

Public notice was given to *The Register-Guard* for publication on May 15, 1986.

LANE TRANSIT DISTRICT
REGULAR BOARD MEETING

May 21, 1986

7:30 p.m.

McNutt Room
Eugene City Hall

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
Calvert _____ Eberly _____ Nichols _____ Parducci _____
Pusateri _____ Smith _____ Brandt _____
- III. INTRODUCTORY REMARKS BY BOARD PRESIDENT
- IV. AUDIENCE PARTICIPATION
- V. EMPLOYEE OF THE MONTH
- VI. PUBLIC HEARING ON CHARTER SERVICE
- VII. ITEMS FOR ACTION AT THIS MEETING
 - A. Approval of Minutes
 - B. Special Transportation Fund Contract
 - C. Facility Project Decision-making Plan
 - D. Proposal to use Value Engineering during Construction of New Facility

VIII. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Freedom Pass Presentation
2. Eugene in Motion
3. Update on New Maintenance Facility
4. Charter Service Update
5. Triennial Review
6. Strategic Planning Session
7. Employee Commendation from Springfield Police Department
8. Special Services Report

B. Monthly Financial Reporting

IX. ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

- A. Strategic Planning Session
- B. Executive Session Pursuant to ORS 192.660(1)(i)
- C. Budget Adoption

X. EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i), for the purpose of reviewing and evaluating the employment-related performance of the General Manager

XI. ADJOURNMENT (Possibly to date before June 18 regular meeting)

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AGENDA NOTES

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V. **EMPLOYEE OF THE MONTH:** The May Employee of the Month, Gail Williams, will be present at the meeting to receive her check and certificate and to be introduced to the Board.

VI. **PUBLIC HEARING ON CHARTER SERVICE**

Legal notice that a public hearing on the District's charter service would be held at this meeting was published in *The Register-Guard* on April 20. Since that time, staff have requested that this issue be placed on the agenda for the June meeting instead. A public hearing is on the agenda at this time, however, in case any member of the public is present to testify on this issue. Notice of a public hearing to be held at the June 18 meeting will also be published, and this topic will be placed on the agenda for Board discussion at that time.

VII. **ITEMS FOR ACTION AT THIS MEETING**

A. **Approval of Minutes:** The minutes of the April 23, 1986 adjourned meeting are included in the agenda packet for Board review and approval. 7

B. **Special Transportation Fund Contract:** 10

Issue Presented: Should the Board authorize the General Manager to enter into a contract with the Lane Council of Governments (L-COG) which would transfer responsibility for the administration of the Lane County Special Transportation Fund program from the District to L-COG?

Background: The Special Transportation Fund (STF) was created by an act of the Oregon State Legislature and will provide approximately \$280,000 per year from tobacco tax revenues to be used within Lane County for the provision of transportation services for the elderly and handicapped. In January 1986, the Board approved a staff proposal that the management of Lane County's Special Transportation Fund revenues be handled by L-COG. In March, the Board discussed the structure and staffing of the STF Advisory Committee, which is a required component of the STF process. In April, nominations for membership on the Advisory Committee were presented to and approved by the Board.

In accordance with direction given by the Board in January, District and L-COG staff have been developing a contract which would transfer responsibility for the administration of the Lane County STF program to L-COG. Included in the agenda packet is a staff memo which outlines the different sections of the contract. Staff will be present at the meeting to answer any questions the Board members may have.

Staff Recommendation: That the Board authorize the General Manager to enter into a contract with the Lane Council of Governments (L-COG) which would transfer responsibility for the administration of the Lane County Special Transportation Fund program from the District to L-COG.

Results of Recommended Action: LTD and L-COG staff will finalize the contract, at which time management of the STF program will transfer to L-COG. District staff will monitor L-COG's administration of the program.

C. Facility Project Decision-making Process

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Background: Included in the agenda packet is an update on the new maintenance and administrative facility. Also included is a proposed outline for the decision-making process for decisions made up to the construction phase, which will be presented to the Facilities Subcommittee for discussion on Tuesday, May 20. At the Board meeting, members of the Facilities Subcommittee will report to the Board about the Subcommittee meeting, and will make a recommendation regarding the decision-making process. If changes in the proposed process which is included in the agenda packet are made by the Subcommittee, those changes will be noted for Board review at the May 21 meeting.

Staff Recommendation: That the Board approve the decision-making plan for the new maintenance and administrative facility as shown on the attached memorandum, including any changes made by the Facilities Subcommittee.

VIII. ITEMS FOR INFORMATION AT THIS MEETING

A. Current Activities

1. Freedom Pass Promotion: Included in the agenda packet is an outline of the details of the new youth summer

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- pass promotion. At the May 21 meeting, staff will discuss the campaign and display the promotional materials beng used.
2. Eugene in Motion: In June, Lane Transit District will be participating with the City of Eugene in a four-day celebration to focus community attention on alternative modes of transportation. At the meeting, staff will explain the activities of the promotion in more detail. 22
 3. Charter Service Update: A staff memo discussing the District's involvement in local charter service is included in the agenda packet. At the meeting, staff will discuss with the Board new federal regulations which could limit LTD's ability to provide these charter services; as well as possible alternatives to the problem. 23
 4. Triennial Review: Every three years, the regional Urban Mass Transportation Administration (UMTA) office conducts a federal audit, or triennial review, of transit properties' compliance with federal rules and regulations. On April 29, LTD underwent such an audit. Included in the agenda packet is a memo which explains the process and preliminary results in more detail. 24
 5. Strategic Planning Work Session: Staff suggest that the Board schedule a strategic planning work session for sometime before the June 18 Board meeting. The purpose of the work session would be to discuss several issues in order to give direction to staff. Included in the agenda packet is a staff memo which lists the topics which would be included on the agenda for the work session. Staff request that the Board members bring their calendars to the May 21 meeting in order to schedule this meeting. 25
 6. Employee Commendation from Springfield Police Department: Included in the agenda packet is a letter of commendation and appreciation for three LTD employees who assisted in the apprehension of an attempted rape and kidnap suspect. 26
 7. Special Services Report: As a result of Board discussion about special services requested by persons and agencies in the community, a list of requests 27

(approved or denied) is being included in the agenda packet each month.

- B. **Monthly Financial Reporting:** Included in the agenda packet are financial statements for April, 1986:
1. Comparison of Budgeted and Actual Revenues and Expenditures
 - a. General Fund 29
 - b. Capital Projects Fund 30
 - c. Risk Management Fund 31
 2. Comparison of Year-to-Date Actual Revenues and Expenditures to Budgeted (General Fund) 32

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

- A. **Strategic Planning Session:** The Board will be asked to schedule a strategic planning session to discuss charter regulations and the downtown transfer station before the June 18 Board meeting.
- B. **Executive Session Pursuant to ORS 192.660(1)(i):** The Salary Subcommittee will meet with the General Manager before the June Board meeting to discuss her employment-related performance and to formulate a recommendation for the General Manager's salary and benefits package for next fiscal year. At the June meeting, an Executive Session will be held, and then the salary and wages package will be discussed when the Board returns to regular session.
- C. **Budget Adoption:** Final Board adoption of the Fiscal Year 1986-87 budget will be on the agenda for the June 18 meeting.

- X. **EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(i),** for the purpose of reviewing and evaluating the employment-related performance of the General Manager.

- XI. **ADJOURNMENT** (possibly to a work session before the June 18 regular meeting)

bdagnote.jhs

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

ADJOURNED MEETING

Wednesday, April 23, 1986

Pursuant to notice given to *The Register-Guard* for publication on April 10 and April 17, 1986, and at the regularly scheduled April 16 meeting, an adjourned meeting of the Board of Directors of the Lane Transit District was held on Wednesday, April 23, 1986 at 7:00 p.m. at the Eugene City Hall.

Present: Peter Brandt, Treasurer
Janet Calvert, President, presiding
Gus Pusateri
Rich Smith
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

Absent: Janice Eberly, Vice President
Joyce Nichols
Larry Parducci, Secretary

CALL TO ORDER: Ms. Calvert called the meeting to order at 7:10 p.m. with three members present (Brandt, Calvert, and Pusateri). Because there was no quorum, the meeting began with the information items on the agenda.

EMPLOYEE OF THE MONTH: Ms. Calvert introduced the April Employee of the Month, Keith Ockenden, who has been a part-time driver since February 1985. Mr. Ockenden has an exceptional attendance record, and has had no accidents during the one year and two months he has worked for LTD. Ms. Calvert stated that Mr. Ockenden had received six nominations for Employee of the Month from riders on his Veneta route, and congratulated him on his well-deserved selection. She then presented him with his certificate and letter and thanked him for his service to the District.

ITEMS FOR INFORMATION AT THIS MEETING:

Report on Downtown Station: Stefano Viggiano, Planning Administrator, stated that neither the City staff nor LTD staff are completely convinced that the present downtown Eugene transfer station is the best location for the station. Reasons for this are: (1) it is strung out along 10th Avenue, making transferring difficult; (2) there are safety problems with cars, buses, and pedestrians all traveling on 10th and two cross streets; (3) patrons travel north and east when they get off the buses, and a transfer station closer to the central downtown area would be more desirable and functional for patrons; and (4) the City is concerned about its ability to develop the lot at 10th and Olive if the transfer station stays in its present location.

In order to find a permanent site that could last for the next 15 to 20 years, LTD and the City of Eugene are jointly funding a study of potential sites, and a consultant, Don Miles of Seattle, has been hired. His previous involvement with the City and LTD includes the designing of the public waiting areas in the present downtown station. He has also worked with transit properties in the Seattle area and with the City on the opening of Willamette Street.

The study of alternatives began with 15 sites and has been narrowed to three. Those three are being evaluated, along with the present transfer station, and a recommendation will be made around June 1. At the June Board meeting, staff will seek direction for developing the new site, if a change is recommended. The City is about to update its 15-year-old Urban Renewal Plan, and will be developing its Central Area Transportation Study (CATS). The LTD site study ties in with both of these City projects. With Board approval, development of a new transfer station would be included in the Urban Renewal Plan and would be presented to the Eugene City Council for approval. Mr. Viggiano stated that under the most optimistic conditions, a move to a new transfer station could occur in two to three years.

Mr. Brandt asked about the cooperation between LTD and the City of Eugene on this issue. Mr. Viggiano stated that the cooperation had been good, and added that the consultant has credibility among City staff and the Downtown Commission. Ms. Calvert wondered how long a lease LTD has on its current site; Mr. Viggiano replied that it is indefinite.

Special Services Report: Mr. Brandt wondered why the YMCA Triathlon request for free bus service had been turned down. Ms. Loobey stated that it did not meet the Board-adopted guidelines for special services.

Operating Statistics: Ms. Loobey commented that ridership continues to exhibit steady growth. Mr. Brandt wondered about safe miles between accidents. Tim Dallas, Director of Operations, stated that the total number of accidents is up, but the severity is not. The year-to-date figure for last year was \$39,000, and this year is \$37,000. Mr. Brandt and Ms. Calvert wondered if the new or old buses were breaking down more, but Mr. Dallas did not have the detail on this statistic.

ADJOURNMENT FOR LACK OF A QUORUM: Because a quorum was still not present, the meeting was adjourned until immediately following the Budget Committee meeting scheduled for 7:30 p.m. that evening.

CALL TO ORDER: The meeting was reconvened at 10:05 p.m. Board members present were Brandt, Calvert, Pusateri, and Smith.

APPROVAL OF MINUTES: Mr. Brandt moved that the minutes of the March 6, 1986 adjourned strategic planning work session, the March 19, 1986 regular meeting, and the April 16, 1986 regular meeting be approved as distributed. Dr. Smith seconded, and the motion carried by unanimous vote.

MOTION

VOTE

MOTION

ADOPTION OF TRANSPLAN: Mr. Brandt moved that the Board adopt the TransPlan with the modifications to the October 1985 draft TransPlan, included in the agenda packet, and with further changes to correct typographical errors in the L-COG document, found on pages 42 and 43 of the agenda packet. After seconding, the motion carried unanimously.

VOTE

MOTION

APPROVAL OF SPECIAL TRANSPORTATION FUND ADVISORY COMMITTEE MEMBERS: Mr. Brandt moved that the Board approve the recommended membership of the Special Transportation Fund Advisory Committee. Mr. Pusateri seconded the motion, which then passed by unanimous vote.

VOTE

MOTION

ADOPTION OF TRANSIT DEVELOPMENT PROGRAM: Dr. Smith moved that the Board adopt the District's Transit Development Program for FY 85-86, as distributed to the Board members at the March meeting. Mr. Brandt seconded, and the motion carried unanimously.

VOTE

MOTION

BUDGET TRANSFER: Mr. Pusateri moved that the Board accept the budget transfer as submitted on page 55 of the agenda packet, authorizing a reduction in appropriations for Transportation--Personal Services in the amount of \$4,000 and Maintenance--Materials & Supplies in the amount of \$18,000, for a total reduction of \$22,000, and increases in appropriations for Administration--Materials & Supplies in the amount of \$2,000; Marketing & Planning--Materials & Supplies in the amount of \$2,000; Maintenance--Personal Services in the amount of \$4,000; and Maintenance--Contractual Services in the amount of \$14,000, for a total increase of \$22,000. Mr. Brandt seconded the motion, which then carried by unanimous vote.

VOTE

RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY: Mr. Pusateri wondered why this resolution needed to be adopted. Ms. Loobey replied that the reauthorization of the Purchasing Agent to purchase surplus supplies from the State was required by the State. Mr. Brandt moved that the Board approve the resolution authorizing the purchasing of surplus property from the State, and the assurance of compliance. After seconding, the motion passed unanimously.


MOTION

VOTE

MOTION

ADJOURNMENT: Mr. Brandt moved, seconded by Dr. Smith, that the meeting be adjourned. With no further discussion, the meeting was unanimously adjourned at 10:10 p.m.

VOTE


Board Secretary

bdmn0423.jhs



Lane Transit District

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

May 21, 1986

To: Board of Directors
From: Leon Skiles, Senior Planner
Re: Special Transportation Fund Administration

In January 1986, District staff presented to the Board a proposal for the preliminary administration of the Lane County Special Transportation Fund. The fund was created by an act of the Oregon State Legislature and will generate approximately \$280,000 per year to be used for the direct service delivery of transportation for the elderly and handicapped of Lane County. The Board accepted staff's proposal to contract with Lane Council of Governments to provide support services for the remainder of this fiscal year, to develop an STF Advisory Committee, and to develop a contract for the transfer of responsibility for management of the Lane County STF program from the District to L-COG.

In March 1986, District staff presented to the Board a proposal for the structure of the STF Advisory Committee. The Board accepted the structure, which consisted of nineteen members representing users and providers in the areas both within and outside the District boundaries. Nominations for membership on the Advisory Committee were presented to and accepted by the Board in April 1986.

Following the Board's direction, District and L-COG staff have been developing a contract that would effect the transfer of responsibility for the administration of the Lane County STF program to L-COG. The first reason for seeking this transfer of responsibility was that the STF legislation requires the District to distribute and manage STF funds within all of Lane County, even though the District boundaries do not include all of Lane County. Second, since the adoption of the Transition Plan in 1979, the District has made concerted efforts to relinquish its responsibility as the primary funder and provider of special transportation services within the Eugene/Springfield area. To take on responsibility for the management of the STF program would be a move in the opposite direction. L-COG, which services and has representation from throughout Lane County and which manages the Special Transportation Consortium, is in a much better position to administer the Lane County STF program.

The proposed contract that would transfer responsibility for administration of the STF program has three sections. The first section outlines L-COG's responsibilities: L-COG will comply with all State STF laws and regulations and will submit regular reports to the District. L-COG will

develop a process through which they will decide how to appropriate the funds to programs throughout the County. L-COG will maintain the Advisory Committee and will allow both the Committee and the District to comment on any funding decisions. Responsibility for monitoring the performance of programs receiving funds and for resolving funding decision disputes will be L-COG's. The contract also specifies a minimum level of STF funds to be allocated to the Consortium (which provides the Dial-a-Ride program) based upon the level of support received from the District. Finally, L-COG will ensure that the District will be held harmless from any liability incurred by programs receiving STF funds.

The second section of the contract specifies the District's responsibilities, which are primarily to review and comment on any funding decisions made by L-COG, to annually apply for the STF funds, and to pass those funds on directly to L-COG. The contract also allows L-COG to use \$5,000 of the funds allocated to the Consortium to cover STF administrative costs. L-COG will secure additional funds for administrative costs from other programs receiving STF funds.

The final section of the contract outlines the District's recommendations for the administration of the STF program. The recommendations emphasize the District's goal that the funds be used to increase the level of transportation services for the elderly and handicapped. This section also stresses that funds should be allocated to stable, efficient programs which serve a broad base of clients and which have worked to coordinate their services on an area-wide basis.

The proposed contract has been reviewed and accepted by District, L-COG and Oregon Public Transit Division staff and by the Advisory Committee. A final contract will be prepared for execution following a review by agency attorneys.

STAFF RECOMMENDATION:

That the LTD Board of Directors authorize the District's General Manager to enter into a contract with L-COG which would transfer responsibility for the administration of the Lane County Special Transportation Fund program from the District to L-COG.



Leon Skiles
Senior Planner

LS:ms:js



May 21, 1986

MEMORANDUM

TO: Board of Directors
FROM: Planning Administrator
RE: New Maintenance and Administrative Facility Update

On March 27, 1986, the District was notified that additional funds were released by the Urban Mass Transportation Administration (UMTA) for the design of the new Maintenance and Administrative Facility. The District is now completing the pre-design of the facility and will soon begin the schematic design phase. The District expects UMTA to release funds for land acquisition on June 10, 1986.

The Facilities Subcommittee of the Board is scheduled to meet on May 20 to review an updated budget and schedule for the project and to discuss construction management, value engineering, and the level at which the various decisions on the project are to be made.

The budget update indicated increases due to the addition of an environmental assessment, value engineering, and administrative expenses to the project. However, an approval for an increase in the budget is not sought at this time. Formal action on the project budget, if necessary, will be taken following schematic design. At that time, a more detailed budget update will be available.

The project schedule now estimates completion of the new facility in the spring of 1989. This move-in date assumes that the project will not experience any additional delays.

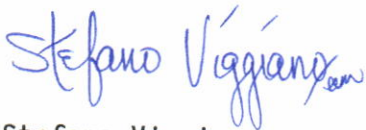
A review of the Subcommittee's action on the issues of construction management and value engineering will be provided at the Board meeting.

The Board is asked to approve the decision-making plan. Attached to this memorandum is the plan as proposed to the Facilities Subcommittee. Any changes in the plan that are made by the Facilities Subcommittee will be presented to the Board at the meeting.

Board of Directors
New Maintenance and Administrative
Facility Update
May 21, 1986
Page 2

Staff Recommendation

That the Board approve the decision-making plan for the new Maintenance and Administrative facility as shown on the attached memorandum, with changes made by the Facilities Subcommittee.



Stefano Viggiano
Planning Administrator

SV:ms:js

attachment

V. DECISION-MAKING PROCESS

At the last Facilities Subcommittee meeting, staff were directed to develop a proposed facility project decision-making plan for Board review. The plan would outline at which level the various decisions regarding the Facility Project are made.

The following is a staff proposal for such a system. In general, this plan attempts to give the Facilities Subcommittee authority to approve decisions regarding the design and management of the facility. Major design reviews or issues that involve either increases to the budget or the expenditure of a large sum of money would be presented to the full Board for their approval. Smaller design and management issues would be handled by the staff.

Please note that this plan addresses decisions made up to the construction phase, but does not include the decision-making process to be used during construction (such as how change orders are handled). A decision-making plan for that element of the project will be developed at a later time.

Please review this decision-making plan for discussion at the Subcommittee meeting.

Board Decisions/Reviews

The following decisions will be made by the full Board based upon recommendations by the Facilities Subcommittee:

- * Approval of purchase of land.
- * Approval of annexation petition.
- * Approval of schematic design concept.
- * Approval of increase in the budget if the estimate after schematic design is higher than the approved budget.
- * Approval of final design of the facility.
- * Approval of increase in the budget if the estimate after design development is higher than the previous estimate.
- * Awarding of site work contract.
- * Approval of final estimate prior to the construction bid.
- * Awarding of construction bid.
- * Awarding of furniture/equipment bid.

Information regarding the design and management of the facility project will be provided for the Board on a regular basis. Items included in the preceding list are action items only.

Facilities Subcommittee Decisions/Reviews

The following decisions/reviews will be made by the Facilities Subcommittee:

- * Decision on construction management system to be used.
- * Decision on extent of value engineering that will be done.
- * Approval of consultant to perform value engineering.
- * Review of land purchase procedure (recommendation to the Board).
- * Review of annexation petition (recommendation to the Board).
- * Review of schematic design, including comments from value engineering and the peer group review (recommendation to the Board).
- * Review of schematic design budget estimate (recommendation to the Board if the budget is increased).
- * Review of design after design development phase, including comments from value engineering (recommendation to the Board).
- * Review of design development budget estimate (recommendation to the Board if the budget is increased).
- * Review of estimate for the site work.
- * Approval of bid for the site work (recommendation to the Board).
- * Review of final estimate for construction (recommendation to Board).
- * Review of construction bid (recommendation to the Board).
- * Review of list of furniture and equipment to be purchased.
- * Approval of furniture/equipment bid (recommendation to the Board).

Executive Committee Decisions/Reviews

These decisions/reviews will be made by the Executive Committee:

- * Preview of all material going to either the Board or Facilities Subcommittee for a decision or review.

- * Approval of programming (size, number of rooms) for the facility.
- * Regular review of design of the facility during all phases.
- * Approve team to conduct "peer group" review.
- * Approval of all administrative expenditures over \$5,000 charged to the project.
- * Approval of authorization to the architect to proceed with additional phases of the project.
- * Approval of selection of a firm or individual to be a "clerk of the works."

Project Manager Decisions/Recommendations

The Project Manager would have authority for the following decisions:

- * Approval of administrative expenditures under \$5,000.
- * Recommendations on all items to be decided by the Executive Committee, the Facilities Subcommittee, or the full Board.

Facility Advisory Team Review

The Facility Advisory Team, a design review group consisting of 11 employees, will review the programming and design of the facility. Their recommendations will be incorporated into the Project Manager's recommendations on programming and design.

Staff Recommendation

That the decision-making process outlined in this report be approved.



May 21, 1986

MEMORANDUM

To: Board of Directors
From: Ed Bergeron, Marketing Administrator
Re: Summer Freedom Pass Promotion

This month, Marketing began a major promotion designed to increase summer ridership by the youth market (ages 17 and under). The promotion's key element is the Freedom Pass, which offers young people unlimited bus rides for the four-month period of May 5 to September 12.

Similar successful marketing campaigns were held during the summers of 1984 and 1985 under the title "Totally Transit." The new promotion was repackaged to convey a more up-to-date image, while replacing depleted inventories of passes and related support materials.

Staff will conduct a presentation on the new campaign at the May 21 meeting.

A handwritten signature in blue ink that reads "Ed Bergeron".

Ed Bergeron
Marketing Administrator

EB:ms:js

FREEDOM PASS

Summer 1986 Youth Pass Promotion

Promotion Outline

Project Managers: Sue Hanson and Ronnel Curry

I. Purpose of the Promotion

The intent of the summer youth pass promotion is: (1) to increase ridership in the 5- to 17-year-old age group during the summer months, a traditionally low ridership period; (2) acquaint more young people with bus riding and develop life-long bus riding habits; (3) offer parents an alternative to providing transportation for their children; (4) increase the ridership of this age group during the school year; (5) offer a low price to maximize sales; and (6) promote riding the bus to work by employed youth.

II. Background

Lane Transit has offered a discounted summer pass to youth for the last two years, calling it the Totally Transit pass. In 1984, the pass was priced at \$20 and 909 passes were sold, far exceeding the predictions of 500 unit sales. The promotion of the pass included a coupon book with discounts valued at \$50 from area merchants, and T-shirts and painter's caps for drivers and for sale to the public. Publicity for the pass included TV and radio commercials and newspaper ads in area papers and high school papers. The passes were sold at the Customer Service Center, 7-Eleven stores, and other area outlets.

In 1985, the pass price was increased to \$25. Publicity events were held at 12 local schools, greatly enhancing the exposure of the pass to youth. The school events were co-sponsored by Pepsi Bottling and KSND radio station, whose involvement contributed to a significant increase in media exposure. Other promotional elements remained the same. Sales decreased to 660 passes sold. Survey results indicated some of the factors that accompanied the decrease in sales--a low retention of 1984 pass purchasers, fewer discretionary (shopping, social, etc.) trips, increases in average age and trip frequency, and more work trips taken using the pass.

The price for the 1986 pass has been set at \$19.95, in response to the data indicating that the \$25.00 price in 1985 may have been the overall cause for the reduced sales level.

III. Advertising Theme

In evaluating the sales decline, the advertising theme of the summer youth pass was also examined. Research was undertaken this winter by LTD's advertising agency to determine the impact of the Totally Transit theme's reception among the target market in 1986. The conclusions were that: (1) the Totally Transit theme is now dated--trends among this group change rapidly; (2) the focus of the promotion needs to be reoriented to concentrate efforts on the 14- to 17-year-olds, because they constitute the largest percentage of purchasers; and (3) the unlimited rides aspect of the pass should be highlighted more directly.

The agency's recommendation was for more up-to-date, sophisticated advertising materials which appeal more to this older age bracket.

The new name of the pass is the FREEDOM PASS. The ad campaign focuses on the freedom that bus riding gives teenagers. It enables teenagers to go when and where they want on the bus.

Some of the radio advertising is directed toward parents, emphasizing the freedom they can gain by letting LTD chauffeur their children around town.

IV. Sales Methods

In addition to the usual sales outlets of the Customer Service Center and all 7-Eleven stores, an entirely new sales method is in place. Local youth and adult service clubs are being given the opportunity to sell the FREEDOM PASSES as a fundraising activity for their groups. They retain a portion of the proceeds from the pass sales.

V. Promotion

A. School Events

The school events are one of the major elements of the publicity campaign for the FREEDOM PASS. According to survey results, 34 percent of the students heard about the pass through the school events. The Eugene and Bethel schools, where events were held last year, have been contacted and events are underway. The Springfield School District was asked to participate this year, as that had not previously. LTD now has permission to hold events in the Springfield schools. The events will again be co-sponsored by Pepsi Bottling of Eugene and KSND radio station.

- B. A new aspect of the program this year is contacting summer youth employers and agencies to provide them with information about the pass that they can give to their employees. Posters and flyers about the pass have been distributed to 28 youth employers.

VI. Advertising

Advertising for the FREEDOM PASS includes TV ads, high school newspaper ads, and exterior bus advertising. LTD is purchasing \$3200 in media time to promote the FREEDOM PASS throughout May and June on KSND, which is the preferred radio station of teenagers. The teenager campaign is supplemented by a \$1,542 media purchase on KUGN and KPNW-AM radio stations, carrying messages targeted to parents. A \$2845 TV purchase on KVAL, KEZI, KMTR and MTV rounds out the broadcast campaign.

VII. Publicity

- A. A brochure describing the pass and including an order form is being distributed at the school events, to the groups selling the pass, to 35 community organizations, recreation programs, church youth groups, 7-Eleven stores, and on the buses. Posters have been distributed at schools, on all buses, and to sales outlets, employers, agencies, and merchants.
- B. Presentations have been given to the Eugene and Springfield Education Associations to inform teachers about the pass.
- C. Information has been sent to high school, middle school, and neighborhood newsletters.

VIII. Sponsors

- A. Pepsi-Cola Bottling of Eugene is a part of the promotion again this year. For the opportunity to join with Lane Transit at the school events, Pepsi is providing LTD with a tag-on to their Mountain Dew TV ads to promote the pass. The ads are running for two weeks in May. LTD is also promoting the pass in Mountain Dew ads, which run for 8 weeks. Pepsi is providing \$300 (wholesale) in Mountain Dew to give away at the school events, in addition to \$250 in prizes. Pepsi has provided two 10-foot banners with their logo and the FREEDOM PASS logo to use at the school events. There is no cost to LTD.
- B. KSND Radio Station has also joined LTD and Pepsi in sponsoring the school events. KSND is providing the music and announcer for the school events, advertising the events, providing a stereo walkman to give away at each school, a VCR to one school, and a grand prize to one student.

IX. Employee Communication

LTD employees are receiving information on the FREEDOM PASS promotion on a regular basis, starting with a memo which detailed the program and its new aspects.

An incentive program has been developed to encourage employees to let patrons, friends, etc., know about the FREEDOM PASS. Prizes will be given to the employees who refer set numbers of pass purchasers to the sales outlets.

X. Staff

The Marketing Division has two U of O student interns working on the FREEDOM PASS promotion. Julie McKinney, a Journalism major, is assisting with the school event and the summer youth employer sections of the promotion. Vanessa Sykes, a Psychology major, is working with school and community groups on the direct sales of the passes.

XI. Evaluation

Pass purchasers will again be surveyed about their riding habits, trip purpose, how they became aware of the pass, demographic characteristics, and the pass price. LTD will be doing a community-wide survey of teenagers on awareness of the pass and reasons why the pass was not purchased.

The District will also survey students at the school events to help evaluate their effectiveness.

Evaluation will include an examination of the direct selling method, sponsorship with Pepsi and KSND, advertising message, media buys, and market attitudes/awareness.



Lane Transit District

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

May 21, 1986

MEMORANDUM

To: Board of Directors
From: Ed Bergeron, Marketing Administrator
Re: EUGENE IN MOTION, June 11-14

The City of Eugene has organized a four-day celebration in June to focus community attention on alternative transportation modes. Entitled "Eugene In Motion," activities that week will be designed to encourage citizens to commute by bus, bicycle, carpooling, or on foot.

As a co-sponsoring agency, LTD will be actively participating in the event's planning and execution. An agenda of activities will be available at the May 21 Board meeting.

A handwritten signature in blue ink that reads "Ed Bergeron". The signature is fluid and cursive, with a small flourish at the end.

Ed Bergeron
Marketing Administrator

EB:ms:js



Lane Transit District

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

May 21, 1986

MEMORANDUM

To: Board of Directors
From: Ed Bergeron, Marketing Administrator
Re: Charter Services

During the past five years, LTD's charter services have experienced rapid growth in both frequency and revenue dollars. While remaining only an incidental element in the District's overall community service package, charters have proven instrumental in the success of the local convention industry. In 1985, the Eugene/Springfield Convention and Visitors Bureau selected LTD as recipient of its Blue Heron Award in acknowledgement of the District's contributions.

This spring, new federal regulations which could seriously limit LTD's ability to provide charter services were proposed. At the May 21 meeting, staff will bring the Board up-to-date on these issues and review alternatives that are under consideration.

A handwritten signature in blue ink that reads "Ed Bergeron".

Ed Bergeron
Marketing Administrator

EB:ms:js



Lane Transit District

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

May 21, 1986

MEMORANDUM

TO: Board of Directors
FROM: Mark Pangborn, Director of Administrative Services
SUBJECT: Triennial Review

Every three years, the regional Urban Mass Transportation Administration (UMTA) office conducts what is termed a "Triennial Review," a one-day audit of a transit property's adherence to federal rules and regulations. On April 29, 1986, Bill Fort, Civil Rights Officer of the Region 10 UMTA office, visited the District offices to conduct a triennial review. Mr. Fort spent the day reviewing the District's procedures. The results of that on-site review, as well as a review of the considerable written documentation given to Mr. Fort when he was here, will be incorporated by Mr. Fort in a draft document in six to eight weeks. That document will be sent to the District for review before it is released for public review.

Although the audit will not be complete until Mr. Fort has read all the written material, his preliminary indications were that there are no major problems at the District. Some changes in how we do some things will be requested, but, generally, Mr. Fort expressed no major concerns. In fact, he indicated that he was impressed by the operations of the District.

When the draft report is available, the Board will have a chance to review it and comment on any appropriate changes.

A handwritten signature in blue ink that reads "Mark Pangborn".

Mark Pangborn
Director of Administrative
Services

MP:ms:js



May 21, 1986

MEMORANDUM

TO: Board of Directors
FROM: Mark Pangborn, Director of Administrative Services
RE: Strategic Planning Work Session

There are a number of issues coming up on the Board's agenda that will require some review and discussion. Consequently, the staff would recommend that the Board schedule a strategic planning work session to establish a Board consensus on how staff should proceed. The subjects to be discussed are:

- Issues before the 1987 Oregon State Legislature
- Results of the business survey
- Federal direction on privatization and charters
- Progress on locating a new site for the Eugene Downtown Station

Staff request that the Board members bring their calendars to the meeting in order to select the best time to hold a planning session before the June 18 regular Board meeting.

A handwritten signature in blue ink that reads "Mark Pangborn".

Mark Pangborn
Director of Administrative
Services

MP:ms:js

CITY OF SPRINGFIELD

Police Department



1985 Springfield Centennial Year

May 1, 1986

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

Dear Ms. Loobey:

Please extend my sincere appreciation and admiration to three of your employees who assisted in the apprehension of an attempted rape and kidnap suspect. The employees who offered assistance are Ruth Strassmaier, Rick Bailor, and Gene Anderson.

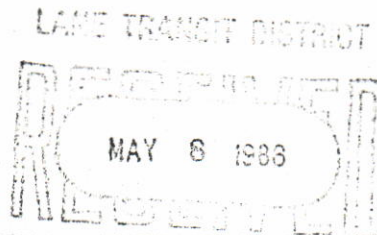
Ms. Strassmaier is one of your drivers. She was extremely alert when observing a passenger who matched a description of the suspect and reported his location when he left the bus. It is my understanding that your assistant supervisors, Mr. Bailor and Mr. Anderson, assisted by plotting bus travel times and locations. In addition, when they were notified of the suspect's location by Ms. Strassmaier, they notified our Department.

This rape and kidnap suspect was in custody 46 minutes after the crime was reported and was later positively identified by the victim. Without the valuable assistance of your employees, it is difficult to imagine such a successful conclusion to this incident. Due to their alert and efficient efforts, we were able to arrest the suspect in an incredibly short period of time.

Again, please extend my personal thanks and that of the Department for their vital assistance in this matter.

Sincerely,

Robert E. Deu Pree
Chief of Police



RED:1w

LTD BOARD MEETING
5/21/86 Page 26

344 North A Street • Springfield, Oregon 97477 • 503/726-3714

SPECIAL SERVICES REPORT
May 1986

<u>Date of Service</u>	<u>Sponsor</u>	<u>Denied/Granted</u>
5/06/86	Marketing Division--Churchill High School Freedom Pass School Event	Granted
5/07/86	Marketing Division--North Eugene High School Freedom Pass School Event	Granted
5/09/86	Marketing Division--Marist High School Freedom Pass School Event	Granted
5/09/86	Marketing Division--Willamalane Dance Freedom Pass Promotional Event	Granted
5/12/86	Marketing Division--Cal Young Middle School Freedom Pass School Event	Granted
5/13/86	Marketing Division--Sheldon High School Freedom Pass School Event	
5/14/86	Marketing Division--South Eugene High School Freedom Pass School Event	Granted
5/15/86	Marketing Division--Shasta Middle School Freedom Pass School Event	Granted
5/15/86	Marketing Division--Joint Chamber of Commerce Business After Hours Display	Granted
5/16/86	Marketing Division--Briggs Middle School Freedom Pass School Event	Granted
5/19/86	Marketing Division--Springfield High School Freedom Pass School Event	Granted
5/20/86	Marketing Division--Jefferson Middle School Freedom Pass School Event	Granted
5/21/86	Marketing Division--Kennedy Middle School Freedom Pass School Event	Granted

Special Services Report
May 1986
Page 2

5/22/86	Marketing Division--Willamette High School Freedom Pass School Event	Granted
5/23/86	Marketing Division--Monroe Middle School Freedom Pass School Event	Granted
5/27/86	Marketing Division--Cascade Middle School Freedom Pass School Event	Granted
5/28/86	Marketing Division--Kelly Middle School Freedom Pass School Event	Granted
5/29/86	Marketing Division--Thurston Middle School Freedom Pass School Event	Granted
5/30/86	Marketing Division--Hamlin Middle School Freedom Pass School Event	Granted
6/03/86	Marketing Division--Roosevelt Middle School Freedom Pass School Event	Granted
6/04/86	Marketing Division--Spencer Butte Middle School Freedom Pass School Event	Granted
6/06/86	Marketing Division--Springfield Middle School Freedom Pass School Event	Granted

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 GENERAL FUND
 FOR THE TEN MONTHS ENDING APRIL 30, 1986 (83.33% OF YEAR COMPLETED)

	CURRENT MONTH		YEAR-TO-DATE		% ACTIVITY	YEARLY BUDGET	BALANCE
	1986	1985	1986	1985			
REVENUES							
Operating Revenues:							
Passenger Fares	126,337	122,402	1,184,650	1,083,201	85.86%	1,379,800	(195,150)
Charters	1,019	1,012	18,172	45,636	50.48%	36,000	(17,828)
Advertising	3,646	3,448	35,272	29,742	82.80%	42,600	(7,328)
Miscellaneous	23,080	477	28,514	2,629	950.47%	3,000	25,514
TOTAL OPERATING REVENUES	154,082	127,339	1,266,608	1,161,208	86.67%	1,461,400	(194,792)
Non-Operating Revenues:							
Interest	11,255	9,882	138,740	155,664	86.71%	160,000	(21,260)
Payroll Taxes	381,524	224,571	4,007,210	3,690,918	84.54%	4,740,000	(732,790)
Federal Operating Assistance	0	1,050,761	0	1,050,761	0.00%	714,800	(714,800)
State In-Lieu-Of Payroll Taxes	0	114,274	304,280	308,475	68.53%	444,000	(139,720)
Other Operating Assistance	1,710	1,715	2,564	3,896	51.28%	5,000	(2,436)
Loan Proceeds	0	0	0	50,000	N/A	0	0
TOTAL NON-OPERATING REVENUES	394,489	1,401,203	4,452,794	5,259,714	73.43%	6,063,800	(1,611,006)
TOTAL REVENUES	548,571	1,528,542	5,719,402	6,420,922	76.00%	7,525,200	(1,805,798)
EXPENDITURES							
Administration:							
Personal Services	39,618	32,702	390,872	334,950	82.62%	473,100	82,228
Materials and Supplies	10,785	8,278	90,121	85,731	74.23%	121,400	31,279
Contractual Services	1,806	1,368	52,147	33,504	36.57%	142,600	90,453
Total Administration	52,209	42,348	533,140	454,185	72.33%	737,100	203,960
Marketing and Planning:							
Personal Services	34,104	34,561	362,350	342,944	81.61%	444,000	81,650
Materials and Supplies	6,662	8,888	120,971	131,006	85.37%	141,700	20,729
Contractual Services	41,555	43,336	216,528	253,523	92.14%	235,000	18,472
Total Marketing and Planning	82,321	86,785	699,849	727,473	85.27%	820,700	120,851
Transportation:							
Personal Services	287,775	282,980	2,939,789	2,864,773	79.13%	3,715,000	775,211
Materials and Supplies	631	2,970	14,550	12,184	87.65%	16,600	2,050
Contractual Services	404	424	3,675	3,733	61.25%	6,000	2,325
Total Transportation	288,810	286,374	2,958,014	2,880,690	79.14%	3,737,600	779,586
Maintenance:							
Personal Services	77,925	78,712	808,865	767,271	82.47%	980,800	171,935
Materials and Supplies	61,080	90,954	710,785	769,538	74.64%	952,300	241,515
Contractual Services	27,760	7,501	116,035	77,403	69.94%	165,900	49,865
Total Maintenance	166,765	177,167	1,635,685	1,614,212	77.93%	2,099,000	463,315
Contingency	0	0	0	0	0.00%	23,000	23,000
Transfer to Capital Projects	0	0	49,800	190,000	100.00%	49,800	0
Transfer to Risk Management	0	0	50,000	0	N/A	58,000	0
TOTAL EXPENDITURES	548,571	1,528,542	5,719,402	6,420,922	78.86%	7,525,200	1,590,712
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(41,534)	935,868	(215,086)	553,762	N/A	0	(215,086)

LTD BOARD MEETING
 5/21/86 Page 28

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 CAPITAL PROJECTS FUND
 FOR THE TEN MONTHS ENDING APRIL 30, 1986 (83.33% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	1,953,502	106.33%	1,837,248	116,254
Revenues:				
UMTA Section 3	0	0.00%	687,005	(687,005)
UMTA Section 5	31,851	N/A	0	31,851
UMTA Section 9	157,823	13.93%	1,132,837	(975,014)
UMTA Section 18	5,112	5.78%	88,440	(83,328)
Federal Highway Admin	24,851	12.39%	200,548	(175,697)
State Assistance	0	N/A	0	0
Sale of Tax Benefits	88,186	88.19%	100,000	(11,814)
Transfer from Gen'l Fund	49,800	100.00%	49,800	0
Total Revenues	357,623	15.83%	2,258,630	(1,901,007)
TOTAL RESOURCES	2,311,125	56.43%	4,095,878	(1,784,753)
EXPENDITURES				
Locally Funded:				
Office Equipment	850	N/A	0	(850)
Bus Stop Improvements	225	N/A	0	(225)
Land & Buildings	0	N/A	0	0
Total Locally Funded	1,075	N/A	0	(1,075)
UMTA Funded:				
Personal Services	0		23,700	23,700
Computer Software	6,508	87.95%	7,400	892
Office Equipment	39,119	107.28%	36,466	(2,653)
Maintenance Equipment	37,150	239.43%	15,516	(21,634)
Bus Stop Improvements	83,302	47.72%	174,572	91,270
Land & Buildings	25,186	1.25%	2,017,788	1,992,602
Buses	36,642	44.15%	83,000	46,358
Bus Related Equipment	12,373	19.83%	62,406	50,033
Service Vehicles	0	0.00%	15,000	15,000
Miscellaneous	3,203	47.42%	6,754	3,551
Total UMTA Funded	243,483	9.97%	2,442,602	2,199,119
FHWA Funded:				
Bus Stop Improvements	28,192	12.39%	227,508	199,316
Total FHWA Funded	28,192	12.39%	227,508	199,316
TOTAL EXPENDITURES	272,750	10.21%	2,670,110	2,397,360
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	2,038,375	142.97%	1,425,768	612,607

LANE TRANSIT DISTRICT
 COMPARISON OF BUDGETED AND ACTUAL REVENUES AND EXPENDITURES
 RISK MANAGEMENT FUND
 FOR THE TEN MONTHS ENDING APRIL 30, 1986 (83.33% OF YEAR COMPLETED)

	YEAR-TO-DATE	% ACTIVITY	YEARLY BUDGET	BALANCE
RESOURCES				
Beginning Fund Balance	308,167	0.86	358,900	(50,733)
Revenues:				
Transfer from Gen'l Fund	58,000	N/A	58,000	0
Interest	10,200	0.34	30,000	(19,800)
Insurance Refund	0	N/A	0	0
Total Revenues	68,200	0.78	88,000	(19,800)
TOTAL RESOURCES	376,367	0.84	446,900	(70,533)
EXPENDITURES				
Administration	18,880	1.15	16,400	(2,480)
Worker's Compensation	213,289	1.32	161,000	(52,289)
Liability Program	196,314	0.74	264,600	68,286
Miscellaneous Insurance	2,933	0.60	4,900	1,967
TOTAL EXPENDITURES	431,416	0.97	446,900	15,484
ENDING FUND BALANCE	(55,049)	N/A	0	(55,049)

LANE TRANSIT DISTRICT
 COMPARISON OF YEAR-TO-DATE ACTUAL REVENUES AND EXPENDITURES
 GENERAL FUND
 FOR THE TEN MONTHS ENDING APRIL 30, 1986

	YEAR-TO-DATE ACTIVITY	YEAR-TO-DATE BUDGET	VARIANCE	
			FAVORABLE (UNFAVORABLE) AMOUNT	%
REVENUES				
Operating Revenues:				
Passenger Fares	1,184,650	1,019,600	165,050	16.19%
Charters	18,172	26,000	(7,828)	-30.11%
Advertising	35,272	31,650	3,622	11.44%
Miscellaneous	28,514	2,250	26,264	1167.29%
TOTAL OPERATING REVENUES	1,266,608	1,079,500	187,108	17.33%
Non-Operating Revenues:				
Interest	138,740	120,000	18,740	15.62%
Payroll Taxes	4,007,210	3,590,400	416,810	11.61%
Federal Operating Assistance	0	0	0	N/A
State In-Lieu-Of Payroll Taxes	304,280	320,800	(16,520)	N/A
Other Operating Assistance	2,564	3,750	(1,186)	N/A
Loan Proceeds	0	0	0	N/A
TOTAL NON-OPERATING REVENUES	4,452,794	4,034,950	417,844	10.36%
TOTAL REVENUES	5,719,402	5,114,450	604,952	11.83%
EXPENDITURES				
Administration:				
Personal Services	390,872	395,539	4,667	1.18%
Materials and Supplies	90,121	104,541	14,420	13.79%
Contractual Services	52,147	111,186	59,039	53.10%
Total Administration	533,140	611,266	78,126	12.78%
Marketing and Planning:				
Personal Services	362,350	369,899	7,549	2.04%
Materials and Supplies	120,971	129,292	8,321	6.44%
Contractual Services	216,528	222,050	5,522	2.49%
Total Marketing and Planning	699,849	721,241	21,392	2.97%
Transportation:				
Personal Services	2,939,789	3,091,666	151,877	4.91%
Materials and Supplies	14,550	14,496	(54)	-0.37%
Contractual Services	3,675	5,000	1,325	26.50%
Total Transportation	2,958,014	3,111,162	153,148	4.92%
Maintenance:				
Personal Services	808,865	813,998	5,133	0.63%
Materials and Supplies	710,785	796,768	85,983	10.79%
Contractual Services	116,035	144,318	28,283	19.60%
Total Maintenance	1,635,685	1,755,084	119,399	6.80%
Contingency	0	0	0	N/A
Transfer to Capital Projects	49,800	49,800	0	N/A
Transfer to Risk Management	58,000	58,000	0	N/A
TOTAL EXPENDITURES	5,934,488	6,306,553	372,065	5.90%
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(215,086)	(1,192,103)	977,017	-81.96%



Lane Transit District

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

May 21, 1986

TO: Board of Directors

FROM: Facilities Subcommittee
Janet Calvert, Chair

RE: Proposal to Use Value Engineering during
Construction of New Facility

Value engineering involves the review and critical evaluation of the design of construction projects. The intent of value engineering is to improve the quality and function of the design and to reduce construction costs.

Value engineering is typically conducted by a firm that has construction expertise and is knowledgeable in the functional requirements of the business that is to use the facility. Recommendations resulting from the value engineering review are then considered by the design team and possibly incorporated into the final design.

Usually, value engineering is conducted after both the schematic design and design development phases of a project. The value engineering that is done after schematic design focuses on the issues of space allocation and the location and relationship of the various functions to one another. Value engineering conducted after design development evaluates the specific materials and design that will be used in construction.

The Urban Mass Transportation Administration (UMTA) has strongly urged that value engineering be used in large construction projects that it funds. It is unclear whether its strong recommendation constitutes a requirement. However, in LTD's case, UMTA has notified the District of the need to conduct additional research into the cost/benefit of several functions that are proposed to be included in the facility. An LTD staff proposal to have the additional research conducted as part of value engineering has been tentatively approved by UMTA.

Subcommittee Recommendation

That the Board approve the inclusion of value engineering during the Maintenance Facility project, to be conducted after both the schematic design and design development phases, and that the cost for this work not exceed \$50,000.

DATE 5-21-86

AUDIENCE PARTICIPATION

NAME

ADDRESS

(GROUP)

Robyn Hawley 25011 Hunter Rd #10 Veneta, OR
P.O. Box 945 Veneta, OR 97487
Lela Fennell 23115 E. Bd Veneta
Saturday bus
Service for Veneta
Elmira, OR

Sheiluch - St. Hope P.O. Box 38 Elmira, OR 97437
Salem Citizen Center
Nettie M. Hayes 23998 Warden Rd
Elmira, OR 97437
Saturday
Bus service
Veneta, Elmira, Alv

Mindy Combs 15 ROCKRIDGE DR - 344-1260 - Increase
Eugene 97405
Willamette
Bus to
50th +
Willamette

We are signing this petition in support of requesting to L.T.D. Management that we would like to have L.T.D. Transportation made available to the people of the West Lane Area - Veneta, Elmira, Alvadore - bus service for Saturday: 1 complete run - approximately 9:30 - 10:30 a.m. and 1 complete run afternoons 4:30 - 5:30 p.m.

Thank you for any support and encouragement that you may give us.

We the undersigned:

Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Shirley M. J. Overed	25472 Arnold Lane, Elmira Or 97437	9:30	10:30	4:30	5:30
Lila Fennell	25115 E Bl Way Veneta 97487	9:30	10:30	10:30	4:30
Lois Roberson	25115 E Broadway Veneta	9:30	10:30	10:30	4:30
Gennifer Barker	25115 E Broadway Veneta	10:13	" "	10:13	3:40
Pat Handford	25115 E Broadway Veneta	10:13	" "	10:13	3:40
Lovie Smith	25115 E Broadway Veneta	10:13	" "	10:13	3:40
Violet J. Smith	25115 E Broadway Veneta	10:14		10:14	
Thomas Coghlan	25052 Territorial St Veneta	10:14	" "	10:14	
Chas Coghlan	25052 Territorial St "	" "	" "	" "	" "
Mabel Wright	88065 Levitt Rd	10:14		10:14	
Delia Campbell					
Alesia Fisk	25115 E Broadway #15				
Geo Farrell	Sp 71d				
Agnes Doyle	See Butt Rd				
Lara Goforth	25115 E Broad way #23 Veneta Oregon				
Marie Schram	25115 Broadway #26 Veneta Oregon				
Hilda Finneeman	87860 Territorial Veneta, Ore -	9:30 -	4:30		
Ruth Stephens	87860 Territorial Veneta Or -	9:30 -	4:30		

We are signing this petition in support of requesting to L.T.D. Management that we would like to have L.T.D. Transportation made available to the people of the West Lane Area - Veneta, Elmira, Alvadore - bus service for Saturday: 1 complete run - approximately 9:30 - 10:30 a.m. and 1 complete run afternoons 4:30 - 5:30 p.m.

Thank you for any support and encouragement that you may give us.

We the undersigned:

Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Agnes Anderson	25115 E. Brady #17 Veneta Ore			10	
Margie Jackson	25115 E. Brady				
Andrea Brooke	26197 Fawcett Dr. Veneta, Ore				
David McClosky	2828 Hwy 126 Wotl Or				
Edna Nicholson	88822 Pine St. Elmira				
Esther Churchill	74456 Chickadee Ln				
Kathleen J Fox	22961 Christian Rd Veneta				
Jesse C Kearns	PO Box 33 Veneta				
Ollie G. Heide	88756 Lynette Lane, Ven.			9:30	
Charlene Sims	24884 Sertic				
April McPherson	933 Juvinton Dr.				
Sammi L. Deal	24884 Sertic				
Patricia Sims	24884 Sertic Rd,				
Edwin P Combs	91015 Poodle Creek Rd			Both	
Glenna Holly	25331 Bolton Rd			Both	
Denise Tyler	24430 Bolton Hill Rd			Both	
Ellean M. Cagle	23724 Watter Rd Elmira			Both	
Ursula E. Martin	25561 Hwy. 126 Veneta, Or			Both	
Virginia Vaughn	88046 6th St Veneta				

We are signing this petition in support of requesting to L.T.D. Management that we would like to have L.T.D. Transportation made available to the people of the West Lane Area - Veneta, Elmira, Alvadore - bus service for Saturday: 1 complete run - approximately 9:30 - 10:30 a.m. and 1 complete run afternoons 4:30 - 5:30 p.m. Thank you for any support and encouragement that you may give us.

We the undersigned:

Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Robert Hawley	25011 Hunter #10 Veneta Phone	10 - 4:30		11	5:00
Donnie Roth	20246 Elmira Cr. 935-3050	9:30 - 4:30		10	5:00
Roger W Small	89967 Territorial	9:30 - 7:00		8	3:00
Jail Carpenter	88017 10th St. Veneta	9:30 - 7:00		9:30	5:30
John Preston	25084 E Broadway	10:30 AM			
Diana Mason	27171 Clear LAKE Rd. #3	9:00 - 7:00		10:00	5:00
Mary Maricle	87690 Blek Dr Veneta 649-6136	10:00 - 5:00		9:00	3:30
Stephen Maricle	87690 BLEK Dr VENETA	10:00 - 7:00		9:00	5:00
Colleen Bergin	91015 Poodle Cr. Rd. Noti	10:00 - 7:00		9:00	5:30
Darin Gladden	88117 9th Veneta 935-7007	9 - 6		10	5:30
Gemma DePaiva	2961 Willameta APT 281 E. Veneta	9 - 5:00		9	5:00
Rubert McCollum	25821 Hwy 126 Veneta Ore	9 - 6		10	4:00
Allen + Susan Jenkins	87911 Territorial Park #20 Veneta	9 - 6		9 - 6	
Jerry B Carson	PO Box 53 Veneta Ore	10 - 3			

We are signing this petition in support of requesting to L.T.D. Management that we would like to have L.T.D. Transportation made available to the people of the West Lane Area - Veneta, Elmira, Alvadore - bus service for Saturday: 1 complete run - approximately 9:30 - 10:30 a.m. and 1 complete run afternoons 4:30 - 5:30 p.m.

Thank you for any support and encouragement that you may give us.

We the undersigned:

Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Patrick Park	25971 Girl Scout Rd. Veneta, OR 97487 (535-1255)	9:00	1:00	10:00	2:00

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Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Robert P. Unvers	88160 4th Veneta 935-1932				
Mazie Pool	86075 Territorial Rd. 935-7267	9:30	4:30		
Patricia Pool	86075 Territorial Rd. 935-7267	11:00	4:00	8:30	10:00
Wanda D Davis	25115 E. Broadway #30	11:00	4:00		
Kathy Willis	25115 E. Broadway Veneta	9:30	4:30	10:30	3:00
Barbara Boston	25054 E. Broadway #30 Veneta	9:30	4:30	10:30	3:00
Mary Keeney	25122 Cheney Rd Veneta	11:00	4:00	9:30	4:30
Mark Leon	87745 8th St	9:30	10:00	4:30	4:30
Tom Hansen	Veneta 57957	9:30	10:00	4:30	4:30
Susan Schmiel	7359 Alvadore Ln				5:30
David & George	795 7th Eugene	9:30			
Pamela Adams	90061 Appaloosa Ln	9:30	4:30		
Glenn & B. Day	Alvadore	7:20	4:30	11:30	5:30
	27464 6th St.				
	alvadore				
	P.O. Box 22 nd phone	9:30 ^A	10:00 ^P	11:30	5:30
	27279-6TH ST ALVADORE OR.				
Frank & Helen	3537 June St, Veneta				
Virginia P. White	90368 Oaks Rd Elmira				
James & Judith	25264 7th St Veneta	9:30 ^A	4:30 ^P	9:00 ^A	4:00 ^P
Louie Frit	57512 S. Huston Rd, Veneta	11:00 ^A	4:00 ^P	10:00 ^A	5:30 ^P
Charley H. Brown	87911 Territorial RD 50	9:30 ^A	4:30 ^P	10:00 ^A	4:00 ^P
Jessie W. Brown	37928 16th St. Veneta	9:30 ^A	4:30 ^P	10:00 ^A	5:30 ^P
Robert W. Demers	P.O. Box 308, Veneta 935-7430	7:00 ^A	11:00 ^P		

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We the undersigned:

Name	Address & Phone Number	Time Preferred			
		1st choice		2nd choice	
		a.m.	p.m.	a.m.	p.m.
Reick	2147 1/2 Main St Veneta 935-2039	9:30			5:30
	24730 Oak Lane Elmira 935-2086	9:30	12:30		
Bob Boyer	1726 W. 4th Apt 18, Eugene, Ore - 944602	9:30	1:00		5:30
Richard A. Curran	86037 10th St Veneta 935-3571	9:30	5:30		
Sharon Martz	58667 Fairview Rd Elmira	9:30	5:30		
	56740 McKenzie Hwy	9:30	5:30		
Dorothy Bartolome	24506 Buttrick Rd Elmira	7:30	4:30		5:30
Gregory M. Johnson	29137 Bortolomew Rd Veneta	9:30	5:30		
Tom Temple	15007 E. 5th Rd. Elmira	9:30	5:30		
Janet M. Johnson	1st Veneta Rd., Alvadore	9:30	5:30		
WALTER OGDILL	Elmira	Any Time			
SKY HAXBY	87748 La porte DR. Eugene	Any Time			
Jocan Cowan II	28816 W 11th 435-0518	10:00am	6:00		
Jeanne Vanderbooy	26037 Marine Dr. 935-7837				
Danny Kelley	87826 Norman Ave 935-1632	9:30 - 4:30			
M S Earl	23029 La Cee Elmira 971437				
Mary Gery	84814 LAUCHMAN RD	9:30			5:30
Ida Howell	87795 Oak St. Dr	935-7525			
Dan Macicle	87690 BLEK DR VENETA 935-36				
Sean Nelson	935-3625				
Jane Reynolds	25051 Territorial Cl. 935-7155	11:00 - 5:00	12:00 - 6:00		
	235-1084	9:00 AM 6:PM			
		9:30 - 2:30			

WALTER HADDLESTON
 BB02 ZRISHARVENETA
 Davis Wertenkel Elmira 9:30