Notice of a Special Board Meeting was given to the Eugene Register-Guard for publication of March 27, 1983.

LANE TRANSIT DISTRICT SPECIAL BOARD MEETING

March 29, 1983

ADJOURNMENT

VI.

7:30 p.m.

Municipal Courtroom #1
Eugene City Hall

AGENDA

I.	CALL TO ORDER							
II.	ROLL CALL							
	Brandt	Calvert	Eberly	Langton				
	Nelson	Parducci	Randall					
III.	. INTRODUCTORY REMARKS BY BOARD PRESIDENT							
IV.	AUDIENCE PARTICIPATION							
٧.	ITEMS FOR ACTION AT THIS MEETING							

Approval of Nominations for Budget Committee Vacancies

LANE TRANSIT DISTRICT

REGULAR BOARD MEETING

March 15, 1983 7:30 P.M. McNutt Room Eugene City Hall

AGFNDA

	AGLIDA						
I.	CALL TO ORDER						
II.	ROLL CALL						
	Randall Brandt Calvert Eberly						
	Langton Nelson Parducci						
III.	INTRODUCTORY REMARKS BY BOARD PRESIDENT						
IV.	AUDIENCE PARTICIPATION						
٧.	ITEMS FOR ACTION AT THIS MEETING						
	A. Approval of Minutes B. Proposed Legislation for Employee Payroll Tax Credit C. Check Signing Authority D. Special Committee on Transit Findings and Objectives E. Appointment of Budget Committee Members						
VI.	ITEMS FOR INFORMATION AT THIS MEETING A. Current Activities 1. Legislative Update - Oregon Association of Realtors' Proposal 2. Ten-Cent Fare Days - April 30 and May 14 3. Extension of Quarterly Bus Pass to the University of Oregon 4. Report from Advertising Services on the Pre-Christmas Radio Contests 5. APTA Conference						
	B. Monthly Reporting 1. Financial 2. Ridership 3. Operations						

V. ITEMS FOR ACTION AT THIS MEETING

A. Approval of Minutes: Enclosed for Board approval are minutes of the February 15, 1983 regular meeting and the March 9, 1983 special meeting.

B. Proposed Legislation for Employee Payroll Tax Credit

Issue Presented: Should the Board authorize staff to submit to the Oregon Transit Association proposed legislation to allow tax credit against payroll tax liability for employers who subsidize up to 50% of their employees' monthly transit passes?

Background: With the focus on ridership, staff have worked on ideas that might increase transit usage without affecting the total farebox revenue. Additionally, programs are sought which can give direct benefit to the payroll tax payers. The enclosed proposed payroll tax credit is a program which combines both goals.

Staff Recommendation: That the Board authorize staff to propose legislation which would allow employers to subsidize monthly transit passes up to a maximum of 50% and to deduct 50% of the actual subsidy from their payroll tax liability.

Results of Recommended Action: Staff will submit the proposal to the Oregon Transit Association for introduction to the Oregon Legislature. Staff will also keep the Board informed of progress on the proposed legislation.

C. Check Signing Authority:

Background: At the February 15 meeting, the Board voted to increase the signing authority of the Director of Administrative Services and the Accountant to \$25,000 and to allow either, but not both, of these positions to sign on checks \$25,000 or greater as long as the second signator on the check is one of the following: Board President, Board Treasurer, or General Manager. Staff agreed to include in the March agenda packet a resolution and changes to the Board Policy Manual necessary to complete this change in policy.

Those documents are enclosed. Changes to Chapter 8--Budget and Finance of the Board Policy Manual have been underlined for Board review.

Staff Recommendation: That the Board adopt the enclosed resolution authorizing the changes in check signing authority and approve the changes to Section 8.022, Disbursement of Funds, of the Board Policy Manual.

Results of Recommended Action: Staff will direct the Bank of the Northwest to process checks according to the new policy.

D. Special Committee on Transit Findings and Recommendations

Background: At its October 19, 1982 meeting, the Board ratified a mission statement for a Special Committee on Transit. Members were named to the Committee and meetings have been held for the past four months. Discussions have centered on the community's attitude toward transit and types of funding available to the District.

Included in the agenda packet are a letter from the Committee Chairperson, Jon Hinds, and a list of findings and recommendations prepared by the Committee. The Committee expressed a willingness to meet in the future on similar issues, especially after the State Legislature makes decisions regarding taxing mechanisms.

Staff Recommendation: That the Board accept the enclosed findings and recommendations and, through the staff, remain in contact with the Special Committee on Transit and prepare to reconvene that Committee at an appropriate time in the future.

E. Appointment of Budget Committee Members:

Background: Mr. Randall and Ms. Calvert are charged with nominating replacement members for John DeWenter and Mary Porter Leistner, who have resigned from the Budget Committee. Verbal nominations will be made at the meeting.

- VI. ITEMS FOR INFORMATION AT THIS MEETING
 - A. Current Activities
 - Proposal: Enclosed for Board review are a staff memo and correspondence from the Oregon Department of Revenue explaining proposed legislation and its possible impact on the District. A verbal report will also be made at the meeting.

2. Ten-Cent Fare Days: April 30, May 14

Background: Last year the District offered 10-cent fares in conjunction with two events, the Eugene Downtown Association's "40-50-60% Off Sale" and the Eugene-Springfield area Imagination Celebration, when they fell on the same Saturday. LTD also participated in the Imagination Celebration in other ways, including having musicians on buses, poetry readings, and a bus display on the Eugene Mall. This year, the EDA has proposed that the District offer a 10-cent fare day on Saturday, April 30 in conjunction with their big sale. They have offered to reimburse the District for expected revenue losses, to a maximum of \$378.71. In addition, LTD will once again participate in the Imagination Celebration with a 10-cent fare day on Saturday, May 14. Past 10-cent fare days have been very popular with the public, as evidenced by significant increases in ridership.

Included in the agenda packet is a memo from staff on this subject. Staff will be working with the EDA and the Imagination Celebration Committee to implement and advertise both 10-cent fare promotions, in accordance with present Board policy.

3. Extension of Quarterly Bus Pass to the University of Oregon

Background: In December, 1981, the Board approved a quarterly pass program for Lane Community College. That program is partially subsidized by student fee funds, and has resulted in an estimated 3% increase in ridership. Approximately 800 passes, at \$36.00 each, are sold each quarter to LCC students.

Staff have been negotiating for some time with the administration and student government at the University of Oregon (UO) for their participation in a similar pass program. A staff memo included in the agenda packet explains why such a joint program has not yet been implemented. However, there is a high level of student interest, as well as a high level of staff interest, as expressed during the "Each Person Counts" brainstorming sessions on ideas for increasing ridership. For these reasons, staff

will implement a University of Oregon quarterly pass program with a slightly higher cost to the student, which would approximate the subsidy from LCC. The enclosed memo also describes the staff's estimate of the revenue impact on the District.

Staff will work with University of Oregon administration and student government to implement the program, including promotion and advertising, according to Board policy.

4. Report from Advertising Services on Pre-Christmas Radio Contests

Enclosed is a letter from Guy DiTorrice of Advertising Services, Inc., detailing the creation, progress, and success of a series of transit information contests held on local radio stations in December, 1982.

5. APTA Conference

A Western Regional Conference of the American Public Transit Assocition will be held in Seattle April 9 through 13. Included in the agenda packet are a memo regarding the anticipated participation of LTD staff and a conference agenda, for Board information.

B. Monthly Reporting

1. Financial

- a. Balance Sheet
- Comparison of Budget and Actual Resources and Expenditures
- c. Statements of Revenues and Expenses
- d. Comparison of Year-to-Date Budgeted Expenditures to Actual
- e. Cash Flow Forecast
- f. Summary of Investments

2. Ridership

- a. Summary
- b. Weekday Person Trips Graph
- Operations Summary

VII. ADJOURNMENT

MINUTES OF DIRECTORS MEETING

LANE COUNTY MASS TRANSIT DISTRICT

REGULAR MEETING

February 15, 1983

Pursuant to notice given to the Eugene Register-Guard for publication on February 10, 1983, and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane County Mass Transit District was held at the City Hall in Eugene, Oregon, on February 15, 1983 at 7:30 p.m.

Present: Peter M. Brandt, Treasurer

Janet Calvert

Janice Eberly, Secretary

Ted J. Langton, President, presiding

Judy Nelson Larry Parducci

Glenn E. Randall, Vice President Phyllis Loobey, General Manager Jo Sullivan, Recording Secretary

INTRODUCTORY REMARKS BY BOARD PRESIDENT: Mr. Langton remarked that the agenda included a hearing on a capital grant application due to amendments in the original grant application, and that the hearing was necessary in order to comply with federal regulations.

PUBLIC HEARING ON CAPITAL GRANT APPLICATION AMENDMENT: Mr. Langton opened the hearing on amending the District's application to the Urban Mass Transportation Administration for Section 3 capital funds for the fiscal year 1983-84. He asked for participation from anyone wishing to speak. There was none, and Mr. Langton closed the public hearing.

AUDIENCE PARTICIPATION: Mr. Langton then asked for audience participation on any topic other than the capital grant application. There was none. Mr. Langton informed those in the audience that they should feel free to speak when specific items on the agenda of interest to them were being discussed.

APPROVAL OF MINUTES: Mr. Randall moved that the minutes of the January 18, 1983 regular Board meeting be approved as distributed. After seconding by Ms. Eberly, the motion carried 5-0, with Mr. Brandt and Ms. Nelson not yet being present at the meeting.

RESOLUTION ON CAPITAL GRANT APPLICATION AMENDMENT: Mr. Langton called the Board's attention to the informational materials and resolution beginning on

MOTION

VOTE

MOTION

VOTE

page 13 of the agenda packet. Mr. Randall moved that the Board adopt the resolution, found on page 18 of the agenda packet, authorizing the District's General Manager to submit to UMTA an amended capital grant application for Fiscal Year 1983-84. Ms. Calvert seconded the motion, which then carried unanimously, with Mr. Brandt and Ms. Nelson not yet present.

Mr. Brandt arrived at this point in the meeting.

MOTION

CHECK SIGNING AUTHORITY: Mr. Randall moved, seconded by Mr. Brandt, that the Board adopt the staff recommendation to approve Option #1, found in the staff memo on page 19 of the agenda packet, to increase the signing authority of the Director of Administrative Services and the Accountant to \$25,000 and allow either, but not both, of these positions to sign on checks \$25,000 or greater as long as the second signator on the check is one of the following: Board President, Board Treasurer, or General Manager.

Ms. Calvert asked if checks over \$25,000 would require the signature of the Board President. Mr. Langton explained that this resolution would enable the General Manager and the Accountant to sign any check. Ms. Brotherston, the District's Accountant, further explained that the General Manager would not be the only one who could sign on a check over \$25,000, but would be able to be the second signator on any check. She stated also that the Accountant and the Director of Administrative Services would be able to sign checks under \$25,000.

Mr. Randall stated that he had misunderstood the resolution and that he thought one staff member and one Board member should sign on checks over \$25,000. He asked to withdraw the motion, but the seconder, Mr. Brandt, did not agree to withdraw. Mr. Langton stated that the purpose of the change would be to eliminate the need for staff to locate Board members all over town. He said he presently signs on checks but exercises no control over them. Mr. Randall thought such a change would set a precedent for the staff to be running the system, but Ms. Calvert and Mr. Langton thought that was what they should be doing. Mr. Brandt stated that the change would still involve good internal control, since there is a division of duties. He saw no problem with Option #1.

VOTE

Mr. Randall called for the question, and the motion carried five to one, with Mr. Randall casting the vote in opposition. Ms. Nelson was not yet present at the meeting.

ORDINANCE #24--REVISION OF SERVICE BOUNDARIES: Mr. Langton explained that Ordinance #24 had been read once by title only at a regulary scheduled meeting of the Board, and needed to be read a second time in order for the Board to vote on its adoption. He further explained that the new ordinance was basically a "housekeeping" measure to correct typographical and geographical errors found in the most recently adopted boundary ordinance. Mr. Randall

MOTION

VOTE

moved, seconded by Mr. Parducci, that Ordinance #24 be read by title only. The motion carried unanimously, with Ms. Nelson not yet present.

Mr. Langton then stated that extra copies of the ordinance were available for interested members of the audience who did not yet have one. He read the ordinance by title only: "Lane County Mass Transit District Ordinance #24, An ordinance altering the description of territorial boundaries for Lane County Mass Transit District and repealing Ordinance #22."

MOTION

VOTE

Mr. Randall moved, seconded by Mr. Parducci, that the Board adopt Ordinance #24. Mr. Langton stated that a book of maps and a wall map which had been corrected to correspond with the new ordinance were available to look at.

Ms. Nelson arrived at this point in the meeting and Mr. Langton explained to her that a motion to adopt Ordinance #24 had been made. The vote was taken and the motion passed unanimously, with all seven Board members voting.

REVIEW AND APPROVAL OF ORGANIZATIONAL GOALS AND OBJECTIVES: Mr. Langton explained that the organizational goals and objectives found in the agenda packet were a result of a meeting of a Board subcommittee. He added that, in his view, the primary objective for the next year was an increase in ridership.

On page 33 of the agenda packet, under II.A. of the Objectives, the word "and" was added after "schedules," to read "Service will emphasize stable routes and schedules and minimize service reductions." Ms. Calvert asked a question about III.A., and staff training. Ms. Loobey explained that there would not be one specific training program for all staff, but different types for each classification of staff.

The comment was made that staff would formulate action plans which incorporated these goals and objectives, and the action plans would be used in preparation of the budget.

MOTION

VOTE

Mr. Brandt moved that the Board approve the draft Fiscal Year 1983-84 Goals and Objectives as set forth on pages 33 and 34 of the agenda packet. Ms. Eberly seconded, and the motion carried by unanimous vote. A copy of the adopted Goals and Objectives is attached to these minutes.

SUBCOMMITTEE ON ADMINISTRATIVE SALARIES: Mr. Langton explained that each year a Board subcommittee reviews administrative salaries as part of the budget process. He named Mr. Parducci, Ms. Eberly, and Ms. Nelson to the subcommittee for this year. Mr. Randall stated that he would also like to serve on the subcommittee, but when Ms. Loobey reminded the Board that anytime four or more members of the Board were present that would constitute a quorum and would have to be published as a meeting of the Board, Mr. Randall withdrew his request.

APPOINTMENT TO THE BUDGET COMMITTEE: Ms. Loobey informed the Board that she had just received Mary Porter Leistner's resignation from the Budget Committee and that Ms. Calvert would be responsible for appointing someone to replace Ms. Leistner. Mr. Randall stated that he was still working on a nomination for the Budget Committee. Mr. Langton stated that the first meeting of the Budget Committee was scheduled for March 22, one week after the next Board meeting, and that it would be nice to have these two positions filled by then.

Mr. Randall asked that he be excused to attend another meeting, since the Board had finished discussing the action items for the evening.

ITEMS FOR INFORMATION AT THIS MEETING:

Financial Projections: Ms. Loobey stated that staff had waited until Monday and Tuesday for the latest information from the Oregon Department of Revenue. She said that the third quarter had traditionally been the "bell-wether" quarter for the fiscal year, and the staff had wanted to present this information to the Board, but had not been able to include it in the agenda packet for the meeting. She then handed out informational packets on this topic to the Board members, and introduced Nancy Matela, Administrative Analyst, and Karen Brotherston, Accountant, who would present the material orally for the Board's information.

Ms. Matela summarized the revenue projections in the hand-out. She stated that the projections were about three percent lower than the District's orginal projections during the budget process last year. However, she said, the good news for the District was that President Reagan's plan to decrease Federal operating assistance had failed and the District would be funded in 1983-84 at about the same level as during 1982-83. She stated that the State in-lieu-of-tax revenue projections had been based on the State's estimate which had been somewhat high and that the State's payroll was even lower than expected due to recent layoffs. Regarding interest, Ms. Matela stated that the District had had a larger cash reserve than projected, due to progress on capital projects moving more slowly than anticipated. The result, she said, was that the District's revenue outlook was off nine-tenths of one percent, or \$66,000, from the original projections.

Ms. Brotherston then summarized the expenditure information. She stated that expenditures were a little lower than anticipated, because staff had concentrated on cutting back throughout the year. Some specific savings had occurred because the Director of Administrative Services position was vacant during part of the year and because of money budgeted for binding interest arbitration but not used, personal services cutbacks made in Transportation last fall, lower fuel costs in Maintenance, and other similar savings.

Ms. Brotherston then mentioned that the District presently had an unfunded accrued vacation liability of about \$198,000, with very little chance that it

could be funded in one year. She expected that total to be down a little bit next year, but stated that it should be budgeted for in FY 83-84.

Ms. Brotherston then explained that some capital projects had been projected to be further along than they were at present, so expenditures on those had so far been lower, and that the capital fund was what was allowing the general fund to operate without borrowing money.

There was some discussion about the difficulty of keeping track of staff time involved in the separate funds, which was why interest income had been allocated to the general fund. Ms. Brotherston stated that the Risk Management fund was hoped to eventually be self-sustaining, and the resolution creating it states that interest income from it will go back to the fund to decrease the size of future allocations.

Mr. Langton thanked Ms. Matela and Ms. Brotherston for their good report.

Updated Information on River Road Transit Station: Ms. Loobey stated that staff had prepared for the Board a handout showing updated information which should allow Board members to better discuss the River Road Transit Station with the public. She said that the transit station had been designed as a long-term facility and had not been expected to be filled with cars in the first few years. However, she said, one little-known aspect of its use is that two-thirds of the people who use the station walk there or are dropped off to take the bus. She added that staff will have a better idea of the station's use after information is gathered in the Annual Route Review.

Eugene Transit Station: Paul Bonney of 587 Antelope Way, Eugene, said he wanted to give LTD a "pat on the back" for the downtown transfer station, which he thought was a great improvement.

Acting General Manager: Ms. Loobey stated that she would be out of town for the next Board meeting and that Mark Pangborn would be Acting General Manager.

Customer Service Center: Ms. Calvert asked about progress on the remodeling of the Customer Service Center downtown. Ed Bergeron, Marketing Administrator, answered that the remodeling should be completed in about two weeks and that staff were hopeful that they would be using the completed facility by March first.

MOTION VOTE ADJOURNMENT: With no further discussion, Ms. Calvert moved and Ms. Eberly seconded that the meeting be adjourned. The motion carried unanimously and the meeting was adjourned at 8:30 p.m.

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LTD BOARD MEETING

Janice W. Eberly

Attachment to Minutes

LANE TRANSIT DISTRICT FISCAL YEAR 1983-84

GOALS AND OBJECTIVES

GOALS

The District priorities for the FY 83-84 Budget are improvements in the following areas:

- 1. Ridership
- 2. Service
- 3. Employee Relations
- 4. Public Support
- 5. Capital Replacement Program
- 6. Internal Efficiency

OBJECTIVES

I. Ridership:

The District has set an objective of increasing ridership by 20% while maintaining the FY 82-83 total for farebox revenues. Ridership will be measured by rides per vehicle hour and rides per capita. The long-term purpose is to get a permanent increase in ridership to, in turn, increase the farebox-to-operating-cost ratio in the future to 30% Resources will be allocated where they are cost-beneficial to this end.

An increase in new riders as well as the number of rides per person will be sought.

II. Service:

- A. Service will emphasize stable routes and schedules and minimize service reductions.
- B. If service reductions are required, they will be based on productivity, while considering the integrity and stability of the system. Reductions would most likely occur in the following order:
 - hours of service, i.e., Saturday evenings, Sundays;
 - 2. coverage, i.e., cut unproductive routes; and
 - 3. frequency.
- C. Whenever possible, reductions should be made:
 - 1. to maintain stable routes and minimize ridership loss; and
 - in major components that are easy to understand and whose impact is easy to assess.

FY 83-84 Goals and Objectives Page Two

III. Employee Relations:

- A. Emphasis shall be placed on all levels of staff training. A specific training program will be developed for each classification of staff. Whenever possible, support staff will participate with drivers, mechanics and information clerks in training.
- B. Each Division shall devise plans for improving internal communications. The plans will insure that:
 - Each employee knows and understands their Division and District Goals and Action plans.
 - 2. Each employee is kept up-to-date on both the Division and District's progress toward these goals.

IV. Public Support:

- A. More emphasis and resources shall be placed into mass media advertising. The focus of this advertising will be to increase ridership.
- B. Develop better communication with businesses that pay the payroll tax.

V. Capital Replacement Program:

- A. Develop a general 15-year capital replacement program which addresses the general needs of the District.
- B. Develop a specific five-year replacement schedule, listing all capitol projects and a reserve funding savings schedule.
- C. Allocate FY 83-84 operational funds to capital replacement fund.

VI. Internal Efficiency:

Maintain the FY 82-83 administrative cost ratio of 16% during FY 83-84.

MINUTES OF DIRECTORS MEETING

LANE COUNTY MASS TRANSIT DISTRICT

SPECIAL MEETING

March 9, 1983

Pursuant to Notice of a Special Meeting given to the Eugene Register-Guard for publication on March 7, 1983, a special meeting of the Board of Directors of the Lane County Mass Transit District was held in the Operations Building Conference Room at 8th and Garfield Streets in Eugene on March 9, 1983, at 7:30 a.m.

Present: Peter M. Brandt, Treasurer

Janice Eberly, Secretary

Ted J. Langton, President, presiding

Judy Nelson Larry Parducci

Glenn E. Randall, Vice President Phyllis Loobey, General Manager Jo Sullivan, Recording Secretary

News Media Present:

Ron Bellamy, Eugene Register-Guard

Absent: Janet Calvert

INTRODUCTORY REMARKS BY BOARD PRESIDENT: Mr. Langton remarked that the purpose of the meeting was to consider ratification of the collective bargaining agreement. In order to discuss the agreement, he proposed that the Board should move into Executive Session.

MOTION

VOTE

EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(d): Mr. Randall moved that the Board move into Executive Session pursuant to ORS 192.660(1)(d) for the purpose of conducting deliberations with persons designated by the governing body to carry on labor negotiations. Ms. Nelson seconded, and the motion carried by unanimous vote. Mr. Bellamy stated that he was aware of restrictions placed on news coverage of such sessions.

MOTION

RETURN TO REGULAR SESSION: After returning to regular session, Mr. Randall moved, seconded by Mr. Brandt, that the Board ratify the contract as ratified by the union employees. The motion passed unanimously.

VOTE MOTION

VOTE

ADJOURNMENT: Mr. Randall moved that the meeting be adjourned. Mr. Brandt seconded the motion, and the meeting was adjourned by unanimous vote.

ance V. Eberly
Secretary

LTD BOARD MEETING 03/15/83 Page 13



March 15, 1983

T0:

BOARD OF DIRECTORS

FROM:

NANCY MATELA, ADMINISTRATIVE ANALYST

RF:

PROPOSED LEGISLATION FOR EMPLOYEE PAYROLL TAX CREDIT

Staff are proposing a piece of legislation which would allow employers to subsidize monthly transit passes up to a maximum of 50% and to deduct 50% of the actual subsidy from their payroll tax liability. The attached description of the proposal details how the legislation would affect the District in terms of ridership and funding. In summary:
Worst Case

Ridership:

+2.4%

Best Case +23.7%

Total Annual Revenue Impact:

(\$7.321)

\$103,150

With the worst case, the District would lose some money. However, if it is viewed from the ridership perspective, each new ride would cost \$.11, which is less expensive than most advertising or promotional campaigns.

If the Board approves the proposal, it will be submitted to the Oregon Transit Association who will make arrangements to introduce it to the Legislature.

Nancy Matela

Administrative Analyst

NM: qw

Attachment

PAYROLL TAX CREDIT FOR EMPLOYERS - PROPOSAL

I. PURPOSE

To increase total ridership and individual rider commitment by encouraging more people to use monthly passes.

To provide direct benefit to individual employers from payroll tax dollars.

II. PROPOSED LEGISLATION

Allow a 50% credit against the payroll tax liability for employers who subsidize up to 50% of their employees' monthly transit passes. For every \$18 pass purchased by an employee, \$9 could be subsidized by the employer for the purposes of a tax credit and \$4.50 could be taken as a credit against the payroll tax.

III. JUSTIFICATION

Although payroll tax revenue would be lost, the money would be more than recovered through a net increase in passenger revenues, and ridership would undoubtedly increase.

Typical Business (50 employees receiving \$20,000 each in wages):

Payroll Tax

50 employees X \$20,000/year = \$1,000,000 payroll

 $X \ 6 \ mil\ payroll\ tax = $6000 / year\ payroll\ tax$

Potential Credit

Optimistic Assumptions: \$9 pass subsidy and 10% transit use

10% of 50 employees = 5 employees

X 12 passes/year = 60 passes

X \$9 subsidy/pass = \$540 subsidy/year

X 50% credit = \$270 credit/year on payroll tax OR 4.5 % of the total payroll tax due

LTD BOARD MEETING 03/15/83 Page 15

Revenue Impact

Optimistic:

3000 new passes/month

X12 months

36,000

X\$18 per pass

=====

\$648,000

LESS \$334,350 - \$369,313 lost token and cash revenue

LESS \$211,500 lost payroll tax

\$68,187 - \$103,150 TOTAL REVENUE INCREASE

Pessimistic:

282 new passes/month

X12 months

===

3,384

X\$18 per pass

=====

\$60,912

LESS \$25,933 lost token and cash revenue

LESS \$42,300 lost payroll tax

(\$7,321) TOTAL REVENUE DECREASE

OR a cost of \$.11 per new ride

IV. PROS

The legislation would channel some of the payroll tax to the employer's direct benefit: employees would have dependable, on-time transportation.

Ridership would increase and consequently the buses would be fuller, giving the business community greater satisfaction for their payroll tax.

It would encourage development of the work commuter ridership segment who tend to be frequent-to-heavy users.

Businesses would not need to provide as many parking spaces for employees, and they would be perceived as progressive employers in terms of employee benefits.

V. CONS

The employer already receives income tax deductions for employee benefits (including monthly transit pass subsidies) and deductions for the payroll tax.

City, county, and state employees would not be able to take part in the program.

There may be an increase in administrative cost, especially if it is not statewide.

Pessimistic Assumptions: \$9 pass subsidy and 2% transit use

2% of 50 employees = 1 employee

X 12 passes/year = 12 passes

X \$9 subsidy/pass = \$108 subsidy/year

Payroll Tax Impact

Projected 82-83 Revenue = \$4,700,000

Optimistic: 4.5% Loss due to Subsidy Credits = \$211,500

Pessimistic: .9% Loss due to Subsidy Credits = \$42,300

Monthly Pass Impact

Assumption: all subsidies are at the 50% maximum

Optimistic: \$211,500 in tax credits = 47,000 monthly passes/year

= 3910 passes/month

Pessimistic: \$42,300 in tax credits = 9400 monthly passes/year

= 783 passes/month

Current monthly pass sales: 800-900 (during non-school months)

Ridership Impact

Optimistic Assumption: of the 3910 passholders

23% would have been former passholders

19 - 21% would have been former token riders

38 - 42% would have been former cash riders

13 - 20% would have been former non-riders

(See Source Statistics at end of proposal)

Since the full dollar committment is not there on the part of the passholder, the subsidized pass customers would probably average less rides per month than non-subsidized riders (44 per month). Assumption: 35 rides per month.

900 former pass riders X O/mo increase in rides = 0 new rides/mo

743 - 820 former token riders X 10/month increase in rides = 7430 - 8200 new rides/mo

1486 - 1642 former cash riders X 12/month increase in rides = 17,832 - 19,704 new rides/mo

508 - 782 former non-riders X 35/month = 17,780 - 27,370 new rides/mo

TOTAL = 43,042 - 55274 new person trips/month

> OR 516,504 - 663,288 new person trips/year

> > +18.4% - +23.7%

Pessimistic Assumption: of the 783 passholders

64% would be former pass riders

23% would be former cash/token riders

13% would be new riders (See Source Statistics at end of proposal)

501 former pass riders X O/month increase in rides = 0 new rides/mo

180 former cash/token riders X 11/month increase in rides = 1980 new rides/mo

102 former non-riders X 35/month increase in rides = 3570 new rides/mo

TOTAL = 5550 new person trips/mo

OR = 66,600 new person

trips/year

+2.4%

SOURCE STATISTICS

Statistics About Work Trips from '82 Origin and Destination Study How do they pay?

Cash 37% Tokens 17% Pass 43%

How often do they ride?

0-2 times/week 27% 3-5 14% 6-9 17% 10 16% 11-14 14% 15+ 10%

How many trips are taken by each fare type?

Cash 5.5 trips/week Token 5.9 Pass 10.3

"Crossover" Experience

LCC Quarterly Pass - Spring 1982

Of those students who purchased quarterly passes (deeply discounted):

13% hadn't ridden the bus before

33+% had used cash or tokens for previous bus riding

Roughly two-thirds said they rode more than usual with the quarterly pass

Jacksonville FL Demonstration - Employer Subsidized Passes

60% were already regular transit users (equivalent to pass users)

20% were occassional users before and became frequent users

20% hadn't ridden the bus before

RESOLUTION

BE IT RESOLVED that the funds of Lane County Mass Transit District on deposit at Bank of the Northwest (except the Risk Management Trust Account) may be withdrawn in amounts not exceeding \$25,000 on any one instrument of checks, drafts, receipts, or advises of debt given or signed in the District's name by any two of the following:

Ted J. Langton, President
Peter Brandt, Treasurer
Phyllis P. Loobey, General Manager
Mark Pangborn, Director of Administrative
Services
Karen Brotherston, Accountant

and the funds of the District on deposit at Bank of the Northwest (except the Risk Management Trust Account) may be withdrawn in amounts exceeding \$25,000 on any one instrument of checks, drafts, receipts, or advises of debt given or signed in the District's name by any two of the following:

Ted J. Langton, President
Glenn E. Randall, Treasurer
Phyllis P. Loobey, General Manager
Mark Pangborn, Director of Administrative
Services OR Karen Brotherston, Accountant

and,

BE IT FURTHER RESOLVED that the funds of the District on deposit at Bank of the Northwest for the Risk Management trust account may be withdrawn in amounts not exceeding \$1,000 on any one instrument of checks, drafts, receipts or advises of debt given or signed in the District's name by any one of the following:

Ted J. Langton, President
Phyllis P. Loobey, General Manager
Dale Allore, Brown Brothers Claims Adjusters
Mary Lou Meadows, Brown Brothers Claims Adjusters

and that the funds of the District on deposit at Bank of the Northwest for the trust account may be withdrawn in amounts exceeding \$1,000 but not exceeding \$2,500 on any one instrument of checks, drafts, receipts or advises of debt given or signed in the District's name by two of the following:

Ted J. Langton, President
Phyllis P. Loobey, General Manager
Karen R. Brotherston, Accountant
Dale Allore OR Mary Lou Meadows,
Brown Brothers Claims Adjusters

and,

BE IT FURTHER RESOLVED that Phyllis P. Loobey is authorized to provide to Bank of the Northwest such further evidences and documents as it shall require and to do and perform such other acts and things and to execute and deliver such other documents as may in her discretion appear reasonably necessary or proper in order to carry into effect any of the provisions of this resolution.

Secretary			
Date	 	 	

CHAPTER 8 - BUDGET AND FINANCE

8.010 Budget

- 8.011 Appointment of Budget Committee Members
- (a) The Board of Directors shall appoint seven qualified electors of the District to serve as lay members of the Budget Committee. Terms of these members shall be three years.
- (b) Appointments to the budget committee shall be made from nominations submitted by individual Directors on a rotating basis. When the term of a budget committee member expires, the Director who nominated that member shall nominate a successor for a new three-year term. When a budget committee member resigns prior to completing a term the Director who nominated that member shall nominate a successor to complete the unexpired term.

(May 18, 1982)

- 8.020 Funds Depository, Disbursements and Investments
 - 8.021 Depository of Funds
 - (a) The funds of Lane County Mass Transit District shall be deposited at the Bank of the Northwest.

(Res., October 20, 1980)

(b) The General Manager shall establish and maintain for the District a General Fund Account, a payroll account, a short-term sinking fund, and a Risk Management Trust Account.

(Res., October 20, 1980, Revised September 21, 1982)

(c) The General Manager shall provide evidence and documents, as required, in order to carry into effect any of the provisions of this section.

(Res., October 20, 1980)

- 8.022 Disbursement of Funds
- (a) The funds of the District on deposit at the bank named in Section 8.021 (except for the Risk Management Trust Account) may be withdrawn in amounts not to exceed \$25,000.00 on any one instrument of checks, drafts, receipts or advises of debts given or signed by any two of the persons holding the following offices:

- (1) President
- (2) Treasurer
- (3) General Manager
- (4) Director of Administrative Services
- (5) Accountant
- (b) The funds of the District on deposit at the bank named in Section 8.021 (except for the Risk Management Trust Account) may be withdrawn in amounts exceeding \$25,000.00 on any one instrument of checks, drafts, receipts or advises of debt given or signed in the District's name by any two of the persons holding the following offices:
 - (1) President
 - (2) Treasurer
 - (3) General Manager
 - (4) One of either Director of Administrative Services or Accountant.
- (c) The funds of the District on deposit in the Risk Management Trust Account at the bank named in Section 8.021 may be withdrawn in amounts not to exceed \$1,000 on any one instrument of checks, drafts, receipts, or advises of debts given or signed by any one person holding the following offices:
 - (1) President
 - (2) General Manager
 - (3) Director of Administrative Services
 - (4) Claims Adjusters as contracted with the District
- (d) The funds of the District on deposit in the Risk Management Trust Account at the bank named in Section 8.021 may be withdrawn in amounts exceeding \$1,000 but not to exceed \$2,500 on any one instrument of checks, drafts, receipts, or advises of debts given or signed by any two of the persons holding the following offices:
 - (1) President

 - (2) General Manager(3) Director of Administrative Services
 - (4) Accountant
 - (5) Claims adjusters as contracted with the District, of which only one may sign per instrument
- (e) At any time there is a change in one of the offices authorized to disburse funds in subsections (a) through (d) of this section, the Board of Directors shall by resolution authorize the holders of those offices, by name, to disburse funds in accordance with this section.

(Res., October 20, 1980, Revised September 21, 1982)

March 7, 1983

Ted Langton President Lane Transit District P. O. Box 2710 Eugene, OR 97402

Dear Ted:

For the past four months, the Special Committee on Transit has been meeting at the direction of LTD's Board to discuss the community's attitude toward transit and the type of funding recommended for LTD.

The attached summarizes the findings and recommendations of the Committee. Although at first glance they seem perfunctory, we feel they are a reflection of the current attitudes of people in the community. There are no magic answers or solutions to the financial situation, although the Committee would be quite willing to reconvene once the State of Oregon has restructured their taxing mechanism. The Committee feels that our membership is diverse and fairly representative of the community, and we are willing to assist you on a stand-by basis on similar issues in the future.

Sincerely,

Jon Hinds Chairperson

Special Committee on Transit

Jon Hinds/nm

JH/em

cc: Ollie Snowden, Lane Council of Governments

SPECIAL COMMITTEE ON TRANSIT

Findings and Recommendations

Community Attitudes Toward Transit

- *Transit is an integral part of the transportation system in the Eugene/Springfield area and should continue to be in the short and long run.
- *The current level of service is acceptable to most users and should be developed as demand increases.
- *It appears that a large segment of the community is indifferent toward transit.
- *Effective marketing and public relations programs should be continued to inform the public and enhance community attitudes toward transit.

Current Financing

- *LTD must continue to use and operate within current funding sources.
- *LTD should continue to strive for a 30% farebox/operating cost ratio.

Long-Range Financing

- *A broader-based tax should be sought to support transit operations and reduce or eliminate the current payroll tax.
- *The property tax is an appropriate method of financing transit.
- *Based upon changes in the tax structure currently being considered by the State Legislature, other tax revenues such as sales tax or vehicle tax may be appropriate for financing transit in the future.



LANE TRANSIT DISTRICT

March 4, 1983

MEMO

T0:

Board of Directors

FROM:

General Manager

RE:

Oregon Association of Realtors' Proposal

During the 1981 legislative session, a similar proposal was brought before the House Intergovernmental Affairs Committee. The ultimate outcome was HB2818 which provided, among other features, a criteria for determining District boundaries and the self-employment tax. The original issue, whether real estate salespersons are employees or independent contractors, was left to be argued before the Oregon Tax Court.

The Oregon Department of Revenue is proposing that as of January, 1984, real estate salespersons are to be treated as independent contractors which would exempt their compensation from the payroll tax.

The Oregon Association of Realtors' proposal would also accomplish this change in status but would also make the change retroactive to 1977 with a provision for refund of payroll taxes paid for the entire period. The best estimate we can make at this time is in the range of \$160,000 to \$220,000 from 1977 through this year.

Should the Board enact the self-employment tax, independent contractors would be subject to the tax which would mitigate to a small degree the liability associated with the realtors' proposal.

We shall keep the Board apprised of the status of the proposal. A meeting is scheduled for March 4 in Salem with representatives from the D.O.R., realtors' association, Tri-Met and LTD. A verbal report will be given at the Board meeting.

Phythis Loobey General Manager

PL/em

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Oregon Department of Revenue

REVENUE BUILDING 955 CENTER STREET N.E. SALEM, OREGON 97310

February 22,1983

Phyllis Looby, Manager Lane Transit District

Eugene, OR

I recently talked to you about the Department's proposal to adopt the Federal definition relating to employer/employees. If this definition was adopted, the Department would recommend the effective date of the change to be January 1, 1984.

The Oregon Association of Realtors is also proposing a change in the State's definition of employe. However, theirs deals only with the real estate industry that would become effective October 4, 1977. (See Section 5)

I am sending you a copy of their proposal for your information. Please direct any comment you may have to me.

Robert Ray

378-2854

dcb

Kustie

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure as introduced.

Clarifies application to real estate licensees of Oregon statutes relating to employment taxes, and conforms Oregon law to federal law.

Declares an emergency, effective on passage.

A BILL FOR AN ACT

Section 1. The Legislature recognizes that notwithstanding amendments made to ORS Chapter 696 by 1977 Oregon Laws Chapter 649 Sections 9, 17, 19, 23, 25, 27, 28, 29, 30, 32, 40, 41, 42 and 43, and 1981 Oregon Laws Chapter 617 Section 40, and amendments made to ORS Chapter 656 by 1979 Oregon Laws Chapter 864 and 1981 Oregon Laws Chapter 725 Section 1 and Chapter 854 Section 4, agencies of this state are uncertain regarding application to real estate licensees of statutes of this state relating to employers and employees. This bill is enacted to eliminate that uncertainty, to reaffirm the legislative intent of the enactments cited above, to resolve pending disputes between Oregon taxpayers and agencies of this State and to conform Oregon law to parallel provisions of the Internal Revenue Code.

- Section 2. For purposes of this Act the term "qualified real estate agent" means any individual if:
- (1) such individual is a real estate licensee under ORS Chapter 696;
- (2) substantially all of the remuneration (whether or not paid in cash) for the services performed by such individual as a real estate licensee is directly related to sales or other output (including the performance of services) rather than to the number of hours worked; and

(3) the services performed by the individual are performed pursuant to a written contract between such individual and the real estate broker, real estate appraiser or real estate organization for whom the services are performed and such contract provides that the individual will not be treated as an employee with respect to such services for Oregon tax purposes.

Section 3. For purposes of ORS Chapter 316, in the case of services performed as a qualified real estate agent:

- (1) the individual performing such services shall not be treated as an employee; and
- (2) the person for whom such services are performed shall not be treated as an employer.

Section 4. A person contracting to pay remuneration to a qualified real estate agent is not an employer of that qualified real estate agent under ORS Chapter 656. A qualified real estate agent is not entitled to benefits under ORS Chapter 656 unless such individual has obtained coverage for such benefits pursuant to ORS 656.128.

Section 5. A real estate broker, real estate organization or real estate appraiser licensed as such under ORS Chapter 696 shall not be treated as an employer of a real estate licensee at any time after October 4, 1977 and before the effective date of this Act, and the compensation paid or agreed to be paid by such broker, organization or appraiser to the licensee at any time after October 4, 1977 and before the effective date of this Act, shall not be considered wages under to Robyn ORS 267.380 or 267.385, if:

- what will be our pasition on This? why? Re com mudo h
- (1) substantially all of the remuneration (whether or not paid in cash) for the services performed by such individual as a real estate licensee was directly related to sales or other output (including the performance of services) rather than to the number of hours worked; and
- (2) the services performed by the individual were performed pursuant to an agreement between such individual and the real estate broker, real estate organization or real estate appraiser for whom the services were performed and such agreement provided either that the licensee was not the employee of

the broker, organization or appraiser, that the parties were independent contractors, or that the manner and means of performing such services were not subject to the control of the broker, organization or appraiser.

Mass transit districts organized under ORS Chapter 267 and the Oregon Department of Revenue under ORS 305.620 as agent for those districts are directed to pay out of the funds of such districts all refunds of taxes and interest thereon to which any real estate broker, organization or appraiser may be entitled by virtue of this section, provides that a petition or proceeding for refund of such taxes is filed and pending before the Department of Revenue or the Oregon Tax Court in accordance with applicable statutes.

Section 6. Nothing in this Act shall be construed to impair or invalidate any claim of refund or defense against collection of any tax, which claim or defense is asserted by a taxpayer who or which does not meet the requirements of Section 5 of this Act.

Section 7. This Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is hereby declared to exist, and this Act takes effect on its passage.

March 15, 1983

MEMORANDUM

TO: Board of Directors

FROM: Ed Bergeron, Marketing Administrator

RE: 10¢ Fare Days: April 30, May 14

(1) Eugene Downtown Association "40-50-60% OFF SALE"--April 30, 1983

The EDA would like us to offer 10¢ fares on this day to all Eugene-Springfield bus riders to highlight their sale. They will reimburse LTD for our expected revenue loss, to a maximum of \$378.71.

Past $10 \$ ride days have proven very popular with the public, evidenced by significant increases in bus ridership. The continued tie-in with downtown Eugene businesses in joint promotions helps LTD's public relations and political support from this key group of small business owners.

(2) Imagination Celebration--May 14, 1983

The Imagination Celebration Committee has requested that we offer 10ϕ fares on the above Saturday to highlight our involvement and support in this year's event. Last year's participation by LTD, which consisted of 10ϕ fares, musicians on the bus, poetry readings, and a bus display on the Eugene Mall, proved very beneficial to the District. In addition, LTD route materials were distributed to Eugene-Springfield school children during the two weeks of Imagination Celebration-related school activities, encouraging bus use for special events and year-around as well.

Our expected revenue loss due to the 10¢ fares would be about \$350.00. In return, we would receive increased ridership, heavy news coverage and publicity, as well as a high profile in all Imagination Celebration

LTD BOARD MEETING 03/15/83 Page 32

10¢ Fare Days Board of Directors March 15, 1983 Page 2

materials and activities. Our involvement would probably be similar to last year's, with new wrinkles added to attract more attention.

Staff will implement the promotions in keeping with current policy and programs from previous years.

Ed Bergeron

Marketing Administrator

EB/js

attachment



LANE TRANSIT DISTRICT

March 15, 1983

T0:

BOARD OF DIRECTORS

FROM:

SUE HANSON, MARKETING REPRESENTATIVE

RE:

EXTENSION OF QUARTERLY BUS PASS TO UNIVERSITY OF OREGON

Because of the success of the quarterly pass at Lane Community College, staff would like to extend the program to include the University of Oregon. An estimated 3% ridership increase can be attributed to the existing LCC program, in which we sell roughly 800 passes per quarter.

Although staff have negotiated with U of O students for a subsidy similar to LCC's subsidy, the efforts have been unsuccessful so far. The failure has in part been due to students having less control over student fee funds than LCC students, and in part due to the U of O Administration feeling that the "in-lieu-of-tax" payments are a sufficient subsidy. They are willing to help us advertise and promote on campus however. Because of the high degree of interest on the part of the students, staff are suggesting that the U of O pass be created and sold for \$40.00. The LCC quarterly pass is sold for \$36.00; the difference is roughly the amount of the LCC subsidy.

Based on the University of Oregon market study done two years ago and our experience with the LCC quarterly pass, our estimate of impact on the District is as follows:

Worst Case

+1%

Best Case +19%

Ridership Revenue

+\$4,160/quarter

+\$56,915/ quarter

Staff will implement the program Spring term, 1983 and, assuming it is cost-beneficial, will continue the program as a regular part of the fare structure.

Sue Hanson

Sue Hanson Marketing Representative

SH:gw

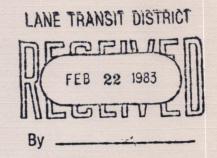
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ADVERTISING SERVICES, INC · 1158 HIGH STREET · EUGENE, OREGON 97401 · (503) 484 · 1515

February 21, 1983

Ms. Phyllis Loobey, General Manager Lane Transit District P.O. Box 2710 Eugene, OR 97402



Phyllis:

While planning begins on yet another LTD campaign and the dust settles on the last, I felt it best to share some important items of information with you.

We have been working closely with the Marketing staff over the past four months on projects ranging in diversity from the River Road Transit Station to the new Eugene Downtown Transit Mall. LTD has certainly crossed over an important 'line' in its growth. You have done well in making major system changes as well as implementing innovative programs to better serve the bus rider.

Our campaigns of late have been interesting, exciting and moving the system forward. One special campaign of note was the pre-Christmas contest developed in cooperation with the local radio stations.

The whole idea started as a call for proposals to the radio stations. While the initial response was cool, KPNW generated a proposal based on the idea of a trivia contest on LTD. Questions were developed by the Marketing staff on such diverse topics as color codings for the new bus routes to bus schedules and loads.

The initial contest saw winners every time the KPNW personalities went on the air with it. We know from the stations that anywhere from six to a dozen calls were received for each contest episode. Truly, the interest by bus riders was high.

But, the fune -- and results -- didn't stop there. As soon as the KPNW spots hit the air, just about every otner radio station in town wanted in on the act. KEED put together a trivia contest using "catch the bus" as its theme. Plus, they tossed in a weekend-for-two at the coast for a grand prize. KZEL requested more questions -- specific to the

Phyllis Loobey February 21, '83 Page 2

UO and LCC crowd -- and added a weekend-for-two to match. Not to be outdone, KUGN AM <u>and</u> FM developed the trivia contest and matched the Downtown Merchants certificates and LTD token giveaways with free coupons for Applets & Cotlets.

Hundreds of local radio listeners eventually got involved on five different radio stations during the six weeks of contests. Most stations even volunteered to distribute prizes. As an advertising campaign, the radio trivia project was a success. As a public relations tool for LTD, the results are immeasurable.

While it may sound as if Advertising Services is trying to take all the credit, we're not. This was a successful cooperative effort between LTD staff, the Eugene Downtown Merchants Association, the local radio station sales staffs and radio personalities.

Felt it best to share good news with you.

Sincerely,

Guy DiTorrice

Advertising Services, Inc.

GDT/sf



LANE TRANSIT DISTRICT

March 11, 1983

MEMO

T0:

Board of Directors

FROM:

Mark Pangborn

RE:

American Public Transit Association (APTA) Conference

The 1983 Western Regional APTA Conference is scheduled for April 9th through 14th in Seattle, Washington. Attached is an agenda for the conference. As you can see, the conference covers a wide variety of transit subjects and provides an opportunity for staff to confer with their counterparts in other districts about transit issues.

Staff are currently reviewing the agenda in anticipation of sending appropriate representatives to attend the conference.

Mark Pangborn/jo

Director of Administrative Services

MP/em

attachment



1983 APTA Western Conference

Preliminary Program

Westin Hotel Seattle, Wash. April 9-14, 1983

Seattle, The Emerald City.

:GENERAL INFORMATION =

Registration

The conference registration desk will be open in the Westin Hotel during the times listed below:

Saturday, April 9 Sunday, April 10 Monday, April 11 Tuesday, April 12 Wednesday, April 13 12:00 noon - 5:00 p.m. 8:00 a.m. - 5:00 p.m. 7:00 a.m. - 5:00 p.m. 7:00 a.m. - 5:00 p.m.

The registration fee for the conference, including the Small Operations Symposium on April 9 and 10, is \$185 per person. For those attending *only* the Small Operations Symposium, a \$60 registration fee is applicable. There is no registration fee for sparses, although they are requested to register in order to participate in spouse and statisties. A full refund will be issued for cancellations received by March 15, 1983. After March 15, no refunds will be made. You may transfer your registration fee at any time to another person in your organization attending the conference.

Special Breakfast Meeting for Workshop Moderators and Panelists

Monday, April 11

Saturday, April 9

2:00-4:30 p.m.

8:45-9:30 a.m.

All moderators and panelists are invited to attend a continental breakfast meeting to discuss workshop procedures and guidelines. Moderators and their respective panelists will be grouped together.

Bus Displays

Several APTA Associate Members will have buses on display for your inspection in a parking lot located one-half block from the hotel. Details will follow.

The Small Operations Sessions will feature new ideas

brochures, and schedules. There will be a table in the

Lee Norwine, General Manager, Sunline Transit

'eter G. Drake, General Manager/Board Secretary,

for small systems, Bring printed materials-maps,

Moderator: Frank J. Lichtanski, General Manager,

Monterey-Salinas Transit, Monterey, Calif.

outh Coast Area Transit, Oxnard, Calif.

meeting room for the exchange of this data.

Unique Service for a Unique Need

Agency, Palm Springs, Calif.

Arbitration - The Truth of the Matter

Middle Management Training Seminar

For the first time, a series of middle management training sessions will be conducted in conjunction with the Western Conference. Designed with the responsibilities and needs of the middle manager in mind, the seminar will be offered as a track and will cover the following specific topics at the days and times listed:

Time Management – Monday, April 11, 2:00-4:30 p.m. Communications – Tuesday, April 12, 9:45 a.m.-12:00 noon Budget and Financial Analysis – Wednesday, April 13, 7:15-9:30 a.m.

A fee of \$45 will be charged for the seminar *in addition to* the regular conference fee of \$185. Continuing Education Units will be granted to attendees.



Transit Productivity Program

APTA and UMTA are jointly sponsoring a series of four sessions focusing on improvements in transit efficiency and effectiveness. The four sessions, identified throughout the APTA program by the logo above, will be open to all Western Conference registrants. The sessions are also part of a year-long technical assistance project which is available to all U.S. transit systems. UMTA is sponsoring the project.

The sessions will be held during the following hours:

Tuesday, April 12, 7:15-9:30 a.m. Tuesday, April 12, 9:45 a.m.-12:00 noon Wednesday, April 13, 7:15-9:30 a.m. Wednesday, April 13, 9:45 a.m.-12:00 noon

== SMALL OPERATIONS SYMPOSIUM =

How to Handle the Press and Testify with Impact

Vic K. Sood, Director, Snohomish County Public Transportation Benefit Area Corporation, Lynnwood,

Bellingham Station – Modern Approach to an Old Problem Ed Griemsmann, General Manager, Bellingham Transit System, Bellingham, Wash.

Implementing a Computer Software Package

Tim Dallas, Director of Operations, Lane County Mass Transit District, Eugene, Ore.

Sunday, April 10

9:00 a.m.-12:00 noon

Moderator: Frank J. Lichtanski, General Manager, Monterey-Salinas Transit, Monterey, Calif.

Impact of New Federal Legislation

A. R. de la Cruz, Executive Director, Policy and Programs, APTA, Washington, D.C.

Relationship Between Governing Board and Staff

William MacCully, General Manager, Clallum Transit System, Port Angeles, Wash.



american public transit association

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Integrating Transit into the Primary School Classroom Leroy E. Neva, General Manager, Stockton Metropolitan Transit District, Stockton, Calif.

In-House Market Research of Major Employers

Peter G. Drake, General Manager/Board Secretary, South Coast Area Transit, Oxnard, Calif. Small Transit and Econometrics

Linda Adlard, Assistant to the General Manager, Boise Urban Stages, Boise, Idaho

Tools for Planning a Small System

Robert Lingwood, Assistant General Manager, Capital Division, British Columbia Transit, Victoria, B.C.

===SPECIAL WORKSHOP FOR MEMBERS OF GOVERNING == BOARDS OF TRANSIT SYSTEMS

Sunday, April 10

A special program designed for governing board members. The policy forum is being offered at no additional charge to transit system board members.

Morning Session

10:00 a.m.-12:00 noon

Moderator: Wendell Cox, Secretary, APTA Governing Boards Committee, and Commissioner, Los Angeles County Transportation Commission, Los Angeles, Calif.

Trends in Urban Public Transportation

C. Kenneth Orski, President, Corporation for Urban Mobility, Washington, D.C.

Fare Strategies for the Eighties

Paul Taylor, Deputy Executive Director, Los Angeles County Transportation Commission, Los Angeles, Calif.

Public/Private Partnership in Transit Management

Philip J. Ringo, Chairman of the Board and Chief Executive Officer, ATE Management and Service Company, Inc., Cincinnati, Ohio

Lunch

12:00 noon-1:00 p.m.

Lunch will be provided.

MONDAY, APRIL 11— General Session

9:30 a.m.-12:00 noon

Presiding:

James H. Graebner, President, APTA, and Director, Santa Clara County Transportation Agency, San Jose, Calif

Welcome

Hon. Charles Royer, Mayor, City of Seattle, Seattle, Wash.

Dr. Gary A. Zimmerman, Chairman, Metro Council, Seattle, Wash.

Neil Peterson, Executive Director, Seattle Metro, Seattle, Wash.

Address

Hon. Joel Pritchard (R-Wash.), U.S. House of Representatives, Washington, D.C.

Hon. Gary Nelson, Minority Leader, 21st District, Snohomish County, Olympia, Wash.

Hon. John Martinis, State Representative, and Chairman, House Transportation Committee, State of Washington, Seattle, Wash.

Executive Officer, Boeing Corporation

Hon. Arthur E. Teele Jr., Administrator, Urban Mass Transportation Administration, Washington, D.C.

General Luncheon

12:30-2:00 p.m.

Presiding: Joseph Alexander, Chairman, APTA, and Board Member, Washington Metropolitan Area Transit Authority, Washington, D.C.

Speaker will be an official of the Weyerhauser Corporation.

Afternoon Session

1:00 p.m.-4:00 p.m.

Moderator: Reba Malone, Chairman, APTA Governing Boards Committee and Member, Board of Directors, VIA Metropolitan Transit, San Antonio, Texas

Transit Labor in the Eighties

Melvin W. Shoppert, International Vice President, Amalgamated Transit Union, Portland, Ore.

Thomas P. Hock, Senior Vice President, Labor Services, ATE Management and Service Company Inc., Cincinnati, Ohio

Issues in Bus Purchasing

W. Hughes Brockbank, President of the Board, Utah Transit Authority, Salt Lake City, Utah

Wayne Hale, Manager of Maintenance, VIA Metropolitan Transit, San Antonio, Texas

Edward R. Stokel, Director of Public Transportation, GMC Truck and Coach Division, General Motors Corporation, Pontiac, Mich.

The Emerging Role of Governing Board Members
Ms. Malone

Regional Reports

Margaret Pryor, Member, Board of Directors, San Francisco Bay Area Rapid Transit District, Oakland, Calif.

Mr. Brockbank

Middle Management Training: Time Management

2:00-4:30 p.m.

This session will provide an opportunity for participants to take an in-depth look at how they are managing their time, their careers, and their lives. Participants will identify forces that inhibit proper planning and use of time, review successful time management techniques, and develop a personal, goal-oriented action plan for more effective time management.

Moderator: Daniel G. Graczyk, Manager, Base Operations, Municipality of Metropolitan Seattle, Seattle, Wash.

Panelist: Gere Moore, Senior Training Coordinator, Southern California Rapid Transit District, Los Angeles, Calif.

MIS-Scheduling

2:00-4:30 p.m.

Moderator: Kenneth Mead, Supervisor of Scheduling, San Diego Transit Corporation, San Diego, Calif.

RUCUS and the Micro Computer

Communicating with Computers

Robert Berry, Administrator, Scheduling Transportation MIS, AC Transit, Oakland, Calif.

Tools for Cutting Costs for Scheduling

Kenneth Stanley, Manager, Service Efficiency Program, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

Management Information Regarding Service Scheduling James Keller, Systems Analyst, Municipality of Metropolitan Seattle, Seattle, Wash.

Marketing and the Private Sector

2:00-4:30 p.m. LTD BOARD MEETING 03/15/83 Page 39

Moderator: Jerry Hall, Executive Director, Regional Transportation Commission, Reno. Nev.

Market Research

Robert Prowda, Manager, Marketing, Tri-Count, Metropolitan Transportation District of Oregon, Portland, Ore.

Paid Advertising - Put Up or Shut Up

Larry L. Coffman, Manager, Marketing and Customer Information, Municipality of Metropolitan Seattle, Seattle, Wash.

Private-Public Cooperation

Diane K. Morton, Director, Planning and Marketing, Spokane Transit Authority, Spokane, Wash.

Successful Referendum Techniques

Karen L. Mabry, Manager, Marketing, Regional Transportation Commission, Reno, Nev.

Bus Garage Facilities

2:00-4:30 p.m.

Moderator: Linda Hender, Acting Supervisor, Municipality of Metropolitan Seattle, Seattle, Wash.

An International Harvester Building Becomes a Pomona Garage

Rich Davis, Chairman, Mechanical Committee, and Director of Maintenance and Equipment, Southern California Rapid Transit District, Los Angeles, Calif.

Value Engineering at San Mateo Garage

Scott L. Galloway, Secretary/General Manager, Santa Cruz Metropolitan Transit District, Santa Cruz, Calif.

The Stockton Garage – Three Years in Retrospect

Leroy E. Neva, General Manager/Secretary, Stockton
Metropolitan Transit District, Stockton, Calif.

The Long Beach Garage – Eight Years in Retrospect Laurence W. Jackson, Executive Vice President/ General Manager, Long Beach Transit, Long B Calif

Transit and the States

2:00-4:30 p.m.

This session will focus on the growing significance of the state role in transit and explore the needs and perspectives of state DOTs and state transit associations in fulfilling this role.

Speakers to be announced.

Governing Boards Case Study: A Simulated Transit Board Meeting

2:00-4:30 p.m.

A simulated transit system board meeting will be held during this session. It will be a continuation of the case study from last year's Western Conference involving a hypothetical transit agency called the Buchanan-Corbett County Transit Authority of Buchanan, Ore. The audience will play the role of the public. Representatives of the press will be in attendance. Following the "board meeting," there will be a press critique and a general discussion.

Moderator: Wendell Cox, Secretary, APTA Governing Boards Committee, and Commissioner, Los Angeles County Transportation Commission, Los Angeles, Calif.

Members of the Board:

Chairman. Speaker to be announced.

Jackie Bacharach, Commissioner, Los Angeles County Transportation Commission, Los Angeles, Calif.

Eleanor Neighbors, Chairwoman of the Board, Long Beach Transit, Long Beach, Calif.

Bob Ellis, Chairman of the Board, Ben Franklin Trailolt, Pasco, Wash.

William D. Johnson, Chairman of the Board, Regional Transportation District, Denver, Colo.

Wilfred T. Ussery, Member, Board of Directors, San Francisco Bay Area Rapid Transit District, Oakland, Calif.

John A. Longoria, Vice Chairman of the Board, VIA Metropolitan Transit, San Antonio, Texas

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James P. Reichert, General Manager, Orange County Transit District, Garden Grove, Calif.

Press Comments:

James Dunlap, Publisher, Showcase USA, Woodland Hills, Calif.

Additional speakers to be announced.

Emergency Preparedness in Bus System Safety

2:00-4:30 p.m.

Moderator: Joseph Reyes, Director, Safety, Southern California Rapid Transit District, Los Angeles, Calif.

Emergency Preparedness Training

Mr. Reyes

Community Resources and Coordination

Speaker to be announced

System Safety Program Plans

Donald J. Dzinski, Manager, Safety and Program Development, APTA, Washington, D.C.

Management Safety Policy

Peter G. Drake, General Manager/Board Secretary, South Coast Area Transit. Oxnard. Calif.

Emergency Considerations in Equipment Design

Speaker to be announced.

TUESDAY, APRIL 12-

Analysis of Fare Adjustments, Service Changes and the Allocation of Costs and Subsidies

7·15-9·30 am

Moderator: Paul Taylor, Deputy Executive Director, Los Angeles County Transportation Commission, Los Angeles, Calif.

Analysis of Fare and Service Changes in Los Angeles

Ed Vandeventer, Systems Engineer, Southern California Rapid Transit District, Los Angeles, Calif.

Approaches to Cost and Subsidy Allocation, Nationwide

Wesley G. Wallace, Director of Transportation Services, The Omega Group, Inc., Washington, D.C.

Analysis of Service Changes in Portland

Thomas Matoff, Director of Transit Development, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

New Approaches in Transit and Land Use Coordination

.30 a.m. الاست.

Moderator: Jerry Dow, Manager, Transit Development, Municipality of Metropolitan Seattle, Seattle, Wash.

AC Transit Land Use Policy Guide

Michael H. Fajans, President, Board of Directors, AC Transit, Oakland, Calif.

Guidelines in Transit and Land Use Development in Portland

Paul N. Bay, Executive Director, Planning and Development, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

Development Density and Transit Service Incentives in Bellview, Wash.

Speaker to be announced.

Joint Development: Denver's Terminal and Transfer Facility

Ralph Jackson, Director, Transit Development, Regional Transportation District, Denver, Colo.

Self Service Fare Collection: Hardware and Procedures

7:15-9:30 a.m.

Moderator: E. C. Orford, Director, Transportation Department, Calgary Transit, Calgary, Alb.

Panelists:

Gina Whitehill, Manager, Public Information Self-Service Fare, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

Eva Lerner-Lam, Director of Planning and Operations, San Diego Metropolitan Transit Development Board, `an Diego, Calif.

ス. J. (Bob) Gray, Supervisor, Accident Prevention and Security, City of Calgary Transportation Department, Calgary, Alb.

Bob Rynerson, Marketing Officer, Edmonton Transit, Edmonton, Alb.

Charles A. Spratt, Executive Director, Rapid Transit Operations, British Columbia Transit, Vancouver, B.C.

Surface Transportation Act of 1982: Opportunity and Challenges

7:15-9:30 a.m.

Speakers

L. A. (Kim) Kimball, Executive Director/General Manager, Regional Transportation District, Denver, Colo.

John C. Pingree, General Manager, Utah Transit Authority, Salt Lake City, Utah

Phyllis P. Loobey, General Manager, Lane County Mass Transit District, Eugene, Ore.

Vic K. Sood, Director, Snohomish County Public Transportation Benefit Area, Lynnwood, Wash.

Minority Business Enterprise

7-15-9-30 a r

Moderator: Marianne Hoke, Manager, Personnel, San Diego Transit Corporation, San Diego, Calif.

UMTA's Perspective on MBE

UMTA speaker to be announced.

Implementation of an Effective MBE Program—The Team Approach

Celia Orona, Affirmative Action Coordinator, Santa Clara County Transportation Agency, San Jose, Calif.

Panelists:

Nathaniel R. Sanders, MBE Coordinator, Municipality of Metropolitan Seattle, Seattle, Wash.

Margaret Pryor, Board Member, San Francisco Bay Area Rapid Transit District, Oakland, Calif.

Board Member's Perspective on MBE

Audrey Oliver, Supervisor, Information Services, AC Transit, Oakland, Calif.



Productivity Program: Participants' Progress Review

7:15-9:30 a.m

Participants in the joint APTA-UMTA productivity program will meet to review program directions and recap progress made since the APTA Annual Meeting in October.

Middle Management: Communications

9:45 а.т.-12:00 пооп

Moderator: Peter G. Drake, General Manager/Board Secretary, South Coast Area Transit, Oxnard, Calif.

Projecting Yourself and Your Agency's Public Image Before the Media in 1983

Jan D'Arcy, President, Jan D'Arcy and Associates, Bellview, Wash.

Audio Visual Presentation—"Arbitration: The Truth of the Matter"

Adolph Koven, arbitrator. (Forty-five minutes in length.)

Audio Visual Presentation—"Strictly Speaking" by Edwin Newman

Mr. Drake LTD BOARD MEETING

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Management Information Systems: Administration and Payroll

9:45 a.m.-12:00 noon

Moderator: Tim Payne, Manager, Maintenance, Orange County Transit, Garden Grove, Calif.

Tirnekeeping, Attendance and Bidding as a Payroll Subsystem

Arthur Devincenzi, Manager, Data Processing, Santa Clara County Transportation Agency, San Jose, Calif.

Employee Relations and Risk Management Applications

Gretchen Waltzman, Manager, MIS, Orange County Transit, Garden Grove, Calif.

MIS: Who Needs It and Why

Errol Belt, Systems Manager, Sacramento Regional Transit District, Sacramento, Calif.

Transit - Specific Applications

Carolyn S. Scarola, Manager, Consulting Practice, Arthur Andersen and Company, San Francisco, Calif.

Management Preparation for Negotiations

9:45 a.m.-12:00 noon

A panel of experienced practitioners will provide an overview of beneficial ideas and practical techniques that are useful to management in preparing for successful labor negotiations. Policy makers as well as staff professionals will benefit from knowledge gained in this session.

Moderator: Larry Williams, Department Manager, Employee Relations, San Francisco Bay Area Rapid Transit District, Oakland, Calif.

Panelists:

Robert Shamoon, Assistant General Manager, Operations, AC Transit, Oakland, Calif.

Frank Shipman, Director, Employee Relations, San Diego Transit Corporation, San Diego, Calif.

Robert Polk, Deputy Assistant General Manager, Transit Operations, Metropolitan Transit Authority of Harris County, Houston, Texas

Employer-Paid Transit: How it Works and How to Sell It

9:45 a.m.-12:00 noon

Panelists:

Deborah Wetter, Manager, Marketing and Public Information, San Diego Transit Corporation, San Diego, Calif.

Michael Barnes, Manager, Communications, Orange County Transit District, Garden Grove, Calif.

B. J. Carol, Supervisor, Customer Assistance, Municipality of Metropolitan Seattle, Wash.

Len Engel, General Manager, Boise Grban Stages, Boise, Idaho

Laurie Udell, Berkeley TRIP, Berkeley, Calif.

Michael Zdon, Senior Transportation Planner, San Diego Association of Government, San Diego, Calif.

Advances in Bus Technology

9:45 a.m.-12:00 noon

Moderator: Wayne Hale, Manager of Maintenance, VIA Metropolitan Transit, San Antonio, Texas

Transit Bus Fuel Economy Testing

Jerry Francis, Manager, Automotive Program Office, Battelle Columbus Laboratories, Columbus, Ohio

Cummins Diesel Power in Transit: An Update

John E. Baker, Manager, Transportation Marketing, Cummins Engine Company, Inc., Columbus, Ind.

Transmission Universal Electronic Controls

Don N. Brindle, Chief Engineer, Application Engineering, Detroit Diesel Allison Division of General Motors Corporation, Indianapolis, Ind.

V-730 Transmission Safeguards

Frank Kirshner, Director, Equipment Engineering, Southern California Rapid Transit District, Los Angeles,

Thermal Trends in Transit Coach Brakes

Scott Barber, Researcher, Fatigue and Tribology Section, Battelle Columbus Laboratories, Columbus, Ohio

Light Rail Development

9:45 a.m.-12:00 noon

An update on planning and expansion plans for light rail systems in the western U.S. and Canada.

Moderator: James H. Graebner, President, APTA, and Director, Santa Clara County Transportation Agency, San Jose, Calif

Panelists:

John W. Schumann, Executive Director, Sacramento Transit Development Agency, Sacramento, Calif.

Eva Lerner-Lam, Director of Planning and Operations, San Diego Metropolitan Transit Development Board, San Diego, Calif.

Paul N. Bay, Executive Director, Planning and Development, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

E. C. Orford, Director, Transportation Department, Calgary Transit, Calgary, Alb.

Mr. Graebner



Programs in Joint Labor-Management Participation

9:45 a.m.-12:00 noon

Moderator: Ronald J. Tober. Director of Transportation. Municipality of Metropolitan Seattle, Seattle, Wash.

Programs and Perspectives in Seattle Mr. Tober

San Francisco MUNI's Labor-Management Council

Barbara Brown, Field Operations Manager, San Francisco Municipal Railway, San Francisco, Calif.

Joint Labor-Management Programs in San Diego

Roger Snoble, General Manager, San Diego Transit Corporation, San Diego, Calif.

SCRTD's Performance Appraisal and Employees Assistance Program

Gavel Pitchford, Director, Personnel, Southern California Rapid Transit District, Los Angeles, Calif.

Inspection Tours

2:00-4:30 p.m.

Seattle Metro Tours

Buses will leave the hotel at 2:00 p.m. to take registrants to Seattle Metro's bus facilities where various tours of operations, maintenance facilities, and administrative offices will be conducted. A special computer center information symposium will also be available to those interested. Details will follow in the final program. The Seattle Metro Information Desk, which will be located in the APTA registration area, will also have information available on these tours. Sign-up sheets will be located in the registration area

Everett-Boeing Plant Tour

Buses will leave the hotel at 2:00 p.m. to take registrants on a tour of the Everett-Boeing Plant where the actual construction of Boeing's 757 and 767 aircraft will be viewed. Details will follow in the final program. Sign-up sheets will be located in the registration area.

WEDNESDAY, APRIL 13 ===

Water Transportation as a Transit Alternative

7:15-9:30 a.m.

A number of North American cities provide substantial public transit marine service. This panel will explore the coordinated service provided by several agencies and how they play a major role in coordinating metropolitan

Moderator: Stanley M. Kowleski, Manager, Ferry Transit Division, Golden Gate Bridge, Highway, and Transportation District, San Francisco, Calif.

Panelists:

Ralph E. White, Deputy General Manager, Washington State Ferries, Washington Department of Transportation, Seattle, Wash.

George Baldwin, General Manager, B.C. Ferry Corporation, Victoria, B.C.

Mr. Kowieski

Security Issues 1



7:15-9:30 a.m.

Moderator: Harry Budds, Assistant Chief, Transit Police, Southern California Rapid Transit District, Los Angeles,

Specifications for Testing a Farebox System

James Wiesehuegel, Assistant General Manager Administration, Dallas Transit System, Dallas, Texas

Considerations for Policing the Los Angeles Metro Rail System

Mr. Budds

Bank Robbery and the "Hostage Train"

Angus B. MacLean, Chief, Metro Transit Police, Washington Metropolitan Area Transit Authority, Washington, D.C.

Rethinking Revenue Collection - A Systematic Approach Nancy Leon, Operations Analyst, Southern California Rapid Transit District, Los Angeles, Calif.

TSC Evaluation of Electronic Registering Fareboxes Transportation Systems Center speaker to be announced.

Management Auditing: Whose Needs, What Processes?

9:45 a.m.-12:00 noon

This session will provide insights on the design and conduct of management audits for transit properties, drawing on perspectives of several managers, board members, and the consulting community.

Speakers to be announced.

Legal Affairs Workshop

7:15-9:30 a.m.

Moderator: David J. Miller, Chairman, APTA 13(c) Committee, and Partner, Hanson, Bridgett, Marcus, Vlahos and Stromberg, San Francisco, Calif.

Business Aspects of Safe Harbor Leasing

Thomas B. Holley, Partner, Kutak, Rock and Huie, Omaha, Neb.

Buy America Issues in Bus Purchasing

Robert E. Nisbet, General Manager, AC Transit, Oakland, Calif.

State Constitutional Prohibitions and Joint Development Gregory D. Jones, Legal Counsel, Regional Transportation District, Denver. Colo.

APTA Litigation Update

Robert W. Batchelder, Counsel, APTA, Washington, D.C

Transit Information Resources

7:15-9:30 a.m.

Moderator: Dian Gillmar, Information Coordinator, Metropolitan Transportation Commission, Berkeley, Calif.

Basic Sources of Reference Information and Networking in the Bay Area

Ms. Gillma

I'm From the Government and I'm Here to Help

Norman G. Paulhus Jr., Technology Sharing Officer, Office of Technology and Planning Assistance, Office of the Secretary (1.S. Department of Transportation, Washington, D. LTD BOARD MEETING 03/15/83 Page 41

The Information Flow Between the State DOT and the State Transit Association

Robert S. Nielsen, Assistant Secretary, Public Transportation and Planning, Washington Stat Department of Transportation, Olympia, Wash

Newsletters and Periodicals for the Transit Professional George M. Smerk, Director, Institute for Urban

Transportation, Indiana University, Bloomington, Ind. What Has APTA Done for You Lately? Tandy L. Stevens, Manager, Information Center,

Middle Management Training: **Budget Management and Financial**

Analysis

7:15-9:30 a.m.

The basis for budgeting, preparation and budget manual, input from organizations, budget reviews and problems, budget "games" people play, and measuring performance vs. budget will be discussed.

Moderator: Joe B. Scatchard, Controller/Treasurer/ Auditor, Southern California Rapid Transit District, Los Angeles, Calif.

Panelists:

Speakers to be announced.

APTA, Washington, D.C.



Productivity Program: Meet the Speakers

7:15-9:30 a.m.

Selected speakers from productivity program sessions as well as other Western Conference sessions will be available for informal, follow-up discussion on topk projects of interest to productivity program participants.

MIS-Inventory Control System

Moderator: Brian O'Leary, Supervisor of Stores, Municipality of Metropolitan Seattle, Seattle, Wash.



Define Your Statement of Work

Cheryl Johns, Purchasing Agent, Orange County Transit District, Garden Grove, Calif.

narlouse/Out-House Software and Hardware

Philip R. Sweeten, Purchasing and Stores Manager, San Diego Transit Corporation, San Diego, Calif.

How the Using Department Must Cooperate with Other Departments to Define a Statement of Work

Ms. Johns

How Many Employees Will an MiS System Save? Mr. O'Leary

Selling a Transit Board and Your Staff

L. R. (Rich) Davis, Chairman, Mechanical Committee, and Director of Maintenance and Equipment, Southern California Rapid Transit District, Los Angeles, Calif.

Simultaneous Beginning of New and Maintenance of All Systems

Thomas R. Sheehan, Department Manager, Information Systems, Bay Area Rapid Transit District, Oakland, Calif.

Problems and Pitfalls

All speakers and the audience.

Labor Management Control— Implementation

9:45 a.m.-12:00 noon

This session will deal with solidifying the results of the contract and communicating with all staff employees to ensure that contract gains are not lost due to lack of enforcement or practice.

Moderator: Laurence W. Jackson, Executive Vice President, Long Beach Transit, Long Beach, Calif.

lists

implementation-Presentation of Contract to Board Members, Staff, Transit Agency, and the Press Speaker to be announced.

Implementation and Intentions of Contract Changes

Thomas Hock, Labor Attorney/Labor Relations, ATE Management and Service Company, Inc., Cincinnati, Ohio

Contract Application and Interpretation for Line Supervisors and the Administration

Mariene Heiser, Manager, Employee Relations, Orange County Transit District, Garden Grove, Calif.

Advertising Developed In-House Vs. the Use of An Outside Agency: An Evaluation

9:45 a.m.-12:00 noon

Moderator: Raymond Shea, Supervisor of Marketing Planning, Seattle Metro, Seattle, Wash.

The Use of An Outside Agency

Anthony Fortuno, Director of Marketing and Communications, Southern California Rapid Transit District, Los Angeles, Calif.

Developing Advertising In-House

Janet Ash, Marketing Manager, Pierce County Transit, Tacoma, Wash.

Small Systems Perspective

Jerry L. Hall, Executive Director, Regional Transportation Commission, Citifare, Reno, Nev.

Rapid Transit and Commuter Rail Planning

9:45 a.m.-12:00 noon

A review of rail transit planning and status report on new starts in the west.

Moderator: James H. Graebner, President, APTA, and Director, Santa Clara County Transportation Agency, San Jose, Calif.

Panelists:

Bob Halperin, Marketing Manager, Urban Transit Equipment, Bombardier, Inc., Boucherville, Que.

Fred A. Barton, Deputy District Director, Rail Operations, California Department of Transportation, San Francisco, Calif.

Dr. John A. Dyer, APTA Vice President, Development and Technology, and General Manager, Southern California Rapid Transit District, Los Angeles, Calif.

How to Design and Build a New Warehouse

9:45 a.m.-12:00 noon

Moderator: Philip R. Sweeten, Purchasing and Stores Manager, San Diego Transit Corporation, San Diego, Calif.

Design Parameters

Ron B. Salisburg, Manager, Materials Handling, Regional Transportation District, Denver, Colo.

Adapting Parameters to Design of a New or Existing Building

Leonard B. Stolba, Assistant Vice President, Parsons, Brinckeroff, Quade and Douglas, Inc., San Francisco,

Materials Handling: Techniques and Hardware

W. B. Semco, Semco, Sweeten and Mayer, Los Angeles, Calif.

Warehouse Inventory Control Systems

David R. Schwartz, MIS Manager, Deloitte, Haskins and Sells, San Francisco, Calif.



Workshop: Diagnosing Productivity Problems

9:45 a.m.-12:00 noon

Approaches and techniques for isolating both operational and organizational productivity problems will be applied in a specific case study exercise.

Community Involvement

9:45 a.m.-12:00 noon

Moderator: Vic K. Sood, Director, Snohomish County Public Transportation Benefit Area Corporation, Lynnwood, Wash.

Panelists:

Steve Callender, Chairman, Transportation Committee, South Snohomish Chamber of Commerce, Evnnwood, Wash.

Allan Unger, Member, Citizens Advisory Committee, Snohomish County Public Transportation Benefit Area Corporation, Lynnwood, Wash.

Wes Bogart, President, Highway Users' Federation, State of Washington, Seattle, Wash.

MIS-Small Operators

2:00-4:30 p.m.

Moderator: Len Engel, General Manager, Boise Urban Stages, Boise, Idaho

Should a Small Operator have MIS

Jim Slackey, General Manager, Intercity Transit, Olympia. Wash.

How to Select a Computer for the First Time

Carolyn Scarola, Manager, Consulting Practice, Arthur Andersen and Company, San Francisco, Calif.

Noncomputerized MIS Systems

Peter G. Drake, General Manager/Board Secretary, South Coast Area Transit, Oxnard, Calif.

Capabilities of Desk Top Computers

Mr. Engel LTD BOARD MEETING 03/15/83 Page 42

Great Legends of the West

2:00-4:30 p.m.

A panel employing 300 years of transit experience will sketch some of the famous and colorful arbitration cases in western transit history, including a case concerning an attendance control program that the San Diego Transit Corporation recently won.

Moderator: Frank J. Shipman, Director, Employee Relations, San Diego Transit Corporation, San Diego,

Panelists:

The Infamous Barroom Employment Application The Great Border Fight of '81 The \$12,000 Can of Boraxo School Bus Shutdown on the Overpass Mr. Shioman

The Gusty Wind Caper The Go, No-Go Reimbursement Case

Assorted Other Cases
Robert J. Shamoon, Assistant General Manager,

Operations, AC Transit, Oakland, Calif.

The Great Oakland/Bay Bridge Runaway Bus Caper

of '74
Five Years of Gross Incompetence

Missing Bus Found in Vallejo

Fred L. Huffstutler, Operations Superintendent, Golden Gate Bus Transit, Golden Gate Bridge, Highway, and Transportation District, San Francisco, Calif

"The Truth of the Matter"—audio visual presentation of an actual arbitration case at BART

Peter G. Drake, General Manager/Board Secretary, South Coast Area Transit, Oxnard, Calif.

Ridesharing and Transit

2:00-4:30 p.m.

Moderator: Jim R. Lightbody, Transit Service Development Manager, Santa Clara County Transit District, San

Commuter Salute Month—A Joint Transit/Ridesharing Promotion

Jan Wessell, Acting Marketing Manager, Santa Clara County Transit District, San Jose, Calif.

Car Pool Classifieds and Other New Techniques for Marketing Ridesharing

Byron York, Manager of Transit and Car Pool Development, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

Panel Discussion: Ridesharing and Transit from Three Perspectives

Panelists:

James P. Reichert, General Manager, Orange County Transit District, Garden Grove, Calif.

Bill Roach, Program Manager, Seattle Commuter Pool Seattle, Wash.

Edie Dorosin, Vice President, Santa Clara County Manufacturing Group, San Jose, Calif.

Telephone Information Systems

2:00-4:30 p.i

Moderator: Larry Rosenberg, Assistant General Manager, Administration, and District Secretary, AC Transit, Oakland Calif

One System's Experience With an Automated Public Information System

Deborah Wetter, Manager, Marketing and Public Information, San Diego Transit Corporation, San Diego, Calif.

Computerized Customer Information at SCRTD

Robert G. Williams, Manager, Customer Relations, Southern California Rapid Transit District, Los Angeles, Calif.

Marketing: A New Role for the Telephone Information Center Michael Barnes, Manager, Communications, Orange County Transit District, Garden Grove, Calif.

Accessing the Public Information System – Let Us Count

Richard E. Feeney, Executive Director, Public Affairs and Marketing, Tri-County Metropolitan Transportation District of Oregon, Portland, Ore.

Advances in Articulated and **Trolley Bus Design and Operation**

2:00-4:30 p.m.

Moderator: Harold H. Geissenheimer, General Manager, San Francisco Municipal Railway, San Francisco, Calif.

Utilization of Articulated Buses at Seattle Metro

Ronald J. Tober, Director, Transit, Municipality of Metropolitan Seattle, Seattle, Wash.

Status of Trolley Bus Propulsion Technology and

Flint A. Nelson, Project Manager, San Francisco Municipal Railway, San Francisco, Calif.

Early-Bird Reception

All conference attendees and their spouses are invited to

Sight-Seeing Tour

Seattle Metro has arranged for a bus tour of the Seattle

metropolitan area for all conference attendees and their spouses. Highlights of the tour will include the waterfront,

government locks, historic Pioneer Square, scenic Magnolia

Revenue Collection Task Force Report Mr. Geissenheimer

M.A.N. Articulated Bus Experience

George E. Pickett, Manager, Transit Sales, M.A.N. Truck and Bus Corporation, Charlotte, N.C.

Cooperation Between a Transit System and a Bus Manufacturer

Rolf Ruppenthal, Principal, Rolf Ruppenthal and Associates, Inc./Neoplan USA Sales, Boulder, Colo.

Transit Research and Management **Development Centers**

2:00-4:30 p.m.

UMTA is providing financial support for eight universities to create, operate, and finance transit research and management development centers. The centers concept is designed to more fully develop capabilities to research problems in transit and to provide professional training. Transit agencies will be actively participating in all aspects of the centers' operations. A panel consisting

of an UMTA representative and representatives from four of the designated centers will address issues of importance to the transit community and the centers

Moderator: Kenneth Dueker, Director, Center for Urba. Studies, Portland State University, Portland, Ore.

Introducing Innovations

Mr. Dueker

Tools for Transit Managers

George M. Smerk, Director, Institute for Urban Transportation, Indiana University, Bloomington, Ind.

Executive Management Training

Howard Mitchell, Director, University of Pennsylvania,

Strategic Management

G. J. (Pete) Fielding, Director, University of California,

The Centers Concept

(IMTA speaker to be announced.

SOCIAL AND SPOUSE ACTIVITIES:

Creativity Gives You the Advantage

Tuesday, April 12

This seminar will focus on revitalizing creative potential and eliminating the blocks to creativity, while providing

Speaker: Anita Halstead, Independent Consultant.

Spouse Exercise Class

Wednesday, April 13

General Reception

Wednesday, April 13

attend this reception preceding the Annual Dinner.

Optional Post-Convention Site Inspection

Thursday and Friday, April 14 and 15 Beginning at 9:00 a.m.

Registrants and their spouses are invited to travel from Seattle to Vancouver, B.C., by charter bus, leaving the hotel at 9:00 a.m. and arriving in Vancouver at noon. There will be a comprehensive orientation session on Thursday afternoon, April 14, of the Vancouver Metro Operating Company, and on-site visitations of facilities on Friday morning, April 15. The group will visit the operating facilities and site of the light rail project which is now under construction. A sightseeing and informational tour

Reservations may be made by completing the appropriate blanks of the registration form included with the Western Conference mailings. If you have not yet made your reservations, please do so immediately. For further information, contact Ingrid Tomasek, APTA, telephone

Boulevard overlooking Puget Sound, and the University Optional Boat Tour

of Washington's campus with its famous arboretum.

Sunday, April 10 6:00-10:00 p.m.

Saturday, April 9

Sunday, April 10

1:00-4:00 p.m.

5:30-6:30 p.m.

An optional boat tour has been arranged to Tillicum Village on Blake Island where conference attendees and their spouses will be treated to an authentic Indian smoked salmon dinner and show. Additional information and pre-registration material will be mailed to APTA members.

DeLeuw, Cather Organization Breakfast for Attendees and Spouses

Monday, April 11

7:15-9:15 a.m.

The DeLeuw, Cather Organization invites all registrants and their spouses to join them for a continental breakfast

Spouse Exercise Class

Monday, April 11 8:30-9:30 a.m.

Mrs. Jeanne Buchanan will conduct a fun exercise class designed for all ages, conditions, and shapes. Comfortable clothing is recommended.

Spouse Tour and Luncheon

Monday, April 11 10:30 a.m. 3:00 p.m.

Seattle Metro has arranged for two tours. Sign up in the APTA registration area for the tour you prefer. 1. Buses will leave the hotel for a tour of the Ste. Michelle Winery. Luncheon will follow at Quinn's on the Waterfront. 2. Spouses will go by bus and ferry to Whidbey Island for a tour of Ft. Casey, an historic military fort overlooking Puget Sound. A box lunch picnic will be provided at the

Associate Members' Reception

Monday, April 11 6:00-7:00 p.m.

The APTA Associate Members will host a reception for all registrants and their spouses.

Spouse Session:

9:00 a.m.-12:00 noon

specific creative thinking tools for immediate application.

A repeat of Mrs. Buchanan's Monday class.

6:30-7:30 p.m.

All conference attendees and their spouses are invited to

Annual Dinner

Wednesday, April 13

7:30-10:00 p.m.

All conference attendees and their spouses are invited to attend the Annual Dinner. There will be entertainment

Tour, Vancouver, British Columbia

of the region will be conducted Friday.

(202) 828-2849.

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Note: Each person attending the post-convention tour is responsible for individual return arrangements. Luggage may be carried so that departure can be directly from Vancouver or you may return to Seattle by public transportation (bus, plane, boat) for departure.



1225 Connecticut, N.W., Washington, D.C. 20036 (202) 828-2800

LANE COUNTY MASS TRANSIT DISTRICT BALANCE SHEET FEBRUARY 28, 1983 AND 1982

ASSETS	1983	1982
Current Assets:		
Cash Investments Accounts Receivable Inventory Prepaid Expenses Sub-Total Less: Restricted Assets Total Current Assets	\$ 36,220 1,444,388 127,958 352,454 42,921 2,003,941 (1,432,853) 571,088	\$ 27,591 844,769 37,727 323,081 27,062 1,260,230 (420,891) 839,339
Property, Plant, and Equipment Less: Accumulated Depreciation Net Property, Plant & Equipment	7,889,234 (2,357,943) 5,531,291	6,727,706 (1,883,505) 4,844,201
Other Assets: Deposits Restricted for Future Capital Outlay Restricted for Risk Management Total Other Assets	11,920 1,159,502 273,351 1,444,773	61,397 190,837 230,054 482,288
TOTAL ASSETS	\$7,547,152	\$6,165,828
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities: Accounts Payable Accrued Payroll and Withholdings Employee Benefits Payable Other Current Liabilities Claims Payable Unearned Revenue Total Current Liabilities	\$ 144,149 147,643 90,301 1,102 22,500 34,043 439,738	\$ 16,825 171,918 73,701 41,066 303,510
District Equity: Contributed Under Governmental Grant Programs Retained Earnings: Restricted for Contingent Liability Unrestricted	6,648,178 75,000 384,236	5,669,025 193,293
Total District Equity TOTAL LIABILITIES AND DISTRICT EQUITY	7,107,414 \$7,547,152	5,862,318 \$6,165,828

LANE COUNTY MASS TRANSIT DISTRICT COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES GENERAL FUND FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 1983

D	ACTUAL	BUDGET	BALANCE
Resources: Operating Revenues: Passenger Fares Charters Advertising Miscellaneous TOTAL	\$ 786,139 18,465 29,366 5,004 838,974	\$1,287,200 14,900 32,900 1,335,000	\$ (501,061) 3,565 (3,534) 5,004 (496,026)
Non-Operating Revenues: Interest Payroll Taxes Federal Operating Assistance State Operating Assistance TOTAL	63,185 3,474,273 168,397 3,705,855 4,544,829	50,000 4,700,000 651,000 350,000 5,751,000 7,086,000	13,185 (1,225,727) (651,000) (181,603) (2,045,145) (2,541,171)
TOTAL RESOURCES	4,544,629	7,000,000	(2,541,171)
Expenditures: Administrative Dept.: Personal Services Materials and Supplies Contractual Services TOTAL	231,425 51,133 47,957 330,515	370,000 89,500 126,000 585,500	138,575 38,367 78,043 254,985
Marketing & Planning Dept.: Personal Services Materials and Supplies Contractual Services TOTAL	221,679 65,522 201,930 489,131	347,700 92,400 329,000 769,100	126,021 26,878 127,070 279,969
Transportation Dept.: Personal Services Materials and Supplies TOTAL	2,035,265 5,805 2,041,070	3,275,800 19,100 3,294,900	1,240,535 13,295 1,253,830
Maintenance Dept.: Personal Services Materials and Supplies Contractual Services TOTAL	581,553 599,861 41,667 1,223,081	909,700 1,070,300 86,200 2,066,200	328,147 470,439 44,533 843,119
Other:	4,303		(4,303)
Contingency:		40,000	40,000
Transfer to Capital Projects:	186,400	186,400	
Transfer to Risk Management:	143,900	143,900	
TOTAL EXPENDITURES:	4,418,400	7,086,000	2,667,600
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES LTD BOARD MEETING 03/15/83 Page 45	\$126 _* 429	\$	\$126 <u>.</u> 429

LANE COUNTY MASS TRANSIT DISTRICT COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES CAPITAL PROJECTS FUND FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 1983

	ACTUAL	BUDGET	BALANCE
Resources			
Beginning Fund Balance UMTA Section 5 UMTA Section 18 Federal Aid Urban State Assistance Other Grant Resources Transfer From General Fund Total Resources	\$1,131,377 10,442 4,660 445,143 24,419 756 186,400 1,803,197	\$ 955,500 486,600 27,200 236,000 65,300 186,400 1,957,000	\$ 175,877 (476,158) (22,540) 209,143 (40,881) 756 (153,803)
Expenditures			
Locally Funded Bus Related Equipment Land & Buildings Bus Stop Improvements Office Equipment Computer Software Maintenance Equipment Service Vehicles Total Locally Funded	6,603 81,878 4,789 3,995 13,375 7,154 117,794	15,000 335,000 19,900 6,200 2,000 15,600 9,000 402,700	8,397 253,122 15,111 2,205 2,000 2,225 1,846 284,906
FAU Funded Bus Stop Improvements Land & Buildings Total FAU Funded	103,877 395,923 499,800	100,000 391,000 491,000	(3,877) (4,923) (8,800)
UMTA Funded Bus Related Equipment Bus Stop Improvements Office Equipment Computer Hardware & Software Total UMTA Funded	2,000 6,310 1,500 11,198 21,008	268,000 34,000 62,700 111,500 476,200	266,000 27,690 61,200 100,302 455,192
Total Expenditures	638,602	1,369,900	731,298
Ending Fund Balance	\$1,164,595	\$587,100	\$_577,495

LANE COUNTY MASS TRANSIT DISTRICT COMPARISON OF BUDGETED AND ACTUAL RESOURCES AND EXPENDITURES RISK MANAGEMENT FUND FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 1983

	ACTUAL	BUDGET	BALANCE
Resources Beginning Fund Balance Transfer From General Fund Interest Revenue Total Resources	\$274,004 143,900 17,163 435,067	\$152,300 143,900 296,200	\$121,704
Expenditures Administration	27, 679	32,000	4,321
Worker's Compensation Liability Insurance Miscellaneous Insurance Total Expenditures	43,639 80,648 2,923 154,889	53,200 145,500 25,000 255,700	9,561 64,852 22,077 100,811
Reserved for Incurred Liabilities	<u>\$280.178</u>	\$_40,500	\$239 <u>.678</u>

LANE COUNTY MASS TRANSIT DISTRICT STATEMENTS OF REVENUES AND EXPENSES FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 1983

	Current	Month	Year-To	-Date
	1983	1982	1983	1982
	1903	1302	1303	1302
Operating Revenue			A 700 100	A D A A A A A A A B A B B B B B B B B B B
Passenger Fares	\$ 110,478	\$114,988	\$ 786,139	\$ 811,313
Charters	200	150	18,465	9,375
Advertising	3,655	8,152	29,366	19,117
Other	211	1,664	5,004	16,557
Total Operating Revenue	114,544	124,954	838,974	856,362
Total operating Revenue	117,077	121,501		
Onensting Funences				
Operating Expenses	26 057	39,852	330,515	290,147
Administration	36,857			•
Marketing & Planning	79,878	49,598	489,131	429,784
Transportation	223,734	285,537	2,041,070	2,242,185
Maintenance	139,900	145,495	1,223,081	1,284,094
Insurance	37,271	6,657	154,889	136,275
Depreciation	45,000	34,667	360,000	381,334
Other	48		4,303	
Total Operating Expenses	562,688	561,806	4,602,989	4,763,819
Total operating expenses				
Loss from Operations	(448,144)	(436,852)	(3,764,015)	(3,907,457)
Loss IT on operations	1110,111)	1100,000)	103,000	1-3001
Other Teams (Funances)				
Other Income (Expenses)	070 000	950,000	3,474,273	3,703,479
Payroll Tax Revenue	870,000		80,348	
Interest Revenue	8,641	6,766	00,340	44,251
SAIF Adjustment				
Federal Operating Assistance			4.50 007	
State Operating Assistance			168,397	175,858
Total Other Income				
(Expenses)	878,641	956,766	3,723,018	3,923,588
\				
Net Income (Loss)	\$ 430,497	\$519,914	\$ (40,997)	\$ 16,131
Het Theome (1033)	-========	=======	=======================================	========

LANE COUNTY MASS TRANSIT DISTRICT COMPARISON OF YEAR TO DATE BUDGETED EXPENDITURES TO ACTUAL FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 1983

	ACTUAL	YEAR-TO-DATE BUDGET	VARIANCE FAVORABLE (UNFAVORABLE)
Administrative Department			
Personal Services Materials & Supplies Contractual Services Total Administration	\$ 231,425 51,133 47,957 330,515	\$ 246,649 59,740 60,100 366,489	\$ 15,224 8,607 12,143 35,974
Marketing & Planning			
Personal Services Materials & Supplies Contractual Services Total Mktg. & Planning	221,679 65,522 201,930 489,131	232,812 72,060 223,426 528,298	11,133 6,538 21,496 39,167
Transportation			
Personal Services Materials & Supplies Total Transportation	2,035,265 5,805 2,041,070	2,183,860 11,550 2,195,410	148,595 5,745 154,340
Maintenance			
Personal Services Materials & Supplies Contractual Services Total Maintenance	581,553 599,861 41,667 1,223,081	606,460 709,500 53,800 1,369,760	24,907 109,639 12,133 146,679
Total	\$4, 083,797	\$4,459,957	\$376,160

LANE COUNTY MASS TRANSIT DISTRICT CASH FLOW FORECAST FEBRUARY 28, 1983

				(In	Thousan	ıds)
		MAR		APR	MAY		JUN
Beginning Cash Balance	\$1	,481	\$	802	\$1,118	\$	\$1,712
Anticipated Receipts: Passenger Fares Payroll Taxes Section 5 Operating Assistance State Operating Assistance Other Revenue Capital Assistance Total Cash Available	1	115 10 88 3 50	1,	117 150 651 3 100 823	100	- - 3 0	97 10 6 100 1,925
Anticipated Disbursements: Personal Services Other Operating Expenses Insurance Capital Outlay Total Disbursements		580 145 20 200		350 145 10 200 705	145 40 100	5 0 0	340 145 10 100
Ending Cash(*) Balance	\$	802	\$1	,118	\$1,71	2	\$1,330

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

LANE COUNTY MASS TRANSIT DISTRICT SUMMARY OF INVESTMENTS FOR THE MONTH ENDING FEBRUARY 28, 1983

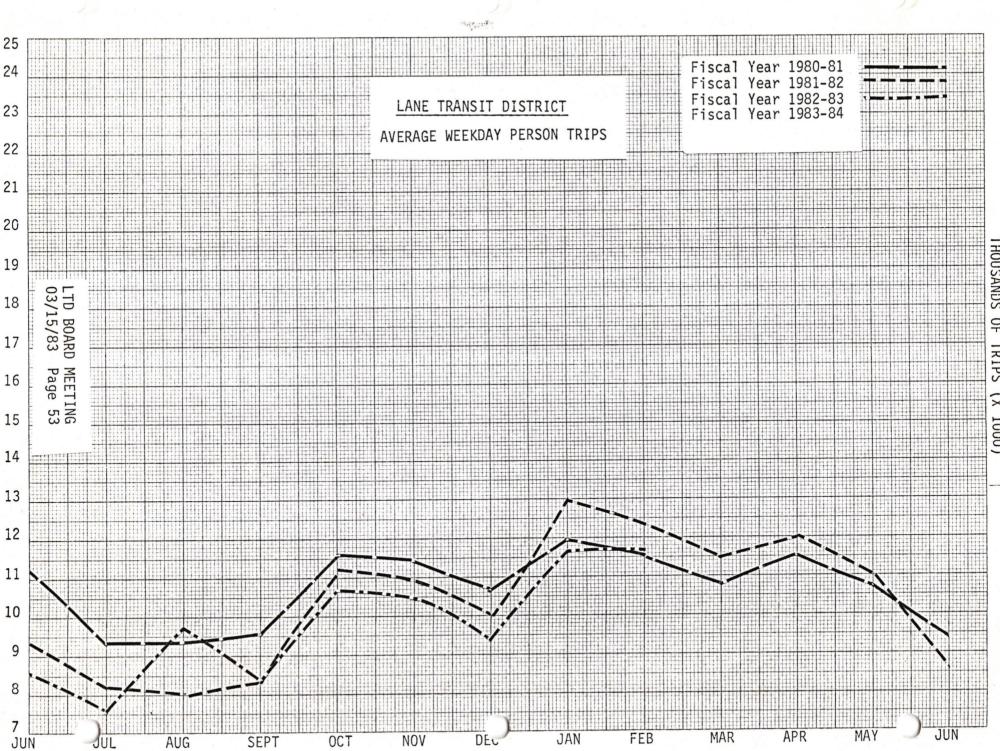
	Ending Balance	Average Balance	Average Interest Rate	Interest Earnings
Local Government Investment Pool	\$1,344,388	\$1,210,552	8.52%	\$ 7,909.87
Certificate of Deposit State Savings & Loan	100,000	100,000	9.40%	731.11

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

		CURRE	NT MONTH		FISCAL YEAR TO DATE			
		1982-83	1981-82			1982-83	1981-82	
STATISTIC	TDP GOAL*	ACTUAL	ACTUAL	% CHANGE	TDP GOAL*	ACTUAL	ACTUAL	% CHANGE
REVENUE	109,600	110,478	102,844	+7.42%	843,200	787,281	790,397	-0.39%
PERSON TRIPS	259,900	263,254	276,463	-4.79%	2,079,100	1,914,005	1,957,689	-2.23%
AVERAGE FARE	. 42	.42	.37	+13.51%	.41	.41	.40	-2.5%
AVERAGE WEEKDA	.Y	11,752	12,496	-5.95%				
PASS SALES		3,311	2,139	+54.79%		22,118	16,873	+31.09%
TOKEN SALES		33,902						

^{*} 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

FEBRUARY 1983

	February 1983	FY 82-83 Year-to-Date Totals/Averages		FY 81-82 Year-to-Date Totals/Averages			
TRANSPORTION DIVISION:							
Absenteeism On-Time Performance Compliments Complaints	8.4 98.42% 2 14	8.1 98.02%	8.1 99.01%	6.6 96.67%			
MAINTENANCE DIVISION:							
Number of Active Vehicles Rate Available Number of Road Calls Miles Between Failures Fuel Miles Per Gallon Oil Miles Per Quart** Total Miles	63 97% 31 6,341 4.60 88.0 196,595	63 97% 73 109,617 4.82 113.4 1,800,791	63 94% 25 8,602 4.68 136.4 215,067	65 95% - 4.86 - 1,876,881			
SAFETY & TRAINING:							
Vehicular & Passenger Accidents/Incidents	4	49	7	50			
Safe Miles Between Accidents/Incidents	49,163	36,758	30,724	37,538			
On-the-Job Injury Claims	2	21	2	13			
On-the-Job Injury \$12,100.13*** \$6,871.22 Claims Cost (Reported Quarterly)							

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

^{**}This data is always one month behind.

^{**}This quarterly figure is for the period ending 12/31/82.

Public notice of a special meeting was given to the Eugene Register-Guard for publication on March 7, 1983.

LANE TRANSIT DISTRICT

SPECIAL MEETING, BOARD OF DIRECTORS

March 9, 1983

VI.

ADJOURNMENT

7:30 a.m.

Transportation Building Conference Room, LTD, 1938 West 8th Avenue

AGENDA

I.	CALL TO ORDER			
II.	ROLL CALL			
	Brandt	Calvert	Eberly	Langton
	Nelson	Parducci	Randall	
III.	INTRODUCTORY REMARKS BY BOARD PRESIDENT			
IV.	AUDIENCE PARTICIPATION			
٧.	ITEMS FOR ACTION AT THIS MEETING A. Ratification of LTD-ATU Collective Bargaining Agreement for the period March 6, 1983 through June 30, 1985.			