

Public notice was given to *The Register-Guard* for publication on June 8, 1989.

**LANE TRANSIT DISTRICT  
REGULAR BOARD MEETING**

June 14, 1989

7:30 p.m.

McNutt Room,  
Eugene City Hall

**A G E N D A**

I. CALL TO ORDER

II. ROLL CALL

Brandt\_\_\_\_ Calvert\_\_\_\_ Eberly\_\_\_\_ Parks\_\_\_\_  
Pusateri\_\_\_\_ Smith\_\_\_\_ Andersen\_\_\_\_

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. Resolution Reaffirming District Boundaries
- C. Adoption of Fiscal Year 1988-89 Supplemental Budget
  - 1. Staff Introduction
  - 2. Opening of Public Hearing by Board President
  - 3. Public Testimony
  - 4. Closure of Public Hearing
  - 5. Board Deliberation and Decision

- D. Adoption of Fiscal Year 1989-90 Budget
  - 1. Staff Introduction
  - 2. Opening of Public Hearing by Board President
  - 3. Public Testimony
  - 4. Closure of Public Hearing
  - 5. Board Deliberation and Decision

VIII. ITEMS FOR INFORMATION AT THIS MEETING

- A. Current Activities
  - 1. Facility Project Update
  - 2. System Comparison Analysis
  - 3. Legislative Update
  - 4. Annual Employee Picnic
  - 5. Transit Board Members Seminar, July 16-20
  - 6. Special Services Report
- B. Monthly Financial Reporting

IX. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

- A. Report on Purchasing and Bidding Procedures
- B. Lane Community College Station Relocation

X. ADJOURNMENT

**AGENDA NOTES**  
June 14, 1989

Page No.

**IV. BUS RIDER OF THE MONTH:**

- A. The May Bus Rider of the Month was Janice Nelson. She rode the buses in this area until she moved away at age five, then began again when she returned to the area in 1973. She said, "I feel real lucky that we have a good bus company. You can go just about anywhere." Janice and her husband, Lee, live in east Springfield, and she works in that area, also. She uses the bus to go to various places in Eugene and Springfield, and is well-known and liked by all the bus operators on the routes she travels.

Ms. Nelson will attend the meeting to be introduced to the Board and receive her award.

- B. The June Bus Rider of the Month is Margaret Y. Parker. A native of New York, she moved to this area in 1949 and has been riding the bus for the past 40 years. She says she loves to ride the bus, and does so daily, to shop or meet friends for lunch. One comment made by an LTD bus operator is that, "She loves us and we love her!"

Ms. Parker will attend the meeting to be introduced to the Board and receive her award.

**V. EMPLOYEE OF THE MONTH:**

The June Employee of the Month is George Cunningham, who is a Journeyman I Mechanic in the Maintenance division. He has worked for LTD since August 26, 1974. George works as a bus inspector, which means that he checks each bus every 12,000 miles for defects, deficiencies, or safety problems, and specifies what work needs to be done to bring the buses back up to the District's standards.

George has received his 12-year No-time-loss Accident Award, and last year had exceptional attendance, with no absences due to illness during the year. The employee who nominated him stated that he works quietly, efficiently, and thoroughly, and that he assumes responsibility for the task and handles the job to conclusion.

When asked what makes George a good employee, Maintenance Administrator Ron Berkshire said that George is a very dependable employee who is always present and very thorough and conscientious, and who accepts the responsibility of his job.

George will attend the meeting to receive his award and be introduced to the Board.



VII. ITEMS FOR ACTION AT THIS MEETING

- A. Approval of Minutes: The minutes of the May 17, 1989, regular meeting and the May 26, 1989, adjourned meeting are included in the agenda packet for Board review and approval. 08

- B. Resolution Reaffirming District Boundaries: 16

Background: Oregon Revised Statutes 167.207(3)(a) mandates that the boards of directors of transit districts annually determine the territory in which the transit system will operate. No LTD territorial changes have been made for Fiscal Year 1989-90. Included in the agenda packet is a resolution reaffirming the territory within which LTD's system will operate for FY 89-90.

Staff Recommendation: That the Board adopt the enclosed resolution reaffirming that Lane Transit District will continue to operate service within the boundaries specified in Lane Transit District Ordinance No. 24.

- C. Adoption of Fiscal Year 1988-89 Supplemental Budget: 17

1. Staff Introduction

Issue Presented: Should the Board adopt the Supplemental Budget for Fiscal Year 1988-89 as approved by the Budget Committee on May 3, 1989?

Background: The Supplemental Budget for Fiscal Year 1988-89, as presented in the agenda packet, was approved by the Budget Committee on May 3, 1989. The Supplemental Budget must be approved by the Board before the end of the current fiscal year in order for the District to properly allocate its year-end expenses and revenues. Included in the agenda packet for this meeting are a Resolution Adopting the Supplemental Budget and a Resolution Making Appropriations. Attached to the resolutions is a summary sheet showing the budget, budget transfers as of May 31, 1989, the supplemental budget, and the amended budget for FY 88-89. A public hearing is required before the Supplemental Budget can be adopted.

Budget Committee Recommendation: That the Board first hold a public hearing and then adopt the enclosed Resolution Adopting the Supplemental Budget, in the total amount of \$637,855, and the Resolution Making



Appropriations, for a total appropriation of \$637,855, for Fiscal Year 1988-89.

Results of Recommended Action: Staff will effect the budget adjustments as presented in the approved budget.

2. Opening of Public Hearing by Board President
3. Public Testimony
4. Closure of Public Hearing
5. Board Deliberation and Decision

D. Adoption of Fiscal Year 1989-90 Budget:

20

1. Staff Introduction

Issue Presented: Should the Board adopt the budget and make appropriations for Fiscal Year 1989-90 as recommended by the Budget Committee on May 3, 1989?

Background: The budget for Fiscal Year 1989-90 was approved by the Budget Committee on May 3, 1989, for adoption by the Board of Directors. A budget for Fiscal Year 1989-90 must be adopted before the end of the current fiscal year on June 30, 1989. Included in the agenda packet are the summary budget forms and a Resolution adopting the budget and making appropriations. A public hearing is required before the FY 89-90 budget can be adopted.

Budget Committee Recommendation: That the Board first hold a public hearing and then adopt the Resolution, as presented, which adopts the budget for Fiscal Year 1989-90, in the total combined fund sum of \$16,782,450.

Results of Recommended Action: The District will implement the programs and projects consistent with the funding appropriations for FY 89-90.

2. Opening of Public Hearing by Board President
3. Public Testimony
4. Closure of Public Hearing
5. Board Deliberation and Decision

VIII. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities:

1. Facility Project Update: Included in the agenda packet is a staff memorandum which provides an update on progress in the construction of the new maintenance/operations facility. 26
2. System Comparison Analysis: The LTD Planning Division recently conducted a brief study of how LTD performance measures compare with other transit systems. A summary of that comparison is included in the agenda packet for the Board's information. 27
3. Legislative Update: At the meeting, Ms. Loobey will discuss specific bills which have an impact on transit.
4. Annual Employee Picnic: The annual LTD/ATU employee picnic will be held at Shotgun Creek Park on Sunday, July 23, 1989. Board members and their families are invited to attend. The picnic begins at 8:00 a.m., with games and activities scheduled throughout the day. Lunch will be served at 11:30 a.m. Please mark your calendars now, and notify Jo Sullivan if you think you and your family might be able to attend.
5. Transit Board Members Seminar, July 16-20: A Transit Board Members Seminar will be offered by the American Public Transit Association July 16-20 at the Four Seasons Biltmore in Santa Barbara, California. Additional information will be available in the next month. Board members are encouraged to check their calendars and begin making arrangements if they are interested in attending. Please contact Jo Sullivan for further information about the seminar.
6. Special Services Report: 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. No requests have been received in the last month.

- B. Monthly Financial Reporting: Because of the early date of the June meeting, the monthly financial statements are not

available for inclusion in the agenda packet. They will be distributed at the June 14 meeting.

IX. **ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING**

- A. 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.
- B. 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

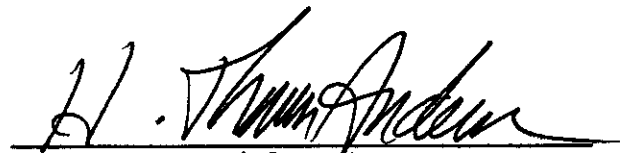
LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, May 17, 1989

In accordance with notice given to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane Transit District, scheduled for Wednesday, May 17, 1989, at 7:30 p.m. at the Eugene City Hall, was adjourned for lack of a quorum to May 26, 1989, at 5:00 p.m. at the Red Lion Inn, 3280 Gateway Road, Springfield, Oregon.

Absent: H. Thomas Andersen, Secretary  
Janet Calvert, President  
Peter Brandt, Treasurer  
Janice Eberly, Vice President  
Keith Parks  
Gus Pusateri  
Rich Smith

  
Board Secretary

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

ADJOURNED MEETING

Friday, May 26, 1989

Pursuant to notice given at the May 17, 1989, regular meeting, and distributed to persons on the mailing list of the District, an adjourned meeting of the Board of Directors of the Lane Transit District was held on Friday, May 26, 1989, at 5:00 p.m. at the Red Lion Inn, 3280 Gateway Road, Springfield, Oregon.

Present: H. Thomas Andersen, Secretary  
Peter Brandt, Treasurer  
Janet Calvert, President, presiding  
Janice Eberly, Vice President  
Keith Parks  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: Gus Pusateri  
Rich Smith

CALL TO ORDER: Ms. Eberly called the meeting to order at 5:15 p.m., with Board members Andersen, Brandt, Eberly, and Parks present. She announced that she had received a letter from the Governor's office that day, saying that she would not be reappointed to the Board of Directors.

AUDIENCE PARTICIPATION/WORLD VETERANS' CHAMPIONSHIPS REQUEST: Ms. Loobey gave the Board copies of a staff proposal to offer free service on all routes to participants in the World Veterans' Championships being held in Eugene/Springfield this summer. She explained that, in addition to the use of shuttles from the hotels and motels to various athletic fields, staff propose that the athletes be allowed to use the entire system for their other transportation needs. The participants will be issued passes for the shuttles, which they would also be allowed to use on regular routes. Ms. Loobey stated that the World Veterans' Championships had chartered \$40,000 worth of shuttle service from LTD and other local providers.

Ms. Loobey introduced Thomas Jordan and Barbara Kousky, Executive Director and Executive Secretary of the VIII World Veterans' Championships, who were present to discuss the proposal with the Board. Ms. Kousky told the Board that the shuttle system is part of the reason that the proposal to hold the Games in Eugene/Springfield had been accepted. She said that Games organizers believe they do not have to worry about the participants' transportation to and from hotels and Games sites because of the good job done by LTD staff in this regard, and commended staff to the Board. She added that it is important to the Championships that the competitors, who come to the area first to compete and then to vacation, do so as conveniently as possible. The entire community is gearing up for this event, and Springfield is using it as a catalyst to enhance



the Broiler Festival. The direct routes of the shuttles will include Silke Field in Springfield and Hayward Field in Eugene, as well as hotels and motels. However, she said, the Championships organizers would like contestants to also be able to use the rest of the system to go other places in the community, and she liked the convenience factor of being able to use the shuttle pass on the regular system. Ms. Kousky said she thought LTD would see people from 60 countries using the system.

Mr. Parks asked if this proposal would overload the regular system. Ms. Loobey replied that the District will be able to handle the increased ridership because the Championships are being held in the summer, when ridership is normally lower. Mr. Andersen wondered how staff had determined the worst case scenario of \$4,000 in lost farebox revenue. Stefano Viggiano, Planning Administrator, explained that the number of participants is known, and staff had assumed that 5 percent of their trips in the community would be taken by bus. This lost revenue is only lost in the sense that it would have been received in addition to normal summer farebox revenues. Mr. Andersen said he thought offering free service on the regular route for participants was a good idea for many reasons.

**MOTION** Mr. Brandt moved that the Board approve the recommendation to offer free rides on the entire system to participants in the World Veterans' Championships in July 1989. Mr. Andersen seconded the motion, which then carried by **unanimous** **VOTE** vote. Ms. Calvert was not yet present at the meeting. Ms. Eberly thanked Ms. Kousky for her kind compliments of the staff.

**APPOINTMENT OF BOARD DOWNTOWN STATION COMMITTEE:** Ms. Loobey called the Board's attention to a memo on page 16 of the agenda packet, regarding the appointment of a Downtown Station Committee. The committee would work with members of the City of Eugene Planning Commission and Downtown Commission regarding a feasibility study for a new downtown station. Ms. Loobey said that Ms. Calvert had suggested that the committee be comprised of Mr. Andersen, Mr. Brandt, and Ms. Calvert, and that Mr. Andersen had already expressed an interest in the committee.

Ms. Calvert arrived at this point in the meeting.

Ms. Calvert stated that she would like to appoint Mr. Andersen, Mr. Brandt, and herself to the committee, and asked if that was agreeable to the other members present. There were no objections, so the committee appointments were made.

**MOTION** **EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(h):** Ms. Calvert asked the Board to move into Executive Session at that time, because the District's attorney, Randall Bryson, was planning to leave town that evening. Ms. Eberly moved that the Board move into Executive Session pursuant to ORS 192.660(1)(h), to consult with counsel regarding litigation or litigation likely to be filed. **VOTE** The motion was seconded and approved by unanimous vote.

**RETURN TO REGULAR SESSION:** The Board returned to regular session at 6:40 p.m.



MOTION

VOTE

APPROVAL OF MINUTES: Ms. Eberly moved that the minutes of the April 19, 1989, regular meeting and the April 26, 1989, adjourned meeting be approved as distributed. The motion was seconded and the minutes were approved by unanimous vote.

VALLEY RIVER CENTER STATION APPROVAL: Ms. Loobey stated that this item had been discussed over the last three years or so. The District had wanted to relocate the Valley River Center transit station to the north side of the Center because of traffic flow and congestion problems on the south side. After many discussions and a long process, it was determined that VRC and LTD would cooperate to design and construct a new station in the current location. The architect working on the VRC expansion, John Amundson, has now redesigned the station to eliminate some of the problems LTD has experienced on the south side.

Ms. Loobey said that staff had proposed \$250,000 for VRC improvements in the 1987-88 Capital Improvements Program (CIP). However, the Board had expressed concerns about making improvements at Valley River Center, and had instructed staff to not make any commitments regarding a new station without Board approval.

Stefano Viggiano, Planning Administrator, said that staff were seeking approval to go ahead with construction of the redesigned station. If everything goes well, he said, construction will occur in the fall of 1989. In discussing the new station, Mr. Viggiano explained that the buses will still have to circumvent the entire mall, so will still have some of the delay problems the District is experiencing now. The conceptual design for the transit station was developed by LTD and approved by Valley River Center management, and has been improved quite a bit since the conceptual stage. Mr. Viggiano used a drawing to show the Board what the station will look like when it is finished.

The new station will eliminate problems currently caused by not having a separate boarding area for different buses and by the current proximity to a truck loading area and the Montgomery Ward customer pick-up area. Features of the new design include a bus-only zone in a specific area; a shortened parking aisle and parking on one side instead of on two sides; a separate area for trucks and buses; elimination of car traffic through the bus area; and clear station assignments for different buses. There will also be quite a bit more area under shelter.

Mr. Bryson left at this point in the meeting.

Other passenger amenities include benches, a pay telephone, a clock; time table information on each side of the shelter, and lighting. Mr. Viggiano said the station will be modern looking and blend with Valley River Center, and will be the most prominent architectural feature on that side of VRC.

In response to a question from Mr. Parks, Mr. Viggiano said that the design has been approved by Valley River Center and LTD. The City will have to issue a building permit but is not otherwise involved in the approval process. Mr. Brandt commented that he had talked with Dick Hansen, VRC Manager, who said that things seem to be going well with the station improvements process.



Ms. Eberly asked if the improvements would really only cost \$125,000. Mr. Viggiano explained that the District normally arranges some cost splitting when transit stations are built on private property. For a number of years now, the agreements have been that LTD pays for structures and the private developer pays for the flat work. This has been the arrangement at the University of Oregon, Gateway Shopping Center, West 11th Fred Meyer, and others. Normally, the District pays for architectural services, but since VRC is currently making other improvements, the District used Valley River Center's architect and VRC paid those fees. Mr. Viggiano stated that LTD would normally expect to pay about \$20,000 for those services.

Because VRC paid for the architectural services, staff have tentatively agreed that LTD will pay for the structure and for pavement under the structure, and that VRC will pay for flat work outside the station. Mr. Viggiano said that the District's cost for the pavement and shelter is estimated to be about \$100,000. However, this cost is not precise because the design is not far enough along. For that reason, he said, staff were proposing that a \$25,000 contingency be included, for a total cost of \$125,000. In response to a question from Mr. Brandt, Mr. Viggiano stated that \$250,00 had been included in the budget for this project. Mr. Brandt then asked about the lease period for the station. Mr. Viggiano said that a 20-year lease period has been proposed.

**MOTION** Mr. Brandt moved approval of the amount of \$125,000 for the Valley River Transit Station improvements, subject to a lease of the property for 20 years. Ms. Eberly seconded the motion. Mr. Viggiano stated that there is also a statement in the proposed lease that, in the event VRC wanted to move LTD from this location, VRC would be required to provide LTD with another facility equal to the improved south side station, subject to LTD's approval. Mr. Parks asked if that document had been signed yet. Mr. Viggiano said it had not yet been signed, but that it had come from VRC's attorney. The District is considering allowing VRC to build the shelter, and LTD would pay approximately \$100,000 up front as a 20-year lease payment. Secured access would also be part of the lease agreement.

**VOTE** Mr. Brandt called for the question. The motion to approve the expenditure of \$125,000 for the Valley River transit station improvements, subject to a lease of the property for 20 years, carried by unanimous vote.

Mr. Viggiano asked if staff should bring this issue back to the Board for approval if the choice is to lease rather than own the shelter and go out to bid. The Board agreed that no further action by the Board was necessary; any purchase arrangements can be handled as an information item, as long as the cost does not exceed \$125,000.

**ANNUAL INDEPENDENT AUDIT:** This item was placed on the agenda at the request of the Board's Finance Committee, which had met that day to discuss a request from the District's independent auditors, Coopers & Lybrand, for additional payment as a result of a review by the District's cognizant agency, the U.S. Department of Transportation (USDOT).



Ms. Loobey explained that the District's independent auditors are hired by the Board rather than staff. Last year, the District changed auditors through a competitive bidding process, as required every few years by state and federal regulations. Additionally, hiring a new auditor to take a fresh look at the District's records was seen as beneficial to the District, even though Jones and Roth had done an excellent job for LTD over the years. Typically, she said, this year would just be an annual renewal of a contract.

Ms. Eberly asked how often the District goes out to bid for auditors. Mark Pangborn, Director of Administrative Services, replied that it is a one-year contract, with the option to renew every year for four more years, with no more than a five percent increase every year. Ms. Loobey added that different kinds of personal services contracts have different requirements.

Brentt Ramharter, Finance Administrator, explained that the work performed by LTD's auditors was reviewed by the U.S. Department of Transportation, which found incomplete documentation to satisfy the federal regulations. This is the first time that LTD's auditors have been reviewed by the cognizant agency. The single audit act requires the District's auditors to look at all the grants that are received by the District, and Mr. Ramharter suspected that the USDOT review was done on a random sampling. He said that Coopers & Lybrand had incurred some additional costs and were probably going to incur more, because it would require more work on their part to satisfy the additional documentation required by the USDOT. Mr. Ramharter added that it would require more LTD staff work, as well.

Mr. Andersen asked if the auditors were being required to do more work because they "messed up" somehow in the beginning. Mr. Ramharter said that decisions about how much testing is needed are made by professional judgment, and Mr. Brandt added that the rules had not changed. Mr. Andersen then asked if the USDOT had told the auditors that they had not done what they were supposed to do, and now Coopers & Lybrand wanted to charge LTD in order to correct the problem. Mr. Brandt replied that USDOT had told the auditors they did not do enough work.

Ms. Calvert said that the Finance Committee had wanted to inform the auditors about the potential for action at that night's meeting, but had been unable to do so. Mr. Brandt added that since this issue was not on the agenda, Coopers & Lybrand should be notified properly and given the opportunity to attend and present their case. However, the partners were not available that afternoon, so the Finance Committee thought it was probably improper for the Board to make a decision that night. However, Coopers & Lybrand wanted to begin working on the audit on June 6, but may have to delay until after the next Board meeting.

Mr. Brandt asked what would happen if Coopers & Lybrand decided to not ask for the extra money, but said they would do the audit this year for the contract amount. Mr. Pangborn said that the Board would not have to approve that; the audit would be done according to the contract, at \$7,910 plus a five percent increase.



ITEMS FOR INFORMATION AT THIS MEETING:

Lane Regional Air Pollution Authority Request for Free Service: Ms. Loobey explained that, instead of providing service for the whole community, as requested by LRAPA, staff were asking Lane County and other public agencies to take the lead in approving prepaid service for their employees, such as at the UO. Mr. Parks complimented staff on an excellent solution to the LRAPA request.

Legislative Update: Ms. Loobey briefly discussed several bills. Senate Bill 511, the tort liability bill, is dead, and House Bill 2421, the Workers' Compensation tort liability link-up, is lingering in Senate Judiciary. She said a work session might be scheduled the following week, but the bill seems to have died once it reached the Senate side. House Bill 3209, the one-cent cigarette tax, was unanimously passed out of House Revenue to the House floor that morning.

Annual Employee Picnic: Ms. Loobey invited the Board members and their families to attend the Annual ATU/LTD employee picnic on Sunday, July 23, at Shotgun Creek Park.

Transit Board Members Seminar: Ms. Loobey invited the Board members to consider attending the American Public Transit Association Transit Board Members Seminar being held July 16-20 in Santa Barbara, California. Mr. Brandt asked if staff also attend this seminar; Ms. Loobey replied that they do not. Mr. Brandt said he was interested in attending, but that it may not be worthwhile for the District to send him, since his term will expire in January 1990 and he does not expect the Governor to reappoint him to the Board.

Bus Operator's Guest Book: Ms. Loobey had with her a guest book used by bus operator Roger Rix on his Saturday downtown shuttle route. He has asked customers to sign the book as they get on the bus, and has filled the book with comments and signatures from people from all over the world, many written in another language. She said he also plots the home towns of his customers on a large map at his home. She then passed the book around for the Board members to see.

**MOTION** EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i): Mr. Brandt moved that the Board go into Executive Session pursuant to ORS 192.660(1)(i), to discuss the employment-related performance of the General Manager. However, the Board decided they did not need the privacy of an Executive Session for the discussion, and the motion died for lack of a second.

NO  
SECOND

BOARD SALARY COMMITTEE RECOMMENDATION: Mr. Brandt, Chairman of the Board Salary Committee, called the Board's attention to page 21 of the May 17 agenda packet. He explained that the Salary Committee's recommendation for the General Manager's salary and benefits package for FY 89-90 is basically a 4 percent increase in two areas, with a car allowance the same as in FY 88-89. He stated that the General Manager had received an above-average performance evaluation, with no significant problems noted, and that the Salary Committee had a good discussion with her regarding minor concerns voiced in the evaluation process.



MOTION

Mr. Brandt moved acceptance of the Salary Committee recommendation that the Board authorize the Board President to sign a contract extending the General Manager's employment through Fiscal Year 1989-90; and that the Board approve for FY 89-90 a base salary at an annual rate of \$57,200, a monthly automobile allowance of \$200, and a one-time payment of \$6,032 for an additional benefit program to be determined by the General Manager. Mr. Andersen seconded the motion.

Mr. Parks said he thought the Board was getting a bargain. Mr. Brandt said the committee also believes that, but the fact that LTD is a public agency must be taken into consideration. He explained that the General Manager's salary fits in quite well when compared with various agencies, and to go any higher would be significantly above the norm. Ms. Calvert commented that EWEB and the City of Eugene are higher, but Ms. Loobey explained that her salary was compared with department directors at the City of Eugene, to better compare number of employees and budgets managed.

Ms. Calvert said the Board members all know they are very fortunate to have a manager who runs the ship very well and encourages her staff to take initiative and do their best.

Ms. Eberly commented that two weeks ago, she and Ms. Loobey had been part of a panel discussion for the Eugene/Springfield Leadership Program regarding being on a board of directors. Others felt their input was interesting because Ms. Loobey and Ms. Eberly are both members of boards, as well as Ms. Eberly being a member of the LTD Board. Ms. Eberly said she felt good about saying that she had signed up again for the LTD Board because it is the very best she had served on, and the fact that the Board and District are run well is a good tribute to Ms. Loobey. She added that they all know when they are sitting on a bad board, and she wanted to grant Ms. Loobey the highest compliments.

VOTE

With no further discussion, the vote was taken on Mr. Brandt's motion, which passed unanimously.

ADJOURNMENT: Mr. Brandt moved that the meeting be adjourned. Ms. Eberly seconded the motion, and the meeting was unanimously adjourned at 7:35 p.m.

  
Board Secretary







LANE TRANSIT DISTRICT  
 BUDGET TRANSFER FY 88-89

	BUDGET	BUDGET TRANSFERS 05-31-89	SUPPLEMENTAL BUDGET	AMENDED
REVENUE BEG FUND BALANCE				
PASSENGER FARES	1,672,100		92,900	1,765,000
CHARTER REVENUE	20,000		2,000	22,000
ADVERTIZING REVENUE	72,900		0	72,900
MISCELLANEOUS REVENUE	2,500		0	2,500
INTEREST REVENUE	150,000		126,400	276,400
PAYROLL TAXES	5,794,000		251,000	6,045,000
UMTA SECTION 09	1,041,400		0	1,041,400
STATE OPERATING	554,100		35,900	590,000
STATE SPECIAL TRANSPORTATION	362,000		0	362,000
OTHER OPERATING GRANTS	3,000		0	3,000
UMTA SECTION 18	18,600		4,260	22,860
UMTA PLANNING	8,000		6,395	14,395
FUEL TAX REIMBURSEMENT	0		119,000	119,000
<b>TOTAL RESOURCES</b>	<b>9,698,600</b>	<b>0</b>	<b>637,855</b>	<b>10,336,455</b>
ADMIN - PERSONAL SERVICES				
GEN'L ADMIN	257,300			257,300
MIS	63,400			63,400
FINANCE	176,200			176,200
PERSONNEL	46,300	(10,000)		36,300
SAFETY & TNG	70,700			70,700
<b>TOTAL</b>	<b>613,900</b>	<b>(10,000)</b>	<b>0</b>	<b>603,900</b>
- MAT'L & SUPPLIES				
GEN'L ADMIN	88,300			88,300
MIS	12,700			12,700
FINANCE	10,500			10,500
PERSONNEL	7,800	10,000		17,800
SAFETY & TNG	16,200	500		16,700
<b>TOTAL</b>	<b>135,500</b>	<b>10,500</b>	<b>0</b>	<b>146,000</b>
- CONTR SVCS				
GEN'L ADMIN	30,000	(10,000)		20,000
MIS	26,200	(6,000)		20,200
FINANCE	21,300	1,200		22,500
PERSONNEL	14,900	6,000		20,900
SAFETY & TNG	14,500	(4,000)		10,500
<b>TOTAL</b>	<b>106,900</b>	<b>(12,800)</b>	<b>0</b>	<b>94,100</b>
MKTG/ - PERSONAL SERVICES				
PLNG				
MARKETING	189,100			189,100
PLANNING	157,500			157,500
CUSTOMER SERVICES	191,100			191,100
<b>TOTAL</b>	<b>537,700</b>	<b>0</b>	<b>0</b>	<b>537,700</b>



LANE TRANSIT DISTRICT  
 BUDGET TRANSFER FY 88-89

	BUDGET	BUDGET TRANSFERS 05-31-89	SUPPLEMENTAL BUDGET	AMENDED
- MAT'L & SUPPL				
MARKETING	100,200	10,600	9,472	120,272
PLANNING	6,200			6,200
CUSTOMER SERVICES	47,700	(4,000)		43,700
TOTAL	154,100	6,600	9,472	170,172
- CONTR SVCS				
MARKETING	166,200	(10,000)		156,200
PLANNING	9,000	1,500		10,500
CUSTOMER SERVICES	1,100	400		1,500
TOTAL	176,300	(8,100)	0	168,200
TRANSPORTATION				
PERSONAL SERVICES	4,121,100	22,300		4,143,400
MAT'L & SUPPLIES	23,600			23,600
CONTR SVCS	514,000	(15,000)		499,000
TOTAL TRANSPORTATION	4,658,700	7,300	0	4,666,000
MAINTENANCE				
PERSONAL SERVICES	1,054,100	(8,000)		1,046,100
MAT'L & SUPPLIES	882,400	53,000		935,400
CONTR SVCS	58,000	13,500		71,500
TOTAL MAINTENANCE	1,994,500	58,500	0	2,053,000
FACILITIES MAINTENANCE				
PERSONAL SERVICES	29,200	2,000		31,200
MAT'L & SUPPLIES	22,900	(15,000)		7,900
CONTR SVCS	111,500	11,000		122,500
TOTAL FACILITIES MAINT.	163,600	(2,000)	0	161,600
OTHER				
TRANSFER TO CAPITAL PROJECTS	846,700		628,383	1,475,083
TRANSFER TO RISK MANAGEMENT	260,700			260,700
CONTINGENCY	50,000	(50,000)		0
TOTAL OTHER	1,157,400	(50,000)	628,383	1,735,783
TOTAL	9,698,600	0	637,855	10,336,455

LANE TRANSIT DISTRICT  
BUDGET TRANSFER FY 88-89

	BUDGET	BUDGET TRANSFERS 05-31-89	SUPPLEMENTAL BUDGET	AMENDED
REVENUE BEG FUND BALANCE				
PASSENGER FARES	1,672,100		92,900	1,765,000
CHARTER REVENUE	20,000		2,000	22,000
ADVERTIZING REVENUE	72,900		0	72,900
MISCELLANEOUS REVENUE	2,500		0	2,500
INTEREST REVENUE	150,000		126,400	276,400
PAYROLL TAXES	5,794,000		251,000	6,045,000
UMTA SECTION 09	1,041,400		0	1,041,400
STATE OPERATING	554,100		35,900	590,000
STATE SPECIAL TRANSPORTATION	362,000		0	362,000
OTHER OPERATING GRANTS	3,000		0	3,000
UMTA SECTION 18	18,600		4,260	22,860
UMTA PLANNING	8,000		6,395	14,395
FUEL TAX REIMBURSEMENT	0		119,000	119,000
<b>TOTAL RESOURCES</b>	<b>9,698,600</b>	<b>0</b>	<b>637,855</b>	<b>10,336,455</b>
ADMIN - PERSONAL SERVICES				
GEN'L ADMIN	257,300			257,300
MIS	63,400			63,400
FINANCE	176,200			176,200
PERSONNEL	46,300	(15,000)		31,300
SAFETY & TNG	70,700			70,700
<b>TOTAL</b>	<b>613,900</b>	<b>(15,000)</b>	<b>0</b>	<b>598,900</b>
- MAT'L & SUPPLIES				
GEN'L ADMIN	88,300			88,300
MIS	12,700			12,700
FINANCE	10,500			10,500
PERSONNEL	7,800	3,500		11,300
SAFETY & TNG	16,200			16,200
<b>TOTAL</b>	<b>135,500</b>	<b>3,500</b>	<b>0</b>	<b>139,000</b>
- CONTR SVCS				
GEN'L ADMIN	30,000	(10,000)		20,000
MIS	26,200	(6,000)		20,200
FINANCE	21,300	1,200		22,500
PERSONNEL	14,900	6,000		20,900
SAFETY & TNG	14,500	(4,000)		10,500
<b>TOTAL</b>	<b>106,900</b>	<b>(12,800)</b>	<b>0</b>	<b>94,100</b>
MKTG/ - PERSONAL SERVICES				
PLNG	MARKETING	189,100	5,000	194,100
	PLANNING	157,500		157,500
	CUSTOMER SERVICES	191,100		191,100
	<b>TOTAL</b>	<b>537,700</b>	<b>5,000</b>	<b>542,700</b>



LANE TRANSIT DISTRICT  
 BUDGET TRANSFER FY 88-89

	BUDGET	BUDGET TRANSFERS 05-31-89	SUPPLEMENTAL BUDGET	AMENDED
- MAT'L & SUPPL				
MARKETING	100,200	10,600	9,472	120,272
PLANNING	6,200			6,200
CUSTOMER SERVICES	47,700	(4,000)		43,700
TOTAL	154,100	6,600	9,472	170,172
- CONTR SVCS				
MARKETING	166,200	(10,000)		156,200
PLANNING	9,000	1,500		10,500
CUSTOMER SERVICES	1,100	400		1,500
TOTAL	176,300	(8,100)	0	168,200
TRANSPORTATION				
PERSONAL SERVICES	4,121,100	49,300		4,170,400
MAT'L & SUPPLIES	23,600			23,600
CONTR SVCS	514,000	(15,000)		499,000
TOTAL TRANSPORTATION	4,658,700	34,300	0	4,693,000
MAINTENANCE				
PERSONAL SERVICES	1,054,100	(4,000)		1,050,100
MAT'L & SUPPLIES	882,400	26,000		908,400
CONTR SVCS	58,000	13,500		71,500
TOTAL MAINTENANCE	1,994,500	35,500	0	2,030,000
FACILITIES MAINTENANCE				
PERSONAL SERVICES	29,200	1,000		30,200
MAT'L & SUPPLIES	22,900			22,900
CONTR SVCS	111,500			111,500
TOTAL FACILITIES MAINT.	163,600	1,000	0	164,600
OTHER				
TRANSFER TO CAPITAL PROJECTS	846,700		628,383	1,475,083
TRANSFER TO RISK MANAGEMENT	260,700			260,700
CONTINGENCY	50,000	(50,000)		0
TOTAL OTHER	1,157,400	(50,000)	628,383	1,735,783
TOTAL	9,698,600	0	637,855	10,336,455

RESOLUTION

BE IT RESOLVED that the budget of Lane Transit District for the Fiscal Year 1989-1990 in the total combined fund sum of \$16,782,450 is hereby adopted, and


BE IT FURTHER RESOLVED that the amounts for the Fiscal Year 1989-90 are appropriated for the following purposes by organizational unit:

GENERAL FUND

	<u>Administration</u>
\$ 667,100	Personal Services
\$ 122,270	Material & Supplies
\$ 110,550	Contractual Services
	<u>Marketing &amp; Planning</u>
\$ 594,700	Personal Services
\$ 189,550	Materials & Supplies
\$ 207,000	Contractual Services
	<u>Operations</u>
\$ 4,509,500	Personal Services
\$ 22,100	Materials & Supplies
\$ 472,100	Contractual Services
	<u>Maintenance</u>
\$ 1,139,200	Personal Services
\$ 1,141,321	Materials & Supplies
\$ 198,900	Contractual Services
	<u>Unallocated Expenditures</u>
\$ 200,000	Contingency
\$ 767,959	Transfer to Capital Projects Fund
\$ 409,700	Transfer to Risk Management Fund
	<u>CAPITAL PROJECTS FUND</u>
\$ 5,113,000	Capital Outlay
\$ 14,200	Capital Lease Principal Repayment
	<u>RISK MANAGEMENT FUND</u>
\$ 903,300	Risk Management Expenditures, and

BE IT FURTHER RESOLVED that the General Manager is authorized to make expenditures and incur obligations within the limits of the foregoing.

June 14, 1989  
Date

  
Secretary



LTD BUDGET  
1989-90  
GENERAL FUND RESOURCES

DESCRIPTION	88/89		89/90	
	BUDGET	PROJECTED	PROPOSED	AMENDED
BEGINNING FUND BALANCE	0			
Passenger Revenue	1,672,100	1,765,000	1,860,000	
Charters	20,000	22,000	72,700	
Advertising	72,900	72,900	80,200	
Miscellaneous	2,500	2,000	2,000	
Interest Revenue	150,000	276,400	160,000	
Payroll Taxes	5,794,000	6,045,000	6,541,000	
UMTA Section 9 Oper Grant	1,041,400	1,041,400	1,075,000	
UMTA Section 18 Grant	18,600	22,860	10,250	
State Operating Assistance	554,100	590,000	619,500	
State Special Transp	362,000	362,000	331,300	
Other Operating Grants	3,000	600	0	
UMTA Planning Grants	8,000	14,395	0	
Fuel Tax Reimbursement	0	119,000	0	
<b>TOTAL RESOURCES</b>	<b>9,698,600</b>	<b>10,333,555</b>	<b>10,751,950</b>	

**SUMMARY OF CHANGES FROM CURRENT YEAR**

- Passenger Revenue - 4% ridership inflationary increase plus 0.8% service increase.
- Charters - The budgeted increase in charter revenue is due to an estimated \$45,000 for the WAVA games and \$3,000 for the Oregon Country Fair.
- Advertising - 10% increase to reflect contract extension increases outlined in LTD's agreement with Obie Transit Advertising.
- Interest Revenue - There will be less interest due to the expenditure of a large portion of the District's capital projects reserve on the Facility in FY 88-89.
- Payroll Taxes - Budgeted 8.2% higher than projected receipts for FY 88-89 due to anticipated growth in the payroll tax base, as projected by LCOG's payroll tax model, based on the Governor's economic forecast.
- UMTA Section 9 Oper Grant - Funds were increased to new Federal Cap for operating funds. A cut in capital funds is anticipated.

**SUMMARY OF CHANGES FROM CURRENT YEAR, Cont.**

- UMTA Section 18 Grant - Reduced to anticipated level of expense for Junction City Service.
- State Operating Assistance - Budgeted 5% higher than the projected receipts for FY 88-89.
- State Special Transportation - FY 89-90 operating allocation will remain the same as FY 88-89 at \$265,000. The remaining revenue is mainly a capital reserve for vehicle purchase for elderly and handicapped transportation.
- Fuel Tax Reimbursement - Fuel Tax will not be charged to governmental entities in FY 88-89.

LTD BUDGET  
1989-90  
GENERAL FUND EXPENDITURE SUMMARY BY OBJECT

DESCRIPTION	88/89		89/90	
	BUDGET	PROJECTED	PROPOSED	AMENDED
DIRECT EXPENDITURES				
Personal Services	6,356,000	6,398,238	6,910,500	
Materials & Supplies	1,218,500	1,238,165	1,475,241	
Contractual Services	966,700	961,369	988,550	
TOTAL DIRECT EXPEND	8,541,200	8,597,772	9,374,291	
GENL OPER CONTINGENCY	50,000	0	200,000	
TRANSFERS				
Transfer to Capital Proj	846,700	1,475,083	767,959	
Transfer to Risk Mgmt	260,700	260,700	409,700	
TOTAL TRANSFERS	1,107,400	1,785,783	1,177,659	
TOTAL EXPENDITURES	9,698,600	10,333,555	10,751,950	
ENDING FUND BALANCE	0	0		

LTD BUDGET  
1989-90  
GENERAL FUND EXPENDITURE SUMMARY BY DEPARTMENT

DESCRIPTION	88/89		89/90	
	BUDGET	PROJECTED	PROPOSED	AMENDED
DIRECT EXPENDITURES				
Administration	856,300	820,762	899,920	
Marketing & Planning	868,100	874,243	991,250	
Transportation	4,658,700	4,700,040	5,003,700	
Maintenance	2,158,100	2,202,727	2,479,421	
TOTAL DIRECT EXPEND	8,541,200	8,597,772	9,374,291	
GENL OPER CONTINGENCY	50,000	0	200,000	
TRANSFERS				
Transfer to Cap Proj	846,700	1,475,083	767,959	
Transfer to Risk Mgmt	260,700	260,700	409,700	
TOTAL TRANSFERS	1,107,400	1,735,783	1,177,659	
TOTAL EXPENDITURES	9,698,600	10,333,555	10,751,950	
ENDING FUND BALANCE	0	0	0	



LTD BUDGET  
1989-90  
CAPITAL PROJECTS FUND

DESCRIPTION	88/89		89/90	
	BUDGET	PROJECTED	PROPOSED	AMENDED
BEGINNING FUND BALANCE	2,331,500	3,245,541	1,815,296	
REVENUES				
UMTA Sec. 3 Grant-Facil.	5,799,200	6,171,693		
UMTA Sec. 3 Grant -Buses	1,080,000	0	2,127,000	
UMTA Sec. 9 Grant	827,700	1,058,906		
UMTA Sec. 9 Grant -Buses	0	0	98,000	
UMTA Sec. 18 Grant -Buses	360,000	0	360,000	
UMTA Sec. 18 Grant -J.C.	0	30,299		
UMTA Sec. 18 Grant -LCC		0	96,000	
State Grant -Stripper Well	880,000	880,000	0	
Transfer from Gen. Fund	846,700	1,475,083	767,959	
TOTAL CAPITAL RESOURCES	12,125,100	12,861,522	5,264,255	
EXPENDITURES				
LOCAL EXPENDITURES	1,454,800	1,454,800	2,408,000	
UMTA EXPENDITURES				
Planning Administrator	17,300	17,300		
Construction Representative	42,000	42,000		
Planning Technician	13,600	13,600		
Benefits	15,800	15,800		
Computer Software	14,400	73,350		
Office Equipment	115,300	59,119		
Maintenance Equipment	35,800	9,472	9,472	
Bus Stop Improvements	502,800	555,710	120,000	
Land & Buildings	7,675,500	8,414,895		
Buses	1,890,000	0	2,585,000	
Bus Related Equipment	259,100	283,088		
Service Vehicles	17,000	14,700		
Miscellaneous	58,300	78,992		
TOTAL UMTA EXPEND	10,656,900	9,578,026	2,705,000	
FHWA EXPENDITURES				
Bus Stop Improvements	0	0		
TOTAL FHWA EXPEND	0	0	0	
CONTINGENCY	0	0	0	
CAPITAL LEASE	13,400	13,400	14,200	
TOTAL CAPITAL EXPENDITURES	12,125,100	11,046,226	5,127,200	
RESERVE FOR FUTURE CAPITAL EXPENDITURES	0	1,815,296	137,055	

LTD BUDGET  
1989-90  
RISK MANAGEMENT FUND

DESCRIPTION	88/89		89/90			
	FTE	BUDGET	PROJECTED	FTE	PROPOSED	AMENDED
BEGINNING FUND BALANCE		603,900	625,113		463,600	
REVENUES						
Transfer from Gen Fund		260,700	260,700		409,700	
Interest Revenue		30,000	30,000		30,000	
TOTAL REVENUES		290,700	290,700		439,700	
TOTAL RISK MGMT RESOURCES		894,600	915,813		903,300	
EXPENDITURES						
Administration		3,000	2,215		4,200	
Worker's Compensation		228,500	211,400		238,000	
Liability		649,700	218,081		644,700	
Misc Insurance		13,400	20,500		16,400	
TOTAL RISK MGMT EXPEND		894,600	452,196		903,300	
ENDING FUND BALANCE		0	463,617		0	

**PROGRAM STATEMENT**

To insure that the District is protected against catastrophe or major loss. To do this the Division oversees the buying and selection of insurance through a broker. Claims are managed and settled in a fair, reasonable, and timely manner.

**PERFORMANCE OBJECTIVES**

- Maintain or decrease premium costs while maintaining adequate coverage for all District risks.
- Control and manage all claims.

**SUMMARY OF CHANGES FROM CURRENT YEAR**

EXPENDITURES

- Administration - Increase in administrative fees (consultant) due to an increase from one half year (in FY 88-89) to a full year of services in FY 89-90.
- Misc. Insurance - Increase due to higher cost of "Boiler and Machinery" and builder's "All Risk" policies for the construction phase of the new facility.





June 14, 1989

MEMORANDUM

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

Construction Contract

The District has issued a notice of termination to Hyland and Sons for default of the contract for failure to make payment to subcontractors for materials and labor. The contract termination is to take effect on June 14, 1989. A notice of default of the contract was delivered to Hyland on May 11, 1989, and the default has not been resolved. The surety company for the project, Fireman's Fund Insurance, is responsible for completion of the project.

Construction Update

Despite problems with non-payment to subcontractors, construction work under the Phase 3 contract with Hyland and Sons has continued. Construction completed as part of the Phase 3 contract during the past month includes the installation of some wall covering and cedar panelling in the administration building, near completion of the brick work, start of installation of the skylight in the maintenance building, and continued progress in the installation of the mechanical systems, electrical systems, roof, and concrete slab in the maintenance building.

The Phase 2 contractor, Walt's Concrete, has paved the majority of the bus parking area. Walt's has also started the paving and storm sewer work on the Glenwood Boulevard right of way.

A handwritten signature in blue ink, appearing to read 'Stefano Viggiano', is written over the typed name.

Stefano Viggiano  
Planning Administrator

SV:ms





June 14, 1989

MEMORANDUM

TO: Board of Directors  
FROM: Stefano Viggiano, Planning Administrator  
RE: Comparison of LTD with Similar Transit Systems

The LTD Planning Division recently conducted a brief study of how bus system performance measures at the District compare with other transit systems. The other systems were selected based upon total population and included cities which either have major universities (Ann Arbor, Knoxville, Baton Rouge, and Santa Cruz), or are located in the northwest/west coast (Salem, Spokane, Olympia, Fresno, Vancouver, Stockton). The "average" column at the end of the table is the average for the ten comparable systems (not including LTD). This is a simple average of the systems, and is not weighted by system size.

The sampling procedure used to select the other "comparable" cities was not meant to be scientific. The cities were selected as basically comparable systems by consensus of the Planning staff. There was no intent to select either "strong" or "weak" transit systems.

The data was collected from telephone conversations with staff at each of the systems. Be aware that different systems measure variables differently. This is particularly true of the operating budget. Where specific quirks about the data are known, they are footnoted on the table. Also be aware that the fiscal year from which the data is derived varies.

Population

The other systems vary in population from 93,000 to 409,000, with the average population about 239,000, which is close to LTD service area population of approximately 220,000. This measure may either reflect metropolitan area population or service area population, depending on what measure the individual systems use.

Fleet Size/Peak Fleet/Spares/Annual Revenue Hours

LTD is a somewhat above average for both fleet size and peak fleet. Even with the addition of the eight buses the District purchased from Tri-Met, the spare ratio is below the average of the other systems. LTD is also above average in the amount of service (measured as annual revenue hours of bus service) provided.

LANE TRANSIT  
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES  
 RISK MANAGEMENT FUND  
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1989 (91.67% 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	30,479	101.60%	30,000	(479)
Total Revenues	30,479	10.48%	290,700	260,221
TOTAL RESOURCES	655,592	73.28%	894,600	239,008
EXPENDITURES				
Administration	1,940	64.67%	3,000	1,060
Worker's Compensation	205,711	90.03%	228,500	22,789
Liability Program	182,295	28.06%	649,700	467,405
Miscellaneous Insurance	20,631	153.96%	13,400	(7,231)
TOTAL EXPENDITURES	410,577	45.90%	894,600	484,023
CLOSING FUND BALANCE	245,015		0	245,015

Annual Boardings/Ridership Productivity

LTD's ridership and ridership productivity are both above average. These measures are for unlinked trips, or boardings. Although LTD usually uses linked trips, or passenger trips, for ridership, this measure is not used by many systems and thus could not be used for comparison purposes. It should be noted that Santa Cruz provides the majority of the school (K-12) service in its community, and that those riders contribute significantly to the system ridership and productivity totals.

Revenue Hours per capita/Boardings per capita

The LTD system is characterized by a high level of service per capita and a high level of ridership per capita. In fact, among the systems contacted, ridership per capita for the LTD system is among the highest.

Operating Budget and Passenger Revenue/Farebox Recovery Ratio/Cost per Trip

The LTD system has a higher annual operating budget and passenger fares than the average of the other systems. The farebox recovery ratio is just above the average for the other systems. It should be noted that the Baton Rouge system receives more than half of its passenger revenue from Louisiana State University as payment for providing bus service to the university.

LTD has a very low cost per trip, second only to Baton Rouge, Louisiana.

Conclusion

In conclusion, it appears that LTD provides a higher level of service than other comparable systems, but also has higher productivity, a higher farebox recovery ratio, and a lower cost per trip than the average system of our size. This would indicate that LTD is meeting the community's transit needs and operating in an effective and efficient manner when compared to other systems.

  
Stefano Viggiano  
Planning Administrator

SV:ms

attachment



Transit System Comparison  
May, 1989

Measure	LTD	Salem Oregon	Spokane Washington	Olympia Washington	Baton Rouge Louisiana	Fresno California	Knoxville Tennessee	Vancouver Washington	Stockton California	Santa Cruz California	Ann Arbor Michigan	Average
Population	220,000	145,000	325,285	93,000	336,191	409,000	265,000	210,000	192,300	225,000	189,205	238,998
Fleet Size	77	44	118	37	58	92	80	65	68	91	53	71
Peak Fleet	63	37	106	32	48	66	51	57	46	72	44	56
Spares %	18.2%	15.9%	10.2%	13.5%	17.2%	28.3%	36.3%	12.3%	32.4%	20.9%	17.0%	20.4%
Ann Rev Hrs	204,309	97,735	303,164	87,539	135,632	208,563	156,000	129,180	126,503	283,640	152,152	168,011
Ann Boarding	5,740,500	2,500,000	6,288,521	1,941,936	4,720,533	8,239,015	2,900,000	2,177,759	2,565,402	9,119,312	3,384,616	4,383,709
Productivity	28.1	25.6	20.7	22.2	34.8	39.5	18.6	16.9	20.3	32.2	22.2	25.3
Rev Hrs P.C.	0.93	0.67	0.93	0.94	0.40	0.51	0.59	0.62	0.66	1.26	0.80	0.74
Board P.C.	26.09	17.24	19.33	20.88	14.04	20.14	10.94	10.37	13.34	40.53	17.89	18.47
Ann Op Bud	\$8,858,472	\$4,400,000	\$12,792,486	\$3,032,366	\$4,307,863	\$10,992,191	\$5,000,000	\$7,967,000	\$7,224,872	\$16,371,000	\$8,400,000	\$8,048,778
Ann Pass Rev	\$1,765,000	\$680,000	\$2,629,460	\$338,728	\$1,655,292	\$2,854,508	\$1,500,000	\$942,406	\$988,675	\$2,338,518	\$1,300,000	\$1,522,759
FB/OC	19.9%	15.5%	20.6%	11.2%	38.4%	26.0%	30.0%	11.8%	13.7%	14.3%	15.5%	19.7%
Cost/Ride	\$1.54	\$1.76	\$2.03	\$1.56	\$0.91	\$1.33	\$1.72	\$3.66	\$2.82	\$1.80	\$2.48	\$2.01
FY Used	88-89	88-89	87-88	87-88	1988	87-88	88-89	1988	87-88	88-89	1988	

Key:

Population -- Either service area or metropolitan area population, depending on the system.

Fleet Size -- Total number of active coaches.

Peak Fleet -- Number of coaches used in peak service.

Spares % -- The percentage of the fleet used as spares.

Ann Rev Hrs -- Total annual hours of revenue bus service.

Ann Boardings -- Total boardings (or unlinked trips).

Productivity -- Number of boardings per revenue service hour.

Rev Hrs P.C. -- Number of annual revenue service hours per capita.

Board P.C. -- Number of annual boardings per capita.

Ann Op Bud -- Total annual operating budget (does not include capital expenditures).

Ann Pass Rev -- Total annual passenger revenue.

FB/OC -- Farebox revenue divided by operating cost (farebox recovery ratio).

Cost/Ride -- Operating cost per boarding.

Notes:

1. More than 50 percent of the Baton Rouge farebox revenue is from LSU for service to University
2. Ann Arbor system figures do not include totals for a separate system for the University of Michigan.
3. Santa Cruz provides most of the K-12 school bus service for the area, contributing greatly to ridership.

LANE TRANSIT  
 COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES TO BUDGETED  
 GENERAL FUND  
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1989 (91.67% OF YEAR COMPLETED)

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE	
			FAVORABLE AMOUNT	(UNFAVORABLE) %
<b>REVENUES</b>				
<b>Operating Revenues:</b>				
Passenger Fares	1,614,983	1,541,928	73,055	4.74%
Charters	22,606	19,500	3,106	15.93%
Advertisins	66,300	66,325	(525)	-0.79%
Miscellaneous	7,174	2,250	4,924	218.84%
<b>TOTAL OPERATING REVENUES</b>	<b>1,711,063</b>	<b>1,630,503</b>	<b>80,560</b>	<b>4.94%</b>
<b>Non-Operating Revenues:</b>				
Interest	292,429	137,500	154,929	112.68%
Payroll Taxes	5,910,710	5,794,000	116,710	2.01%
Federal Operating Assistance	1,041,400	1,041,000	400	0.00%
State In-Lieu-Of Payroll Taxes	443,152	402,000	41,152	10.24%
State Special Transportation	255,893	271,500	(15,607)	-5.75%
LMTA Plannins Grants	29,117	25,050	4,067	16.24%
Fuel Tax Reimbursement/Other	116,919	2,750	114,169	4151.59%
<b>TOTAL NON-OPERATING REVENUES</b>	<b>8,089,620</b>	<b>7,673,800</b>	<b>415,820</b>	<b>5.42%</b>
<b>TOTAL REVENUES</b>	<b>9,800,683</b>	<b>9,304,303</b>	<b>496,380</b>	<b>5.33%</b>
<b>EXPENDITURES</b>				
<b>Administration:</b>				
Personal Services	548,559	557,709	9,150	1.64%
Materials and Supplies	124,668	128,027	3,359	2.62%
Contractual Services	80,807	98,964	18,157	18.35%
<b>Total Administration</b>	<b>754,035</b>	<b>784,700</b>	<b>30,665</b>	<b>3.91%</b>
<b>Marketing and Planning:</b>				
Personal Services	488,632	492,735	4,103	0.83%
Materials and Supplies	151,002	147,646	(3,356)	-2.27%
Contractual Services	141,795	163,911	22,116	13.49%
<b>Total Marketing and Planning</b>	<b>781,429</b>	<b>804,292</b>	<b>22,863</b>	<b>2.84%</b>
<b>Transportation:</b>				
Personal Services	3,776,762	3,771,639	(5,123)	-0.14%
Materials and Supplies	18,800	21,041	2,241	10.65%
Contractual Services	381,810	378,375	(3,435)	-0.91%
<b>Total Transportation</b>	<b>4,177,372</b>	<b>4,171,055</b>	<b>(6,317)</b>	<b>-0.15%</b>
<b>Maintenance:</b>				
Personal Services	960,429	1,002,237	41,808	4.17%
Materials and Supplies	850,974	834,322	(16,652)	-2.00%
Contractual Services	173,077	156,161	(16,916)	-10.83%
<b>Total Maintenance</b>	<b>1,984,480</b>	<b>1,992,720</b>	<b>8,240</b>	<b>0.41%</b>
<b>Contingency</b>				
Transfer to Capital Projects	0	0	0	
Transfer to Risk Management	0	0	0	
<b>TOTAL EXPENDITURES</b>	<b>7,697,316</b>	<b>7,752,767</b>	<b>55,451</b>	<b>0.72%</b>
<b>EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES</b>	<b>2,103,367</b>	<b>1,551,536</b>	<b>440,929</b>	<b>28.42%</b>

LANE TRANSIT  
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES  
 CAPITAL PROJECTS FUND  
 FOR THE ELEVEN MONTHS ENDING MAY 31, 1989 (91.67% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
<b>RESOURCES</b>				
Beginning Fund Balance	3,245,541	139.20%	2,331,500	914,041
Revenues:				0
UMTA Section 3	4,434,950	64.47%	6,879,200	(2,444,250)
UMTA Section 9	492,592	59.51%	827,700	(335,108)
UMTA Section 18	17,520	4.87%	360,000	(342,480)
Federal Highway Admin	0		0	0
State Assistance	877,813	99.75%	880,000	(2,187)
Asset Sale Proceeds	10,837		0	10,837
Transfer from Gen'l Fund	0	0.00%	846,700	(846,700)
Capital Grant Income	0		0	0
Total Revenues	5,833,712	59.57%	9,793,600	(3,959,888)
TOTAL RESOURCES	9,079,253	74.88%	12,125,100	(3,045,847)
<b>EXPENDITURES</b>				
Locally Funded:	49,107	3.38%	1,454,800	1,405,693
UMTA Funded:				
Planning Administrator	15,644	90.43%	17,300	1,656
Construction Representative	39,055	92.99%	42,000	2,945
Systems Analyst	15,396	113.20%	13,600	(1,796)
Benefits	13,487	85.36%	15,800	2,313
Computer Software	22,658	157.35%	14,400	(8,258)
Office Equipment	43,230	37.49%	115,300	72,070
Maintenance Equipment	6,882	19.22%	35,800	28,918
Bus Stop Improvements	147,109	29.26%	502,800	355,691
Land & Buildings	6,570,800	85.61%	7,675,500	1,104,700
Buses	0	0.00%	1,890,000	1,890,000
Bus Related Equipment	107,708	41.57%	259,100	151,392
Service Vehicles	0	0.00%	17,000	17,000
Miscellaneous	5,743	9.85%	58,300	52,557
Total UMTA Funded	6,987,712	65.57%	10,656,900	3,669,188
FHWA Funded:				0
Bus Stop Improvements	0		0	0
Total FHWA Funded	0		0	0
Contingency	0		0	0
Capital Lease Principal	12,100	90.30%	13,400	1,300
TOTAL EXPENDITURES	7,048,919	58.13%	12,125,100	5,076,181
ENDING FUND BALANCE	2,030,334		0	2,030,334
RESERVE FOR FUTURE CAPITAL EXPENDITURES	882,400		0	(882,400)