

Public notice was given to The Register-Guard for publication on January 12, 1989.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

January 18, 1989

7:30 p.m.

McNutt Room,
Eugene City Hall

A G E N D A

I. CALL TO ORDER

II. ROLL CALL

Andersen____ Brandt____ Calvert____ Eberly____
Parks____ Pusateri____ Smith____

III. INTRODUCTORY REMARKS BY BOARD PRESIDENT

IV. BUS RIDER OF THE MONTH

V. EMPLOYEE OF THE MONTH

VI. AUDIENCE PARTICIPATION

VII. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes
- B. TransPlan Annual Review
- C. Election of Board Secretary

VIII. ITEMS FOR INFORMATION AT THIS MEETING

- A. Current Activities
 - 1. Facility Project Update

2. Letter from Managing Partner of Schaeffers Building
 3. University of Oregon Service Report
 4. Football Service Report
 5. Transit Finance Study
 6. Special Services Report
- B. Monthly Financial Reporting
- IX. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING
- A. Adoption of Five-year Service Plan and Service Policy
 - B. Grant Application for Federal Section 3 Capital Funds
 - C. Fiscal Year 1989-90 Pricing Plan
 - D. Fiscal Year 1989-90 Capital Improvements Plan
 - E. Budget Committee Appointment
 - F. Fiscal Year 1989-90 Service Adjustments
 - G. Follow-up Report on Purchasing and Bidding Procedures
 - H. Lane Community College Station Relocation
- X. ADJOURNMENT

AGENDA NOTES
January 18, 1989

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IV. BUS RIDER OF THE MONTH:

- A. The December Bus Rider of the Month was Harold Young. It has been said that his name exemplifies his attitude toward life: at 91, Harold Young is "young at heart." He and his wife came to Eugene in 1984 after 50 years in Florida. He is a retired furniture dealer, but continues to keep busy with various activities, such as recently making a television commercial.

Mr. Young commended the LTD drivers as being very good with the handicapped and disabled. He says that Lane Transit has the best service he has seen, and he claims, with a twinkle in his eyes, to have been around.

- B. The January 1989 Bus Rider of the Month is Lynn Hanna, who has been described as a "sweet and gutsy young lady." She attends Springfield High School and worked last summer as a receptionist at LCC. She enjoys skating, swimming, and her friends. None of this is unusual for a teenager, but Lynn is multiply handicapped, and has taught herself to write and type with her feet. Her smile brightens the day for LTD bus operators and passengers when she boards.

Lynn has many sisters and brothers. Her parents, Darrold and Frankie Hanna, have opened their hearts and their home to 28 children.

Mr. Young and Lynn Hanna have both been invited to attend the January Board meeting to be introduced to the Board and receive their awards.

V. EMPLOYEE OF THE MONTH:

- A. The December Employee of the Month, Mike Barela, has been an LTD Bus Operator since June 14, 1978. He has received his 10-year safe driving award. Mike was nominated by bus riders, who said that he is helpful, courteous and easy to get along with, and that he drives carefully and has a good sense of humor. When asked what else makes Mike a good employee, Transportation Supervisor Bob Hunt said that Mike is innovative about making positive changes to some of the District's internal operating procedures. For example, he is a member of the Bus Operator Uniform Committee, and he makes good, constructive suggestions for improving routes and

schedules. Mike is also described as a man with a compassionate and caring attitude toward others.

- B. The January Employee of the Month is Customer Service Representative Sandy Hartford-Black. She was hired by Marketing in September 1984 as a part-time Distribution Coordinator, and has been working at the Customer Service Center since August 1985.

Andy Vobora, Customer Service Manager, said that Sandy's positive attitude and enthusiasm for helping others are two of the qualities that make her a valuable employee. Sandy creates an overall positive atmosphere with other staff and the customers. She will run out to a bus at the downtown Eugene station to retrieve a lost article for someone, or help a parent find a child who is on the wrong bus or missed a stop. Sandy also coordinated the CSC's food drive, acting as the main contact with agencies receiving the donated food and with businesses donating boxes, paper sacks, and delivery services. The comments that customers made about Sandy on their nomination forms reflect the enthusiasm and patience she shows while helping others.

Sandy also serves as a United Way team captain and on the Bus Rider of the Month selection committee. She says that she loves working for LTD, and that this is the most enjoyable job she has ever had.

Mike and Sandy will both attend the January meeting to be introduced to the Board and receive their awards.

VII. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes: The minutes of the November 16, 1988, regular meeting and the December 21, 1988, regular meeting are included in the agenda packet for Board review and approval. 08

- B. TransPlan Annual Review: 24

Issue Presented: Should the Board approve amendments to TransPlan which have been recommended by the Lane Council of Governments?

Background: The Eugene-Springfield Metropolitan Area Transportation Plan (TransPlan) was adopted by LTD, Lane County, the Cities of Eugene and Springfield, and the Lane

Council of Governments (L-COG) in 1986. In September 1987, the Board reviewed changes which were recommended, and approved the modified TransPlan as part of an annual review process. TransPlan is now being brought to the Board for a second annual review.

In the packet are a staff memorandum, which outlines the amendments which are being recommended, and a copy of the TransPlan Annual Review, which has been prepared by L-COG. At the Board meeting, Stefano Viggiano, Planning Administrator, will briefly discuss the recommended changes and answer any questions the Board may have. A Resolution adopting the changes is also included.

Staff Recommendation: That the Board adopt the Resolution approving the amendments to TransPlan as described in the TransPlan Annual Review.

Results of Recommended Action: Staff will inform L-COG of the Board's action.

C. Election of Board Secretary:

Background: The term of Board member Gus Pusateri has expired, and he has requested that he not be reappointed to the Board of Directors. Mr. Pusateri was elected to a two-year term as Board Secretary; that term will expire in December 1989. It will be necessary for the Board to elect a Secretary for the remaining year on his term. The other officers, whose terms also expire in December 1989, are Janet Calvert, President; Janice Eberly, Vice President; and Peter Brandt, Treasurer.

Recommendation: That the Board members elect a Secretary at the January meeting.

VIII. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities:

1. Facility Project Update: Included in the agenda packet is an update on the status of the construction and annexation of the new facility. At the meeting, staff will be prepared to schedule a tour of the construction site for any interested Board members.

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2. **Letter from Managing Partner of Schaeffers Building:** 45
Mrs. Daphne Walwyn attended the October and November Board meetings to request that LTD remove the transit station shelter from in front of the Schaeffers Building doorway. Included in the agenda packet for the Board's review is another proposal from Mrs. Walwyn, occasioned by the Sears announcement to leave downtown.
3. **University of Oregon Service Report:** 47
A staff memorandum in the packet gives a brief update on the University of Oregon prepaid transit programs for employees and students.
4. **Football Service Report:** 48
Included in the packet for Board review is a memorandum which discusses ridership on the District's football shuttle service during the fall of 1988 and the four previous years.
5. **Transit Finance Study:**
At the meeting, General Manager Phyllis Loobey will briefly discuss the progress of the State of Oregon's Transit Finance Study.
6. **Special Services Report:** 49
As a result of Board discussion about special services requested by persons and agencies in the community, a list of requests received (approved and denied) is included in the agenda packet each month.

B. Monthly Financial Reporting:

1. Comparison of Budgeted and Actual Revenues and Expenditures
 - (a) General Fund 50
 - (b) Capital Projects Fund 51
 - (c) Risk Management Fund 52
2. Comparison of Year-to-date Actual Revenues and Expenditures to Budgeted (General Fund) 53

IX. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

- A. **Adoption of Five-year Service Plan and Service Policy:** Staff are in the process of developing a new, comprehensive service policy and a five-year service plan. The plan and policy will be brought to the Board for adoption at the February Board meeting.

- B. Grant Application for Federal Section 3 Capital Funds: A public hearing and deliberation on a grant application for federal Section 3 capital funds will be scheduled for the February Board meeting.
- C. Fiscal Year 1989-90 Pricing Plan: A public hearing and deliberation on recommended changes in the District's fare structure for Fiscal Year 1989-90 will be scheduled for the February Board meeting.
- D. Fiscal Year 1989-90 Capital Improvements Program (CIP): The FY 89-90 CIP will be presented to the Board for review and approval at the February 1989 Board meeting.
- E. Budget Committee Appointment: A nomination to fill an expired term on the LTD Budget Committee will be made at the February Board meeting.
- F. Fiscal Year 1989-90 Service Adjustments: A public hearing and deliberation on proposed service adjustments for Fiscal Year 1989-90 will be scheduled for the March Board meeting.
- G. Follow-up Report on Purchasing and Bidding Procedures: A report on the District's purchasing and bidding procedures, as requested by the Board, will be prepared for discussion at a future Board meeting.
- H. Lane Community College Station Relocation: Plans for relocation of the LCC Transit Station will be discussed at a future Board meeting.

X. **ADJOURNMENT**

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, November 16, 1988

Pursuant to notice given to The Register-Guard for publication on November 10, 1988, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Wednesday, November 16, 1988 at 7:30 p.m. at the Eugene City Hall.

Present: H. Thomas Andersen
Keith Parks
Gus Pusateri, Secretary, presiding
Rich Smith
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Peter Brandt, Treasurer
Janet Calvert, President
Janice Eberly, Vice President

CALL TO ORDER: Mr. Pusateri called the meeting to order at 7:30 p.m. The meeting began with information items with Mr. Parks, Mr. Andersen, and Mr. Pusateri present, while waiting for one more Board member to arrive.

BUS RIDER OF THE MONTH: The November Bus Rider of the Month was Ava Rosenblum, who was described on the nomination form as a "smiling, cheerful, and helpful rider." She rode the buses in New York for a number of years, and said that she found LTD to have the most cheerful, friendly staff she has ever encountered. Mr. Pusateri presented Ms. Rosenblum with her certificate of appreciation and a lapel pin.

EMPLOYEE OF THE MONTH: The November Employee of the Month, bus operator Will Mueller, was nominated by bus riders, who said that LTD has something special in Will, including the personal interest he takes in his riders and the trust the customers have in him. Will was hired as a part-time bus operator on January 17, 1986, and promoted to full-time on September 18, 1988, and has received his one-year safety award. After receiving his check, letter, and certificate of appreciation, Mr. Mueller thanked the Board and said he appreciated the honor of being named Employee of the Month.

AUDIENCE PARTICIPATION: Rob Willis, of 827 East 35th Place, Eugene, stated that, as a student last spring, he had been happy to vote twice for the proposal to provide unlimited bus service for University of Oregon students for a student fee of \$4.50 per term. As a part-time student this fall, he said, he is enjoying using the bus. In fact, he said, he believes the UO bus program to be the only significant contribution to

resolving the parking problems in this city in the last year. He congratulated and commended LTD for taking the initiative and making a positive contribution.

Mr. Willis said he also wanted to make a personal request for an airport shuttle. He said that all the people he had ever asked said they would like to have an airport shuttle as an alternative to taking taxis, driving and parking, etc. The mayoral candidates had said that maybe it could happen when the airport construction is completed, but Mr. Willis said he would like LTD to re-emphasize this idea more and not wait until the airport is finished.

Mr. Willis' third item of concern, he said, was the Riverfront Research Park design. He explained that the advisory committee guidelines had included a recommendation to explore using the parking lot at Autzen Stadium as a remote parking site for the Riverfront Research Park, the University of Oregon, and other places. Mr. Willis said he really liked the idea, which had been submitted to the Eugene City Council in its role as the Eugene Renewal Agency that day. He said he thought that LTD could contribute to making that a reliable alternative, and that it needs a strong proponent to make it work. As the downtown Eugene area is developed and parking structures are considered, he thought a more forward-looking policy would be to develop alternatives rather than to spend a lot of money on parking and vehicles. It was his opinion that LTD is one of the few groups that can show the initiative and take the leadership in this regard. He said that he and a number of other citizens are looking to LTD to take that role, and encouraged LTD to be in the forefront in commenting on and responding to certain guidelines. He said that LTD is a key player in whether or not the Autzen parking proposal becomes a reality.

Mr. Willis' last request was for better routing on the downtown (Eugene) shuttle to serve the Eugene Water and Electric Board (EWEB) headquarters site. He said the stop is now across the street and hazardous, and that it would help EWEB customers and employees if access were a little better.

Mr. Willis thanked the Board and told LTD to "keep up the good work."

Dr. Smith arrived at this point in the meeting; a quorum was now present.

Ms. Loobey responded to some of Mr. Willis' comments. She stated that airport service has been considered in depth, most recently only a few months ago. She said that, in spite of those who would use the service, the District's research has concluded that, with the exception of Reno, where there are a lot of people flying in and out, airport service in transit districts of LTD's size has not worked well. However, she said, staff have been exploring using hotel vans to provide airport service.

Regarding the Riverfront Research Park, Ms. Loobey said that LTD has been included in the planning and design process all along. The issue of using Autzen Stadium is one of access, because travel time across the Ferry Street Bridge is not advantageous, and no new alternative structure to carry the buses is planned. She added, however, that LTD will not miss the opportunity to participate in planning a shuttle service if it arises.

On the issue of new downtown parking structures being planned, Ms. Loobey stated that the most recent proposal, the Pankow Building, came up suddenly and LTD was not involved in that decision-making loop. However, staff have already made comments to the Eugene Mayor and City Manager that the District should be involved in issues such as this which affect the economical health and well-being of the community.

Ms. Loobey thanked Mr. Willis and said that staff and the Board appreciated his comments very much.

There was no other audience participation at this time.

MOTION

APPROVAL OF MINUTES: Mr. Andersen moved that the minutes of the October 19, 1988 meeting be approved as recorded. Mr. Parks seconded the motion, and the minutes were approved by unanimous vote.

VOTE

VALLEY RIVER CENTER TRANSIT STATION: Stefano Viggiano, Planning Administrator, stated that Valley River Center (VRC) is one of the major markets for LTD. The buses drop off and pick up about 150,000 customers a year at Valley River Center, which makes this LTD's fourth largest market. Therefore, he said, staff are obviously concerned about service to VRC.

Mr. Viggiano explained that the District currently has a bus station and shelter by Mr. K's Restaurant. That station has been there since about 1975, and the District has had a number of problems with that site. First, it is difficult to access, because access is from the north and the station is on the south side; thus, buses have to encircle the entire shopping center and drive through some of the parking area. Mr. Viggiano said it is costly to encircle the lot. By locating the station closer to an access point, buses would be able to make the trip more quickly and save money and customer travel time. Additionally, the current station has room for only two buses and the District needs room for at least three, and preferably four.

The current VRC station is located in a convenient place to serve Valley River Center, but not to serve some of the newer development northwest of the Center, where there is a fairly large cluster of employment. Mr. Viggiano said that, ideally, a station on the north could serve the offices and VRC fairly conveniently.

Other problems with the current station are the conflict with truck loading and the fact that the passenger facilities were built in 1974 and are not adequate based on the number of passengers that use the site.

Mr. Viggiano said that staff began looking for a better site some time ago. Staff's focus has been on relocation of the site because of the problems with the current site. The District's last federal capital grant application included \$250,000 to relocate the VRC station, but the Board did not want to approve final expenditure for a new site until more information was available. Mr. Viggiano said that staff had looked at 11 options but had been unable to come to an agreement about a new site with the VRC management, who believe that the current location is the best one because it provides fairly convenient access into the shopping center from the bus stop. However, Mr. Viggiano said, staff believe that some of the other sites which were considered would also provide convenient access into the mall.

Mr. Viggiano explained that the Bon Marche is planning to build between Montgomery Ward and J.C. Penney at Valley River Center. He said this addition will make traveling around the mall a little more difficult, and also will help focus development at the mall toward the north side.

Valley River Center has applied for a modification of its Planned Unit Development (PUD). As part of that process, by City code, VRC has to provide an adequate transit facility. Mr. Viggiano stated that the meaning of "adequate" will probably have to be decided by the hearings official.

Mr. Viggiano said that staff were seeking direction from the Board on whether the District should pursue a change of location through the PUD process, and on cost sharing. In past projects, he said, developers have typically paid for the flat work (concrete, etc.) and LTD has paid for the shelter and anything else that was done above ground. That is what will be done at the new Gateway shopping center.

Mr. Viggiano said that the staff recommendation on page 22 of the agenda packet does not mean that the Board would be making a final decision on this issue. Rather, the Board would be providing direction for staff, and staff would return to the Board for approval before any decisions on a new station were made.

Mr. Parks and Dr. Smith stated that they were comfortable with the direction proposed by staff. Mr. Andersen asked if taking the bus from the current station would cause a problem for service to the Valley River Inn and Delta Village. He also wondered if there was service along Goodpasture Island Road. Mr. Viggiano said that the Valley River Inn now has bus service, but it is not a major trip generator. Delta Village and the cinemas, however, do generate some trips, but those customers get off the bus at Valley River Way and cross the street. If the station were relocated to the north side of VRC, he said, one bus every hour or so would serve the perimeters of the shopping center, which would include the Valley River Inn and Delta Village.

Mr. Viggiano also said that there is some service on Goodpasture Island Road, but there is no safe place to stop, and customers have to go

into a planted area. He added that the closest stop for the Perkins Building on Valley River Way is a stop just to the west of Bi-Mart. A new station near the Bon Marche would provide easy access to the Perkins Building, however.

Mr. Andersen thought that Valley River Center would be reluctant to share the cost of a new station, and wondered what would happen to the grant money that is programmed for the VRC station. Mr. Viggiano said that cost-sharing had not even been discussed, because the issue so far has been to find an agreeable location. If the grant money were not used for the VRC station, he said, it could be reprogrammed for other purposes. Mr. Andersen also asked if any other LTD funds would need to be expended to change the VRC station. Mr. Viggiano replied that the proposal had not been costed out, but that staff believed that \$250,000 could cover the amount necessary for any station to be built at VRC. He added that \$250,000 is approximately the cost of the Parkway Station, and a new station at VRC would be smaller.

Mr. Pusateri asked if the costs would be shared between the Bon and LTD. Mr. Viggiano said that staff are suggesting that the cost be shared by LTD and Valley River Center as a whole, rather than the Bon. He did not know if VRC would have the Bon pay any part of the cost. Mr. Pusateri then asked how the costs would be split. Mr. Viggiano explained that it depends on how extensive the flatwork and shelters would be, but that costs could be fairly even in terms of dollars. He added that the cost he stated for the Parkway Station included all the flatwork in addition to the shelters.

Mr. Viggiano said that another site which staff finds attractive is at the J.C. Penney corner. This proposed site would require customers to cross a parking lot, but would still provide fairly good access.

Mr. Andersen asked about the modal split--the people who travel to Valley River Center by car and bus. Mr. Viggiano said that bus riders comprise about 3 percent of the people who go to Valley River Center, and spend about \$5 million per year at the shopping center.

Mr. Andersen stated that he also endorses the staff's position on relocating the VRC Station to the north side of Valley River Center.

Ms. Loobey said that the District had not talked with Valley River Center about this issue within the PUD process; however, VRC management does know that LTD staff favor a location on the north side. She said there could be some value in having a vote by the Board on the issue, rather than just an expression of approval. She added that staff had not yet had a chance to talk with the Bon Marche management in Seattle, but the issue was brought to the Board at this time because it is part of the permit process that would begin the following week. Staff were also planning to meet with the Bon Marche architect to discuss the process.

MOTION

Mr. Andersen moved that the Board direct staff to continue negotiations and discussions and action with regard to the relocation of the Valley River Center Station to the north side of VRC, including whatever participation in the City planning process is necessary; and that the Board direct staff to explore thoroughly the joint funding of the VRC Station with Valley River Center. Mr. Parks seconded the motion. There was no further discussion, and the motion carried by unanimous vote.

VOTE

CONSTRUCTION RETAINAGE ACCOUNT: Mr. Pangborn explained that Mr. Brandt had asked some questions about the construction retainage account at the last Board meeting. In defining this kind of account, he said that when the District has a major construction project, the contractor wants to be paid throughout the project. These payments are called progress payments. The District retains a piece of that payment, normally five percent, as insurance until the end of the project. The District verifies that a certain portion of the work has been done, retains five percent of the amount for that portion, and makes a progress payment of the balance for that portion to the contractor. The purpose of the retained amount is to act as an added incentive for the contractor. At the end of the project, a final inspection is made and the District makes sure that the entire project is completed satisfactorily before paying the contractor the retained amount. When the new facility is finished, he said, the District will have retained approximately \$300,000, which could be close to the amount of the contractor's profit if he bid the project closely.

Mr. Brandt had questioned whether LTD had to pay the accumulated interest to the contractor. Mr. Pangborn said that, according to the Oregon Revised Statutes, as shown on page 23 of the agenda packet, the interest earned shall accrue to the contractor.

Mr. Pusateri asked how the District determined the costs of the account. Mr. Pangborn said those costs are the costs associated with the banking fees.

MOTION

Mr. Parks moved that the Board adopt the resolutions on pages 25 and 26 of the agenda packet pertaining to retainage accounts. Mr. Andersen seconded the motion. With no further discussion, the motion carried by unanimous vote.

VOTE

ITEMS FOR INFORMATION AT THIS MEETING:

Downtown Station: Ms. Loobey stated that at the last meeting, Mrs. Daphne Walwyn requested that the Board move the shelters and provide clear access to the Schaeffers Building on the southeast corner at 10th and Willamette, across from the Downtown Athletic Club. Mrs. Walwyn had said that the Schaeffers Building had been refurbished and is now in its original condition. Ms. Loobey told the Board that when the issue was brought to the Board the previous month, she had misunderstood Mrs. Walwyn's comments and thought she was requesting that the entire station be moved. Ms. Loobey reminded the Board that two or three years

ago, the District held active conversations with the City about relocating the site, and that the preferred location was the Butterfly Lot. In subsequent conversations with Mrs. Walwyn, Ms. Loobey said she learned that Mrs. Walwyn was talking about the area confined to that portion of the station near the Schaeffer's Building.

Ms. Loobey said the Board had previously examined the issue of moving both stations east of Willamette to the Olive Street side, in order to have a more compact station.

Stefano Viggiano, Planning Administrator, used a chart to show the downtown station. He stated that staff had looked fairly extensively at moving the entire station, which is still an open issue. The District had been waiting for a final decision regarding the reopening of Willamette, and staff are now prepared to revisit this issue with the Board. Mr. Viggiano said that the District has also looked at something very similar to what Mrs. Walwyn was requesting, because the District's single biggest problem with the current station is the length of the station. Staff and the Board had previously considered trying to move the two sections east of Willamette two or three years ago. An engineer had considered several options, such as locating part of the station on Willamette, along the alley between 10th and 11th Avenues, on Willamette and Olive, and on Charnelton. The problem with moving the station, he said, is that LTD requires a double-width sidewalk (24 feet wide); half is required for shelters and boarding, and half for general movement on the sidewalk. Also, he said, on the other streets, LTD would block the traffic on the street, and a station on Charnelton would necessitate a contra-flow traffic pattern. The best option for moving the two sections would be to take up half of the two parking lots on either side of Olive at 10th Avenue, with the remaining stations staying where they are on 10th Avenue. Mr. Viggiano stated that this option would cost about \$300,000, exclusive of land costs.

Mr. Viggiano also stated that the District had approached the City with this last option, but the City was unwilling to part with the lots, which have been reserved for development. According to the City staff, they had other uses that they preferred for this property. However, Mr. Viggiano said, this is still an open issue, and the District could approach the City again. The staff believe, however, that a preferable option would be to move the entire station.

Dr. Smith said he did not remember the final status of the Butterfly Lot as a possibility for LTD's use, because it is dedicated as park space. He wondered if this question was ever resolved. Ms. Loobey stated that there are restrictions on the deed, but as long as the property would remain in public use, it seems to be permissible for LTD to use. However, it is believed that there would be some objections to LTD using the lot by the adjoining property owners. Ms. Loobey added that the impetus for LTD researching this possibility had been the opening of Willamette Street between 8th and 10th Avenues, and the City dropped that issue for awhile, so LTD dropped it also, especially since the City did not want the

District to have its most preferred site. The Board decided at that time that until the City decided how the downtown was going to be, it was not a good idea to go ahead with any attempt to move the station. Mr. Parks added that the District was notified at the time that people who did not want LTD on the Butterfly lot would take legal action to block that move.

Mr. Andersen asked how the larger-issue ties in with the recent talk about the Pankow Building and the Eugene Library. He wondered if the City had given any thought to that. Ms. Loobey said that staff had some discussions and she planned to raise the issue when she met with the City Manager that week. She added that this issue had come up very suddenly, and that LTD had not been involved with any discussions about this building, even though it is a significant development in downtown Eugene. There are a number of issues involved with the library plans, including financing, parking, etc. She said she believes that LTD can assist in resolving some of those issues with parking, but that the District had not yet had the opportunity to have a dialogue at the staff level about the key role that LTD can play. Because of the type of traffic to be generated by a library, it is a significant opportunity for LTD to play a key role, she said.

Mr. Andersen asked how long the configuration of the current station had been the way it is. Mr. Viggiano said the buses have been stopping on 10th Avenue since the late 1970's, and the improvements had been made to the site in 1983. Mr. Andersen also asked how long Mrs. Walwyn had owned the Schaeffers Building. Mrs. Walwyn said she had owned the building since 1981, and on January 15, 1983, three buses had been put in front of the door. Mr. Viggiano explained that the shelters were new at that time; the buses were there before 1983, and the Customer Service Center used to be in the Schaeffers Building.

Mrs. Walwyn said this discussion was very important to her that evening, because an international restaurant chain would like to move into her building if she could accomplish moving the buses, and a representative would be meeting with her on November 21.

Mr. Parks suggested that this issue be put in the City's economic development lap, because of the request to use the parking lots on Olive Street. Ms. Loobey stated that the City owns both lots. Mr. Andersen said the District would have to buy the lots plus spend \$300,000 to move the two sections. Mr. Parks said it would not have to be developed; it could be similar to the area that is now used for temporary buses. Mr. Viggiano said that the \$300,000 amount assumed that the District would be in that location for a long time. Mr. Parks stated that until the City decides what it is going to do with the central part of the city, any money LTD spends could be wasted. A new development which could change traffic patterns, etc., in the downtown area is already being planned. Mr. Pusateri said he did not believe LTD would be on the Olive Street site very long, and thought it would be wasting money to move.

Ms. Loobey said the District would take the issue about the Pankow Building to the City, and that it would be an option that LTD could explore with the City. However, she said, it did not resolve Mrs. Walwyn's concerns about the restaurant's representative coming on November 21. The Pankow Building is still in the talking phase of construction. It would be a long time before LTD could occupy any new station; even assuming that everything went smoothly, it could be six months to a year. Any abutting property owners are going to be concerned about LTD taking on-street parking away. There are no other visible locations around that location except off-street locations.

Mr. Andersen said that, as a basic premise, wherever the buses are downtown, there are people who are going to complain; he had heard that night about property owners near the Butterfly Lot. He said the District would have to balance the property owners' individual economic interests against the public interest overall. He recommended that the District leave the station as it is. If this new development comes in, it may make all property in downtown more attractive, no matter where it is. He said that he couldn't believe that the buses being there would be a deciding factor. Even though the shelters have only been there since 1983, the bus station has been there for a long time, at least when the building was purchased. He said that, to him, it was not a hard balancing act between the overall public interest versus special economic interests.

Mr. Parks remarked on the history of transit, saying that it seems as if something vital to the downtown area is not getting much attention from the City, and sometimes that has to be made clear. He added that it is not simple to plan and develop anywhere downtown.

Mr. Pusateri thought that if the Pankow development makes things more viable commercially downtown, it is going to be harder for the District to find a different location. Mr. Parks added that the City did not want the buses in front of its new developments two years ago. Dr. Smith said the City does not want the District to use the Olive Street lots because the lots would not be available to develop and sell. He thought the District needed to decide what is important; it is ready to move someplace reasonable, but it is also a public body using public funds, and cannot just drop hundreds of thousands of dollars in useless ventures. He added that until the City decides how LTD fits into the entire picture, there is not much the District can do. He said this does not do much for Mrs. Walwyn, but that the District is just as frustrated as she is.

Ms. Loobey added that LTD does not operate in a vacuum; that it has to integrate with the City's planning, especially when looking at publicly-owned property. Any privately-owned property which was considered did not meet the Board-adopted criteria for a downtown station, or was too costly. The station needs to be close to government, retail, and professional buildings, and it has to be done in partnership with the City or County, or it cannot be done. The Board does not have the authority to force the City to do anything at all, and the District has

not been able to accomplish what it wanted within the time it would like it to be done.

Ms. Loobey added that for a period of time, the station was around the park blocks in a temporary location. She said that worked moderately well, but would not work for the District now. She stated that she would keep the Board advised of conversations with the City about this issue.

Facility Project Update: Mr. Viggiano informed the Board that the District lost the ruling on arbitration regarding whether the contractor, Hyland & Sons, had the right to change subcontractors. The District's position was that the contractor did not have that right, but the arbitrator said the contract language did not prohibit change. In future contracts, he said, that language will be strengthened, because that type of activity has its basis in bid shopping, and staff believe that as a public agency the District has a mandate to prevent bid shopping.

Mr. Viggiano showed the Board photographs which were taken of the construction area. He explained that about a dozen photographs are taken a week, and one aerial picture is being taken each month until the buildings have roofs.

Mr. Andersen said he was pleased to see that the Spicers' appeal period ran out without an appeal being filed. Mr. Viggiano said that the District is now the deed holder and has applied for annexation, which should take four to six months.

In response to a question, Mr. Viggiano stated that there will be berms between the additional Moyer property and the original site, as part of the noise abatement process.

Service to Oakridge: Mr. Loobey stated that the ballot measure in Oakridge had failed. It was the property tax levy to raise \$17,000 to \$18,000 which would have been used to contract for service from the Dexter/Lowell/Pleasant Hill route. The proponents of the measure are organizing to look at another way to see if the City Council will accept a recommendation for LTD to provide service in some way.

University of Oregon (UO) Service: Ms. Loobey stated that Mr. Brandt had raised the issue of the cost of the UO service. She called the Board's attention to an extensive memorandum in the agenda packet, and said staff would be happy to respond to any questions. She stated that the UO service has been, other than the funding of LTD in May, 1970, one of the most significant developments LTD has ever enjoyed. It has had a major impact on the District in terms of ridership and the staff's and employees' response to that ridership. Ms. Loobey said that overall District ridership is now higher than staff had anticipated, and there had been some problems with overloads. She added that the key to the District's success in responding to major increases in ridership was in being able to deploy used equipment, and that the maintenance staff had done a tremendous job of getting that equipment ready for service. She

said this service is significant for the long-term growth of the District and a key element in being able to position the District as a significant partner in the economic health and well-being in this community.

Ms. Loobey stated that LCC has contacted the District about beginning a 100 percent prepaid service program, and staff had talked with Sacred Heart Hospital and would approach the City and the County. She said she had been pleased with the response of all the staff to respond to the demand that the UO service had placed on the system.

Mr. Andersen wondered how low, in numbers of employees, a program like this could go before it was not cost-effective. Mr. Pangborn replied that the District had not studied this yet, but that the Santa Barbara transit system said at least 50 employees were needed. He added that LTD had made the UO program revenue neutral, and if and when the program is expanded, that policy will need to be reviewed. The District's intent would be to try to make it work for as many large, medium, and small employers as possible.

Attitude and Awareness Study Presentation: Ed Bergeron, Marketing Administrator, said that the Board members had received copies of the Attitude and Awareness Study, which had been done in May 1988. This is the sixth such study performed by the District. Mr. Bergeron stated that the District's overall image is very strong in the community, and LTD enjoys an increasing level of support for service it provides. The highlights of the current study and comparison with previous studies, along with key performance indicators, were explained by the use of charts on an overhead projector. Mr. Bergeron stated that, currently, two-thirds of the people in the community have ridden the bus, with less service than was available ten years ago.

The Customer Service Center (CSC) has served half the population of the area; 48 percent have taken advantage of the CSC's services at one time or another.

In asking for suggestions from the community about what improvements the District could make, LTD learned that 51 percent of the respondents feel that the District's services are appropriate or did not recommend suggestions about how the service could improve. The remaining 49 percent had ideas in many areas; no single area of improvement came out very strongly. Mr. Bergeron said that staff will look at this information closely to see if this indicates some opportunities regarding transit in the community.

The survey showed that 77 percent of the respondents rated LTD service "good or excellent." This rating is among the highest achieved by any transit system in the nation. In 1978-79, when the fares were lower, there was more service available, and there was greater national support for mass transit due to the gas shortage, the District achieved its highest rating of 78 percent. In 1980-81, the District cut back service and raised the fares when the community went into an economic

tailspin. As a result, the rating in this area decreased to 60 percent. The gain now to 77 percent "good or excellent" is a positive sign for LTD in the community.

The area most important to Mr. Bergeron, he said, is the trend in the population who say they would not ride under any circumstances. In 1980, almost one-half the population in Eugene/Springfield said they would not ride the bus. This percentage decreased to only 9 percent in 1988, which is a lower percentage than in 1979, when there were long lines at the fuel pumps. This indicates that 91 percent of the population feels that the bus is a viable option for them. Mr. Bergeron stated that the District's market potential had expanded to 91 percent over the last eight years, as the District has been focusing on opportunities with specific segments of the population.

Mr. Parks commented that, according to the report, television advertising made an impact on public awareness. He also thought that free rides to the Lane County Fair had made a big impact, as well as service to football and basketball games, because these are services used by people who are not normally bus riders. Mr. Bergeron agreed that those events had gotten people on the bus and they have been pleased with the service. Mr. Pusateri asked if basketball and football service had continued to increase. Mr. Bergeron said they had, and that Saturdays, including regular ridership and game service, were among the busiest days of the week. Mr. Parks thought that if riders enjoyed these special services, they would be more likely to ride during the next gasoline shortage. He added that instead of worrying about downtown parking, it would help to shuttle people from outside the downtown area. He stated that he is totally in support of the educational aspect of event service that gets other people to ride the buses.

Mr. Parks also commented on the fact that police in Portland are now riding transit. He wondered if LTD had any problems which might lead to the need for police on the buses. Ms. Loobey said LTD did not have the kinds of problems that occur in the metropolitan areas, and that vandalism and crime had not been a significant issue for LTD. She added that the District has experienced less graffiti than many systems of the same size. This area seems to have a norm that says certain behavior is not acceptable on the buses, and field supervisors have always made quick responses and requested help from local police when assistance is needed. Additionally, LTD does not allow cut seats or graffiti to remain on the buses, so it will not be seen and copied by others.

Monthly Financial Report: Ms. Loobey said that Mr. Brandt had requested that staff reintroduce the monthly financial report rather than quarterly reports. One page of the financial report (page 34 of the packet) had been revised and was handed out at the meeting.

Year-End Budget Committee Meeting: Ms. Loobey explained that the for last several years, LTD has had a year-end Budget Committee meeting to advise the Committee of any mid-year corrections that may need to be made

in the fiscal year budget. This year, some Budget Committee members had expressed an interest in receiving a memorandum rather than holding a meeting, if the budget is basically on target for the year, as it has been for the last couple of years. Staff had talked with Rosemary Pryor, Committee Chairman, who thought that a memorandum could be mailed, and if Committee members had any concerns about the budget, they could call for a meeting. Mr. Pangborn said he would mail a memorandum by the end of the next week, outlining the revenues and expenses so far in FY 88-89 and asking Committee members to contact Ms. Pryor if they wanted to hold a meeting.

Quarterly Performance Report: Ms. Loobey said that staff members were present to answer questions regarding their specific areas of expertise. She said that the quarterly performance report included in the agenda packet was the staff's first comprehensive report of this nature, and would be upgraded over time. She asked the Board members to let staff know if they wanted to see other information, or to have the information displayed in a different manner. She added that she was proud of staff's efforts on this report. She said it gave staff an opportunity to use the District's sophisticated software on an in-house effort.

Joe Janda, Management Information Services (MIS) Administrator, said it was enjoyable to assemble the District's statistical information in a meaningful way. He asked the Board to consider the level of detail and the appropriateness of these measures. He explained that the report included two parts: a year-end performance report for FY 87-88, compared with FY 86-87; and a quarterly report for the current fiscal year. He said there would be a staff presentation every quarter on some of the measures found in the performance report. He added that the purpose of the report is to give detail through narrative and graphic materials.

Mr. Janda called the Board's attention to page 5 of the performance report, which showed that ridership is up 3.4 percent. In figure 3, Saturday ridership showed a significant increase, which can probably be attributed to football ridership. Ridership increases have followed more or less the general growth of the community, which has been at about 3 percent per year, as well as being attributed to UO enrollment increases and target marketing efforts in the community.

Page 6 of the report discusses person trips, which are linked trips, including transfers. They were at their height during the 1979-80 gas crisis, with a relatively stable level of service over the last four or five years, with small incremental increases. Mr. Janda stated that the District has been achieving ridership growth while maintaining a stable level of service, which results in an increase in productivity.

Over time, the District has been able to increase fares in steady, incremental increases without causing a detrimental effect on ridership. Ms. Loobey stated that it is typical in the transit industry that ridership drops off when fares increase. However, she said, LTD does not

increase all fare instruments at one time, and staff believe that helps the District be successful in avoiding those kinds of ridership declines.

Mr. Janda stated that in FY 87-88 the District reached the highest productivity rate in its history, 18.4 person trips per hour. He also called the Board's attention to page 7 of the report, on which the data represents how people switched to other fare investments which may have been more economical for them, causing a 1.1 percent decrease in the use of cash fares. Three-month passes were new in FY 87-88 and became a successful program for the District, with 930 sold. Purchasing a three-month pass actually means buying three consecutive monthly passes at a reduced cost.

Page 10 of the report discusses revenues, which increased by five percent last year. Mr. Janda explained that farebox revenue follows ridership fairly closely. Page 11 shows the farebox to operating cost, which was 19.4 percent in FY 87-88. This means that 19.4 percent of the cost of operating service was paid by the users of the service. In the past six or seven years, farebox to operating cost has ranged from 18 to 20 percent. Mr. Janda stated that this percentage is fairly consistent with transit districts of similar size throughout the transit industry.

Cost per trip is the cost to the District to provide one person trip. This measure is reported in both actual and adjusted dollars. The adjusted amount factors for inflation and is used to compare costs over time. Cost per trip has been on a downward trend since 1980-81.

Correct schedule operation (CSO) is the percent of time an operator is not running ahead of schedule. In order to be on time, an operator can not be early and can be no more than four minutes late. Since 1979-80, this percentage has been on an upward trend. Staff are now working on a new measure called total on time operation (OTO), in order to look at service provision from a customer's point of view, rather than basing it on operator performance. OTO will measure how far a route is behind schedule based on traffic, trains, rush hour, etc.

Bus operator absenteeism was measured at 5.2 percent last year. Over time, this percentage has also been decreasing.

Mr. Pusateri questioned how absenteeism was defined. Bob Hunt, Transportation Supervisor, said that in addition to illness, it can include someone who was not on time but did work later. Mr. Janda added that LTD's absenteeism rate is exceptional in the transit industry, and that staff have found that every one percent change in absenteeism affects the District by approximately \$20,000.

Miles between road calls decreased by 2.2 percent in 1987-88. Mr. Janda explained that this measures major road calls, in which a bus may have been out of service for some reason and resulted in the schedule running late.

Total vehicle accidents were relatively unchanged between FY 86-87 and FY 87-88. Preventable accidents (those which the District's Safety Committee determines could have been prevented by the bus operator) declined by 33 percent. The percentage of preventable accidents has been on a downward trend since 1980-81. The District provides an extensive safe driving training program.

First Quarter FY 88-89 Performance Report: Mr. Janda said staff are projecting that FY 88-89 could be a record year for ridership and productivity. The University of Oregon prepaid fair program was implemented in September 1988 and, as a result, ridership to date has increased by 7 percent. Larger increases in the range of 20 percent are expected in the second quarter. With a service increase of 4 percent, the increased ridership will result in a higher productivity.

In closing, Mr. Janda stated that 1987-88 was a very good year for the District in all areas, and the first quarter statistics show that LTD is off to a good start in 1988-89, as well.

Mr. Andersen commented that he enjoyed looking at the performance measures reports, but wondered if the graphs could be made a little larger. He said he would rather have a few more pages so the graphs could be bigger. The other Board members also appreciated the report and thanked Mr. Janda for his efforts. Mr. Parks commented that the UO students live all over town and can now go any place any time, so productivity and ridership should continue to increase. Mr. Pangborn said that even students who live in the dorms are using the bus to go shopping, to the movies, etc.

Mid-Year Budget Committee Meeting: Ms. Loobey said that a memorandum would be sent to the Budget Committee to inform them of the District's mid-year budget status. If any members requested a budget meeting, it would be held on December 14. If there were any action items for the Board of Directors, a Board meeting would be held on December 14, as well.

Board Member Resignation: Dr. Smith said that he would ask the Governor to not reappoint him to the Board when his term expires at the end of December, but he will be available to attend meetings when needed until his replacement is named.

ADJOURNMENT: Mr. Parks moved that the meeting be adjourned to December 14, 1988, at 7:30 p.m. at Eugene City Hall, if there are any action items for the Board's consideration. Mr. Andersen seconded the motion, and the meeting was unanimously adjourned at 9:40 p.m.


Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, December 21, 1988

In accordance with notice given to The Register-Guard for publication on December 18, 1988, the regular monthly meeting of the Board of Directors of the Lane Transit District scheduled for Wednesday, December 21, 1988, was cancelled, because no items were scheduled for Board action.



Board Secretary



Lane Transit District

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

January 18, 1989

TO: Board of Directors
FROM: Stefano Viggiano, Planning Administrator
RE: TransPlan Annual Review and Endorsement

TransPlan, the long-range transportation plan for the Eugene/Springfield metropolitan area, was adopted by the Lane Transit District, the Cities of Eugene and Springfield, Lane County, and the Lane Council of Governments in May 1986. The plan currently calls for an annual endorsement by each of these agencies. The Board of Directors last endorsed the plan in September 1987.

Attached is the TransPlan Annual Review prepared by the Lane Council of Governments. The document includes a review of major transportation issues that required attention during the past year, progress made toward attaining the plan's goals, and recommended amendments to TransPlan.

The amendments include several changes in the project lists. Perhaps the most interesting changes are amendments that would eliminate the need for an annual endorsement by adopting agencies and would simplify the amendment process. Proposed amendments to the plan would be screened by the Transportation Planning Committee (TPC) to determine if the amendments should be considered for incorporation into the plan or delayed until the next major plan update. Amendments to be considered for inclusion in the current plan will be determined by TPC to either be regionally significant or non-regionally significant. Regionally significant amendments must be approved by all the adopting agencies. Amendments which are not regionally significant need only be adopted by the agency under whose jurisdiction the amendment falls. All TPC decisions regarding the classification of amendments could be appealed.

Action Requested

Approve the amendments to TransPlan as described in the attached TransPlan Annual Review.

A handwritten signature in blue ink, appearing to read 'Stefano Viggiano', is written over a horizontal line.

Stefano Viggiano
Planning Administrator

SV:ms
attachment

RESOLUTION

A Resolution Endorsing the Eugene-Springfield
Metropolitan Area Transportation Plan (TransPlan)
as of September 1988

WHEREAS, the Lane Transit District Board of Directors adopted the Eugene-Springfield Metropolitan Area Transportation Plan, hereinafter referred to as TransPlan, in May 1986, and

WHEREAS, TransPlan calls for annual review and endorsement by adopting agencies, and

WHEREAS, the Lane Transit District Board of Directors endorsed TransPlan at its first annual review in September 1987, and

WHEREAS, the second annual review has occurred and recommendations for amendments have been made by the Lane Council of Governments,

NOW, THEREFORE, BE IT RESOLVED:

That the Lane Transit District Board of Directors endorses the amendments to TransPlan as recommended by the Lane Council of Governments in the September 1988 TransPlan Annual Review, a copy of which is attached.

Adopted by the Lane Transit District Board of Directors on the 18th day of January, 1989.

January 18, 1989

Date


Board Secretary

TRANSPLAN ANNUAL REVIEW

September 1988

**Prepared by:
Lane Council of Governments**

INTRODUCTION

Purpose of TransPlan

The Eugene-Springfield Metropolitan Area Transportation Plan (TransPlan) is the Eugene-Springfield metropolitan area's long-range transportation plan. TransPlan addresses the principal modes of transportation used for travel within the metropolitan area including autos, buses, bicycles and walking. TransPlan also contains projects and policies to guide development of the area's freeway, arterial and significant collector systems for many years to come. TransPlan is a functional plan supporting the Metropolitan Area General Plan (Metropolitan Plan), the community's acknowledged general plan. TransPlan is not tied to a specific date (i.e., Year 2000). Rather, it is designed to serve the population, employment and land uses specified in the Metropolitan Plan.

TransPlan was adopted in May of 1986 by the City of Eugene, the City of Springfield, Lane County, Lane Transit District (LTD) and the Lane Council of Governments Board of Directors (L-COG).

The TransPlan Annual Review Process

Given the need to keep it up to date, TransPlan includes provisions for annual review and amendment. Because Eugene, Springfield, Lane County, Lane Transit District and L-COG originally adopted TransPlan, it was thought to be appropriate for all five agencies to endorse it annually. However, a change to that process is being proposed this year through an amendment contained in this annual review.

TransPlan's Annual Plan Endorsement (Appendix C of the May 1986 document) calls for the Annual Review to be prepared before the end of the local fiscal year. The Annual Review is to contain the following:

- A review of relevant transportation issues;
- A review of progress made on attaining the Plan's goals;
- Recommendations on proposed plan amendments; and
- A request for endorsement of the Plan.

The review, amendment and endorsement process is a joint responsibility of the Transportation Planning Committee (TPC) and the Metropolitan Policy Committee (MPC). TPC prepares technical information and makes recommendations to MPC on amendments. MPC provides oversight of the entire process and refers its recommendations on amendments and endorsement to Eugene, Springfield, Lane County, LTD and the Oregon Department of Transportation.

TRANSPORTATION ISSUES

Several major transportation issues have attracted attention during the last year:

- Parking and traffic circulation in central Eugene;
- Transportation improvements required to serve the Riverfront Research Park;
- Transportation impacts of the proposed Gateway Mall in north Springfield; and
- The construction of Lane Transit District's new maintenance and administrative facility.

Parking and circulation issues in central Eugene have been the subject of considerable study and were resolved through the City of Eugene's Central Area Transportation Study (CATS). CATS, which incorporates the "Central Eugene Parking & Traffic Circulation Plan," was adopted by the Eugene City Council in July, 1987. The air quality aspects of the plan were accepted by the Lane Regional Air Pollution Authority in November, 1987. The area encompassed by the study included downtown Eugene, Sacred Heart General Hospital and the University of Oregon (U of O) campus. The study included an air quality analysis to determine the impacts of increased traffic and parking. The study proposed a series of transportation improvements, some of which have lead to proposed TransPlan amendments disussed in the final section of this document.

The Riverfront Research Park, a joint development of the U of O, Eugene, the Oregon Board of Higher Education and a private developer, is currently in the site design phase. The site design, which is undergoing review, will determine the transportation improvements necessary to serve this 71 acre site. Ultimately, close to one million square feet of building space is expected to be developed. Although the master site plan for the Riverfront Park has not yet been adopted, the City and the Oregon Department of Transportation have agreed upon a conceptual design and a financing partnership for access from Franklin Boulevard and internal streets. The transportation improvements required to support the Riverfront Park are included among the projects proposed for inclusion in TransPlan and are discussed in the final section of this document.

To ensure that transportation improvements would provide adequate access to the proposed regional mall in the Gateway area, a traffic impact study was performed for the developer by a consultant. The analysis led to a proposal by the City of Springfield for amendments to the street and highway and bicycle project lists discussed in the next section of this document.

Following a multi-year planning effort, Lane Transit District began construction of its new maintenance and administrative facility in 1987. Planning for the new facility, located in Glenwood, began in 1984. LTD had outgrown its 8th and Garfield facility at which it had operated since 1974. The new facility, which is partially financed by federal and state grants, is expected to cost about \$12.4 million, but will increase the efficiency of LTD's operation.

REVIEW OF PROGRESS

This section provides a review of individual elements of TransPlan and evaluates the progress made toward specific goals. TransPlan consists of the following nine elements:

- Element 1- Introduction
- Element 2- Plan Assumptions
- Element 3- Goals, Objectives and Policies
- Element 4- Streets and Highways
- Element 5- Bicycles
- Element 6- Transit
- Element 7- Parking
- Element 8- Air Quality
- Element 9- Financial

Activities which have taken place over the last year in Elements 2, 4, 5, 6, and 8 are discussed below.

ELEMENT 2: PLAN ASSUMPTIONS

One of the policies in TransPlan calls for undertaking a coordinated, metro-wide program for monitoring transportation activity. The object of this policy is to compare actual performance of the transportation system with that of the recent past and evaluate the community's progress toward the plan's key assumptions.

During the last year, local agencies have continued their data collection and monitoring efforts. Automobile traffic counts and bicycle counts at a few locations have been taken; bus ridership was counted; population and employment estimates have been evaluated. Both transit ridership and traffic volumes appear to have increased; bicycle counts were taken only in new locations, precluding comparisons with those of previous years; most population and employment data indicates increases.

Because of the conflicting data, the small sample size, statistical uncertainties, and daily fluctuations in residents' travel patterns, no conclusions can be drawn from recent data about the long-range assumptions upon which TransPlan was based. However, it does appear that LTD's daily ridership increases have exceeded the increases in other factors such as population.

During the last year, the Transportation Planning Committee undertook the Transit and Alternative Modes Study suggested in TransPlan. The study discussed the use of various modes for the different trip types, with an emphasis on work trips. Additional recent data was presented about the use of alternative modes for trips to downtown Eugene. The Study concluded that changes to the transit and alternative mode assumptions used for TransPlan are unnecessary at this time, but suggested it would be appropriate to reconsider them when a major update of TransPlan is undertaken. The Transit and Alternative Modes Study and the data gathered in the next few years can serve as a basis for evaluating plan assumptions used in the next major update of TransPlan.

ELEMENT 4: STREETS AND HIGHWAYS

The FY1988-89 to FY1992-93 Transportation Improvement Program adopted in June, 1988, lists 15 highway projects completed during FY1987-88. In addition, it contains a listing of those planned for construction during the next five years.

ELEMENT 5: BICYCLES

Bicycle improvements were also constructed in connection with some of the street and highway projects listed in the Transportation Improvement Program. Other bicycle projects undertaken during FY1987-88 included rehabilitation of existing facilities.

ELEMENT 6: TRANSIT

Lane Transit District (LTD) ridership for FY 87-88 was 3.815 million person trips. This represents an increase of 3.4 percent over the 3.688 million carried in FY 86-87.

As indicated in the introduction, LTD also began construction of its new maintenance and administrative facility in Glenwood. Planning for the facility began in late 1984. The project which will be funded in part by federal and state grants is expected to cost approximately 12.4 million dollars, though it is expected to increase the efficiency of LTD's operations.

In recent years there has been increased emphasis at the Federal level to use private providers in the provision of transit services. LTD continues to make use of private providers where appropriate. LTD allocates some of its own funds for contracting with a private provider which provides special transportation services to the elderly and handicapped. Service to the elderly and handicapped has been expanded partially due to the availability of Special Transportation Funds. These funds have been made available county-wide from a state tax on tobacco products instituted in 1986. It is projected that these services will provide approximately 45,000 county-wide rides in FY87-88.

ELEMENT 8: AIR QUALITY

In the Eugene-Springfield area, three air pollutants are considered a problem: carbon monoxide, suspended particulates and ozone. The area occasionally exceeds federal, state and local air quality standards for carbon monoxide and suspended particulates, while the ozone standard has not been exceeded for several years. The Environmental Protection Agency (EPA) has designated the Eugene-Springfield area as a "non-attainment area" for both carbon monoxide and suspended particulates. This designation requires continued monitoring and study, and the implementation of strategies to reduce pollution in the future. Transportation is a contributing factor for all three pollutants.

Monitoring is handled by the Lane Regional Air Pollution Authority (LRAPA). The EPA allows federal air quality standards to be exceeded once before a violation is cited. For carbon monoxide, the standard of 9 parts per million (ppm) was last violated in 1980 in the area of 11th and Willamette with a measure of 12 ppm. The projected improvement of carbon monoxide measurements due to the replacement of older cars with newer ones, the implementation of projects and policies from Eugene's Central Area Transportation Study, and LRAPA's indirect

source review program will be the basis for a request during the next year for a redesignation as an attainment area for carbon monoxide.

The federal particulate standard was changed during 1987 from a "Total Suspended Particulates" standard to a fine particulate standard. The emphasis is now on particulates smaller than ten microns in diameter (pm10).

LRAPA spent much of the last year developing a fine particulate control plan for the Eugene-Springfield area. The plan will provide guidance on minimizing emissions from particulate sources including industrial sources, residential woodheating, dust and backyard burning.

There was one exceedance of the new pm10 standard in 1986 and three in 1987.

cljryir

PROPOSED FY1988 TRANSPLAN AMENDMENTS

As part of the FY1988 Annual Review, amendments are proposed to four sections of TransPlan:

- Element III. Goals, Objectives and Policies
- Element IV. Street and Highway
- Element V. Bicycle
- Appendix C. Annual Plan Endorsement

The amendments are specified in detail in the following pages. The Transportation Planning Committee developed these amendments based upon the requests of Eugene and Springfield.

The proposed amendments to the Goals, Objectives and Policy Element and Appendix C Annual Plan Endorsement are designed to discontinue the annual endorsement process and to simplify the amendment process. Federal regulations no longer require an annual endorsement of an area's long-range plan. Action by any of the agencies which originally adopted the plan will be required only at such time as the plan is amended. The modifications proposed to Appendix C provide for policy direction by the Metropolitan Policy Committee, because the Metropolitan Area Transportation Committee has been dissolved.

Another key change proposed for the amendment process is a provision which would allow a single agency to amend the street and highway project list for projects which are found not to be regionally significant. A streamlined amendment process for minor projects would reduce the need for amendments to be taken to all agencies for action.

Amendments to the project lists for Element IV. Streets and Highways and Element V. Bicycles are the results of additional study and analysis performed during the last year. The amendments to the Street and Highway project list include deletions, modifications and additions.

Proposed Changes to TransPlan Element III. Goals, Objectives and Policies

The following describes proposed modifications to TransPlan's Element III. Goals, Objectives and Policies.

This section is prepared in legislative format; deletions are indicated by brackets []; additions are indicate by *italics*.

PC7. Provide for [an annual review and endorsement process for TransPlan which includes consideration of amendments] *a process by which TransPlan can be amended.*

Proposed Changes to TransPlan Element IV. Street and Highway

The following describes proposed modifications to TransPlan's Street and Highway Project List.

The following project is to be deleted from the Short-Range Phase:

191.) -

Beverly St Extension, Harlow to Gateway:

- develop Beverly St Loop Road west of Gateway from Beverly at Harlow to Gateway
- provide curbs, sidewalks and bike lanes
- install signal at Harlow and at Gateway

Cost: \$625,000

Distance: .50 mi.

Justification: A, LOS, ED

Jurisdiction: Spr

Discussion: This project was originally included in TransPlan to ensure that there would be adequate access to the adjacent commercially zoned land should this land be developed in a piecemeal fashion. The anticipated development of this site as a regional shopping center (Gateway Mall) makes this project unnecessary since the shopping center provides its own internal circulation system.

The following projects are to be added to the Short-Range Phase.

125.) -

Riverfront Research Park Access:

- extend Agate, Onyx, Broadway, 8th and Patterson onto site
- construct local and minor collector streets to serve new research park
- streets to include on-street bicycle lanes, curbs, sidewalks, lighting and landscaping
- location and design to follow adopted master site plan

Cost: \$6,500,000

Justification: A, ED

Jurisdiction: Eug, ODOT

Discussion: Although the master site plan for the Riverfront Park has not yet been adopted, the City and ODOT have agreed upon a conceptual design and financing partnership for access from Franklin Boulevard and internal streets. Four basic access points are planned; the rest of the description is general since the final design will have to conform to the adopted site plan. Implementation of parts of this project will occur in both the short-range and medium range phases.

126.) -

Centennial Boulevard, Patterson Slough to I-5:

- provide curb, gutter and sidewalks
- add center turn lanes

Cost: \$1,000,000

Distance: 1.6 mi.

Justification: A,S,U

Jurisdiction: Eug

Discussion: This project was apparently left off the original list due to an oversight. The City of Eugene plans to construct it in 1989 or 1990 and recommends that it be included in the Short-Range Phase.

152.) -

Hilyard St at 13th:

- add east bound through lane
- remove parking

Cost: limited capital cost

Distance: .06 mi.

Justification: LOS,S

Jurisdiction: Eug

Discussion: The need for this project, which will reduce air pollution by improving traffic flow, was determined through the City of Eugene's Central Area Transportation Study.

153.) -

Hilyard St, E 11th to E 13th:

- remove parking/restripe as 3 lanes

Cost: limited capital cost

Distance: .14 mi.

Justification: LOS,S

Jurisdiction: Eug

Discussion: The need for this project, which will reduce air pollution by improving traffic flow, was determined through the City of Eugene's Central Area Transportation Study.

154.) -

Pearl/Amazon Parkway, 18th to 24th:

- widen to provide two southbound lanes

Cost: \$185,000

Distance: 0.4 mi.

Justification: LOS,0

Jurisdiction: Eug

Discussion: The need for this project was determined through the City of Eugene's Central Area Transportation Study. It is needed to alleviate traffic congestion at the Pearl and 18th intersection.

155.) -

Centennial at 10th Street:

- install traffic signal

Cost: \$105,000

Justification: LOS,S,0

Jurisdiction: Spr

Discussion: The intersection already meets signal warrants. It is in the current TIP and is being processed for FAU funding and construction in 1989.

195.) -

15th Avenue at Agate Street:

- install traffic signal

Cost: \$105,000

Justification: LOS,S,0

Jurisdiction: Eug

Discussion: The need for this signal was determined through the City of Eugene's Central Area Transportation Study.

196.) -

Hilyard, between 12th and 13th Avenues:

- install traffic signal

Cost: \$75,000

Justification: S,0

Jurisdiction: Eug

Discussion: The need for this signal was determined through the City of Eugene's Central Area Transportation Study.

197.) -

11th Avenue at Kincaid Street:

- install traffic signal

Cost: \$105,000

Justification: LOS,S,0

Jurisdiction: Eug

Discussion: The need for this signal was determined through the City of Eugene's Central Area Transportation Study.

198.) -

South 5th Street, Main to South B:

- widen street

- install curbs, gutters and sidewalks

Cost: \$600,000

Distance: 0.2

Justification: ED,A

Jurisdiction: Spr

Discussion: This project will provide access to the Booth-Kelly center.

The following project from the Medium-Range Phase is to be modified. The modification is identified by the addition in *italics*.

217.) -

Franklin Blvd Intersections:

- provide additional turn lanes and signal improvements on Franklin Blvd. at:
 - Broadway
 - Patterson
 - Hilyard
 - Agate
 - Villard
 - Onyx*

Cost: \$1,800,000

Justification: LOS,0

Jurisdiction: ODOT

Discussion: The need for the addition of Onyx to the intersections included in this project was determined through the City of Eugene's Central Area Transportation Study.

The following projects are to be added to the Medium-Range Phase.

292.) -

18th Avenue at Agate Street:

- install traffic signal

Cost: \$105,000

Justification: LOS,S,0

Jurisdiction: Eug

Discussion: The need for this signal was determined through the City of Eugene's Central Area Transportation Study.

293.) -

58th Street at Thurston Road:

- install traffic signal

Cost: \$105,000

Justification: LOS,S

Jurisdiction: Spr

Discussion: Continued land development in the Thurston area will necessitate this project within 3 to 10 years.

Proposed Changes to TransPlan Element V. Bicycle Element

The following describes proposed modifications to TransPlan's Bicycle Project List.

The following bicycle facility project is to be deleted:

Project 752

Beverly Street, Harlow to Postal Way; striped lanes on street

Discussion: This project was originally included in TransPlan to ensure that that there would be adequate bicycle access to the adjacent commercially zoned land should this land be developed in a piecemeal fashion. The anticipated development of this site as a regional shopping center (Gateway Mall) makes this project unnecessary since the shopping center provides an internal circulation system.

Proposed Changes to TransPlan Appendix C

The following describes proposed modifications to TransPlan's Appendix C: Annual Plan Endorsement, which would be renamed "Plan Amendments."

This section is prepared in legislative format; deletions are indicated by brackets []; additions are indicated by *italics*.

[INITIATION OF ENDORSEMENT PROCEEDINGS]

[The TransPlan Annual Review shall initiate the Plan amendment and endorsement process. The Lane Council of Governments' (L-COG) Transportation Planning Committee (TPC) shall prepare the Annual Review before the end of the local fiscal year. The Annual Review will include a review of all relevant transportation issues and their impact on the Plan; progress on attaining the Plan's goals, including, but not limited to, the transit ridership goal; areas of local policy conflict with the Plan; recommendations on any amendments proposed as part of the Annual Review; and a request for endorsement of the Plan as amended.]

PLAN AMENDMENTS

Submitting Plan Amendments

[Plan amendments will be processed at the time of the Annual Review.] Amendments may be citizen-initiated or *may* be proposed by local governing bodies (*Eugene, Springfield and Lane County*), Lane Transit District (LTD), the Oregon Department of Transportation (ODOT) or their designees.

A citizen-initiated amendment should be filed with the planning or public works staff of the city whose incorporated area would be affected, or with County planning or public works staff for amendments that lie outside incorporated areas. A proposed text change that has no apparent geographical area impact can be filed with any of the three planning or public works departments.

Plan amendments will be accepted at any time but will be processed *at least* once annually [during the Annual Review], the timing of which shall be determined by the Metropolitan [Area Transportation] *Policy* Committee [(MATC)] (*MPC*). The planning or public works staff of the jurisdiction receiving the amendment will make a recommendation to TPC as to which amendments should be processed during the [Annual Review] *current amendment process* and which should be processed during the next regularly scheduled major Plan update.

Amendments initiated by local jurisdictions (Eugene, Springfield and Lane County), LTD or ODOT will be submitted directly to TPC.

Screening of Amendments

TPC will review all proposed Plan amendments and [recommend to MATC] *make a determination* that they be dealt with either during the current [Annual Review] *amendment* process or that they be delayed until the next major Plan update.

TPC shall [recommend to MATC] *determine* that a proposed amendment be delayed until the next major Plan update if:

1. The proposal involves a change to one or more of the Key Assumptions of the Plan as specified in Section II of TransPlan, or if
2. The proposal is of insufficient importance to divert budgeted planning resources from other scheduled activities, or if
3. The proposal is premature for consideration because of other related Plan studies in progress.

[TPC shall refer all proposed amendments and its recommendations to MATC.]

[MATC shall review the recommendations of TPC and determine which of the proposed amendments will be considered as part of the Annual Review and which will be delayed until the next major Plan update.]

For those amendments which TPC determines should be considered during the current amendment process, TPC shall further determine whether the amendment is of regional significance or of non-regional significance. Amendments proposed to Element III. Goals, Objectives and Policies Element are presumed to be of regional significance. Amendments proposed to other elements of TransPlan, including the project lists in Element IV. Street and Highway Element; Element V. Bicycle Element; and VI. Transit Element may be determined to be either non-regional or regionally significant.

A determination by TPC that consideration of an amendment be delayed until the next major plan update may be appealed by any of the adopting jurisdictions or by the applicant who proposed the plan amendment. Likewise, a determination by TPC that a project is regionally significant or non-regionally significant may be appealed to MPC.

Review of Proposed Amendments

TPC shall prepare background information and supporting materials for each of the amendments [referred to it by MATC for consideration]. TPC shall also make recommendations on all proposed Plan amendments being considered. *TPC's recommendation for action on non-regionally significant amendments shall be made to the governing body under whose jurisdiction it falls. TPC's recommendation for action on regionally significant amendments shall be made to Eugene, Springfield, Lane County, LTD and ODOT.*

The Metropolitan Area Planning Advisory Committee (MAPAC) may review proposed amendments that [MATC] TPC has determined should be considered. MAPAC shall forward any recommendations on proposed Plan amendments to TPC within 30 days of [MATC's] TPC's actions. TPC will consider MAPAC's recommendations when preparing [the Annual Review] *its recommendations for action on proposed plan amendments.* Additional opportunities for citizen review will occur during the public hearings phase of [the Annual Review] *the amendment process.*

[ANNUAL REVIEW AND ENDORSEMENT] *AMENDMENT* PROCEDURES

[Release of Annual Review]

[MATC shall receive the Annual Review (and amendments) from TPC and authorize its release, as appropriate, to local jurisdictions, LTD and ODOT. MATC's referral of the Annual Review shall include a recommendation for adoption of Plan amendments and a recommendation that each agency endorse the Plan as amended.]

For proposed amendments which TPC has determined not to be of regional significance, adoption by the governing body under whose jurisdiction the amendment falls and the L-COG Board will be required. For proposed amendments which TPC has determined to be regionally significant, adoption by Eugene, Springfield, Lane County and the L-COG Board will be required.

Public Hearings

For those proposed plan amendments for which its action is required, e[E]ach local jurisdiction shall conduct public hearings on the subject of [Plan endorsement and] proposed amendments, either at the planning commission level, the governing body level, or both. Local jurisdictions have the option of establishing procedures for additional citizen participation (such as referral to neighborhood groups) as required by local policy. LTD and ODOT can deal with the Annual Review as each deems appropriate. All three local jurisdictions may, but are not required to conduct joint or simultaneous hearings.

Planning Commission Recommendations

A joint public hearing and deliberations by the three planning commissions are recommended, but not required for amendments which are of regional significance. If the three planning commissions, through their individual deliberations and separate actions, reach consensus on their recommendations for the regionally significant amendments, their recommendations shall be submitted to their respective governing bodies for adoption. If the planning commission's recommendations differ, their recommendations shall be transmitted to MPC. MPC will consider the planning commissions' recommendations and make its own recommendation to the governing bodies of Eugene, Springfield, and Lane County.

Consensus [Endorsement (and) Amendment[]]

In the event that all three local governing bodies [endorse the existing Plan or endorse the Plan as modified] *amend the Plan* by identical amendment, and if no objection is raised by either LTD or ODOT, [the MATC and] the L-COG Board of Directors shall be required to ratify the [endorsement (and) amendment[]] without further action by any jurisdiction.

Lack of Consensus [(First Stage)]

If consensus to [endorse] *amend* the Plan in identical fashion is not reached, or if LTD or ODOT objects to the [endorsement] *amendment*, the [MATC] *MPC* shall convene within 30 days of the action of the last jurisdiction to consider the [endorsement] *amendment*. [MATC] *MPC* shall consider the actions taken by local jurisdictions and shall propose recommendations that would eliminate differences between those actions. [MATC] *MPC* shall submit its recommendations to local jurisdictions, LTD or ODOT as appropriate. If the [MATC] *MPC* process results in substantial modifications to the Plan as [endorsed] *amended* by any local jurisdiction, affected jurisdictions shall conduct new hearings before [endorsing] *amending* the Plan as modified.

The L-COG Board will be required to ratify non-regionally significant amendments adopted by the governing body under whose jurisdiction they fall and the regionally significant amendments adopted by Eugene, Springfield and Lane County. Public hearings conducted by the L-COG Board shall not be required since public hearings must have been conducted by at least one agency's planning commission or governing body.

[Lack of Consensus (Second Stage)]

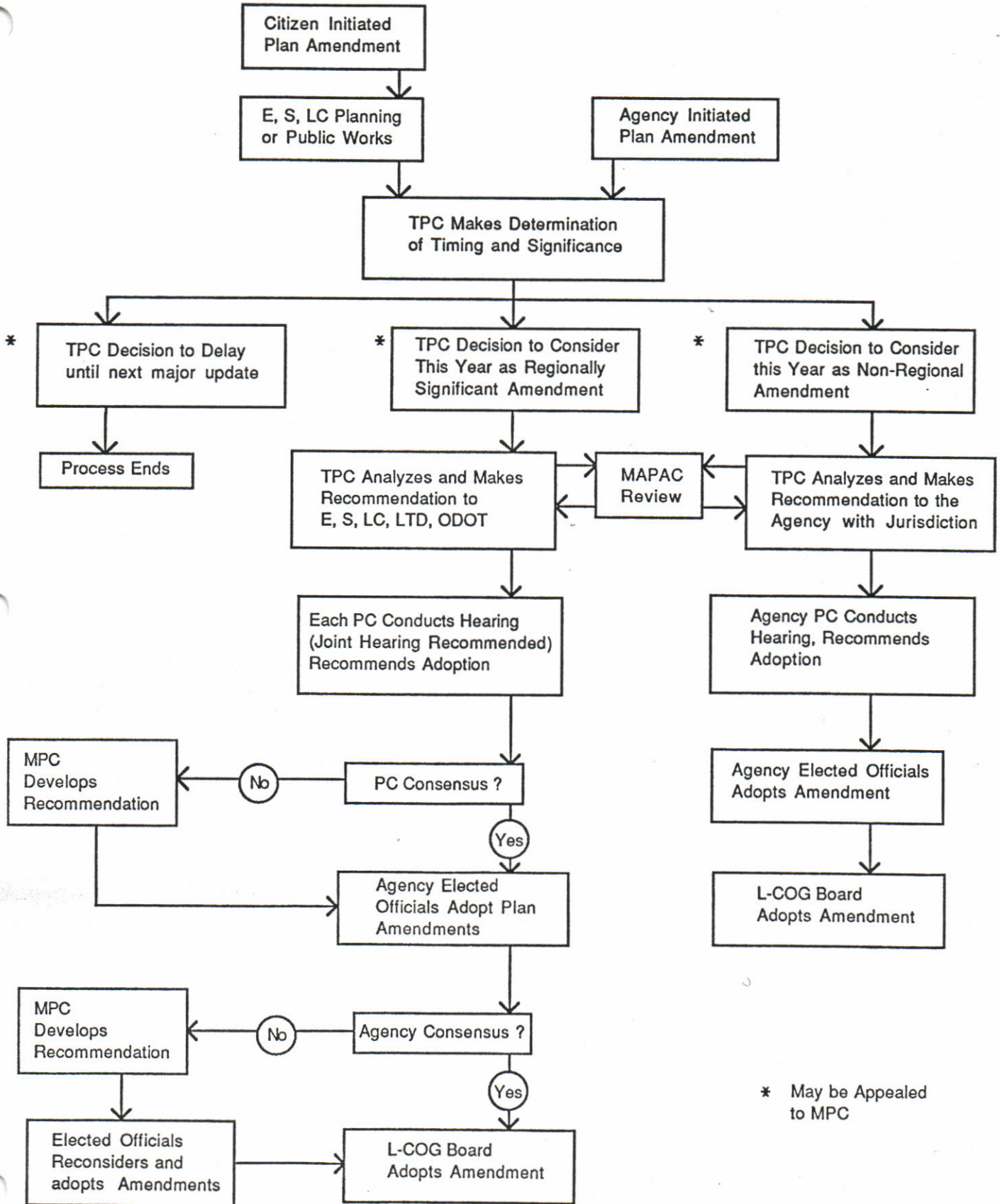
[If consensus to endorse the Plan in an identical fashion is still not reached as described in the first stage, Lack of Consensus step, the Planning and Public Works Directors shall schedule a joint meeting of elected officials from Eugene, Springfield and Lane County for the purpose of discussing the endorsement. LTD and ODOT may participate, if appropriate. If LTD or ODOT is involved, the LTD Board and the Oregon Transportation Commission or their designees shall participate in the joint meetings. If resolution on the differences is reached, the Plan shall be forwarded to MATC and the L-COG Board for ratification.]

[Lack of Consensus (Third Stage)]

[If consensus to endorse the Plan in an identical fashion is not resolved through joint meetings, the matter will be referred to the L-COG Board. The L-COG Board shall endorse the Plan plus only those amendments that have been adopted in identical fashion by all three local jurisdictions. This will insure that federal transportation funding remains uninterrupted. A recommendation from MATC for no endorsement could jeopardize continued federal and state transportation funding.]

cljrtar

TransPlan Amendment Process





January 18, 1989

MEMORANDUM

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

CONSTRUCTION

The construction is proceeding well. The roof framing has been completed on the Operations Building, and framing of the walls has started. The steel framing and the concrete block walls of the Maintenance Building are more than half complete. Work on the fuel and wash buildings is also progressing, but is not as far along as the two major buildings.

There has been no additional work on the Phase 2 site development contract during the last few months. The contractor, Walt's Concrete Company, expects to start work soon on the earth berms and the improvements along Glenwood Boulevard. The site will be paved late this spring.

ANNEXATION

The District has contracted with Saul and Associates to handle the annexation of the property. An annexation request has been filed using the expedited process. The property should be annexed within a couple of months.

TOUR

A Board of Directors tour of the construction site can be scheduled at the meeting if there is interest.

A handwritten signature in black ink, appearing to read 'Stefano Viggiano', is written over a light-colored background.

Stefano Viggiano
Planning Administrator

SV:ms:ecm



SCHAEFERS BUILDING

Suite 100
1025 Willamette
Eugene, Oregon 97401
(503) 485-5042

December 12, 1988



Board of Directors
LTD
P. O. Box 2710
Eugene, OR 97402

To All Members of the Board:

I appeared at your October Board meeting to request the removal of the bus shelter in front of the doorway of the Schaefers Building at 22 East 10th Street, and re-routing of the three buses which pick up passengers every twenty minutes along the north side of this building. I also informed the Board that I had a Lease with an important tenant which was contingent upon granting of the above request.

In November, I was in attendance at your Board meeting to learn the decision of the Board. My conclusion was that, while you realized the problems created for me by the present location of the shelter and the buses, you were unwilling to take any action until a permanent location was found for your off-street transfer station.

Because of the extreme urgency of a resolution to this problem, which is critical to the health of the Schaefers Building, and possibly to this section of the Downtown area, I would like to suggest the Board of Directors consider the following:

1. Acquiring the Sears building and parking lot, as well as the parking area adjacent to the property for a permanent transfer station.
2. Substituting the South side of the 10th Street West of Charnelton for the bus shelter and three buses now serving passengers East of Willamette, between Willamette Street and the alley.

December 12, 1988

I hope you will give this suggestion your serious consideration and inform me at your earliest convenience.

Very truly yours,



Daphne E. Walwyn

cc: City Manager
Downtown Development Manager
City Council Members
Eugene Downtown Commission
D.E.I. Board Members
Chamber of Commerce



Lane Transit District

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

January 18, 1989

MEMORANDUM

TO: Board of Directors
FROM: Micki Kaplan, Transit Planner
RE: University of Oregon Prepaid Transit Program

As you know, in September 1988 the University of Oregon (UO) Administration contracted with LTD to provide a prepaid transit program for UO employees similar to the UO student program. However, the Administration funded the program for fall term only, on a trial basis. The University Administration is pleased with the program and has decided to renew the UO/LTD agreement through September 30, 1989.

In order to collect ridership information and data on University of Oregon bus riders, the Planning and Marketing Divisions implemented two surveys in December. A survey of UO employees was conducted and data was collected on passenger boarding activities at the University Transit Station at 13th and Kincaid. A memo highlighting information from the surveys will be provided at the February meeting of the Board. In addition, a telephone survey of University of Oregon students is currently being developed. This survey will be implemented in February.

Action Requested: None. Information only.

A handwritten signature in cursive script that reads 'Micki Kaplan'.

Micki Kaplan
Transit Planner

MK:js



Lane Transit District

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

January 12, 1989

TO: Board of Directors
FROM: Paul Zvonkovic, Transit Planner
RE: 1988 Football Service

Lane Transit District has completed another successful season of providing shuttle service to the University of Oregon football games. Average boardings per game for the 1988 season were 3,288, only slightly below last year's level of 3,316. The weather was excellent and the service operated smoothly.

It appears that ridership has stabilized, after reaching its highest level of 3,316 boardings per game last year. Service frequency from the established network of park and rides has remained stable, so that many fans are familiar with the shuttle service. The table below compares average ridership and service levels for the last five years:

Historical Ridership and Service Levels

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>	<u>1988</u>
Average boardings per game	2,034	2,355	1,928	3,316	3,288
Average vehicle hours	26	37	39	45	47
Average productivity	78	64	49	73	70

Post-game service was increased slightly in 1988 in order to prevent excessive waiting by passengers. This was done to preserve ridership loyalty and maintain the bus as a viable alternative to crowded parking lots and traffic delays. As usual, Eugene Police officers were cooperative in their efforts to prioritize bus movement.

The Planning Division will continue to provide input to University of Oregon officials for the future redesign of the bus staging area as part of the Autzen Stadium capital improvement project. The new staging area will improve post-game passenger boarding and allow quicker departures, enabling the District to continue to refine this service for customers.

Paul Zvonkovic

Paul Zvonkovic
Transit Planner
PZ:ms:js

SPECIAL SERVICES REPORT
November - December 1988

<u>Date of Service</u>	<u>Sponsor</u>	<u>Denied/Granted</u>
11/21/88	Lane County (Chambers Connector Ceremony)	Granted
11/28/88	Burger King (Press conference announcing Mothers Against Drunk Driving holiday campaign)	Granted

specserv.jhs

LANE TRANSIT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 GENERAL FUND
 FOR THE SIX MONTHS ENDING DECEMBER 31, 1988 (50% OF YEAR COMPLETED)

	/-----CURRENT MONTH-----//		-----YEAR-TO-DATE-----/		%	ANNUAL	BALANCE
	1988	1987	1988	1987			
REVENUES							
Operating Revenues:							
Passenger Fares	151,512	137,289	790,615	732,771	47.28%	1,672,100	881,485
Charters	1,350	250	21,993	29,329	109.96%	20,000	(1,993)
Advertising	6,078	5,525	35,913	32,332	49.26%	72,900	36,988
Miscellaneous	8,471	161	27,517	1,233	1100.68%	2,500	(25,017)
TOTAL OPERATING REVENUES	167,410	143,225	876,037	795,665	49.56%	1,767,500	891,463
Non-Operating Revenues:							
Interest	23,571	21,611	144,951	107,600	96.63%	150,000	5,049
Payroll Taxes	0	0	2,889,731	2,674,812	49.87%	5,794,000	2,904,269
Federal Operating Assistance	0	0	0	0	0.00%	1,041,400	1,041,400
State In-Lieu-Of Payroll Taxes	141,234	137,510	287,193	203,413	51.83%	554,100	266,907
State Special Transportation	26,289	25,445	209,256	225,364	57.81%	362,000	152,744
UMTA Planning Grants	9,963	0	19,254	3,874	72.38%	26,600	7,346
Other Operating Assistance	0	252	593	1,209	19.76%	3,000	2,407
TOTAL NON-OPERATING REVENUES	201,057	184,818	3,550,978	3,216,272	44.77%	7,931,100	4,380,122
TOTAL REVENUES	368,467	328,043	4,427,015	4,011,937	45.65%	9,698,600	5,271,585
EXPENDITURES							
Administration:							
Personal Services	56,847	54,053	306,439	289,617	49.92%	613,900	307,461
Materials and Supplies	5,927	3,443	68,480	52,298	50.54%	135,500	67,020
Contractual Services	10,621	2,503	42,439	36,924	39.70%	106,900	64,461
Total Administration	73,395	59,999	417,359	378,839	48.74%	856,300	438,941
Marketing and Planning:							
Personal Services	49,167	46,561	279,496	243,528	51.98%	537,700	258,204
Materials and Supplies	8,531	10,600	113,688	121,910	73.78%	154,100	40,412
Contractual Services	7,748	10,214	95,087	149,550	53.93%	176,300	81,213
Total Marketing and Planning	65,446	67,375	488,271	514,988	56.25%	868,100	379,829
Transportation:							
Personal Services	329,873	339,357	2,070,718	1,905,354	50.25%	4,121,100	2,050,382
Materials and Supplies	594	5,194	5,408	8,923	22.92%	23,600	18,192
Contractual Services	52,524	52,712	296,036	307,916	57.59%	514,000	217,964
Total Transportation	382,991	397,263	2,372,162	2,222,193	50.92%	4,658,700	2,286,538
Maintenance:							
Personal Services	86,622	102,500	526,012	504,816	48.56%	1,083,300	557,288
Materials and Supplies	98,769	82,559	449,397	384,224	49.64%	905,300	455,903
Contractual Services	16,147	11,032	109,998	63,681	64.90%	169,500	59,502
Total Maintenance	201,538	196,091	1,085,407	952,721	50.29%	2,158,100	1,072,693
Contingency	0	0	0	0	0.00%	50,000	50,000
Transfer to Capital Projects	0	0	0	200,000	0.00%	846,700	846,700
Transfer to Risk Management	0	0	0	391,500	N/A	260,700	260,700
TOTAL EXPENDITURES	723,370	720,728	4,363,199	4,660,241	44.99%	9,698,600	5,335,401
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(354,902)	(392,685)	63,816	(648,304)	N/A	0	(63,816)

LANE TRANSIT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 CAPITAL PROJECTS FUND
 FOR THE SIX MONTHS ENDING DECEMBER 31, 1988 (50% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Besinnins Fund Balance	2,363,141	101.36%	2,331,500	31,641
				0
Revenues:				
UMTA Section 3	1,609,788	23.40%	6,879,200	(5,269,412)
UMTA Section 9	375,046	45.31%	827,700	(452,654)
UMTA Section 18	17,520	4.87%	360,000	(342,480)
Federal Highway Admin	0		0	0
State Assistance	347,858	39.53%	880,000	(532,142)
Asset Sale Proceeds	129		0	129
Transfer from Gen'l Fund	0	0.00%	846,700	(846,700)
Capital Grant Income	0		0	0
Total Revenues	2,350,341	24.00%	9,793,600	(7,443,259)
				0
TOTAL RESOURCES	4,713,482	38.87%	12,125,100	(7,411,618)
EXPENDITURES				
				0
Locally Funded:				
	18,164	1.25%	1,454,800	1,436,636
UMTA Funded:				
Planning Administrator	8,337	48.19%	17,300	8,963
Construction Representative	21,678	51.61%	42,000	20,322
Research Assistant	10,890	80.07%	13,600	2,710
Benefits	7,868	49.80%	15,800	7,932
Computer Software	11,608	80.61%	14,400	2,792
Office Equipment	22,014	19.09%	115,300	93,286
Maintenance Equipment	4,593	12.83%	35,800	31,207
Bus Stop Improvements	142,605	28.36%	502,800	360,195
Land & Buildings	2,405,047	31.33%	7,675,500	5,270,453
Buses	0	0.00%	1,890,000	1,890,000
Bus Related Equipment	94,792	36.59%	259,100	164,308
Service Vehicles	0	0.00%	17,000	17,000
Miscellaneous	1,858	3.19%	58,300	56,442
Total UMTA Funded	2,731,290	25.63%	10,656,900	7,925,610
FHMA Funded:				
Bus Stop Improvements	0		0	0
Total FHMA Funded	0		0	0
Contingency	0		0	0
Capital Lease Principal	6,523	48.68%	13,400	6,877
TOTAL EXPENDITURES	2,755,977	22.73%	12,125,100	9,369,123
ENDING FUND BALANCE	1,957,504		0	(1,957,504)
RESERVE FOR FUTURE	882,400		882,400	0

LANE TRANSIT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 RISK MANAGEMENT FUND
 FOR THE SIX MONTHS ENDING DECEMBER 31, 1988 (50% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	625,113	103.51%	603,900	(21,213)
Revenues:				
Transfer from Gen'l Fund	0	0.00%	260,700	260,700
Interest	16,572	55.24%	30,000	13,428
Total Revenues	16,572	5.70%	290,700	274,128
TOTAL RESOURCES	641,685	71.73%	894,600	252,915
EXPENDITURES				
Administration	465	15.50%	3,000	2,535
Worker's Compensation	199,990	87.52%	228,500	28,510
Liability Program	136,539	21.02%	649,700	513,161
Miscellaneous Insurance	15,467	115.43%	13,400	(2,067)
TOTAL EXPENDITURES	352,461	39.40%	894,600	542,139
ENDING FUND BALANCE	289,224		0	(289,224)

LANE TRANSIT
 COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES TO BUDGETED
 GENERAL FUND
 FOR THE SIX MONTHS ENDING DECEMBER 31, 1988 (50% OF YEAR COMPLETED)

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE	
			FAVORABLE AMOUNT	(UNFAVORABLE) %
REVENUES				
Operating Revenues:				
Passenger Fares	790,615	791,050	(435)	-0.05%
Charters	21,993	17,000	4,993	29.37%
Advertising	35,913	36,450	(537)	-1.47%
Miscellaneous	27,517	1,200	26,317	2193.09%
TOTAL OPERATING REVENUES	876,038	845,700	30,338	3.59%
Non-Operating Revenues:				
Interest	144,951	75,000	69,951	93.27%
Payroll Taxes	2,889,731	2,807,000	82,731	2.95%
Federal Operating Assistance	0	0	0	ERR
State In-Lieu-Of Payroll Taxes	287,193	252,100	35,093	13.92%
State Special Transportation	209,256	181,000	28,256	15.61%
UNTA Planning Grants	19,254	13,750	5,504	40.03%
Other Operating Assistance	593	1,500	(907)	-60.47%
TOTAL NON-OPERATING REVENUES	3,550,978	3,330,350	220,628	6.62%
TOTAL REVENUES	4,427,016	4,176,050	250,966	6.01%
EXPENDITURES				
Administration:				
Personal Services	306,439	313,256	6,817	2.18%
Materials and Supplies	68,480	73,777	5,297	7.18%
Contractual Services	42,439	65,732	23,293	35.44%
Total Administration	417,358	452,765	35,407	7.82%
Marketing and Planning:				
Personal Services	279,496	271,915	(7,581)	-2.79%
Materials and Supplies	113,688	116,512	2,824	2.42%
Contractual Services	95,087	100,559	5,472	5.44%
Total Marketing and Planning	488,271	488,986	715	0.15%
Transportation:				
Personal Services	2,070,718	2,074,825	4,107	0.20%
Materials and Supplies	5,408	13,948	8,540	61.23%
Contractual Services	296,036	260,050	(35,986)	-13.84%
Total Transportation	2,372,162	2,348,823	(23,339)	-0.99%
Maintenance:				
Personal Services	526,012	546,484	20,472	3.75%
Materials and Supplies	449,397	452,008	2,611	0.58%
Contractual Services	109,998	87,933	(22,065)	-25.09%
Total Maintenance	1,085,407	1,086,425	1,018	0.09%
Contingency				
Transfer to Capital Projects	0	0	0	
Transfer to Risk Management	0	0	0	
TOTAL EXPENDITURES	4,363,198	4,376,999	13,801	0.32%
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	63,818	(200,949)	237,165	-118.02%