

Public notice was given to *The Register-Guard* for publication on October 15, 1992.

**LANE TRANSIT DISTRICT
REGULAR BOARD MEETING**

**October 21, 1992
7:30 p.m.**

**LTD BOARD ROOM
3500 E. 17th Avenue, Eugene
(off Glenwood Blvd.)**

A G E N D A

Page No.

- | | | |
|------|--|----|
| I. | CALL TO ORDER | |
| II. | ROLL CALL | |
| | Brandt_____ Calvert_____ Fitch_____ Hocken_____ | |
| | Montgomery_____ Parks_____ Billings_____ | |
| III. | INTRODUCTORY REMARKS BY BOARD VICE PRESIDENT | |
| IV. | AUDIENCE PARTICIPATION | |
| V. | EMPLOYEE OF THE MONTH | 04 |
| VI. | EDI AWARD FROM NATIONAL EASTER SEAL SOCIETY | 05 |
| VII. | ITEMS FOR ACTION AT THIS MEETING | |
| | A. Approval of Minutes | 06 |
| | B. Fiscal Year Ending June 30, 1992 | 21 |
| | 1. Acceptance of Independent Audit for Fiscal Year Ending
June 30, 1992 | |
| | 2. Staff Presentation--Fiscal Year 1991-92 Year-end Report | |
| | C. Appointment to Special Transportation Fund (STF) Advisory
Committee | 25 |

D.	Discussion of Environmental Assessment/Environmental Impact Statement Processes	26
E.	Executive Session Pursuant to ORS 192.660(1)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions	27
VIII.	ITEMS FOR INFORMATION AT THIS MEETING	
A.	Current Activities	
1.	TransPlan Update/L-COG Presentation	28
2.	Shuttle Study	29
3.	Eugene Station Crime Statistics	32
4.	Changes to LTD/L-COG Contract to Manage Special Transportation Program	35
5.	FY 92-93 Transit Development Plan (TDP)	38
6.	Low Income Discount Token Program Update	39
7.	Painted Bus Advertising Proposal	40
8.	Special Services Report	41
9.	Board Member Reports	42
a.	Metropolitan Policy Committee	
b.	Central Area Transportation Study Citizen Advisory Committee	
B.	Monthly Financial Report	43
IX.	ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING	48
A.	Board Strategic Planning Work Session	
B.	Ordinance Setting FY 93-94 Payroll Tax Rate	
C.	Year-end Performance Report	

- D. Section 3 Capital Grant Application
 - E. Final Site Selection for Eugene Transit Station
 - F. Shuttle Study Review/Recommendation
- X. ADJOURNMENT

Alternative formats of printed material (Braille, cassette tapes, or large print) are available upon request. A sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, please call 741-6100 (voice) or 687-5552 (TDD).

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: EMPLOYEE OF THE MONTH

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None

BACKGROUND: **The September Employee of the Month was Customer Service Center Representative Bob Evers.** Bob was hired on October 13, 1975, and has received awards for exceptional attendance and was previously chosen as an Employee of the Month in 1984. He was nominated by a customer, who said that Bob had "saved" her every time her bike and car had failed her. She appreciated his knowledge of the routes and the Eugene/Springfield streets, and said she felt encouraged to ride the bus and enjoy the adventure because of his wonderful attitude.

When asked what makes Bob a good employee, Customer Service Center Administrator Andy Vobora said that Bob is someone Andy can count on. Bob is there early, stays late, and is at work even in the heaviest snow storms. He is always eager to help his co-workers and consistently handles the busiest sales shifts. On top of all of this, Bob is a quality person and friend.

The October Employee of the Month is Bus Operator Warren Carlson. Warren was hired on September 11, 1973, and has received an award for 18 years' safe driving. He was nominated by a bus rider, who wanted Warren to be recognized for the caring way in which he helped an older woman off the bus.

When asked what makes Warren a good employee, Transportation Administrator Bob Hunt that Warren always looks "sharp" and drives professionally. He has received commendations for Correct Schedule Operation (CSO) for each of the last nine years. Warren also has a friendly word for everyone, and often makes constructive suggestions for running a better bus company.

AWARDS: Bob and Warren will attend the meeting to be introduced to the Board and receive their awards.

c:eomsum.jhs

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: EDI AWARD FROM NATIONAL EASTER SEAL SOCIETY

PREPARED BY: Ed Bergeron, Marketing Administrator

ACTION REQUESTED: None

BACKGROUND: The National Easter Seal Society has honored LTD with its 1992 EDI Award for Corporate Leadership, in recognition of the District's long-standing commitment to Easter Seal standards of "Equality, Dignity, and Independence for People with Disabilities." Three EDI Awards for Corporate Leadership were celebrated last month at ceremonies in New York City. The other winners were Sears Roebuck and Company of Chicago, Illinois, and U.S. Bancorp of Portland, Oregon. The award will be presented to the LTD Board at the October 21 meeting.

ATTACHMENT: None

PROPOSED MOTION: None

h:easter.ecb

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: APPROVAL OF MINUTES

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: Approval of minutes of the September 16, 1992, regular LTD Board meeting

ATTACHMENT: Minutes of the September 16, 1992, regular LTD Board meeting are attached for Board review and approval.

PROPOSED MOTION: I move that the minutes of the September 16, 1992, regular meeting be approved as distributed.

c:minsum.jhs

MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, September 16, 1992

Pursuant to notice given to *The Register-Guard* for publication on September 10, 1992, and distributed to persons on the mailing list of the District, the regular monthly meeting of the Board of Directors of the Lane Transit District was held on Wednesday, September 16, 1992, at 7:30 p.m. in the LTD Board Room at 3500 E. 17th Avenue, Eugene.

Present: Jack Billings
Peter Brandt, Treasurer
Janet Calvert
Tammy Fitch, Vice President
Patricia Hocken
Thomas Montgomery, Secretary
Keith Parks, President, presiding
Phyllis Loobey, General Manager
Jo Sullivan, Recording Secretary

CALL TO ORDER: The meeting was called to order at 7:30 p.m. Because a number of people were in the audience, Mr. Parks gave instructions for public comment, and said that speakers would be limited to five minutes each.

SELECTION OF PREFERRED FIRST AND SECOND ALTERNATIVE SITES FOR EUGENE TRANSIT STATION:

Staff Presentation: Ms. Loobey stated that a decision on preferred first and second alternative sites that evening was a step in the process leading to a final decision. Nothing would be "set in concrete," but this decision would confine the Environmental Assessment (EA) process to those two sites, and staff would work with affected groups near the two sites. She explained that the purpose of the EA was to address the impacts that may be a result of the operations of a station at either site, such as air quality, noise, traffic congestion, etc., all issues which had come to the Board as concerns in previous testimony.

Ms. Loobey said that staff had issued a Request for Proposals (RFP) for consulting firms to perform an Environmental Assessment, which was required by federal regulations. Staff believed the range of expenditures to be \$50,000 to \$75,000 for each site. Staff did not believe at this time that the District would be required to perform an Environmental Impact Statement (EIS), which would be broader in scope and more expensive, and would take longer to complete. Any of the sites would require a Conditional Use Permit, and staff planned to begin that process as the District moved through the Environmental Assessment. The

Conditional Use Permit was far more subjective than the EA, and would look at a broader range of concerns, including all adopted land use plans in effect for the area.

Ms. Loobey said that staff would continue to work with the City of Eugene, who would be taking the lead on the proposed parking plan, and would continue to meet with affected groups, such as the Olive Plaza and Eugene Hotel Retirement Center residents, and make presentations to groups such as Rotary clubs.

Ms. Loobey explained that the District was currently in a fact-finding process, which it had been in for the past two years. However, the current process was more specific because the options were narrowed to the McDonald and I-HOP sites. In the past, staff had considered the I-HOP to be a better site, principally because of its proximity to a large current and future rider base in the public sector offices. If the site decision were to be made purely on technical grounds, she said, staff would continue to recommend the I-HOP site to the Board. However, the Eugene Station Advisory Committee and the Eugene Downtown Commission had recommended the McDonald site as their preferred site and the I-HOP as their back-up site. Those recommendations, as well as the testimony of the rest of the community in regard to station location, and an obligation to address a wider community of interests, such as whether or not the District would operate a shuttle in downtown Eugene, what a parking plan would look like, or what the mitigation efforts of the District might do, caused the staff to recommend the McDonald site as the District's first preferred alternative. Ms. Loobey said that this did not guarantee that the recommendation would stand after the Environmental Assessment and Conditional Use Permit processes were completed. She said there was still much that the District needed to know, and thought the staff would not come to the Board any sooner than January with a final recommendation on final site selection. The EA would not be finished before November or December, and the Conditional Use Permit process would take about the same amount of time.

Ms. Loobey stated that the staff's recommendation was that the Board select the McDonald site as the District's first preferred alternative, and the I-HOP site as its second preferred alternative, with the understanding that this was a tentative decision, and other factors could come into play that might change the District's position about one or both sites.

Ms. Calvert asked if the Conditional Use Permit process would move forward for both sites. Ms. Loobey said that the recommendation of the attorney was to conduct a Conditional Use Permit process on just one site.

Mr. Brandt asked why staff were recommending to spend \$50,000 to \$75,000 to study two sites, because if one site turned out to be just fine, the money for the second EA would have been wasted. Ms. Loobey said that the risk of performing an Environmental Assessment on only one site would be that a "fatal flaw" might be found on that site, and cause a delay while an EA was performed on the second site. She added that if the EA process raised more concerns than the District knew about, federal regulations might require that the District perform an Environmental Impact Statement.

Ms. Hocken asked if the \$50,000 to \$75,000 was considered part of the construction costs for the federal grant, as part of the planning process. Planning Administrator Stefano

Viggiano replied that it would be funded as part of the District's federal Section 9 grant; the District had not yet applied for Section 3 funds.

Mr. Brandt said he did not agree with spending that much money on the second site, and that he did not see time as a big element. If the preferred site turned out to be a disaster, he said, then money should be spent on the second site. If the preferred site turned out to be great, however, the District would have wasted \$50,000 to \$75,000 on the second EA. Ms. Loobey said she viewed the dual EA process as a prudent move, rather than a waste of money. She said that the land use process, the Environmental Assessment, Conditional Use Permit, and Environmental Impact Statement processes were very complicated processes, which would become involved with land use and adopted plans for the area. It would be a benefit to the District to know the most it could about both sites, without being locked into the position of having to do an EIS. If the preferred site turned out to be fine for the District's use, LTD would not be required to do an EIS. If the federal funding agency required an EIS, Ms. Loobey was not sure that the District could just do so on one site. An EIS typically would require that a series of alternative sites be studied, as well as a no-build option. Mr. Viggiano added that most firms responding to the RFP gave a cost estimate for performing both EAs. However, one firm provided a cost breakdown per EA, estimating \$77,000 to do one and \$99,000 for two, so it appeared that there would be cost efficiencies if two were done.

Audience Participation:

Mr. Parks opened the audience participation portion of the meeting, and asked people to speak in the order in which their names were called from the sign-up sheet.

(1) Brian Knowles, of 1133 Olive Street (Olive Plaza), spoke first. He said he had spoken at the last public hearing on site selection and stated his preference as the 11th and Willamette site, which had not changed. He said he would like to see the Board consider accessibility issues for those with disabilities. He said that some persons with disabilities had difficulty traveling to downtown and waiting 15 minutes for the next bus, and that going to the I-HOP site was a personal safety issue for him, with traffic from Ferry Street Bridge to Franklin to Broadway. He said that Eighth Avenue and Broadway/Franklin were not that safe, and he hoped the Board would consider the McDonald site for that reason.

(2) Mary DeMarchi, another Olive Plaza resident, said she had spoken to the Board before. She wanted to stress the point that noise and pollution would be greatly multiplied at the McDonald site, and said it was already bad enough, and there was already interference with watching television. Her concerns were not only for the Olive Plaza residents' comfort and peace of mind, but for possible health problems, as well, because the older people would have no relaxation or quiet. Ms. DeMarchi said that the LTD people were her friends, and if it weren't for LTD, she would not go very many places. However, she said, she did not want all her friends parking in her front yard and bringing with them all the people the buses would bring with them when they came. She suggested that the parking lot at 9th and Charnelton would be better, because there were no residences there, and no buildings would have to be torn down. She thought that closing 9th Avenue there for one more block would be better than tearing down buildings.

(3) Marjorie Smith, President of the Olive Plaza Board of Directors, said that Ms. Loobey and Marketing Administrator Ed Bergeron had attended a meeting with the Olive Plaza residents, and the dialogue needed to be continued. She handed out a letter from the Olive Plaza Board to the LTD Board, and said the letter had been circulated to all residents and board members for feedback following a great deal of discussion. After reading the letter (copy attached), Ms. Smith said that Olive Plaza would be expecting to be asked to be included in the Environmental Assessment and citizen committee. She added that it was interesting to be speaking before the Board about this site, because at the time Olive Plaza was built, the preferred site was 11th and Willamette, but the City Council and planning committee had decided at that time that they did not want residential housing on the mall.

(4) Lorene Oliver said that she lived on the street side of Olive Plaza, and that she had kept her window open during the warm weather and had been taking antihistamines because of the pollution from the cars in that area. She said some of the older residents with allergies, especially those who sat in their apartments all the time, would have a much harder time with allergies and noise if the bus station were near Olive Plaza.

(5) Ed Oxenreider introduced himself as the administrator at Olive Plaza for the past twelve years, and said he had been the maintenance supervisor before that, so he had "grown up" with the residents. He said he knew what the residents had to live with, and the expectations that some of them had when they moved into Olive Plaza, as well as the differences for those who lived on the south side or toward the bottom of the building. He said it was not always pleasant, because the residents had to deal with constant traffic noise and other irritations that went along with being downtown. He said he knew that consideration was being given to technologies and the architects for improving the impact of the buses and the site design. Also, he was hoping that the EA would result in some answers to the environmental concerns that had been raised. However, the reality was that it was still a gamble as to what effect having a bus station within 100 feet of Olive Plaza would have on the residents, and he was not sure, even in the interest of developing the downtown mall or the future of the transit station, if the gamble was really worth it for the Olive Plaza. He said that part of his duties were to be community oriented, so he would request, as Brian Obie did at the June public hearing on site selection, that if LTD did come to the area, it would be a good neighbor. He asked for consideration for the residents, so their last years would be the best they could be. Mr. Oxenreider said that Olive Plaza did want to be part of the community. He said that Ms. DeMarchi had always been enthusiastic about LTD, and he knew that LTD was one of the best transit districts in the country. He also knew what peak times were like at the Santa Anna, California, station, and he was not pleased about that. He asked himself if he would want to live across the street from a bus station if he were going to retire. He said that just because the Olive Plaza was downtown, that didn't mean it deserved to have the reaction of everything that went on in downtown when there may be another alternative. He closed by saying that a transit station near the Olive Plaza would change the quality of life which the residents currently had.

(6) Larry Warford introduced himself as a Vice President at Lane Community College, and said he thought LTD was aware that the location of a new Eugene Transit Station was of critical interest to LCC. On July 8, 1992, the LCC Board of Directors passed a motion to oppose the McDonald site, unless parking spaces at 11th and Willamette could be maintained.

This information was forwarded to LTD on July 14, with a letter from LCC President Jerry Moskus. Mr. Warford said that LCC had attempted to give LTD a sense of what some of the staff and students felt about the location and any action that would eliminate safe parking in close proximity to the LCC Downtown Center. They were concerned more about their safety, and the perception of safety, than about convenience. Mr. Warford said that the parking lot at 11th and Willamette was the most heavily-used surface parking lot in the City's validation program. Many students indicated that they would not attend the LCC Downtown Center if safe, convenient parking was not available. He said that LCC continued to be concerned about the large investment of some \$3 million in tax dollars in the Downtown Center, and about these parking safety concerns. LCC enrolled about 10,000 day and evening students per year, so these were serious concerns for the College.

Mr. Warford said that the College's proposed station would have combined parking and a station, but they were told by LTD staff that this was not feasible. They had also been told by the City that surface lots in that area would probably disappear due to development and downtown density issues; however, it did not appear that surface development was being proposed for that lot. He said he recognized that it could be an advantage to LCC students and staff to be located across from the station; however, they simply did not want that advantage to eliminate the other access part--parking--of the Center. He had been asked by the City if a parking garage on Olive Street would alleviate concerns, but it would not, because many of LCC's students currently refused to park in a structure and walk two blocks, especially after dark.

Mr. Warford said that he and President Moskus had met with LTD staff and had pledged their cooperation to work with LTD and City staff to seek workable solutions to problems of access that would be created by development at this site. He wasn't sure whether or not the solutions being offered would be acceptable to the LCC Board of Directors, but said they were willing to work with LTD to find the right solution. He closed by saying that he wanted the LTD Board to know that the position of the LCC Board was that this issue was a very serious concern for the LCC Board and students.

(7) Mark Agerter, a partner in Eugene Toy and Hobby, was also Chair of the Midtown Business Associates, representing more than 100 businesses between Oak and Olive and between 10th and 18th Avenues. He gave the Board a copy of a petition to be mailed to the Eugene City Council, in which 29 Midtown Business Associates members, including businesses as far away as 18th Avenue, expressed their belief that the negative impact of the site for a new LTD transit station would adversely affect their businesses and the overall quality of life in their neighborhood, and urged the City Council to consider this opinion when asked to approve the sale of the property. Mr. Agerter said that many of the members shared reservations grounded in several areas of concerns. He said that the McDonald site was not the first staff choice for good reasons, especially since 30 percent of the District's ridership was employed in the various government agencies downtown. The McDonald site was further removed from this large segment of riders. He said that studies showed that more and more riders become drivers as the distance that they have to walk, beyond a three-block radius, is increased. This conversion of riders to drivers would exacerbate the parking congestion problems. Second, he said, the McDonald site was not large enough to comfortably accommodate the station, creating access and traffic problems for the buses themselves. Third, the

McDonald site was not nearly as proximate to major thoroughfares as some of the other locations, and to make the site work, major changes to 10th and Willamette would be required. Mr. Agerter further stated that the downtown business core area continued to reel from problem after problem, including the loss of foot traffic created by the relocation of Sears, the Bon, and Rubensteins, and by the advent of paid parking, and would continue to decline with a further reduction of surface parking in the area. He said he realized that the City had attempted to develop that site, and the businesses would probably welcome development at some future time, but they needed time to pass for their customers to get used to the changes that had just occurred. He stated that eight businesses would have to be removed in order to build a transit station on the McDonald site, which would be counterproductive to the revitalization effort. Mr. Agerter said that the proposed motion for this issue stated that LTD wished to provide stimulus to private sector development around the Charnelton, Oak, and 10th Avenue corridor, and revitalization of the southwest corner of the Eugene Mall was also mentioned as a goal. He said the District would not revitalize by removing healthy, thriving businesses from an already distressed neighborhood. Rather, he said, revitalization is accomplished through a concerted effort to attract new businesses and/or residences to the area--businesses that attract more people, who in turn attract more businesses. This process would take years, he said, especially with the current state of the economy. However, the Midtown neighborhood had been realizing a steady growth rate for several years. Mr. Agerter closed by asking the Board not to stifle the success that had been made in the area by removing parking, creating traffic, and removing successful businesses.

(8) Mike McNutt spoke next, representing Skeie's Jewelers at 1027 Willamette Street. He said that Mr. Agerter had stated his case very well, but he wanted to add that the McDonald site was the smallest site. He thought this was important for the District because the downtown transit station had been in a temporary site for almost twenty years. He wondered why the District would choose a site which was marginal for size for a growing city. He said the site the Board chose should have enough forethought that the station could be expanded.

(9) Bob Cassidy, of the Continental Deli at 1133 Willamette Street, commented about the District's brochure, which listed concerns and strengths about the sites. At the McDonald site, some changes would need to be made to Willamette Street, and he said he hoped that Willamette would not have to be opened so that buses could get through, because this was a divisive issue for the area. Nothing was said in the brochure about concerns about parking, but it was a very serious concern for their neighborhood. He said that there was a two-year waiting list for parking at the First Christian Church at 12th and Willamette, and the District would be taking away two existing lots, with the new library taking away another and requiring more parking. Parking would become very congested in that area. Mr. Cassidy added that, although the District was no longer considering the Pasta Plus site as a top choice, its strength was that it had closer access to the University of Oregon and Sacred Heart Hospital.

(10) Henry Luvert, the owner of Graphic Innovators at 11th and Willamette, said he had listened to people talk about environmental impact of the transit station, but not about an economic impact study to see how the station would impact the businesses downtown. He said that no one had ever contacted him to find out how he felt about moving the station to the McDonald site and taking away the parking. He said that customers would no longer be

coming if there were no parking spaces. He asked how you revitalize something that you keep trying to destroy. He said he called the Downtown Commission the Benedict Arnold of the businesses on his end of downtown, because they were invisible and did not exist. He said that the District had made assumptions about the impact, but no one had asked what would happen if the local environment were changed, and was now choosing to select something that was mediocre and short-sighted, at best, for the District's needs. He wondered how the District expected to meet its own needs 20 years from now, when it hadn't considered its own growth. The McDonald Theatre building would always be there, unless someone hired an arsonist to burn it down. He said that a lot of businesses had said, "It comes; I go." It appeared to him that no one was serious about saving downtown, because the midtown businesses were the ones that had employees and paid the people who worked downtown.

(11) Tom Lester, of 92 West 15th Avenue, said he was surprised that the McDonald site was even being considered. There had been ample planning in the past that indicated the direction for downtown; i.e., the Eugene Downtown Plan of 1984. The McDonald site did not implement any of the objectives of the Downtown Plan. Mr. Lester said that the LTD staff apparently thought that the I-HOP site was technically better, and agreed with that assessment. The I-HOP was the correct site because the Ferry Street Bridge and Franklin Boulevard circulation paths intersected at that site. That would make it easier if the city ever decided to develop a light rail system in the future. The I-HOP site was also a larger site, so it could accommodate more buses or more light rail cars. The downtown plan called for accessing the Willamette River as part of a pedestrian loop; by putting a transit station at the I-HOP site, there would be the possibility of facilitating the pedestrian access to the Willamette River. Mr. Lester said that when a large-scale development is built, there is the possibility of making the area better, not worse. He thought the Board should jump on the opportunity to choose the I-HOP site, by going against the current recommendation of the staff and the Downtown Commission, who had demonstrated that they really did not know what to do about downtown, and go back to the 1984 plan to a site that made the best sense both technically in terms of traffic circulation and for the design of downtown. He added that transit stations had a tradition in terms of how they were designed. The Portland Union Station had a clock tower, which was a way to create a visual point. He said there would be an opportunity to do this at the transit station, and it made sense at the I-HOP site because of the convergence of the Ferry Street Bridge and Franklin Boulevard. He said that the McDonald site was not the right site to accomplish this, and he was dismayed that the McDonald site was being considered. He was tired of the city of Eugene destroying the downtown, and thought that the Board had an opportunity to turn things around by putting in a building that would improve Eugene's downtown, and to be a little forward thinking and create a nice station at the I-HOP site.

(12) Rob Johnstun spoke next, representing Oregon Typewriter and Stereo, at 30 East 11th Avenue. He said that downtown needed businesses, and that every day he had customers who mumbled under their breath about the lack of parking facilities downtown. Oregon Typewriter and Stereo was lucky to have four parking spaces behind the store, but could not live off four customers, so needed the parking spots at 11th and Willamette. He said the store had been there 32 years, but would not make it to 33 without the parking.

Board Discussion: Mr. Brandt said that the District had planned to work with the City to find out what might have to be done to Olive Street. Mr. Viggiano said that the staff had no more answers than they had at the last meeting. Although the City traffic engineers had some concerns, they believed that those changes could be made and the system would work, but they planned to do additional investigation. Their biggest concern was in making 10th Avenue a two-way street, but that was the least critical element to LTD. Another concern expressed by the City development staff was for aesthetics, because it would not be straight road. Mr. Viggiano said that there would be a traffic component of the Environmental Assessment, and those issues would be studied.

Ms. Calvert wondered if the City's concerns about merging traffic from the Ferry Street Bridge onto 8th Avenue at the I-HOP site were becoming greater. Mr. Viggiano said that this issue also would be studied during the Environmental Assessment.

Mr. Brandt stated that the City Council did not have a quorum at the work session with the LTD Board on August 24, and there was no resolution to some of these issues. He asked about the latest City input on the McDonald site. Mr. Viggiano replied that the direction from the City Council to the City staff was that they would look at a plan for how to deal with the loss of parking and the possibility of a downtown shuttle. The Councilors were uncomfortable about making decisions without the parking plan, but City staff currently were working on that. That study would review how parking might be addressed, including the possibility of a new parking structure, or making the Overpark more accessible and safer, etc.

Mr. Billings said he was reasonably confident that all the proposed sites had 23 bus bays available. Mr. Viggiano said that was correct, and added that the Pasta Plus and Elections sites had strips of land that LTD would not develop, but would leave in private ownership. A platform could be built on that strip, but growth projections showed that 23 bus bays would be enough into the future. He explained that, as a bus system grows and buses run more frequently on all routes, buses simply travel through the station, but no longer have to meet and wait at the station for transfers. Larger cities actually have smaller stations, for that reason. He said he believed that 23 bus bays would be enough to meet the District's needs into the future.

Mr. Brandt asked if a downtown shuttle was going to be a necessity in order to obtain City approval of the McDonald site. Mr. Viggiano said he was not sure staff knew the answer to that. One City Councilor felt very strongly about the shuttle, but Mr. Viggiano did not know what the others thought. Mr. Brandt asked if a shuttle study was being done. Mr. Viggiano replied that some research had been done as part of the Central Area Transportation Study (CATS) process, and more would be done.

Mr. Brandt asked if the Environmental Assessment process would begin right away if the Board selected a first and second site. He wondered if the District was ready to begin, and if the timing was such that it needed to get going on this process. Ms. Loobey said that part of the issue was that the District had a time line and was currently on schedule. The final site decision had been scheduled for January 1993, so that the next phase of the process could begin. The project was still in the fact-finding stage, so more information might still turn the choice for the Board before January. Ms. Loobey said that if the District wanted to adhere to

the time line within a fairly good order, the Environmental Process did need to begin. The District had received six responses to its Request for Proposals (RFP) for an Environmental Assessment, and would probably want to engage a consultant rather than waiting and going through the RFP process again.

Mr. Brandt said it seemed to him that the City Councilors had not really done the work, and hadn't "blessed" the site, so a lot was at stake for the District. He said he had a problem spending money until the City addressed all the problems and agreed that the District could have the site. He was uncomfortable spending \$50,000 to \$75,000 to study a site that would not happen without the City Council's approval.

Mr. Parks said that part of the problem was that unless the District was willing to exert some pressure to get the problems and some possible solutions on the table, the siting of the Eugene Station could be a political football for another few years.

Mr. Brandt stated that all the parties had to be playing together and know where they were going before the money should be spent. If the City Council had said that all the concerns had been addressed, but they really wanted to see the Environmental Assessment, that would be one thing, but that had not been said. He suggested voting on sites 1 and 2, but not spending money to do the work until the Board was sure these problems would be solved. Mr. Parks said that part of the Environmental Assessment would answer the concerns that had been addressed, and that there was nothing the District could do anywhere within the city without City Council approval.

Ms. Calvert said that the main difference between sites 1 and 2 was that the Conditional Use Permit Process would begin on one. Otherwise, the sites would be treated basically equally. It seemed to her that LTD could be waiting for the City to point to one site, and the City could be waiting for LTD to make up its mind about which site it wanted, so this could go on for quite a while. She said that even though it would cost some money, she would like the Board to show some leadership and say it would like to go ahead with the project, so she would like to make a decision. She said she knew that a downtown transit station caused some problems, but thought the Board should foresee that a downtown station also can be an incentive to business and that there could be some real benefits from the location of the site.

Ms. Fitch said she thought she heard the Eugene City Council say the District should proceed on a parallel basis with the Council. Mr. Parks agreed that it was necessary for the Board to take some action. Mr. Billings stated that this decision had been before the Board to some degree of intensity for at least four years. He said he heard what Mr. Brandt was saying about not wanting to spend money until it was necessary or appropriate, but the first order of business was to select the District's first and second preferred sites.

MOTION

Ms. Hocken moved that the Board adopt the first part of the resolution--that the Board select the McDonald site as the preferred first alternative site, and the I-HOP site as the preferred second alternative site for the proposed metropolitan transit station. Mr. Billings seconded the motion.

Mr. Billings said he had thought about the I-HOP site and its appealing aspects, but the current configuration of Franklin on the east side of the I-HOP site was a traffic and pedestrian barrier, and it troubled him that this site did not serve a radius of the downtown area. There had been some talk about the possibility of downtown expansion east into the Agripack area, and a possible connection with the Riverfront Research Park, but the future of the Ferry Street Bridge or its ramp improvements was still unknown, and that barrier problem could remain. Mr. Billings said he also did not see the I-HOP site as an ideal location because it was at the extreme eastern fringe of the downtown area. Staff had said there was a proximity to ridership, but even with the current site, which was near the McDonald site, the District was serving that population, so he wasn't sure the District would enhance that ridership by going to the far east side, and would reduce the availability or attractiveness to those who lived or worked on the west side.

Mr. Billings also said that he had no doubt there would be more bus traffic at 10th and 11th and Willamette, but there was already a lot of traffic there, and it would not all be around the Olive Plaza, although there would be some increase. The McDonald site would be close to the proposed library. He said he had heard the merchants' comments about parking problems, but he thought there were opportunities for mitigation of those problems. He said there had never been any guarantees that surface parking would remain at those locations. The City had tried for years to develop those lots, and it was reasonable to assume that they would be developed otherwise somewhere in the future. He thought it would be important for the City to develop a more comprehensive parking program than it currently had, including the potential of building more concentrated parking rather than relying on a number of surface lots that used space in ways that were not economically productive. The transit station would not be built in any rapid-fire manner. He said he had heard a lot of poignant and appropriate testimony about the impact of the transit station on the Olive Plaza residents, and he found it somewhat interesting that the District heard lots of testimony from the Eugene Hotel Retirement Center at the public hearing in June. No matter which of these two sites the District moved to, there would be an impact on somebody. He said it was obvious that the District would be required and would want to pay damages as appropriate or required under law, and would mitigate those impacts to the extent it was able. Those questions would not be answered at that meeting, but he thought Mr. Viggiano had answered the questions about the future by saying that the site would not be too small. Projections showed that LTD would be able to use the McDonald site like any other site under consideration.

Mr. Billings continued by saying that he thought there were opportunities to increase foot traffic and security in the area, because the District would own the site and could police it, unlike the current situation, in which the District could not manage or influence the environment around the buses. He said he certainly agreed that the Olive Plaza residents should be part of the site planning committee. He did not know if the District could satisfy all of their issues, but he believed that LTD could be a good neighbor. For these reasons, he said, he was going to vote for the motion.

Ms. Calvert said that she had been wandering around downtown to see the effects of the sites on the neighbors. She said the parking issue frustrated her, because she did see a lot of empty parking lots. She hoped the City, in its parking study, could look at a collaboration between the federal, state, and county governments, because she thought there was a foolish

waste of land in parking. She said she concurred with many of Mr. Billings' comments. She felt that LTD had always wanted to be a good neighbor, and that the Glenwood facility was a good example of that. The development that had occurred since LTD built there had improved the neighborhood, and she hoped that could occur downtown, as well. Ms. Calvert said she wanted to see the results of the Environmental Assessment; she thought it would look at the businesses in the area, as well as noise levels, etc., so she thought some of the concerns expressed in testimony that evening would be addressed. For those reasons, she would vote for the motion.

Ms. Hocken said she agreed that the District was still in the fact-finding phase, and did not really know the impact of the proposed station on the surrounding areas. Until the Environmental Assessment results were available, the Board was "working in the dark." Even though the Board was selecting two preferred sites, one or both might have flaws, but she thought the Board should make the decision now on the top two preferred sites based on the information currently available.

Mr. Montgomery said that both of the top two sites had the same problems, such as traffic, or people's opposition. His opinion was that the original work and thoughts of the staff were correct, and the I-HOP site was the best site. One flaw that the McDonald site had that the I-HOP site did not was that of City involvement.

VOTE

Ms. Calvert called for the question. The motion carried by a vote of six to one, with Mr. Montgomery voting in opposition and all others in favor.

MOTION

Ms. Hocken then moved that the Board direct staff to proceed with the planning applications and environmental reviews on the preferred first and second alternative sites. Mr. Billings seconded the motion.

Mr. Brandt said that he was not in favor of proceeding to spend \$75,000 on a site without a better commitment from the City Council than the District currently had. He said he did not know how the time line came about or what the rush was. The process had already lasted more than four years, so he did not see why this tight time line had been created. Ms. Loobey said the time line was drawn up on the basis of goals and objectives, and what it would take to accomplish the site. She said this was the amount of time available to do certain tasks, including the mechanical aspects of the decisions, design, mechanical operations of the station, as well as applying for federal funds. The first portion of federal funding was committed to the station in the current fiscal year, and there would be two more installments after this one. This grant was not open-ended; when those funds were committed to the project, it was with a three-year time line. That meant that the first \$3.5 million would be available for three years. The staff's next consideration was that the District already was at or over capacity at the current station during peak hours, and that would not get better as ridership grew. This caused ongoing problems and costs for the District, and there was some compelling need to get on with the decision and process. Ms. Loobey said the time line reflected continuing progress toward an ultimate solution, and she thought it was a reasonable time line.

Ms. Hocken said the Board had not heard about the cost of the Conditional Use Permit, and how much would happen by January to base a site decision on. Mark Pangborn, Director of Administrative Services, said that the assumption was that the District would have to complete the Environmental Assessment and select the preferred site before going to the Conditional Use Permit process; in fact, the Conditional Use Permit process would use much of the information generated out of the Environmental Assessment. Mr. Pangborn stated a couple other considerations for concurrent Environmental Assessments. If the grant money were not used on the EA, it could be used for other qualifying purposes, so staff were concerned about the best use of this money. However, the longer the Board delayed the decision, design, and construction of the station, there would be an impact from inflation. Inflation was currently low, but on \$5 million, that could amount to \$50,000 per quarter. Federal regulations specified that the District needed to consider alternatives, especially for a controversial project, so the District might have to perform an Environmental Impact Statement rather than just an Environmental Assessment. Staff were trying to reduce the impact of a requirement to perform an EIS by looking at alternatives from the beginning, because the selection of two alternatives could lead to a challenge. Mr. Pangborn said that the Board had gone through a process of narrowing the choices from 33 sites to 4, and now to 2. Staff saw the act of looking at two sites as a more cautious approach than some of the other alternatives.

Mr. Parks asked if the District would wait until it selected its final site before paying for a Conditional Use Permit process. Mr. Pangborn said that was correct; staff did not intend to spend money on the Conditional Use Permit until the final site had been selected.

Ms. Hocken said that it might cost an extra \$30,000 to look at two sites, but that seemed almost expected, rather than extra. Mr. Pangborn said that this was almost implied by the requirements of the process. Those who had been through similar processes said it was important. Ferry Street Bridge was actually looking at four options.

Mr. Brandt said he wanted to make a simple point. He said he would like the Board members to look at this issue as if it were for their own business and they were being asked to spend their own money on a site controlled by the City Council. He wondered if they would spend the money under those circumstances. He thought the City Council should come forward with a full quorum and have a resolution for parking and the impact of the shuttle idea. He said he would vote against this motion until there was a commitment from the City Council and some of the other issues were resolved.

Mr. Parks said he was personally convinced that the District would have to spend this money in order to receive that consideration from the City Council.

VOTE Ms. Fitch called for the question. The motion carried on a vote of 6 to 1, with Mr. Brandt voting in opposition and all others in favor.

Recess: Mr. Parks called a ten-minute recess.

MOTION APPROVAL OF MINUTES: The meeting resumed at 9:15 p.m. Ms. Calvert moved for approval of the minutes of the August 19, 1992, regular Board meeting. The motion was seconded, and the minutes were approved by unanimous vote.

VOTE

ANNUAL SECTION 9 GRANT APPLICATION: Mr. Pangborn explained that staff did not expect Congressional approval of the Section 9 funding until around November 1, 1992, but it appeared likely that the operational support would be cut somewhat from the previous year. LTD's allocation might be reduced from \$1 million to \$900,000, which would be a significant loss for the District. Capital funding could remain at around \$400,000. Mr. Pangborn said that the District would submit the application in the maximum amount, and when the money was appropriated by Congress, the regional Federal Transit Administration (FTA) office would reduce the actual amount of the grant. However, if LTD asked for less than was actually appropriated, the District would have to go through the entire grant process again to be eligible for the higher amount. The capital projects were approved by the Board in the Capital Improvements Program (CIP) during the budget process. Mr. Pangborn said he anticipated that the District would receive enough capital funding to complete what was approved in the CIP.

Public Hearing on Federal Section 9 Capital and Operating Grant Application: Mr. Parks opened the public hearing on the grant application for federal Section 9 capital and operating assistance for federal fiscal year 1993. There was no testimony, and Mr. Parks closed the public hearing.

MOTION Board Deliberation and Decision: Ms. Calvert moved approval of the 1993 ISTEA Section 9 federal grant application, as presented in the agenda packet, for \$467,000 in capital funds and \$1,300,000 in operating funds, for a total of \$1,767,000 in federal Section 9 funding. Ms. Fitch seconded, and the motion carried by unanimous vote.

VOTE

ITEMS FOR INFORMATION AT THIS MEETING:

Annual Review of LTD Deferred Compensation Plan: Ms. Loobey said that the Board had directed staff to have an analysis of the District's Deferred Compensation Plan done by an independent agency. The policy rating was done by Weiss Research, and Hartford had received an "A" rating, the highest rating a carrier could receive.

Board Member Reports: (1) Metropolitan Policy Committee (MPC): Mr. Billings said that future implementation of Goal 12 had undergone a certain amount of debate by Eugene City Councilor Shawn Boles and County Commissioner Jack Roberts about what kind of list to put together. Mr. Boles wanted a short list of what the community could do to get people out of their cars, and Mr. Roberts had less faith that anything the community did would have any impact; he thought it depended more on external issues, such as the availability of parking. Mr. Billings said that the MPC clearly had identified the connection between transportation and land use planning that Ms. Loobey had been talking about.

(2) Central Area Transportation Study (CATS): Ms. Fitch said that CATS was on the back burner. City staff had their attention diverted to the shuttle study, Eugene Decisions, and

the opening of Olive Street, and the CATS report, a lower priority, would be finished when they had available time.

Ms. Hocken asked if the City was devoting staff time to the shuttle study. Mr. Viggiano said it would be a joint venture, but that LTD would take a lead in that study. Ms. Loobey added that the City was taking the lead on the parking plan, which was a higher priority for them.

Operations Summary Report: Mr. Viggiano said that the Comprehensive Service Redesign (CSR) would be implemented the following Sunday, September 20. Staff had been concentrating on getting information about the new routes and schedules out to the public. The CSR involved a major overhaul of service, and some people would be adversely affected by the changes. Staff had been hearing from some of them. In some cases, those people could take a different bus or the District could make simple adjustments, but in some cases, there was no better solution, and those people were not very happy. Mr. Viggiano said it was possible that the Board would hear from them or about the problems. He said that where the District had cut service, low ridership had been verified by automatic passenger counters (APCs), physical counts, and talking with bus operators. However, some people felt that more were riding than actually were. Residents at Cal Young and Willakenzie previously had service in front of the apartments, and now had to walk two blocks. Some of those who were complaining did not even ride the bus, but wanted to have the service back where it was.

Ms. Calvert asked how many of the new employees had been recruited due to attrition or other reasons. Tim Dallas, Director of Operations, said that two new positions, a mechanic and an inside bus cleaner, had been created as a result of the increase in service hours, plus six or seven bus operators. In addition, there had been some retirements and attrition, so 13 or 14 new bus operators had been trained during the summer. Staff had anticipated that this would happen, and had reorganized the driver trainer program.

Monthly Financial Report: Finance Administrator Tamara Weaver said that representatives of Coopers & Lybrand, the District's independent auditors, would be present at the October Board meeting to report on the current audit. She said that the District had ended the year \$250,000 better than projected, so there were no concerns about year-end figures.

MOTION **ADJOURNMENT:** Mr. Montgomery moved that the meeting be adjourned. The motion
VOTE was seconded, and the meeting was unanimously adjourned at 9:30 p.m.


Board Secretary

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: 1991-92 AUDIT AND YEAR-END REPORT

PREPARED BY: Tamara Weaver, Finance Administrator

ACTION REQUESTED: None

BACKGROUND: Each year, an independent audit of the District's financial statements is performed. Included with the agenda packet is a copy of the "Comprehensive Annual Financial Report" for the year ending June 30, 1992, for Board review. A management letter from the auditors, Coopers and Lybrand, which summarizes their findings and presents recommendations to improve the internal accounting systems, will be distributed at the meeting. John Joyce and BeLinda Waters will be present at the meeting to answer any questions the Board may have about the report or management letter. Following questions to the auditors, I will give a brief presentation on the District's financial condition as of June 30, 1992.

ATTACHMENT:

- > Year-end Analysis
- > The Comprehensive Annual Financial Report, for the year ending June 30, 1992, is included as a separate document for Board members. The Report to Management will be distributed at the meeting.

PROPOSED MOTION: I move that the Board accept the management letter and audit report for the year ending June 30, 1992, as presented by Coopers and Lybrand.

LANE TRANSIT DISTRICT
GENERAL FUND COMPARISON TO BUDGET AND ESTIMATIONS
BUDGETARY BASIS
For the year ending June 30, 1992

	AMENDED BUDGET	ESTIMATED IN LRFP	Y-T-D ACTUAL	BUDGET VARIANCE	%
REVENUES					
Passenger fares	2,108,000	2,245,800	2,248,548	140,548	6.7%
Other operating income	133,300	159,640	159,560	26,260	19.7%
Misc. income	6,000	6,000	5,862	(138)	-2.3%
Payroll tax revenue	7,058,140	7,458,540	7,447,224	389,084	5.5%
State in-lieu-of-tax	686,000	688,000	719,794	33,794	4.9%
FTA operating grant	1,159,000	1,012,000	1,012,516	(146,484)	-12.6%
Interest income	106,000	222,700	234,655	128,655	121.4%
State special transp.	564,500	564,500	523,752	(40,748)	-7.2%
Total Revenues	11,820,940	12,357,180	12,351,911	530,971	4.5%
EXPENDITURES					
Personal services	7,974,740	7,857,252	7,774,899	199,841	-2.5%
Materials & services	2,338,010	2,108,868	2,120,385	217,625	-9.3%
STF flow through	564,500	564,500	523,752	40,748	-7.2%
Direct contribution	202,860	202,850	202,860	0	0.0%
Transfer to Risk Fund	411,441	150,718	0	411,441	-100.0%
Transfer to Capital Fund	69,571	1,000,000	1,000,000	(930,429)	1337.4%
Total Expenditures	11,561,122	11,884,188	11,621,896	(60,774)	0.5%
ADDITION TO FUND BALANCE	259,818	472,992	730,015	470,197	181.0%
Beginning unrestricted fund balance			<u>727,235</u>		
Ending working capital			<u>1,457,250</u>		
Add Risk Fund ending balance			<u>68,063</u>		
Fund Balance 7/01/92			<u><u>1,525,313</u></u>		

LANE TRANSIT DISTRICT
FINANCIAL POSITION
CHANGE IN UNRESTRICTED FUND BALANCES
FOR THE YEAR ENDING 6/30/92

	1989-90	1990-91	1991-92	TWO YEAR CHANGE	ONE YEAR CHANGE
GENERAL & RISK FUNDS	491,119	1,318,740	1,525,313	1,034,194	206,573
CAPITAL FUND	3,557,113	1,886,831	2,760,463	(796,650)	873,632
TOTAL	4,048,232	3,205,571	4,285,776	237,544	1,080,205

TOTAL GENERAL FUND BALANCE	\$1,525,313	This equals 10.2% of budget
BY PLANNING WITHIN THE LRFP, THE GENERAL FUND BALANCE IS USED:	850,000	To pay for reserves
	320,080	To give flexibility in budgeting
	355,233	Available as an additional resource for 93-94

TOTAL CAPITAL BUDGET FUND BALANCE	\$2,760,463		APPROXIMATE TOTAL NEEDED:
BY PLANNING WITHIN THE LRFP, THE CAPITAL FUND BALANCE IS USED:	1,104,185	BUS PURCHASE - FY94	5,900,000
	276,046	BUS PURCHASE - FY98	8,100,000
	1,380,232	EUGENE STATION	8,400,000
			REMAINING CASH NEEDED:
		BUS PURCHASE - FY94	75,815
		BUS PURCHASE - FY98	1,343,054
		EUGENE STATION	299,768
			1,718,637

LANE TRANSIT DISTRICT
EXPENSE TRENDS
DOES NOT INCLUDE FLOW THROUGH SPECIAL TRANSPORTATION
FY ENDING 6/30/92

	1988-89	1989-90	%	1990-91	%	1991-92	%	TOTAL	THREE YEAR CHANGE % OF CHANGE
TRANSPORTATION	4,304,608	4,553,317	5.8%	4,751,853	4.4%	5,117,542	7.7%	812,934	39.0%
NET SPECIAL TRANSP.	0	0	-	111,384	-	202,860	100.0%	202,860	9.7%
MAINTENANCE	2,068,412	2,323,212	12.3%	2,646,310	13.9%	2,780,630	5.1%	712,218	34.2%
MKTG/PLANNING	868,676	992,274	14.2%	986,743	-0.6%	1,035,521	4.9%	166,845	8.0%
ADMINISTRATION	825,515	892,361	8.1%	933,378	4.6%	961,592	3.0%	136,077	6.5%
RISK AND INSURANCE	506,947	351,610	-30.6%	385,359	9.6%	560,119	45.3%	53,172	2.6%
TOTAL	8,574,158	9,112,774	6.3%	9,815,027	7.7%	10,658,264	8.6%	2,084,106	100.0%
TRANSFER TO CAPITAL	1,462,431	1,553,384	6.2%	756,938	-51.3%	1,000,000	32.1%		
TOTAL	10,036,589	10,666,158	6.3%	10,571,965	-0.9%	11,658,264	10.3%		

AGENDA ITEM SUMMARY

- DATE OF MEETING:** October 21, 1992
- ITEM TITLE:** APPOINTMENT TO SPECIAL TRANSPORTATION ADVISORY COMMITTEE
- PREPARED BY:** Micki Kaplan, Transit Planner
- ACTION REQUESTED:** Appoint Joan Shimp to the Special Transportation Advisory Committee.
- BACKGROUND:** The Special Transportation Fund (STF) Advisory Committee is comprised of users and providers of Special Transportation in Lane County. The committee has 15 members; five members are from the rural areas of Lane County, nine "in-District" members represent special transportation users and providers from the LTD service area, and one is a member "at large." Prior to this year, L-COG made all STF Committee appointments. However, because of recent changes to LTD's contract with the Lane Council of Governments (L-COG) to manage the Special Transportation Program, it is now LTD's responsibility to appoint the in-District members and the at-large member to the committee. This change is beneficial because LTD is responsible for providing special transportation in order to comply with the Americans With Disabilities Act (ADA). Because of the District's ADA responsibilities, it is appropriate for the District to make some of the appointments to the STF Advisory Committee. L-COG will continue to staff and manage the committee. In the future, as vacancies occur, LTD staff will propose new in-District STF Advisory Committee members.
- There is currently one vacant in-District position on the STF Advisory Committee. Staff recommend that the Board appoint Ms. Joan Shimp, manager of the Eugene office of Special Mobility Services, Inc., (SMS) to the committee. You may recall that SMS is a private, non-profit corporation operating the Dial-a-Ride and Maxi Taxi. Ms. Shimp has over fifteen years' experience in special transportation, and has been active with the STF Advisory Committee since its inception. Ms. Shimp's expertise will be a valuable addition to the STF Advisory Committee.
- CONSEQUENCES OF REQUESTED ACTION:** Joan Shimp will serve on the STF Advisory Committee for a three-year term.
- ATTACHMENTS:** New draft L-COG bylaws for the STF Advisory Committee
- PROPOSED MOTION:** I move that the LTD Board of Directors appoint Joan Shimp to the STF Advisory Committee for a three-year term, beginning immediately.

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: ENVIRONMENTAL ASSESSMENT FOR EUGENE STATION

PREPARED BY: Stefano Viggiano, Planning Administrator

ACTION REQUESTED: None. Information only

BACKGROUND: At the September 1992 meeting, the Board authorized staff to proceed with Environmental Assessments (EAs) on the top two sites for a new Eugene Station. CH2M Hill of Corvallis, Oregon, has been selected as the contractor to complete the EAs, and is expected to be under contract by the end of the month.

CH2M Hill has had years of experience working with controversial projects. The firm recommends that controversial projects include an extensive public involvement element. Thus, CH2M Hill has included in its scope of work a comprehensive public involvement program for the station. The program CH2M Hill will pursue will build upon and complement the public involvement efforts that have already been completed. Participation by the Board in this next phase of public involvement is optional.

Another issue which has been raised is the possibility that an Environmental Impact Statement (EIS) will need to be completed for the project. An EIS is somewhat more costly and time-consuming than an EA. An EIS should be seriously considered if major impacts are identified which cannot be easily mitigated, or if a high level of controversy or disagreement develops in regard to the impact of the station.

ATTACHMENT: None.

PROPOSED MOTION: None.

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: EXECUTIVE SESSION PURSUANT TO ORS 192.660(1)(e)

PREPARED BY: Mark Pangborn, Director of Administrative Services

ACTION REQUESTED: Staff recommend that, following discussion of the Items for Information, the Board move into Executive Session pursuant to ORS 192.660(1)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

ATTACHMENT: None

PROPOSED MOTION: I move that the Board move into Executive Session pursuant to ORS 192.660(1)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: UPDATE OF TRANSPLAN/L-COG PRESENTATION

PREPARED BY: Stefano Viggiano, Planning Administrator

ACTION REQUESTED: None. Information only.

BACKGROUND: TransPlan, the Eugene Springfield Metropolitan Area Transportation Plan, was adopted in 1986. An update of this plan is underway. The update is necessary to respond to the requirements of the LCDC Goal 12 Transportation Planning Rule (TPR) and the Intermodal Surface Transportation Efficiency Act (ISTEA), and to better reflect current transportation goals and concerns.

In addition, metro area planners are developing a work program for concurrent update of the Metropolitan Area General Plan (Metro Plan). Updating both the long-range land use plan and the long-range transportation plan at the same time provides for the opportunity to better link land use issues with transportation issues. Addressing the inter-relationship of land use and transportation is an important element of the TPR.

The Lane Council of Governments (L-COG) is responsible for coordinating the update of TransPlan. Tom Schwetz of L-COG will attend the Board meeting to provide additional information on the TransPlan update. A slide show on the update will be presented.

ATTACHMENT: None.

PROPOSED MOTION: None.

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: SHUTTLE STUDY

PREPARED BY: Stefano Viggiano, Planning Administrator

ACTION REQUESTED: None. Information only.

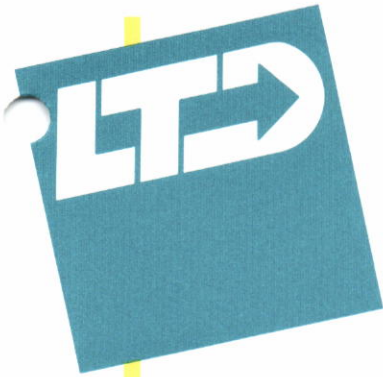
BACKGROUND: The suggestion for a downtown circulating shuttle service has been raised frequently, most recently as a recommendation in the Central Area Transportation Study (CATS). In response to the CATS interest, the Board agreed that the concept should be investigated but remained skeptical of the cost-effectiveness of shuttle service. More recently, the Eugene City Council expressed to the LTD Board of Directors a direct interest in the shuttle concept.

Provided for the Board's information is an outline of the types of issues and questions that the shuttle investigation would answer. Comments on this proposed scope of the study are requested.

ATTACHMENT: Feasibility Study of Downtown Shuttle, summarizing the scope of the shuttle study

PROPOSED MOTION: None

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Lane Transit District

P.O. Box 7070
Eugene, Oregon 97401-0470

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FEASIBILITY STUDY OF DOWNTOWN SHUTTLE

Prepared by Stefano Viggiano, Planning Administrator
October 21, 1992

The LTD and City of Eugene staff have been directed to conduct an analysis of the feasibility of a shuttle route in the downtown area. The Central Area Transportation Study (CATS), which is to be released shortly, will likely also recommend that the shuttle concept be investigated.

The study, as proposed, would answer the following questions:

1. What is the experience of other communities that have implemented shuttles? Have other shuttles been successful? Why or why not?
2. What are the markets for a shuttle? What major activity centers need to be connected? What trip purpose would be served by shuttles?
3. Which shuttle route would best serve the downtown area? Should the shuttle provide circulation within the greater downtown area, provide connections to outlying park and ride lots, or some combination of the two? How would the shuttle relate to existing routes that provide similar connections?
4. What level of frequency would be appropriate for the shuttle service?
5. What would be an appropriate vehicle for the shuttle? Should it be "alternatively-fueled"? Should it have a different appearance?
6. Should a fare be charged for the shuttle? If so, how much?
7. What would be the expected ridership, ridership productivity, and cost per trip for the shuttle?
8. What would be the cost (both capital and operating) of the shuttle?
9. What options would there be for funding the shuttle? If LTD funds the shuttle, what would be the impact upon other service improvements?
10. How does the shuttle rank among LTD customers relative to other service improvements?

11. In what ways would the shuttle make progress toward the mandates of LCDC Goal 12? Are incentives and/or disincentives needed to make a shuttle successful relative to Goal 12?
12. Is the concept of a "fareless square" (a free-fare downtown zone) feasible in this community, and how does it relate to a possible shuttle? (Proposed is a preliminary investigation of the fareless square concept, with more detailed studies to be conducted later if necessary.)

LTD staff envision that District staff will take the lead on this study, with support and assistance from City of Eugene staff. The Board is requested to provide input on the proposed study.

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: EUGENE STATION - CRIME STATISTICS

PREPARED BY: Mark Pangborn, Director of Administrative Services

ACTION REQUESTED: None

BACKGROUND: When LTD began the process of looking for a new station site in downtown Eugene, a general concern was raised by some of the businesses and neighbors that surrounded the potential sites that LTD would generate more crime. The concern is a difficult one to address. Many people instinctively believe that their personal safety will be at greater risk if a bus station moves into their neighborhood, even though there is no published data to support that belief.

In an attempt to examine the belief that a bus station increases crime, LTD asked the City of Eugene for a listing of crime statistics. I wish to preface the following review of those statistics by saying that my review is neither scientific nor thorough. I spoke to a few law enforcement professionals and prepared a brief review of the statistics. If it seems necessary, a more complete study can be undertaken.

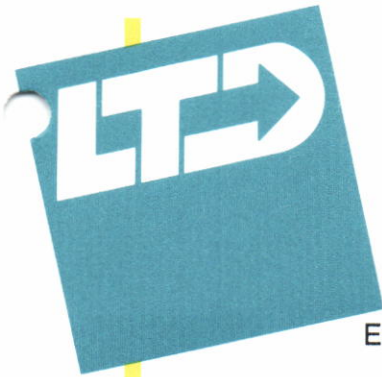
Crime statistics are kept by the City on an annual basis by location. They include all "Calls for Service" to the City of Eugene police department by location. They range from calls as mundane as an abandoned bicycle or an illegally parked vehicle to as serious as rape or armed robbery. They list only the calls for service, not the final disposition. The call may be for a lesser crime than was initially listed or may not lead to any arrest or conviction. Nonetheless, in a broad sense they do indicate the kinds of activities that probably occur at any given location.

The statistics are listed by calendar year, so we have only reviewed the previous five years, 1987 through 1991. Every call is listed by a specific address. I have picked an intersection of two streets and compiled all the "Calls for Service" within a one-block radius of that intersection. For comparison purposes, I have included some other locations as well as some of the proposed sites for a new Eugene Station. The statistics and a summary are attached for your information.

ATTACHMENT: Summary of crime statistics and brief analysis

PROPOSED MOTION: None

h:crime.mjp



Lane Transit District

P.O. Box 7070
Eugene, Oregon 97401-0470

(503) 741-6100
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**EUGENE POLICE DEPARTMENT "CALLS FOR SERVICE"
1987 TO 1991**

Prepared by Mark Pangborn, Director of Administrative Services
October 21, 1992

Enclosed for the Board of Directors is a complete listing of the Calls for Service as reported by the Eugene Police Department. Below is a summary of those calls by certain types of crime that a person might find personally threatening. As an example, I have listed a five-year summary by location for calls listing "assault, disorderly conduct, robbery, rape, theft, stabbings, weapons, arrests, etc." These are obviously more intimidating than abandoned property, a traffic violation, etc.

	<u>10th & Willamette Current Stn.</u>	<u>High & Broadway I-HOP</u>	<u>8th & High City Hall/ I-HOP</u>	<u>5th & Pearl Elections</u>	<u>13th & Kincaid UO</u>
Assault	109	30	53	4	139
Rape	3	3	34	1	0
Theft	384	191	473	168	427
Arrests	10	6	80	2	25
Controlled Substance	6	1	53	0	34
Robbery	25	8	8	2	16
Stabbing	2	1	2	0	1
Weapon	7	2	0	1	1
Disorderly	211	143	60	19	349
Intoxicated	131	98	31	11	164
Other	3,433	3,757	8,103	1,934	6,546
TOTAL	4,315	4,240	8,897	2,142	7,702

Some simple conclusions can be drawn from the statistics. The more people there are in an area, the higher the crime statistics. The 8th and High location includes statistics for both Eugene City Hall and the Lane County Courthouse and has the highest five-year total. Close behind that location is 13th and Kincaid, the University of Oregon (UO) business district. In almost all kinds of reported incidents, the UO location reported more crime. Interestingly, it is the only location out of the five in which the Calls for Service have increased in the last five years. For the other four locations, Calls for Service remain fairly constant for the five-year period.

Some interesting comparisons can be made between the current LTD site, the McDonald site, and the I-HOP site. Total incidents for the five-year period are about the same, but the nature of the incidents is somewhat different. There were 78 more assaults at 10th and Willamette (the McDonald site) than near the I-HOP site, or about one more a month near the McDonald site. Unfortunately, we do not have any pedestrian counts for the two areas. My observation is that there is considerably more pedestrian traffic near the McDonald site than near the I-HOP site. On a per pedestrian basis, there may well be fewer assaults at 10th and Willamette than near the I-HOP site. When the 8th and High and the Broadway and High statistics are compared with the 10th and Willamette statistics, the perception of less crime in the area surrounding the I-HOP site than surrounding the McDonald site does not necessarily prove true.

In some cases, there is no significance in statistics. There is less than one arrest more a year near the McDonald site than in the I-HOP area. Disorderly conduct incidences are almost the same. Rapes and stabbings are almost the same. This is not to say that any of this is good or acceptable. LTD has embarked on an aggressive program to reduce the number of crime incidences at the current station, and we believe that we will have an increasingly significant impact on crime at that location. Our goal is to make the LTD station safer than other locations in downtown Eugene. It is clear, though, that while the number of reported crime incidences at our station compares favorably to other high pedestrian areas in Eugene, there are still improvements to be made.

h:crime.mjp

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: CHANGES TO LTD/L-COG CONTRACT TO MANAGE SPECIAL TRANSPORTATION PROGRAM

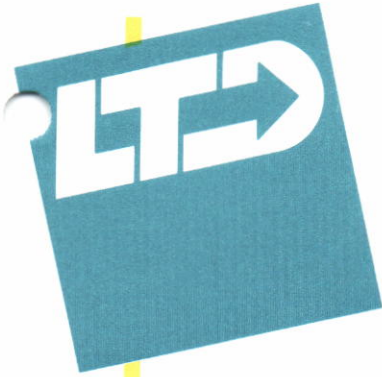
PREPARED BY: Micki Kaplan, Transit Planner

ACTION REQUESTED: None. Information only.

BACKGROUND: LTD has an annual contract with the Lane Council of Governments (L-COG) to manage the Special Transportation Program on behalf of LTD. Because of LTD's legal mandate to comply with the Americans with Disabilities Act (ADA), staff made several significant changes to the 1992-1993 LTD/L-COG agreement.

ATTACHMENTS: A summary of the major changes to the LTD/L-COG contract is attached.

h:sum2.mbk



Lane Transit District

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CHANGES TO LTD/L-COG CONTRACT

Prepared by Micki Kaplan, Transit Planner
October 21, 1992

LTD has an annual agreement with the Lane Council of Governments (L-COG) to manage the Special Transportation Program for LTD. Because of LTD's legal mandate to provide special transportation, several significant changes were made to the LTD/L-COG FY 1992-1993 agreement to ensure compliance with the Americans With Disabilities Act (ADA). A summary of the changes to the agreement follows.

STF ADVISORY COMMITTEE

L-COG currently manages the Special Transportation Fund (STF) Advisory Committee on behalf of LTD. The STF Advisory Committee makes recommendations on spending the STF funds. Since LTD is financially obligated to provide special transportation, such as the Dial-a-Ride, it is in the District's interest to appoint "in-District" STF Advisory Committee members (nine members who represent special transportation users and providers within the LTD service area) who will best represent the District's interests. Prior to this year, L-COG made appointments to the committee, as well as all funding decisions. The contract has been changed so that L-COG appoints all STF Advisory Committee members from the rural areas (areas in Lane County located outside the LTD service area), and will make final decisions on STF fund allocations for the rural areas. The LTD Board of Directors will appoint STF representatives from the LTD service area, and make final funding decisions for areas within the LTD service area.

FARES AND SERVICE ISSUES

Prior to this year, LTD authorized L-COG to make fare and service decisions for Dial-a-Ride. The contract has been changed to shift that responsibility to LTD. Staff believe that this change is very important, because service and fares are key components in determining the cost and effectiveness of Dial-a-Ride.

ADA ELIGIBILITY & APPEAL PROCESS

As required by federal law, eligibility for ADA paratransit service has been established. Special Mobility Services (the Dial-a-Ride provider) and L-COG are in the process of

recertifying all 2,400 Dial-a-Ride customers. An appeals process, also mandated by federal law, has been established for ADA paratransit service eligibility. An appeal committee has been formed, is staffed by L-COG, and is comprised of LTD staff and four persons with disabilities who have prior experience on the STF Planning or Advisory Committees. Because LTD is legally responsible for providing paratransit service, contested appeals will ultimately go before the LTD Board of Directors rather than the L-COG Board of Directors. Staff expect few appeals to go beyond the Appeals Committee to the LTD Board of Directors. Approximately 20 percent of the Dial-a-Ride customers have completed the recertification process and there have been no eligibility appeals.

LTD staff believe that the changes to the LTD/L-COG contract will improve LTD's ability to comply with the ADA, and will position the District better to manage special transportation.

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: DISTRIBUTION OF FY 92-93 TRANSIT DEVELOPMENT PLAN

PREPARED BY: Joe Janda, MIS Administrator

ACTION REQUESTED: None. Document to be distributed at the meeting.

BACKGROUND: The Transit Development Plan (TDP) is a reference document containing a wide variety of information about the District. It is distributed to staff, the Board, and the Budget Committee, and an abridged version of the document is made available to the public upon request. The Transit Development Plan is prepared by the Management Information Services division, and is updated annually.

ATTACHMENT: None

PROPOSED MOTION: None

h:summary.jcj

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: LOW INCOME DISCOUNT TOKEN PROGRAM UPDATE

PREPARED BY: Angie Sifuentez, Marketing Representative

ACTION REQUESTED: None. Information only.

BACKGROUND: During Board discussion of the LTD Low Income Discount Token Program, the Board requested a follow-up activity report.

The Low Income Discount Program allows qualifying social service agencies to purchase reduced fare tokens and a maximum of 120 regular tokens at 50 percent of the cash fare. A monthly limit of 4,545 tokens may be sold to qualifying agencies by the LTD Customer Service Center. A total of 31 agencies applied and qualified for the program.

Eighteen of the 31 qualifying agencies have purchased discount tokens. A total of 2,960 regular tokens and 2,530 reduced fare tokens (a monthly average of 740 regular tokens and 633 reduced fare tokens) have been sold at a discount since June 1992. This sales rate is approximately 30 percent of the maximum allowed by the program.

The agencies are very pleased with the program, but would like it to include monthly and day passes. Staff will bring recommendations to the Board about the inclusion of passes to the program at a later date.

ATTACHMENT: None

PROPOSED MOTION: None

h:lowincom.aas

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: PAINTED BUS ADVERTISING PROPOSAL

PREPARED BY: Ed Bergeron, Marketing Administrator

ACTION REQUESTED: None - information only

BACKGROUND: In 1981, the LTD Board authorized staff to generate additional revenues for the District through the establishment of a transit advertising program. LTD buses currently carry up to four advertising posters each, under a contract with Obie Transit Advertising Company of Eugene. The program is expected to generate a minimum of \$116,000 in revenues for the District during the next twelve months.

An Obie client has proposed that the District allow one of its buses to be completely repainted with the client's advertising message. This advertising approach is quite common and popular with transit systems in other cities, but represents a new step for LTD. We are researching the issue and expect to make a decision within the next thirty days.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: SPECIAL SERVICES REPORT

PREPARED BY: Ronnel Curry, Marketing Representative

ACTION REQUESTED: None

BACKGROUND: As a result of Board discussion about special services requested by persons and agencies in the community, a list of requests (approved and denied) is included in the agenda packet each month.

SPECIAL SERVICES REPORT September-October 1992

<u>Date of Service</u>	<u>Requesting Agency (Number of Rides)</u>	<u>Denied/Granted</u>
1992 Season	University of Oregon (UO) Football Team	Denied
9/05-07/92	Filbert Festival (4,305 rides)	Approved
9/08-09/92	United Way Loaned Executive Tours (34 rides)	Approved
9/12/92	Battle of Batons (25 rides)	Approved
9/14/92	Cycle Oregon (110 rides)	Approved
9/25/92	UO International Students (83 rides)	Approved
9/26/92	UO International Students	Denied
10/01/92	Jefferson Middle School	Denied
10/23/92	Northwest Coalition on Harassment (Provided by School District 4J)	
Not available	Eugene Emergency Housing	Denied

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: BOARD MEMBER REPORTS

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None

BACKGROUND: Board members have been appointed to the Metropolitan Policy Committee (MPC) and the Citizen Advisory Committee on the Central Area Transportation Study (CATS). Board members also will present testimony at public hearings on specific issues, as the need arises. After meetings, public hearings, or other activities attended by individual Board members on behalf of LTD, time will be scheduled on the next Board meeting agenda for an oral report by the Board member. The following activities have occurred since the last Board meeting:

1. **MPC:** MPC meetings normally are held on the second Thursday of each month; however, this month's meeting will not be held until October 22, the day after the Board meeting. At the October 21 Board meeting, LTD's MPC representatives Jack Billings and Janet Calvert will be available to answer any general questions the Board may have.
2. **CATS:** The CATS Citizen Advisory Committee (CAC) has finished its regular meetings, and is waiting for City staff to prepare a report for the Committee.

ATTACHMENT: None

PROPOSED MOTION: None

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AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: MONTHLY FINANCIAL REPORT

PREPARED BY: Tamara Weaver, Finance Administrator

ACTION REQUESTED: None

BACKGROUND: September financial statements are for the General and Capital funds. Risk costs, insurance, and direct liability payments are now reflected in the General Fund, shown on the General Fund Income Statement in the division called "Risk and insurance." Payments made on risk liabilities are reflected in the General Fund Balance Sheet in the account called "Liability claims payable." A total of \$55,000 has been paid on a beginning balance of \$132,525.

First-quarter payroll tax collections exceeded budget by \$28,000. Though State-in-lieu of Payroll Tax collections were received after the month was closed, the payment exceeded prior year collections by \$8,000 and is \$15,000 greater than budget. At this time, it is believed that federal operating revenue may be \$100,000 under budget for this fiscal year. Congressional action on the USDOT Function 400 appropriations bill has yet to be signed into law. We expect final action within a few weeks.

All divisions are expected to be under or at budget at year-end. It is expected that the District's year-end financial position will be favorable in relationship to the budget.

ATTACHMENT: Attached are the following financial reports for the Board's review:

1. Comparative Balance Sheets
 - a. General Fund
 - b. Capital Fund
2. Income Statements
 - a. General Fund
 - b. Capital Fund

PROPOSED MOTION: None

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LANE TRANSIT DISTRICT
COMPARATIVE BALANCE SHEET
GENERAL FUND
SEPTEMBER 30, 1992

	CURRENT BALANCES	PREV YEAR BALANCES
ASSETS		
Cash & short term investments	\$2,256,708	\$2,229,185
Receivables	84,386	365,162
Inventory	417,070	417,070
Prepaid expenses	0	4,468
Deferred compensation	537,621	537,621
VRC lease	108,333	108,333
Total Assets	3,404,118	3,661,839
LIABILITIES		
Accounts payable	305,229	259,843
Payroll payable	379,583	245,503
Unearned income	30,047	52,352
Liability claims payable	77,525	132,525
Bid bonds/ other payables	8,297	8,166
CAL/sick accrual	693,011	693,011
Deferred compensation	537,621	537,621
Total Liabilities	2,031,312	1,929,021
FUND BALANCE		
Reserved for long term lease	108,333	108,333
Reserved for grant inventory	99,173	99,173
Unreserved fund balance	1,525,312	1,525,312
Beginning fund balance at 7/01/92	1,732,818	1,732,818
Change in fund balance	(360,012)	0
Total reserves and balances	1,372,806	1,732,818
Total Liabilities & Fund Balances	\$3,404,118	\$3,661,839

The general and risk funds are combined as of 07/01/92. Previous year balances combine both funds for comparative purposes.

LANE TRANSIT DISTRICT
COMPARATIVE BALANCE SHEET
CAPITAL FUND
SEPTEMBER 30, 1992

	CURRENT BALANCES	PREV YEAR BALANCES
ASSETS		
Cash & short term investments	\$2,732,857	\$2,932,563
Receivables	70,931	43,303
Deposits	0	0
Total Assets	<u>2,803,788</u>	<u>2,975,866</u>
LIABILITIES		
Accounts payable	34,266	58,208
Retainage payable	40,327	157,195
Total Liabilities	<u>74,593</u>	<u>215,403</u>
RESERVES & BALANCES		
Fund balance	2,760,463	2,760,463
Change in fund balance	(31,269)	0
Ending fund balance	<u>2,729,194</u>	<u>2,760,463</u>
Total Liabilities & Fund Balances	<u>\$2,803,788</u>	<u>\$2,975,866</u>

LANE TRANSIT DISTRICT
GENERAL FUND INCOME STATEMENT
SEPTEMBER 30, 1992

					Percent of year	25.00%
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	CURRENT MTH ACTUAL	BALANCE	YTD% BUDGET
REVENUES						
Passenger Fares	1,920,720	1,920,720	420,008	145,197	1,500,712	21.9%
Group Pass Payments	447,900	447,900	67,111	22,256	380,789	15.0%
Special Services	30,000	30,000	30,507	30,507	(507)	101.7%
Other Operating Income	114,100	114,100	27,102	(21,473)	86,998	23.8%
Miscellaneous Income	6,300	6,300	3,535	2,191	2,765	56.1%
Payroll Tax Revenue	8,479,480	8,479,480	2,118,070	36,786	6,361,410	25.0%
State In-Lieu-of-Tax	653,600	653,600	0	0	653,600	0.0%
Operating Grants	1,012,000	1,012,000	0	0	1,012,000	0.0%
Interest Income	197,900	197,900	62,506	21,877	135,394	31.6%
State Special Transp. Funds	899,400	899,400	114,922	114,922	784,478	12.8%
State STF - LTD Internal	12,500	12,500	0	0	12,500	0.0%
Total General Fund Revenues	13,773,900	13,773,900	2,843,761	352,263	10,930,139	20.6%
EXPENSES/TRANSFERS/RESERVES						
General administration	455,160	455,160	99,200	32,364	355,960	21.8%
Finance	260,290	260,290	68,268	25,361	192,022	26.2%
M. I. S.	170,040	170,040	34,585	11,596	135,455	20.3%
Personnel	128,250	128,250	22,422	8,075	105,828	17.5%
Safety & risk	91,750	91,750	19,063	6,169	72,687	20.8%
Planning	231,180	231,180	55,534	19,320	175,646	24.0%
Marketing	570,330	570,330	269,367	107,474	300,963	47.2%
Customer service	341,210	341,210	84,049	31,966	257,161	24.6%
Transportation	5,951,890	5,951,890	1,373,477	462,571	4,578,413	23.1%
Special transportation	1,206,000	1,206,000	188,447	114,922	1,017,553	15.6%
Maintenance	2,760,420	2,760,420	636,104	223,547	2,124,316	23.0%
Facility	371,979	371,979	73,796	28,111	298,183	19.8%
Risk and insurance	721,100	721,100	279,462	16,833	441,638	38.8%
Transfers	503,310	503,310	0	0	503,310	0.0%
Reserves	850,000	850,000	0	0	850,000	0.0%
Total General Fund Expenses	14,612,909	14,612,909	3,203,773	1,088,308	11,409,136	21.9%
Change to fund balance	(839,009)	(839,009)	(360,012)	(736,045)	(478,997)	42.9%
Beginning fund balance	1,200,217	1,200,217	1,732,819			
Ending fund balance	361,208	361,208	1,372,807			

LANE TRANSIT DISTRICT
CAPITAL FUND INCOME STATEMENT
For the period 7/01/92 to 9/30/92

			Percent of year	25.00%
MONTH: SEPTEMBER 1992	AMENDED BUDGET	Y-T-D ACTUAL	CURRENT MTH ACTUAL	%
REVENUES				
Miscellaneous income	0	0	0	0.0%
Grant income	3,865,720	134,044	65,442	3.5%
Other capital funding	20,000	0	0	0.0%
Proceeds from sale of assets	250,000	0	0	0.0%
Transfer from General Fund	503,310	0	0	0.0%
Total resources	4,639,030	134,044	65,442	2.9%
EXPENDITURES				
FEDERAL GRANT PAID CAPITAL				
Office furniture & equipment	7,850	2,684	600	34.2%
Computer software	51,150	1,632	1,274	3.2%
Computer hardware	56,435	27,822	22,254	49.3%
Maintenance equipment	34,250	9,381	9,381	27.4%
Passenger boarding improvements	4,216,200	49,008	21,926	1.2%
Facility improvements	6,430	3,042	1,331	47.3%
Bus purchases	0	0	0	0.0%
Bus related equipment	193,200	56,531	17,273	29.3%
Service vehicles	33,800	0	0	0.0%
Budgeted for capital contingency	50,000	0	0	0.0%
Total federal capital purchases	4,649,315	150,101	74,039	3.2%
STATE FUNDED CAPITAL				
Passenger boarding improvements	225,000	15,211	10,437	6.8%
Total grant purchases	4,874,315	165,312	84,476	3.4%
LOCALLY FUNDED CAPITAL				
Developer paid shelters	20,000	0	0	0.0%
Facility at 8th & Garfield	150,000	0	0	0.0%
Bus related equipment	0	0	0	0.0%
	170,000	0	0	0.0%
Total expenditures	5,044,315	165,312	84,476	3.3%
Change in Fund Balance	(405,285)	(31,269)	(19,034)	7.7%
Beginning Fund Balance	2,817,306	2,760,463		
Ending Fund Balance	2,412,021	2,729,194		

AGENDA ITEM SUMMARY

DATE OF MEETING: October 21, 1992

ITEM TITLE: ITEMS FOR ACTION/INFORMATION AT A FUTURE MEETING

PREPARED BY: Jo Sullivan, Executive Secretary

ACTION REQUESTED: None at this time

BACKGROUND: The action or information items listed below will be included on the agenda for future Board meetings:

- A. **Board Strategic Planning Work Session:** The Board's annual strategic planning work session has been scheduled for November 13-15. Jo Sullivan will be contacting Board members to make final arrangements for the work session.
- B. **Ordinance Setting FY 93-94 Payroll Tax Rate:** The first reading of an ordinance setting the payroll tax rate for FY 93-94 will be held at the November 18 Board meeting. The second reading and adoption of the ordinance will be scheduled for the December 16 meeting.
- C. **Year-end Performance Report:** A brief presentation of the year-end performance report for Fiscal Year 1991-92 will be scheduled for the November Board meeting.
- D. **Section 3 Capital Grant Application:** At the November meeting, the Board will be asked to approve the District's application for federal Section 3 capital funds.
- E. **Final Site Selection for Eugene Transit Station:** A final decision regarding the location of the District's new transit station in downtown Eugene is scheduled for the January 1993 Board meeting, following completion of the Environmental Assessment and Conditional Use Permit processes.
- F. **Shuttle Study Review/Recommendation:** Review of the Shuttle Study results and a staff recommendation will be scheduled for a future Board meeting.