that identification and coordination of limited specialized transportation resources can improve the efficiency and level of services. Its purpose was to function as the local specialized transportation coordination group with the goal of developing more cost-effective and improved transit services to the handicapped and frail elderly. Specific activities to accomplish this goal included:

1. The evaluation of alternative service delivery systems that enhance the effectiveness of local transportation dollars and eliminate service duplication.
2. The development of recommendations for the improvement of transportation service for the elderly and handicapped.
3. The identification and development of consortium agreements between service providers.
4. The provision of advice to the Lane Transit District (LTD) on the Dial-A-Bus replacement program.

The Committee membership included representatives from a variety of planning and service agencies and private service providers. Committee participants are listed in Attachment A.

#### IMPACT OF FIXED ROUTE ACCESSIBILITY

The Committee supports LTD's plan to establish handicap accessibility devices on 90 percent of the metro fleet by June of 1983 and 100 percent by June of 1984. Fixed route accessibility not only reduced the cost incurred by special transportation efforts but also provides augmented opportunities for the frail elderly and handicapped to have available a special transportation service. Without a "curb-to-curb" and/or a "portal-to- or -through-portal" service, mobility for many would be hampered irreparably; the relationship between mobility and the physical and mental health of a person is obvious. The Committee wholeheartedly recommends that those agencies currently funding special transportation services continue that funding support.

#### PROPOSED ADMINISTRATIVE STRUCTURE

The Committee recommends that a brokerage role be developed to receive funds slated for special transportation services. The "broker" would develop and disseminate a Request for Proposals for direct service provision, select the most appropriate provider or providers submit fiscal and service reports and monitor and assess the provider's performance. L-COG is recommended to serve in the brokerage role on an interim basis. L-COG is the recommended interim administrative body due to its experience in planning, coordination and contracting "pass-thru" funds.

The Committee recognizes that the ultimate decision-making authority with regard to the use of funds continues to rest with the funding organization which will contract with the "broker" for specific service delivery. L-COG, as the "broker", would establish an advisory structure for policy issues directly related to the brokerage functions. The advisory structures would include representation from the funding sources as well as the service target groups. During L-COG's functioning as interim "broker," the advisory structure would also review and recommend the organization to be designated "broker" on an on-going basis, which may include L-COG or another existing public body or a new consortium organization.

It is understood that various agencies have or will place different restrictions upon the use of their funds. The final administrative structure and service provider will reflect the needs and requirements of the agencies who finally commit resources to broker specialized transportation services.

#### SERVICE SYSTEMS INTEGRATION

The Committee has noted that the types of specialized transportation services in existence are numerous. However, during the Committee's deliberations, a high level of interest was generated about potential methods and designs to improve the overall service system. It was determined that the mechanism most promising was based upon the concept of integration of the multiple existing service systems. Initially, the prospect of developing a "base corps" of special transportation services through integration was deemed to have merit. More specifically, the two existing volunteer-based and reimbursed service programs indicated a strong interest in pursuing means to improve cost-effectiveness through integration and perhaps consolidation with the Dial-A-Bus program.

#### SERVICE PRIORITIES

The focus of the special transportation services to be rendered through this broker would be upon the severely mobility impaired. The service dimension would be twofold: (1) depending upon the individual's need, a demand responsive service, and (2) a regularly scheduled service, based upon the "Maxi-Taxi" model, providing transportation to common destinations.

It is recognized that current resources do not meet all transportation needs that exist; client eligibility and trip purpose will be generally restricted so that available funds are expended on the most pressing and appropriate needs.



ATTACHMENT A

L-COG SPECIAL TRANSPORTATION COMMITTEE PARTICIPANTS

Lane Transit District

Lane Council of Governments - Transportation and Aging Programs

Vocational Rehabilitation

Adult and Family Services

Willamalane Park and Recreation District

Eugene School District 4J

Springfield School District 19

City of Eugene

City of Springfield

Private Providers of Specialized Transit

Independent Living Program

Special Mobility Services

Interested Parties



## LANE TRANSIT DISTRICT

January 10, 1983

MEMO

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

In December, we reviewed a draft of the attached policy which had been adopted by staff. The Board suggested an addition, which has been listed in Item 1 under "Procedure," and requested further review at the January meeting.

The policy will allow staff to handle most public requests for service that cannot easily be accommodated by fixed route or charter programs. In the past, such requests have been routinely referred to the Board for action.

Ed Bergeron  
Marketing Administrator

EB/em

attachment

LTD BOARD MEETING  
01/18/83 Page 36

## POLICY FOR REVIEW OF SPECIAL SERVICE REQUESTS

### I. 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. Staff will determine if sponsors could possibly change their own schedules to more effectively utilize existing LTD schedules and services.

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.



## LANE TRANSIT DISTRICT

January 12, 1983

TO: Board of Directors  
FROM: Planning Administrator  
RE: Eugene Transit Station Construction Status

The Construction of the Eugene Transit Station has been progressing well. Work on the station, however, will not have been completed when the buses move back to 10th & Willamette on Saturday, January 15. The delayed delivery of benches and street lights has set back the final completion of the project until mid-March. It has been decided that the absence of these two components can be compensated for and that the opening of the new station need not be delayed further.

Two types of benches are being installed at the Transit Station site; contoured benches will be located on the sidewalks and flat benches will be placed in the shelters. The contoured benches should be in place by the end of January. The flat benches were designed incorrectly by the manufacturer and had to be returned. We do not expect to receive these benches until late February or early March. In the meantime, we will be using benches loaned by the Parks & Recreation Department in the shelters. Although these are older benches that will look somewhat out of place with the other components of the Mall, they should function well.

The street lights should be installed by the end of January. Even without these lights, the site is brighter at night now than it was prior to construction. We do not therefore foresee problems with the delay of this component.

The contractor will also be busy with some "touch-up" work during the next few weeks. This work should not interfere with the normal operation of the station.

Stefano Viggiano  
Planning Administrator

SV:sv





## LANE TRANSIT DISTRICT

### MEMORANDUM

January 7, 1983

TO: Board of Directors  
FROM: Accountant  
RE: 1983-84 Budget Timeline

A copy of the District's 1983-84 Budget Timeline is attached for your review. The process is basically the same as that followed by the Board of Directors and the Budget Committee last spring with the exception that the TDP would be completed prior to adopting the budget.

The timeline is not yet etched in stone so if you have any conflicts or suggestions for more convenient meetings, please bring them up as soon as possible.

Thank you.

*Karen R. Brotherston*

Karen R. Brotherston  
Accountant

KRB/ms

LANE TRANSIT DISTRICT  
BUDGET AND TDP TIMELINE  
FISCAL YEAR 83-84

DATE	DESCRIPTION
12/82	* Board of Directors to begin to fill vacant budget committee positions
12/82	Budget form formats to divisions
1/82	Division meetings regarding 83-84 budget
1/7	Revenue forecast - 1st draft
	Draft organization goals published by Executive Committee
1/14	Action plan instructions to divisions, including forms
1/18	* Board appoint subcommittee for organization goals review
1/28	Divisions submit 3 year goals and 1 year action plans
2/4	Executive committee review and resolve any goal/action plan conflicts
2/8	* Board subcommittee review and approve organization goals and action plans (if this step desired by Board)
2/11	Revenue forecast - 2nd draft
2/15	* Board review and approve organization goals and action plans
	* Board appoint salary subcommittee
2/16	Publish (internally) organization goals and action plans
	Budget instructions to divisions, including expenditure guidelines and chart of account descriptions
2/21	TDP-Outline
3/2	Divisions submit budget requests and 3 year capital plans to Department Heads
3/4	Budget requests submitted to Budget Officer
	Revenue forecast - final
3/9	Budget draft - 1st draft by Budget Officer
3/9 - 3/18	Staff Budget Committee adjusts drafted budget
3/10	Publish notice of Budget Committee meeting and public hearing



3/11 Salary/benefit package completed for submission to Board salary subcommittee

3/15 \* Salary subcommittee approve salaries

3/22 \* Budget Committee - 1st meeting - Budget message and public hearing

3/25 Draft budget completed by Budget Officer

3/30 Executive Committee approve draft budget

4/1 Deliver draft budget to Budget Committee members

4/5 \* Budget Committee meeting - revenue forecast

4/13 TDP - 2nd draft - approved by Executive Committee

4/19 \* Board of Directors meeting (review draft TDP if there is no subcommittee which will review it)

4/26 \* Board subcommittee on goals review draft TDP (if desired by Board of Directors)

5/3 \* Budget Committee meeting - Administration, Marketing and Planning, Transportation

5/6 TDP - final draft

5/10 \* Board (full or subcommittee on goals) approve final draft TDP

5/13 TDP - final typed TDP

5/17 \* Board of Directors approve TDP

5/24 \* Budget Committee meeting - Maintenance, Capital Projects, Risk Management

5/31 Publish 1st notice of Budget adoption

6/7 \* Budget Committee meeting - approve budget

6/9 Publish 2nd notice of Budget adoption

6/21 \* Board of Directors adopt budget, make appropriations

7/1 Submit adopted budget to State of Oregon

\*Denotes Board/Budget Committee involvement

LANE COUNTY MASS TRANSIT DISTRICT  
BALANCE SHEET  
DECEMBER 31, 1982 AND 1981

<u>ASSETS</u>	<u>1982</u>	<u>1981</u>
Current Assets:		
Cash	\$ 146,676	\$ 61,026
Investments	955,539	240,377
Accounts Receivable	46,410	2,983
Inventory	352,454	323,081
Prepaid Expenses	52,782	27,062
Sub-Total	<u>1,553,861</u>	<u>654,529</u>
Less: Restricted Assets	<u>(1,472,744)</u>	<u>(518,585)</u>
Total Current Assets	<u>81,117</u>	<u>135,944</u>
Property, Plant, and Equipment	7,400,164	6,676,356
Less: Accumulated Depreciation	<u>(2,268,701)</u>	<u>(1,762,279)</u>
Net Property, Plant & Equipment	<u>5,131,463</u>	<u>4,914,077</u>
Other Assets:		
Deposits	37,532	51,237
Restricted for Future Capital Outlay	1,151,623	261,155
Restricted for Risk Management	321,121	257,430
Total Other Assets	<u>1,510,276</u>	<u>569,822</u>
<b>TOTAL ASSETS</b>	<b><u>\$6,722,856</u></b>	<b><u>\$5,619,843</u></b>

LIABILITIES AND DISTRICT EQUITY

Current Liabilities:		
Accounts Payable	\$ 123,184	\$ 23,782
Accrued Payroll and Withholdings	58,837	154,120
Employee Benefits Payable	128,418	56,945
Other Current Liabilities	1,102	---
Claims Payable	22,500	---
Unearned Revenue	28,944	16,441
Total Current Liabilities	<u>362,985</u>	<u>251,288</u>
District Equity:		
Contributed Under Governmental Grant Programs	6,176,014	5,631,225
Retained Earnings:		
Restricted for Contingent Liability	75,000	---
Unrestricted	108,857	(262,670)
Total District Equity	<u>6,359,871</u>	<u>5,368,555</u>
<b>TOTAL LIABILITIES AND DISTRICT EQUITY</b>	<b><u>\$6,722,856</u></b>	<b><u>\$5,619,843</u></b>



LANE COUNTY MASS TRANSIT DISTRICT  
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES  
GENERAL FUND  
FOR THE SIX MONTHS ENDING DECEMBER 31, 1982

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BALANCE</u>
<u>Resources:</u>			
<u>Operating Revenues:</u>			
Passenger Fares	\$ 562,495	\$1,287,200	\$ (724,705)
Charters	17,865	14,900	2,965
Advertising	22,056	32,900	(10,844)
Miscellaneous	4,737	---	4,737
TOTAL	<u>607,153</u>	<u>1,335,000</u>	<u>(727,847)</u>
<u>Non-Operating Revenues:</u>			
Interest	51,519	50,000	1,519
Payroll Taxes	2,304,273	4,700,000	(2,395,727)
Federal Operating Assistance	---	651,000	(651,000)
State Operating Assistance	168,397	350,000	(181,603)
TOTAL	<u>2,524,189</u>	<u>5,751,000</u>	<u>(3,226,811)</u>
TOTAL RESOURCES	<u>3,131,342</u>	<u>7,086,000</u>	<u>(3,954,658)</u>
<u>Expenditures:</u>			
<u>Administrative Dept.:</u>			
Personal Services	170,690	370,000	199,310
Materials and Supplies	33,399	89,500	56,101
Contractual Services	42,320	126,000	83,680
TOTAL	<u>246,409</u>	<u>585,500</u>	<u>339,091</u>
<u>Marketing &amp; Planning Dept.:</u>			
Personal Services	173,835	347,700	173,865
Materials and Supplies	51,379	92,400	41,021
Contractual Services	127,969	329,000	201,031
TOTAL	<u>353,183</u>	<u>769,100</u>	<u>415,917</u>
<u>Transportation Dept.:</u>			
Personal Services	1,560,005	3,275,800	1,715,795
Materials and Supplies	4,022	19,100	15,078
TOTAL	<u>1,564,027</u>	<u>3,294,900</u>	<u>1,730,873</u>
<u>Maintenance Dept.:</u>			
Personal Services	442,989	909,700	466,711
Materials and Supplies	449,799	1,070,300	620,501
Contractual Services	28,540	86,200	57,660
TOTAL	<u>921,328</u>	<u>2,066,200</u>	<u>1,144,872</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>3,418,062</u>	<u>7,086,000</u>	<u>3,667,938</u>
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	<u>\$ (286,720)</u>	<u>\$ -----</u>	<u>\$ (286,720)</u>

LANE COUNTY MASS TRANSIT DISTRICT  
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES  
CAPITAL PROJECTS FUND  
FOR THE SIX MONTHS ENDING DECEMBER 31, 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	12,500	236,000	(223,500)
State Assistance	---	65,300	(65,300)
Other Grant Resources	756	---	756
Transfer From General Fund	186,400	186,400	---
Total Resources	<u>1,331,033</u>	<u>1,957,000</u>	<u>( 625,967)</u>
<u>Expenditures</u>			
Locally Funded			
Bus Related Equipment	6,603	15,000	8,397
Land & Buildings	19,559	335,000	315,441
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>46,455</u>	<u>402,700</u>	<u>356,245</u>
FAU Funded			
Bus Stop Improvements	88,981	100,000	11,019
Land & Buildings	---	391,000	391,000
Total FAU Funded	<u>88,981</u>	<u>491,000</u>	<u>402,019</u>
UMTA Funded			
Bus Related Equipment	1,855	268,000	266,145
Bus Stop Improvements	9,414	34,000	24,586
Office Equipment	---	62,700	62,700
Computer Hardware & Software	2,000	111,500	109,500
Total UMTA Funded	<u>13,269</u>	<u>476,200</u>	<u>462,931</u>
Total Expenditures	<u>148,705</u>	<u>1,369,900</u>	<u>1,221,195</u>
Ending Fund Balance	<u>\$1,182,328</u>	<u>\$ 587,100</u>	<u>\$ 595,228</u>



LANE COUNTY MASS TRANSIT DISTRICT  
COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES  
RISK MANAGEMENT FUND  
FOR THE SIX MONTHS ENDING DECEMBER 31, 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	13,413	---	13,413
Total Resources	<u>431,317</u>	<u>296,200</u>	<u>135,117</u>
 <u>Expenditures</u>			
Administration	27,679	32,000	4,321
Worker's Compensation	29,024	53,200	24,176
Liability Insurance	44,513	145,500	100,987
Miscellaneous Insurance	2,153	25,000	22,847
Total Expenditures	<u>103,369</u>	<u>255,700</u>	<u>152,331</u>
 Reserved for Incurred Liabilities	<u>\$327,948</u>	<u>\$ 40,500</u>	<u>\$287,448</u>

LANE COUNTY MASS TRANSIT DISTRICT  
STATEMENTS OF REVENUES AND EXPENSES  
FOR THE SIX MONTHS ENDING DECEMBER 31, 1982

	Current Month		Year-To-Date	
	<u>1982</u>	<u>1981</u>	<u>1982</u>	<u>1981</u>
Operating Revenue				
Passenger Fares	\$ 108,143	\$ 95,569	\$ 562,495	\$ 584,960
Charters	---	375	17,865	8,875
Advertising	3,655	3,295	22,056	7,408
Other	4,276	2,896	4,737	14,068
Total Operating Revenue	<u>116,074</u>	<u>102,135</u>	<u>607,153</u>	<u>615,311</u>
Operating Expenses				
Administration	36,862	35,496	246,409	221,978
Marketing & Planning	96,348	51,870	353,183	323,992
Transportation	272,462	297,046	1,564,027	1,720,967
Maintenance	169,271	155,741	921,328	970,799
Insurance	12,684	10,216	103,369	115,726
Depreciation	45,000	43,333	270,000	260,000
Other	---	---	2,815	---
Total Operating Expenses	<u>632,627</u>	<u>593,702</u>	<u>3,461,131</u>	<u>3,613,462</u>
Loss from Operations	<u>(516,553)</u>	<u>(491,567)</u>	<u>(2,853,978)</u>	<u>(2,998,151)</u>
Other Income (Expenses)				
Payroll Tax Revenue	---	(10,000)	2,304,273	2,523,479
Interest Revenue	8,445	16,418	64,932	34,840
SAIF Adjustment	---	---	---	---
Federal Operating Assistance	---	---	---	---
State Operating Assistance	89,991	---	168,397	---
Total Other Income (Expenses)	<u>98,436</u>	<u>6,418</u>	<u>2,537,602</u>	<u>2,558,319</u>
Net Income (Loss)	<u>\$(418,117)</u>	<u>\$(485,149)</u>	<u>\$(316,376)</u>	<u>\$(439,832)</u>

LANE COUNTY MASS TRANSIT DISTRICT  
COMPARISON OF YEAR TO DATE BUDGETED EXPENDITURES TO ACTUAL  
FOR THE SIX MONTHS ENDING DECEMBER 31, 1982

	<u>ACTUAL</u>	<u>YEAR-TO-DATE BUDGET</u>	<u>VARIANCE FAVORABLE (UNFAVORABLE)</u>
<u>Administrative Department</u>			
Personal Services	\$ 170,690	\$ 184,984	\$ 14,294
Materials & Supplies	33,399	42,710	9,311
Contractual Services	42,320	42,500	180
Total Administration	<u>246,409</u>	<u>270,194</u>	<u>23,785</u>
<u>Marketing &amp; Planning</u>			
Personal Services	173,835	174,626	791
Materials & Supplies	51,379	56,470	5,091
Contractual Services	127,969	161,720	33,751
Total Mktg. & Planning	<u>353,183</u>	<u>392,816</u>	<u>39,633</u>
<u>Transportation</u>			
Personal Services	1,560,005	1,637,892	77,887
Materials & Supplies	4,022	9,250	5,228
Total Transportation	<u>1,564,027</u>	<u>1,647,142</u>	<u>83,115</u>
<u>Maintenance</u>			
Personal Services	442,989	454,842	11,853
Materials & Supplies	449,799	530,400	80,601
Contractual Services	28,540	38,600	10,060
Total Maintenance	<u>921,328</u>	<u>1,023,842</u>	<u>102,514</u>
Total	<u>\$3,084,947</u>	<u>\$3,333,994</u>	<u>\$249,047</u>



LANE COUNTY MASS TRANSIT DISTRICT  
CASH FLOW FORECAST  
DECEMBER 31, 1982

(In Thousands)

	JAN	FEB	MAR	APR	MAY	JUN
Beginning Cash Balance	\$1,102	\$ 975	\$1,600	\$1,003	\$1,498	\$2,072
Anticipated Receipts:						
Passenger Fares	121	112	115	117	101	97
Payroll Taxes	150	1,015	10	150	1,015	10
Section 5 Operating Assistance	---	---	---	651	---	---
State Operating Assistance	88	---	---	88	---	---
Other Revenue	3	3	3	3	3	6
Capital Assistance	10	50	50	100	100	100
Total Cash Available	1,474	2,155	1,778	2,112	2,717	2,285
Anticipated Disbursements:						
Personal Services	340	340	491	340	330	330
Other Operating Expenses	145	145	145	145	145	145
Insurance	---	41	10	---	41	10
Capital Outlay	14	29	129	129	129	127
Total Disbursements	499	555	775	614	645	612
Ending Cash(*) Balance	\$ 975	\$1,600	\$1,003	\$1,498	\$2,072	\$1,673

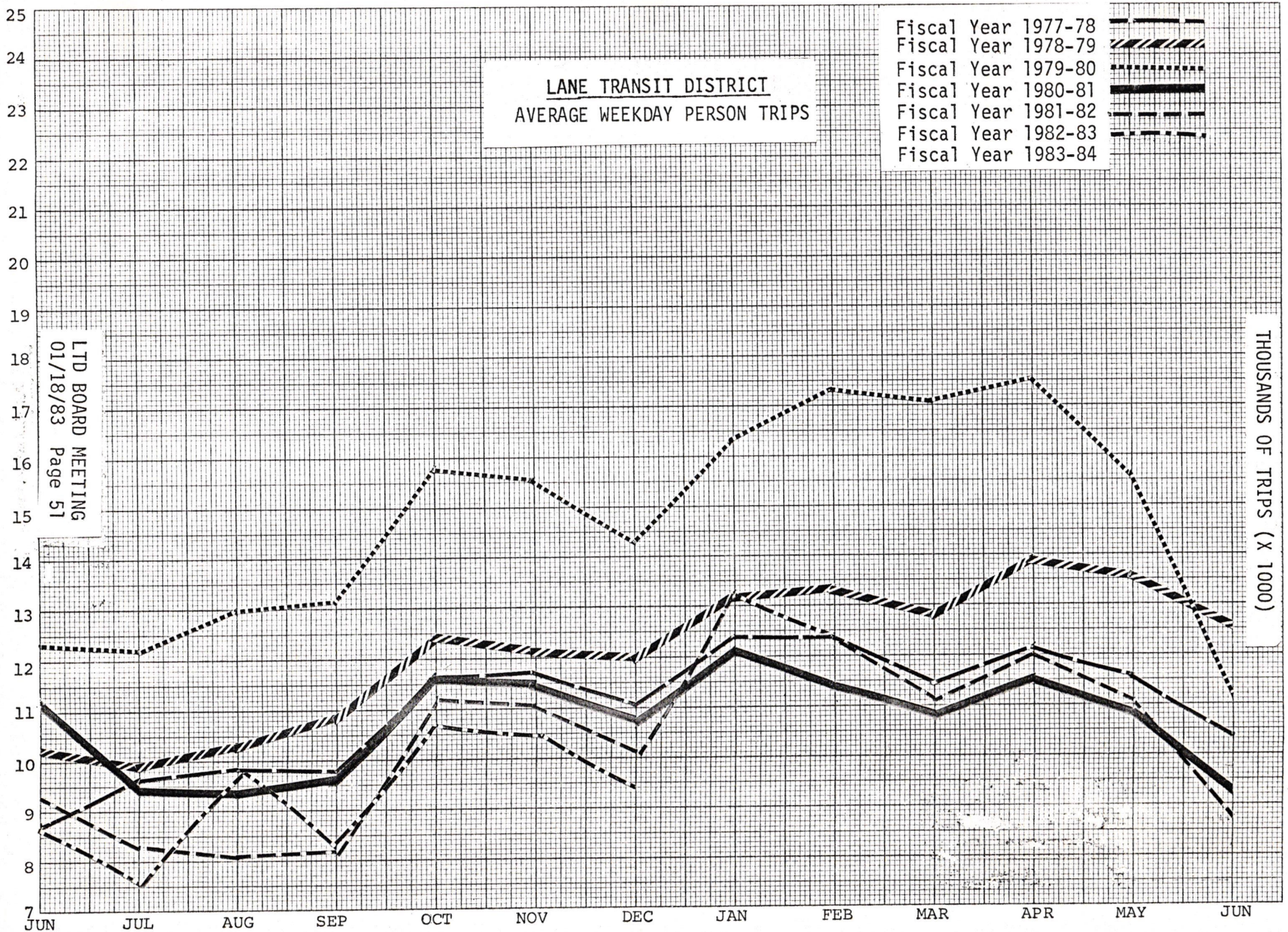
\*Cash includes short-term investments in C.D.'s and the LGIP.

RIDERSHIP SUMMARY FOR December, 1982

STATISTIC	CURRENT MONTH				FISCAL YEAR TO DATE			
	TDP GOAL*	1982-83 ACTUAL	1981-82 ACTUAL	% CHANGE	TDP GOAL*	1982-83 ACTUAL	1981-82 ACTUAL	% CHANGE
REVENUE	101,900	108,143	95,568	+13.2%	615,000	563,636	576,188	-2.2%
PERSON TRIPS	278,400	235,272	246,559	-4.6%	1,485,100	1,381,590	1,387,431	-0.4%
AVERAGE FARE	.37	.46	.39	+17.9%	.41	.41	.42	-2.3%
AVERAGE WEEKDAY RIDES	---	13,337	13,914	-4.1%	---	---	---	---
PASS SALES	---	2,591	---	---	---	---	---	---
TOKEN SALES	---	23,337	---	---	---	---	---	---

\* TDP goals are adopted on an annual basis. Monthly goals are estimated by a formula based on estimated vehicle hours, U of O and LCC enrollment, gas prices and CPI.







# OPERATIONS DEPARTMENT

## BOARD REPORT

DECEMBER 1982

	December 1982 ----	FY 82-83 Year-to-Date Totals/Averages -----	December 1981 ----	FY 81-82 Year-to-Date Totals/Averages -----
<u>TRANSPORTION DIVISION:</u>				
Absenteeism	8.4%	7.7%	9.0%	6.1%
On-Time Performance	95.97%	97.97%	95.92%	96.24%
Compliments	0	-	-	-
Complaints	17	-	-	-

### MAINTENANCE DIVISION:

Number of Active Vehicles	67	64	67	65
Rate Available	97%	97%	96%	96%
Number of Road Calls	1	16	26	--
Miles Between Failures	243,298	143,564	9,447	--
Fuel Miles Per Gallon	5.04	4.85	5.07	4.97
Oil Miles Per Quart**	120.9	115.3	112.0	--
Total Miles	243,298	1,364,725	245,616	1,438,245

### SAFETY & TRAINING:

Vehicular & Passenger Accidents/Incidents	6	41	5	37
Safe Miles Between Accidents/Incidents	40,549	33,293	49,123	38,872
On-the-Job Injury Claims	5	18	2	10
On-the-Job Injury Claims Cost (Reported Quarterly)				

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

\*\*This data is always one month behind.