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Public notice was given to *The Register-Guard* for publication on February 16, 1996.

## LANE TRANSIT DISTRICT REGULAR BOARD MEETING

February 21, 1996  
7:30 p.m.

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

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**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 (TTY, for persons with hearing impairments).**

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** EMPLOYEE OF THE MONTH

**PREPARED BY:** Jo Sullivan, Executive Secretary

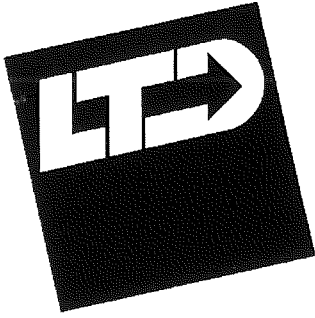
**ACTION REQUESTED:** None

**BACKGROUND:** **March 1996 Employee of the Month:** Customer Service Representative Chris Marquez has been selected as the March 1996 Employee of the month. She has been an LTD employee since August 17, 1992. She is currently serving on the Service Advisory Committee, and previously was selected Employee of the Month for January 1994. She was nominated by a customer who said that Chris takes care of business with competence, is delightfully equipped to handle anything that comes her way, and is prodigiously fun, too. Chris' co-workers describe her as a helpful person who is cooperative and willing to pitch in when needed. She has excellent knowledge of LTD's bus system and conveys information to her customers well. She is good at handling all sorts of customer situations well, and her customers appreciate her professionalism and attention to detail.

When asked what makes Chris a good employee, Service Planning and Marketing Manager Andy Vobora said, "Chris has been a model employee for the District. She is adept at learning new skills and applying them quickly. She is respected by her co-workers for being consistent and being able to handle tough situations. In addition to her regular sales and information duties, Chris handles the District's contract pass sales program and the production of the Customer Service Representative route information books. Chris' smile lights up the CSC lobby and the lives of LTD's customers."

**AWARD:** Chris will attend the meeting to be introduced to the Board and receive her award.

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# Annual Route Review

## 1996

Lane Transit District, P. O. Box 7070, Eugene, Oregon 97401

# Annual Route Review 1996

## **Summary of Changes**

## 1996 Annual Route Review Summary of Changes

### Service Deletions

Item #	Description	Annual Hours	Net Annual Cost	Annual Ridership	Deleted Ser. Productivity*	Percent Decrease	Percent Decrease	peak-hour bus chg.
1	Eliminate route #15	(2,064)	(\$71,200)	(20,800)	10	-0.74%	-0.74%	-1am &-1pm
2	Delete 7:13 a.m. trip of #26C	(151)	(\$4,800)	(800)	14	-0.05%	-0.79%	-1am
3	Eliminate route #53C	(1,535)	(\$53,000)	(23,000)	15	-0.55%	-1.34%	-1am &-1pm
4	Run #60 once per hour vs. current two times per hour	(1,376)	(\$47,500)	(21,500)	15	-0.49%	-1.84%	-1am &-1pm
5	Run #61 once per hour vs. current two times per hour	(1,376)	(\$47,500)	(24,000)	17	-0.49%	-2.33%	-1am &-1pm
6	Eliminate 7:30 a.m. trip of #63	(65)	(\$2,200)	(700)	11	-0.02%	-2.35%	None
7	Eliminate route #65	(2,322)	(\$80,100)	(49,200)	21	-0.83%	-3.18%	-1pm
8	Delete 6:46 a.m. trip of #68C	(172)	(\$5,900)	(2,100)	8	-0.06%	-3.25%	None
9	Eliminate route #71	(774)	(\$26,700)	(7,700)	18	-0.28%	-3.52%	-1am &-1pm
<b>Weekends</b>								
10	Run #2 only once per hour on Sat. vs. current twice/hr.	(121)	(\$4,200)	(1,500)	37	-0.04%	-3.57%	-1(SA)
11	Eliminate #64 on Sundays except for holiday span	(297)	(\$10,200)	(7,400)	25	-0.11%	-3.67%	-1(SU)

\* measured in rides / hour

### Service Fixes

Item #	Description	Annual Hours	Net Annual Cost	Annual Ridership		Percent Increase	Cumulative % Increase	peak-hour bus chg.
12	Change #1 departure times to different pulses	0	\$0	N/A		0.00%	0.00%	None
13	Change #2 pulse to 10/40 on 3:40 p.m. - 5:10 p.m. trips	0	\$0	N/A		0.00%	0.00%	None
14	Expand #11 peak-hour timepoints to Noon - 1:50 p.m. trips	344	\$11,900	N/A		0.12%	0.12%	None**
15	Use pk-hr timepoints on #12/#85 on 11:00 am - 5:30 pm trips	602	\$20,800	N/A		0.22%	0.34%	None**
16	Shorten outbound routing of #13	0	\$0	(2,500)		0.00%	0.34%	None
17	Reduce number of trips doing #13 Centennial Lp. variation	0	\$0	(1,200)		0.00%	0.34%	None
18	Expand #18/#19 pk-hr timepoints to 12:10 pm - 1:40 pm trips	172	\$5,900	N/A		0.06%	0.40%	None**
19	Eliminate routing on #18S around Kmart & Springfield Mall	0	\$0	(1,500)		0.00%	0.40%	None
20	Use pk-hr timepoints on #27 from 2:20 pm - 5:20 pm trips	258	\$8,100	N/A		0.09%	0.49%	None**
21	Use pk-hr timepoints on #28 from 2:10 pm - 5:40 pm trips	311	\$10,700	N/A		0.11%	0.60%	None**
22	Extend #40 service on Elmira Rd from Berntzen to Bertelsen	0	\$0	N/A		0.00%	0.60%	None
23	Use pk-hr timepoints on #40 from 3:00 pm - 5:30 pm trips	258	\$8,900	N/A		0.09%	0.70%	None**
24	Use pk-hr timepoints on #41 from 3:00 pm - 5:30 pm trips	258	\$8,900	N/A		0.09%	0.79%	None**
25	Use pk-hr TP's on #50 on 7:50 am & from 2:50 pm - 4:50 pm	172	\$5,900	N/A		0.06%	0.85%	None**
26	Use pk-hr timepoints on #60 from 2:00 pm - 5:00 pm trips	172	\$5,900	N/A		0.06%	0.91%	None**
27	Add pk-hr timepoints on #61 from 1:40 pm - 3:40 pm trips	129	\$4,500	N/A		0.05%	0.96%	None**
28	Run #63 on Country Club Rd. vs. current Delta routing	0	\$0	1,000		0.00%	0.96%	None
29	Use pk-hr timepoints on #66 from 3:10 pm - 5:10 pm trips	215	\$7,400	N/A		0.08%	1.04%	None**
30	Run #67 route behind Sheldon Plaza	0	\$0	2,500		0.00%	1.04%	None
31	Use extension of 5 #68C trips to do Chad Dr. & cover #66 IB	581	\$20,100	10,300		0.21%	1.24%	+ 1 p.m.
32	On #93, provide more direct routing for majority of customers	0	\$0	2,600		0.00%	1.24%	None
33	Contingency for trippers	835	\$28,800	16,700		0.30%	1.54%	None
34	Contingency to cover addition of peak-hour timepoints	400	\$13,800	N/A		0.14%	1.69%	+ ??? p.m.**
35	Add two minutes to "Garage--> Eug. Sta. deadheads in p.m.	120	\$4,100	N/A		0.04%	1.73%	None
<b>Weekends</b>								
36	Run #81 through UO South Station on Saturdays	0	\$0	100		0.00%	1.73%	None

\*\* pk-hr TP will increase bus needs by undetermined #

LTD Board Of Directors  
Regular Meeting  
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# 1996 Annual Route Review

## Summary of Changes

### Service Additions

TBD = To Be Determined

Item #	Description	Annual Hours	Net Annual Cost	Annual Ridership	Predicted Productivity	Percent Increase	Cumulative % Increase	Cost per Trip	Item Specific Mktg. Costs	peak-hour bus chg.
37	New #16 route in Springfield replacing the deleted #15 route	1,780	\$61,400	34,000	19	0.64%	0.64%	\$2.40		+1am & 1pm
38	Create new routes to replace routes #31, #32, #44 and #45	1,126	\$38,800	33,800	30	0.40%	1.04%	\$1.53		+1am & 1pm
39	Create new route #36 to provide two-way service along W. 18th	2,408	\$83,100	68,600	29	0.86%	1.90%	\$1.61		+1am & 1pm
40	Add five peak-hour trips to the #51 route	1,225	\$42,300	24,100	32	0.44%	2.34%	\$2.33		+1am & 1pm
41	Add a new 60-minute route (#62), which replaces the #65	2,946	\$101,700	70,700	24	1.06%	3.40%	\$1.91		+1am & 1pm
42	Run new, #64 wkdy. service to fill in major-pulse connections	1,032	\$35,600	25,000	24	0.37%	3.77%	\$1.89		+1 p.m.
43	Contingency for Hyundai trippers	540	\$18,600	TBD	TBD	0.19%	3.96%	TBD		TBD
<b>Weekends</b>										<b>Weekends</b>
44	Expand #9/#10 to become 60-minute routes on Saturdays	121	\$4,200	3,000	25	0.04%	4.01%	\$1.86		None
45	Change #9/#10 to become full, 60-min. routes on Sundays	312	\$10,800	7,000	22	0.11%	4.12%	\$2.05		+ 1 (SU)
46	Extend last two trips of #61 (5:30 & 6:30 pm) back to Eug. Sta.	34	\$1,200	500	10	0.01%	4.13%	\$3.19		None
47	Add Saturday service on #78 route.	266	\$9,200	6,700	25	0.10%	4.22%	\$1.83		+1 (SA)

	<b>Annual Hours</b>	<b>Net Annual Cost</b>	<b>Annual Ridership</b>	<b>Percent Increase</b>	<b>Marketing Costs *</b>
<b>TOTALS FOR ALL PROPOSED ITEMS</b>	6,364	\$219,300	142,700	2.28%	* one-time marketing costs for specific service items



Annual  
Route  
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**Service Items Not  
Recommended for Implementation**

## 1996 ANNUAL ROUTE REVIEW

### *List of Items Considered But Not Recommended for Next Year*

#### **EAST SECTOR**

<i>3X Express:</i>	Add 6:08 p.m. and 6:38 p.m. departures.
<i>9/10 Gateway/VRC:</i>	Add earlier and later service.
<i>11 Thurston:</i>	Add another Saturday departure leaving between 12:00 p.m. and 6:00 p.m.
<i>12 Gateway:</i>	Add Gateway Loop off of Gateway Street to route. Add tripper-helper buses between 10:00 a.m. and 7:00 p.m.
<i>13 Centennial:</i>	Eliminate service variation to Centennial Loop entirely. Provide service every half-hour on Sundays.
<i>19 Mohawk/Q:</i>	Take bus off of Rambling Street.
<i>28 Hilyard:</i>	Provide Saturday service.
<i>79 UO/Gateway:</i>	Add 5:37 p.m., 6:12 p.m., and 6:37 p.m. departures from UO.
<i>91 McKenzie Br:</i>	Provide service every half-hour as far as Walterville. Provide route variation through Greenwood Drive. Add a late trip (9:00 or 10:00 p.m.).
<i>92 Lowell/LCC:</i>	Use Old Seavey Loop between EPUD and Franklin Blvd. Provide Saturday and Sunday service.
<i>96 Coburg:</i>	Provide Saturday and Sunday service.

#### **Miscellaneous Service Requests**

- ◆ Run Christmas Day service (Sunday service level).
- ◆ Run Thanksgiving Day service (Sunday service level).
- ◆ Change some p.m. major pulses to :10 after the hour versus current :00.
- ◆ Delete New Year's Day service.
- ◆ Provide service to N. Game Farm Road between Gateway Street and Coburg Road.
- ◆ Provide service to 42nd & Jasper Road area.
- ◆ Provide service to Mohawk Valley as far as Marcola.
- ◆ Provide service to Mt. Vernon area in southeast Springfield.

## **WEST SECTOR**

- 30 Bertelsen:* Add earlier service on Saturdays.
- 31 West 11th:* Run this route on Saturdays.  
Extend last trip leaving Eugene Station at 5:50 p.m. to a full round trip.  
Add more trip variations to Molecular Probes.
- 32 West Industrial:* Add a 10:00 a.m. and a 1:00 p.m. trip.
- 33 Jefferson:* Run this route later on weekdays.  
Switch this bus to the major pulse in order to make transfers to more routes.
- 34 UO/ Bailey Hill:* Run this route more frequently on weekdays.  
Run this route on Saturdays and Sundays.
- 40 Royal/  
41 Barger:* Run these routes on Terry between Barger and Royal.  
Create a route on N. Terry, north of Barger.  
Create route variation to serve Lakewood Trailer Park off of Hwy. 99.  
Extend outbound routing of 41 from Fairfield to Jacobs, then connect with Hwy. 99.
- 52 Irving:* Add service to Irvington and Prairie Roads.  
Add service to western portion of Irving Road, near new developments.
- 93 Veneta:* Add a later trip or two; 7:30 p.m., 9:30 p.m. and/or 10:30 p.m.  
Add a shortened inbound trip from Veneta to Eugene, arrive at Eugene Station at 7:55 a.m.  
Add an earlier (5:45 a.m.) trip from Fern Ridge area.  
Add Sunday service.

### **Miscellaneous Service Requests**

- ◆ Provide later service on Sundays.

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Annual  
Route  
Review  
1996

**PROPOSED SERVICE**  
*Deletions*  
*Adjustments*  
*Additions*

## Proposed Service Deletions

**Item #1--**      ***15 Q Street/Yolanda: Eliminate route.***

**Description:**      Under this proposal, the *15 Q Street/Yolanda* route would be deleted in its entirety.

**Justification:**      The *15* route continues to be unproductive. For Fall 1995 service, it averaged 10 rides per hour versus the productivity standard of 23.6 rides per hour. The route was implemented in the Fall of 1994, and has not established itself as a viable performer.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 2,064
	Annual Service Cost Savings --	\$71,200
	Estimated Annual Ridership --	- 20,800
	Productivity of Deleted Service --	10 rides per hour
	Change in Number of Peak Buses --	- 1 a.m. and -1 p.m.
	Percentage of Service Decrease --	- 0.74%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #2--**            ***26C Willamette: Delete 07:13 trip.***

**Description:**        Delete first morning trip: 07:13 (arrives at Eugene Station at 7:35 p.m.).

**Justification:**        The trip slated for deletion is averaging seven boardings (14 productivity). The trip running after this one has been moved three minutes earlier, and now continues on to Eugene Station for a 7:45 a.m. arrival, so customers have a fairly good alternative.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 151
	Annual Service Cost Savings --	\$4,800
	Estimated Annual Ridership --	- 800
	Productivity of Deleted Service --	14 rides per hour
	Change in Number of Peak Buses --	- 1 a.m.
	Percentage of Service Decrease --	- 0.05%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #3--**            ***Eliminate 53C Hunsaker route.***

**Description:**        Eliminate route *53C Hunsaker*, which operates on the River Road and 8th Avenue corridors during weekday peak hours.

**Justification:**        This route was established in September 1994. It has never met the urban productivity standard; productivity has hovered between 12 and 18 trips per hour. Ridership along Hunsaker and Division Avenues has been particularly substandard. Two morning trips have been productive, but service along some of the route on these trips would be replaced by the increased frequency proposed for route *51 Santa Clara*.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 1,535
	Annual Service Cost Savings --	\$53,000
	Estimated Annual Ridership --	- 23,000
	Productivity of Deleted Service --	15 rides per hour
	Change in Number of Peak Buses --	- 1 a.m. and -1 p.m.
	Percentage of Service Decrease --	- 0.55%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #4--**      ***60 VRC/Oakway: Operate route once per hour versus current two times per hour. Some peak trips will be maintained.***

**Description:**      This proposal recommends reducing the *60 VRC/Oakway* route to one departure per hour from the Eugene Station. The route currently runs twice per hour. This item includes maintaining four peak trips (06:30 a.m., 07:30 a.m., 08:30 a.m., and 5:30 p.m.) during the commuting hours.

**Justification:**      While this route is just above the ridership standard, the bulk of use is on the Country Club Rd./VRC segment. Currently, the *60* route, when combined with route *61 Oakway/VRC*, provides four buses per hour through the Norkenzie, Brewer, and Gilham loop. This segment of the *60* route averages only two boardings per trip throughout a typical weekday.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 1,376
	Annual Service Cost Savings --	\$47,500
	Estimated Annual Ridership --	- 21,500
	Productivity of Deleted Service --	15 rides per hour
	Change in Number of Peak Buses --	- 1 a.m. and - 1 p.m.
	Percentage of Service Decrease --	- 0.49%
	Service Communication Cost --	



## Proposed Service Deletions

**Item #5--**            ***61 Oakway/VRC: Run route one time per hour versus current two times per hour. Keep some peak trips.***

**Description:**        This proposal recommends reducing the *61 Oakway/VRC* route to one departure per hour from the Eugene Station. This route currently runs twice per hour. This item includes maintaining three peak trips (07:20 a.m., 08:20 a.m., and 5:10 p.m.) during the commuting hours.

**Justification:**        While this route is not much above the ridership standard, the bulk of use is on the VRC/Country Club Rd. segment. Currently, the *61* route, when combined with route *60 VRC/Oakway*, provides four buses per hour through the Norkenzie, Brewer, and Gilham loop. This segment of the *61* route averages less than two boardings per trip throughout a typical weekday.

### **Service Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 1,376
	Annual Service Cost Savings --	\$47,500
	Estimated Annual Ridership --	- 24,000
	Productivity of Deleted Service --	17 rides per hour
	Change in Number of Peak Buses --	- 1 a.m. and -1 p.m.
	Percentage of Service Decrease --	- 0.49%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #6--**            ***63 VRC/Delta: Eliminate the 07:30 trip to Marist High School and Lane County Public Works.***

**Description:**        The 7:30 a.m. trip serving both Marist High School and Lane County Public Works would be eliminated. Service to Marist in the morning will still be available via a deviation of the 7:20 trip of the new *62 VRC/?* route (if that item is approved).

**Justification:**        Because of scheduling changes to the *63 VRC/Delta route*, this trip is no longer possible to cover without the use of an extra peak-hour bus.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	-65
	Annual Service Cost Savings --	\$2,200
	Estimated Annual Ridership --	700
	Productivity of Deleted Service --	11 rides per hour
	Change in Number of Peak Buses --	No change*
	Percentage of Service Decrease --	- 0.02%
	Service Communication Cost --	

\* If not deleted, another a.m. peak bus would be needed.

## Proposed Service Deletions

**Item #7--**            **65 VRC/River Road: Eliminate route.**

**Description:**        Eliminate route.

**Justification:**        The 65 VRC/River Road route averaged a weekday productivity of 21 rides per hour in Fall 1995 service. While this is not far below the weekday productivity standard of 24 rides per hour, the majority of the ridership is on the VRC/Kmart portion of the route. The segment between Kmart and River Road Station averaged only three boardings per trip. (With a travel time of 22 minutes, this segment produced eight rides per hour). *Note: If the proposal for a new 62 route is adopted, the most productive part of the 65 route will still be covered.*

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 2,322
	Annual Service Cost Savings --	\$80,100
	Estimated Annual Ridership --	- 49,200
	Productivity of Deleted Service --	21 rides per hour
	Change in Number of Peak Buses --	- 1 p.m.
	Percentage of Service Decrease --	- 0.83%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #8--**            ***68C Willakenzie: Delete first trip (06:46 a.m.).***

**Description:**        Eliminate the first trip of the *68C Willakenzie*, which starts at 06:46 a.m. and arrives at the Eugene Station at 07:05 a.m.

**Justification:**        The *68C* is a marginally-performing route. Its overall weekday productivity is 19 rides per hour versus the 23.6 standard. The route has been recommended to be maintained for several reasons. However, this first trip is averaging only 8 rides per hour productivity and is slated for deletion.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 172
	Annual Service Cost Savings --	\$5,900
	Estimated Annual Ridership --	2,100
	Productivity of Deleted Service --	8 rides per hour
	Change in Number of Peak Buses --	None
	Percentage of Service Decrease --	- 0.06%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #9--**            **71 24th/Agate: Eliminate route.**

**Description:**        Delete route in its entirety.

**Justification:**        This route continues to fail to meet productivity standards, averaging 18 rides per hour on weekdays versus the standard of 23.6. This represents an average of five boardings per trip throughout a typical weekday. Elimination of the route allows us to save both a morning and afternoon peak-hour bus.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	- 774
	Annual Service Cost Savings --	\$26,700
	Estimated Annual Ridership --	- 7,700
	Productivity of Deleted Service --	18 rides per hour
	Change in Number of Peak Buses --	- 1 a.m. and - 1 p.m.
	Percentage of Service Decrease --	- 0.28%
	Service Communication Cost --	

## Proposed Service Deletions

**Item #10--**      ***2 UO (Saturday): Run only once per hour on Saturdays versus current two trips per hour.***

**Description:**      This item proposes the elimination of one departure per hour on Saturdays, resulting in once-per-hour service instead of the current twice-an-hour service.

**Justification:**      This change allows the route adjustments proposed for the *9 VRC/Gateway* and *10 Gateway/VRC* routes to occur without requiring extra buses. The UO is still served by four pulses per hour on Saturdays, while both departure and arrival lost are on minor pulses.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	-121
	Annual Service Cost Savings --	\$4,200
	Estimated Annual Ridership --	- 1,500 ##
	Productivity of Deleted Service --	37 rides per hour
	Change in Number of Peak Buses --	None
	Percentage of Service Decrease --	- 0.04%
	Service Communication Cost --	

## Riders lost assumes customers will use other available service.

## Proposed Service Deletions

**Item #11--**      ***64 VRC (Sunday): Eliminate route on Sunday, except run one trip per hour during the holiday season.***

**Description:**      This proposal eliminates the 64 VRC route on Sundays except for one tripper per hour to be run on Sundays during the holiday season.

**Justification:**      This route is no longer needed on Sundays, except limited trippers during the holiday season (if the proposal for adding service to the 9 VRC/Gateway and 10 Gateway/VRC routes is adopted).

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	-297
	Annual Service Cost Savings --	\$10,200
	Estimated Annual Ridership --	- 7,400
	Productivity of Deleted Service --	25 rides per hour
	Change in Number of Peak Buses --	- 1 Sunday p.m.
	Percentage of Service Decrease --	- 0.10%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #12--**      ***1 Market District: Change departures to different pulses.***

**Description:**      Change departures so that route does not duplicate inbound 66 VRC/Coburg Rd. times as they both travel to Eugene Station from 3rd Avenue and Pearl Street area.

**Justification:**      This would provide more time-of-travel choices to those needing service from the senior housing sites and the 5th St. Market area.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 0
	Annual Service Cost --	None
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	



## Proposed Service Fixes

**Item #13--**      ***2 UO: Change pulse to :10 and :40 after the hour on 3:40 p.m.-5:10 p.m. trips.***

**Description:**      The 3:40 p.m. through 5:10 p.m. trips would depart the Eugene Station at :10 and :40 after the hour instead of :00 and :30.

**Justification:**      Through this change, the 2 UO route will cover major pulse departures from UO Station, which are otherwise skipped during the peak-hour timepoint span of routes 23 Fox Hollow and 28 Hilyard.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+0
	Annual Service Cost --	None
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	

## **OPERATING COSTS**

Preliminary figures for the month of February indicate that operator wage costs appear to be stabilizing somewhat. This reduction in costs is attributed to the addition of six new operators who completed their training in mid-January, as well as implementation of our efficient service change bid on February 4. Operations and Finance staff will continue to closely monitor operator wage costs, and methods to further reduce these costs will be pursued whenever possible.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** JANUARY 1996 FINANCIAL STATEMENTS

**PREPARED BY:** Tamara D. Weaver, Finance Manager

**ACTION REQUESTED:** None

**BACKGROUND:** There are no major exceptions to the budget to report, with 58 percent of the year reported in the attached statements. Operating income performance is very strong, with a 15 percent increase over the same period last fiscal year. This is primarily due to excellent increases in rides and the increases adopted to the fare structure. Due to the timing of collection, little is known at this time on the fiscal performance of the District's taxes. The March financial statements will include 75 percent of payroll tax and the May financial statements will include most of the self-employment taxes.

The last two payrolls have shown improvements in labor costs on operator wages. Exceptionally high numbers of paid and unpaid absences have forced exceptionally high overtime wages. Though the high absences continue, the absorption of six new operators into the Transit Operations department has given some immediate relief to the overtime costs in the last two pay periods (including a pay period that will be reflected in next month's financial statements). It is now expected that the operators' wages will be within budget by year-end. From the attached "Operating Financial Report" you will see that total personnel costs have increased 6.9 percent over the prior year, with a 4 percent increase in administration wages and a 7.9 percent increase in operator wages over the same period last fiscal year. Materials and Services costs have a minor increase of .2 percent over the prior year, with grand total costs up 5 percent.

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

1. Analysis report - comparison to prior year
2. Comparative Balance Sheets
  - a. General Fund
  - b. Special Transportation Fund
  - c. Capital Fund

3. Income Statements
  - a. General Fund
  - b. Special Transportation Fund
  - c. Capital Fund

**PROPOSED MOTION:** None

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**LANE TRANSIT DISTRICT  
OPERATING FINANCIAL REPORT  
FOR THE FISCAL PERIOD ENDING 1/31/96 WITH COMPARISONS TO PRIOR YEAR-TO-DATE**

	Prior YTD 94-95	Current year - 95-96			
		Annual Budget	YTD Actual	% budget	% over last year
<b>REVENUE</b>					
Passenger fares	\$ 1,222,928	\$2,273,320	\$ 1,383,848	60.9%	13.2%
Group pass	306,087	543,020	325,507	59.9%	6.3%
Special service	58,797	65,000	59,988	92.3%	2.0%
Advertising	88,709	194,510	143,113	73.6%	61.3%
Miscellaneous	33,195	5,650	50,921	901.3%	53.4%
<b>Total operating</b>	<b>1,709,716</b>	<b>3,081,500</b>	<b>1,963,377</b>	<b>63.7%</b>	<b>14.8%</b>
Payroll tax	5,803,255	11,510,110	6,600,340	57.3%	13.7%
Self-employment tax	-	749,380	-		
FTA operating grnt	483,907	139,200	57,085	41.0%	-
State-in-lieu	383,699	854,570	395,991	46.3%	3.2%
<b>Total</b>	<b>6,670,861</b>	<b>13,253,260</b>	<b>7,053,416</b>	<b>53.2%</b>	<b>5.7%</b>
Interest income	216,458	495,480	364,453	73.6%	68.4%
Sale of assets	293,152	-	-	-	-
<b>Total revenue</b>	<b>8,890,187</b>	<b>16,830,240</b>	<b>9,381,246</b>	<b>55.7%</b>	<b>5.5%</b>
<b>EXPENSES</b>					
<b>Personnel Costs</b>					
Admin. wages	1,234,908	2,465,440	1,323,714	53.7%	7.2%
Admin. fringe	328,018	578,710	301,510	52.1%	-8.1%
<b>Total</b>	<b>1,562,926</b>	<b>3,044,150</b>	<b>1,625,224</b>	<b>53.4%</b>	<b>4.0%</b>
Contract as admin	-	41,000	42,674	104.1%	-
Contract wages	3,363,926	6,240,620	3,625,882	58.1%	7.8%
Contract fringe	950,433	1,782,030	987,937	55.4%	3.9%
<b>Total</b>	<b>4,314,359</b>	<b>8,063,650</b>	<b>4,656,493</b>	<b>57.7%</b>	<b>7.9%</b>
<b>Total personnel</b>	<b>5,877,285</b>	<b>11,107,800</b>	<b>6,281,717</b>	<b>56.6%</b>	<b>6.9%</b>
<b>Materials &amp; Services</b>					
Administration	100,853	268,500	80,725	30.1%	-20.0%
Finance	21,939	32,280	24,617	76.3%	12.2%
M.I.S.	28,993	65,800	24,784	37.7%	-14.5%
Human Resources	58,090	159,600	55,354	34.7%	-4.7%
Planning	28,253	42,250	6,453	15.3%	-77.2%
TDM	3,395	29,500	9,844	33.4%	-
Marketing	384,371	558,550	375,473	67.2%	-2.3%
Customer Service	45,312	88,370	44,148	50.0%	-2.6%
Transportation	43,512	195,610	76,023	38.9%	74.7%
Maintenance	750,055	1,472,870	731,803	49.7%	-2.4%
Facility	171,347	374,530	166,960	44.6%	-2.6%
Risk/insurance	452,118	599,900	471,532	78.6%	4.3%
Transer - STF	239,167	480,900	264,192	54.9%	10.5%
<b>Total M &amp; S</b>	<b>2,327,405</b>	<b>4,368,660</b>	<b>2,331,908</b>	<b>53.4%</b>	<b>0.2%</b>
<b>Total all expenses</b>	<b>8,204,690</b>	<b>15,476,460</b>	<b>8,613,625</b>	<b>55.7%</b>	<b>5.0%</b>
<b>Rev. minus exp.</b>	<b>685,497</b>	<b>1,353,780</b>	<b>767,621</b>		<b>12.0%</b>
<b>To capital</b>	<b>-</b>	<b>(1,621,540)</b>	<b>-</b>		<b>-</b>
<b>Net to fund</b>	<b>685,497</b>	<b>(267,760)</b>	<b>767,621</b>		<b>12.0%</b>

LANE TRANSIT DISTRICT  
COMPARATIVE BALANCE SHEET  
GENERAL FUND  
January 31, 1996

	CURRENT BALANCES	BALANCE 6/30/95
<b>ASSETS</b>		
Cash & short term investments	\$6,214,281.85	\$3,433,300.86
Receivables	421,778.29	1,327,364.64
Inventory	552,530.94	516,758.41
Prepaid expenses	0.00	94,309.48
Treasury Bill	0.00	975,180.00
Certificate of deposit	100,000.00	100,000.00
Deferred compensation	1,430,433.35	1,215,875.61
VRC lease	95,833.00	95,833.00
Property, plant and equipment	<u>24,835,035.32</u>	<u>24,835,035.32</u>
Total Assets	<u><u>\$33,649,892.75</u></u>	<u><u>\$32,593,657.32</u></u>
<b>LIABILITIES</b>		
Accounts payable	\$147,337.36	\$288,783.20
Payroll payable	477,422.35	347,762.33
Unearned income	150,821.02	66,415.14
Liability claims/other payable	114,432.74	112,996.17
CAL/sick accrual	940,460.66	940,460.66
Deferred compensation	<u>1,430,433.35</u>	<u>1,215,875.61</u>
Total Liabilities	<u><u>3,260,907.48</u></u>	<u><u>2,972,293.11</u></u>
<b>FUND BALANCE</b>		
Reserved for long term lease	95,833.00	95,833.00
Property, plant and equipment	<u>24,835,035.32</u>	<u>24,835,035.32</u>
Fund Balance restricted to assets	<u>24,930,868.32</u>	<u>24,930,868.32</u>
Fund balance 6/30/95	4,690,495.89	4,690,495.89
Change in fund balance	<u>767,621.06</u>	<u>                    </u>
Ending fund balance	<u>5,458,116.95</u>	<u>4,690,495.89</u>
Total reserves and fund balances	<u><u>30,388,985.27</u></u>	<u><u>29,621,364.21</u></u>
Total Liabilities & Fund Balances	<u><u>\$33,649,892.75</u></u>	<u><u>32,593,657.32</u></u>

LANE TRANSIT DISTRICT  
 COMPARATIVE BALANCE SHEET  
 SPECIAL TRANSPORTATION FUND  
 January 31, 1996

	CURRENT BALANCES	BALANCE 6/30/95
ASSETS		
Cash & short term investments	(\$75,483.34)	\$3,867.00
Receivables	0.00	0.00
Prepaid expenses	<u>75,483.34</u>	<u>0.00</u>
Total Assets	<u><u>0.00</u></u>	<u><u>3,867.00</u></u>
LIABILITIES		
Accounts payable	<u>0.00</u>	<u>3,867.00</u>
Total Liabilities	<u><u>0.00</u></u>	<u><u>3,867.00</u></u>
RESERVES & BALANCES		
Fund balance	0.00	0.00
Change in fund balance	<u>0.00</u>	<u>0.00</u>
Ending fund balance	<u>0.00</u>	<u>0.00</u>
Total Liabilities & Fund Balances	<u><u>\$0.00</u></u>	<u><u>3,867.00</u></u>

LANE TRANSIT DISTRICT  
 COMPARATIVE BALANCE SHEET  
 CAPITAL FUND  
 January 31, 1996

	CURRENT BALANCES	BALANCE 6/30/95
<b>ASSETS</b>		
Cash & short term investments	\$4,602,956.20	\$4,720,261.03
Receivables	88,899.00	254,896.00
Prepaid	0.00	0.00
Deposits	0.00	10,000.00
Total Assets	<u>4,691,855.20</u>	<u>4,985,157.03</u>
<b>LIABILITIES</b>		
Accounts payable	14,754.81	168,565.50
Retainage payable	0.00	0.00
Total Liabilities	<u>14,754.81</u>	<u>168,565.50</u>
<b>RESERVES &amp; BALANCES</b>		
Fund balance	4,816,591.53	4,816,591.53
Change in fund balance	<u>(139,491.14)</u>	<u></u>
Ending fund balance	<u>4,677,100.39</u>	<u>4,816,591.53</u>
Total Liabilities & Fund Balances	<u>\$4,691,855.20</u>	<u>\$4,985,157.03</u>



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**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. **Appointments to Board Committees:** At the March 20, 1996, meeting, Board President Pat Hocken will appoint Board members to District and community committees for the coming year.
- B. **Selection of Paratransit Provider:** The Board will be asked to approve the selection of the *RideSource* paratransit provider at the March 20, 1996, Board meeting.
- C. **Family Leave Policy:** A revision to the District's Family Leave Policy will be brought to the Board for approval at the March 20, 1996, meeting.
- D. **Service Changes for Fiscal Year 1996-97:** A second public hearing and Board approval of the final service change proposal for FY 96-97 will be scheduled for the March 20, 1996, Board meeting.
- E. **Pricing Plan for Fiscal Year 1996-97:** A public hearing and approval of the pricing structure for FY 96-97 will be scheduled for the March 20, 1996, Board meeting. The first reading of an ordinance setting the fares for FY 96-97 will be scheduled for April 17, and the second reading and adoption will be held on May 15, 1996.
- F. **Capital Improvements Plan for Fiscal Year 1996-97:** Staff's recommendation for capital improvements for FY 96-97 will be brought to the Board at the March 20, 1996, meeting.

- G. **Commuter Solutions Presentation:** A staff presentation on the status of the District's Commuter Solutions program will be scheduled for the March 20, 1996, Board meeting.
- H. **Budget Committee Meetings:** An informational, background meeting for the seven citizen members of the Budget Committee has been scheduled for April 10, 1996. The budget will be presented to the entire Budget Committee at two consecutive meetings on Wednesday, April 24, and Thursday, April 25. Additional budget meetings are scheduled for May 1 and May 8. Board adoption of the final budget is scheduled for June 19, 1996.
- I. **Work Session on Image and Role in the Community:** Staff recommend that the Board hold a work session on the District's image and role in the community, including a discussion of the Lynx transit system in Orlando, Florida, which recently changed its focus and direction to enhance its role in its community.
- J. **Eugene Station:** Various action and information items will be placed on Board meeting agendas during the design and construction of the Eugene Station.
- K. **Bus Rapid Transit:** As the District develops the Bus Rapid Transit (BRT) system, various action and information items will be placed on Board meeting agendas.
- L. **Cottage Grove/Creswell Service:** If the City Councils of Cottage Grove and Creswell request LTD service to their communities, the Board will be asked to review this service request for possible addition of service to the Cottage Grove/Creswell area.

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**Public Testimony**  
**Annual Route Review Public Hearing**  
(Phone Calls/Personal Contact -- Input Received up to 5:00 p.m. - 2/21/96)

**15 Q Street/Yolanda:** "I live at 2384 Loch Drive, and I use this route. I don't drive."

**15 Q Street/Yolanda:** "The population is increasing in this area; this route should not be eliminated."

**15 Q Street/Yolanda:** "New Horizon's Care Facility is located at 2667 Viewmont in Springfield. Residents and employees use this route, and feel strongly about this route not being eliminated. (Representatives from the care facility will try to attend the 2/21/96 public hearing.)

Susan Coven  
New Horizons  
2667 Viewmont  
Springfield, Oregon

**Routing from the UO outbound 23 and 28:** "The buses take a different route back. This is very inconvenient. I have to walk a longer way. I'm a graduate student with lots of books to carry. Why don't the routes go back the same way they came?"

Joanna Bulkley  
120 E. 24th Place  
Eugene, Oregon

**53C Hunsaker:** "I catch the bus at Beaver & Lone Oak in Eugene. If that route is eliminated, I would have to walk to the River Road Station to catch a bus.

I take the bus three times a week; my son rides daily for school purposes.

Perfect hours for work and school."

Kim Shackelford  
595 Lone Oak Avenue #3  
Eugene, OR 97404

**60 VRC/Oakway - 61 Oakway/VRC:** "I use the bus at least three times a week and I'd like to express some concerns. Can you see that the Board reviews my concerns?"

I live on the corner of Norkenzie and Minda. I currently use bus routes 60 and 61. The information on proposed route changes was not easy to understand. It was difficult to judge the proposed change in service. However, it did appear to me that my routes would be receiving significantly less service than they currently receive, in terms of frequency.

I currently consider the frequency to be okay (not great). I particularly enjoy having the bus come by my stop at about 7:15 a.m. and 7:45 a.m. After work, I can catch a 5:00 p.m. or 5:10 p.m. bus. This gives me very important choices/flexibility that I need to have in order to take the bus to work.

Less service will make it very difficult to use the bus at all, because I need the flexibility. If there is a goal to have professionals or, in general, people-who-can-afford-cars, use the bus, then flexibility would be an important part of reaching that goal. Surely I am not the only person in this situation. I encourage the Board to not reduce service/frequency on these routes. Thank you."

J.J. Bienn  
345-6592 (home)  
687-3909 (work)

**PETITION**

If you would like to have a transit bus available from Coburg Road to Gateway Mall, with no transfers, please sign your name.

- |                      |                    |
|----------------------|--------------------|
| 1. Helen Keeton      |                    |
| 2. Hilda Finley      | 19 Odessa Wolf     |
| 3. Francis Owen      | 20 Helen Ruck      |
| 4. Eleanor Crouch    | 21 Irene Wolfe     |
| 5. Winifred John     | 22 Carol Hendrick  |
| 6. Joy Belle Jones   | 23 Louis Wolf      |
| 7. Eunice Anderson   | 24 Hazel Harbitt   |
| 8. Mary Dabbs        | 25 Georgia Landrum |
| 9. Elsie R. Lorenzen | 26 M. Rorden       |
| 10. Nestor Smith     | 27 Carolyn Rear    |
| 11. Aurilia Baker    | 28 Aileen Freeman  |
| 12. Arlene Smith     | 29 Elmer Steege    |
| 13. Helga Kross      | 30 Linda Baldwin   |
| 14. C. Kow           | 31                 |
| 15. Eva Steinhausen  | 32                 |
| 16. Jean Keel        | 33                 |
| 17. Winifred Spicker | 34                 |
| 18. Tom J. Jif       | 35                 |

**RECEIVED**  
FEB 21 1980

LANE TRANSIT DISTRICT

**AUDIENCE PARTICIPATION - LTD BOARD MEETING**

Date 2/21/96 Public hrg on ARR

NAME	ADDRESS & TELEPHONE	GROUP
Kelly O'Neill	1950 Yolanda Ave <sup>Sprfld</sup>	landowner/Business <sup>written</sup>
Ala Pierce	1375 Boyart Lane <sup>Eugene</sup>	declined to speak
Ann Yordaw	2145 N 31 <sup>st</sup> St Sp 27 Springfield	
Lara Moore	2425 Cherry Grove St. <sup>Eugene</sup>	VO Staff
Victoria Falk	1675 E. 24 <sup>th</sup> Eugene	ASUCO Exec.
TAKANORI KODEIRA	577 Edgemont Way Sprfld. OR 97477	
Alara Rogers	3121 N st Springfield OR 97477	
Mildred White	442 Adams Eugene 97402	
Maria Wolcott	2088 Yolanda Sprfld.	
Phyllis Jannische	2745 Summer Ln Eugene Or 97404 <sup>688</sup> <sub>3364</sub>	adult Foster Home

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** ANNUAL ROUTE REVIEW/FISCAL YEAR 1996-97 SERVICE PLAN

**PREPARED BY:** Will Mueller, Transit Planner, Service Planning & Marketing

**ACTION REQUESTED:** None. A public hearing will be held at this meeting, and approval of the service changes will be requested next month.

**BACKGROUND:** Every year, staff conduct a review of service known as the Annual Route Review (ARR). This process involves the evaluation of existing service and the consideration of requested service changes. Service changes approved as part of the ARR process are accounted for in the budget for the following fiscal year and are implemented the following September.

This meeting is intended to solicit comments from the public and the Board regarding possible service changes. Typically, there are many more requests for new service than can possibly be accommodated. This year is no exception. Thus, the process must involve the setting of priorities for service improvements, with only those items with the highest priority being implemented.

Possible service changes have been grouped into four categories: service deletions; service fixes (to address operational problems); service additions; and other requests (items that have been requested but deemed at this point to be a lower priority than those in the "additions" group). The items are listed in a preliminary priority order which, of course, can change depending on public comment and further research.

**CONSEQUENCES OF REQUESTED ACTION:** Staff will consider input from the public and the Board in preparing the service proposal for final approval at the March 20 Board meeting.

**ATTACHMENT:** 1996 Annual Route Review (a description of the service changes under consideration)

**PROPOSED MOTION:** None

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## Proposed Service Fixes

**Item #14--**      ***11 Thurston: Expand peak-hour timepoints to 12:00 p.m.-1:50 p.m. trips.***

**Description:**      The *11 Thurston* trips leaving Eugene Station between 12:00 p.m. and 1:50 p.m. would utilize peak-hour timepoints and become 100-minute round-trips versus the 90-minute standard trips. If adopted, the *11* will use peak-hour timepoints from 12:00 p.m. through the 5:30 p.m. departure.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+344
	Annual Service Cost --	\$11,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+0.12%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.

## Proposed Service Fixes

**Item #15--**      ***12 Gateway/85 LCC: Use peak-hour timepoints on 11:00 a.m.-5:30 p.m. trips.***

**Description:**      The *12 Gateway* trips leaving the Eugene Station between 11:00 a.m. and 5:30 p.m. would utilize peak-hour timepoints. As all *12* buses during this span become *85*'s, the *85 LCC/Springfield* trips during this period would also use a different peak-hour schedule. Also, all inbound *12* trips from Springfield Station during these trips would use peak-hour timepoints. Thus, the *12/85/12* combination, which is currently a 100-minute round trip, would become 120-minutes under this proposal.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained. In addition, limited route deviations to serve the Sony/International Way area could be run during this peak span.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+602
	Annual Service Cost --	\$20,800
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+0.22%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.



## Proposed Service Fixes

**Item #16--**      ***13 Centennial: Shorten outbound routing.***

**Description:**      The outbound *13 Centennial* route would stay on Centennial Blvd., turning right onto 21st Avenue. It would not travel via Mohawk, Olympic, or by Kmart on its way to 23rd Avenue and Main Street. Its inbound routing would remain the same (21st, Olympic, Mohawk...).

**Justification:**      The *13* is experiencing running-time problems throughout the course of the day. Under this proposal, the route would be shortened approximately three to four minutes, allowing it to perform within its 60-minute running time. Stress on bus operators would be eased, and the route could better maintain its published schedule.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+0
	Annual Service Cost --	None
	Estimated Annual Ridership --	- 2,500
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+0.00%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #17--**      ***13 Centennial: Reduce number of trips doing route variations through Centennial Loop.***

**Description:**      Currently, the *13 Centennial* route does eight route variations through the Centennial Loop area between 7:30 a.m. and 2:30 p.m. Under this item, the number of trips deviating through Centennial Loop would be reduced to four trips per day.

**Justification:**      While the Centennial Loop route variation does provide convenient service to a number of customers, the impact on running times for those trips providing this service is substantial (three minutes or so of extra running time). Under this plan, the trips being most heavily-utilized by the Centennial Loop customers would be maintained, while the other trips would no longer provide the variation.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+0
	Annual Service Cost --	None
	Estimated Annual Ridership --	- 1,200
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+0.00%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #18--**      ***18/19 Mohawk: Expand peak-hour timepoints to 12:10 p.m.-1:40 p.m. trips.***

**Description:**      The *18 Mohawk/Hayden Br.* and *19 Mohawk/Q Street* trips leaving Eugene Station between 12:10 p.m. and 1:40 p.m. would utilize peak-hour timepoints and become 100-minute round-trips versus the 90-minute standard trips. If adopted, the *18* and *19* will use peak-hour timepoints from 12:10 p.m. through their 5:40 p.m. departures.

**Justification:**      This proposal is offered in tandem with the item for the expansion of peak-hour timepoints for the *11 Thurston* route. While these trips of the *18* and *19* are currently not experiencing severe running-time problems, the change to peak-hour timepoints must be made in concurrence with the *11* changes in order to maintain the 10-minute service headway between the Springfield Station and Eugene Station.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+172
	Annual Service Cost --	\$5,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.06%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.

## Proposed Service Fixes

**Item #19--**      ***18S Mohawk/Gateway: Eliminate routing around Kmart and Springfield Mall (stays on Mohawk).***

**Description:**      Under this proposal, the *18S Mohawk/Gateway* route would stay on Mohawk Boulevard. It would no longer serve Centennial, 21st, or Olympic.

**Justification:**      This weekday evening and weekend route is currently experiencing running-time problems on weekend afternoons. There is no apparent solution in terms of peak-hour timepoints because of route pairings. There were a number of routing options put before the Service Advisory Committee. This option emerged as the top choice.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 0
	Annual Service Cost --	None
	Estimated Annual Ridership --	- 1,500
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #20--**      ***27 Fairmount: Use peak-hour timepoints on 2:20 p.m.-5:20 p.m. trips.***

**Description:**      The *27 Fairmount* route leaving the Eugene Station between 2:20 p.m. and 5:20 p.m. would utilize peak-hour timepoints. During this span, the 27 trips would become 40-minute round-trips versus the 30-minute standard trips.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 258
	Annual Service Cost --	\$8,100
	Estimated Annual Ridership --	No Change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.09%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.

## Proposed Service Fixes

**Item #21--**      ***28 Hilyard: Use peak-hour timepoints on 2:10 p.m.-5:40 p.m. trips.***

**Description:**      The *28 Hilyard* route leaving the Eugene Station between 2:20 p.m. and 5:40 p.m. would utilize peak-hour timepoints. During this span, the *28* trips would become 60-minute round-trips versus the 50-minute standard trips.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 311
	Annual Service Cost --	\$10,700
	Estimated Annual Ridership --	No Change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.11%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.

## Proposed Service Fixes

**Item #22--**      ***40 Royal: Extend service on Elmira Road from Berntzen to Bertelsen.***

**Description:**      Instead of heading north on Berntzen Road on the outbound routing, the *40 Royal* route would continue to Bertelsen Road, turn north, connect with Royal Avenue, and proceed westbound to the end of the line at Daneland Mobile Park. Inbound service would follow the same routing in reverse.

**Justification:**      Buses now have a difficult time using Berntzen Road between Elmira and Royal Avenue because of the poor condition of the road, which was not built for heavy vehicles. The new routing would give new service to the western portion of Elmira near Bertelsen so there would be no net loss in ridership. Ridership impact would also be minimized by the proposed addition to service on Royal Avenue between Fairfield and Berntzen. (See proposal concerning routes 44 and 45.)

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	No change
	Annual Service Cost --	No change
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	No change
	Service Communication Cost --	

## Proposed Service Fixes

**Item #27--**      ***61 Oakway/VRC: Use peak-hour timepoints on 1:40 p.m.-3:40 p.m. trips.***

**Description:**      The *61 Oakway/VRC* route leaving the Eugene Station between 1:40 p.m. and 3:40 p.m. would utilize peak-hour timepoints. During this span, the *61* trips would become 50-minute round-trips versus the 40-minute standard trips. If this item is adopted, the *61* route will use peak-hour timepoints between 1:40 p.m. and 5:40 p.m.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+129
	Annual Service Cost --	\$4,500
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.05%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.



## Proposed Service Fixes

**Item #28--**      ***63 VRC/Delta: Run route on Country Club Road versus current Delta Highway routing.***

**Description:**      The 63 VRC/Delta route would utilize Country Club Road versus the current Delta Highway routing.

**Justification:**      It is believed that the route has time to accomplish this routing change. With the new proposed Eugene Station departure time of :50, the 63 would provide a convenient arrival time (:55) for businesses along Country Club Road.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 0
	Annual Service Cost --	None
	Estimated Annual Ridership --	+ 1,000
	Change in Number of Peak Buses --	No change
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #29--**      ***66 VRC/Coburg Road: Use peak-hour timepoints on 3:10 p.m.- 5:10 p.m. trips.***

**Description:**      The 66 VRC/Coburg Road trips leaving Eugene Station between 3:10 p.m. and 5:10 p.m. would use peak-hour timepoints and become 60-minute round-trips versus the 50-minute standard trips.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 215
	Annual Service Cost --	\$7,400
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.08%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.

## Proposed Service Fixes

**Item #30--**      ***67 Coburg Rd./VRC: Run route behind Sheldon Plaza versus current routing on Coburg Road (outbound only).***

**Description:**      The *67 Coburg Rd./VRC* route would turn left from Coburg Road onto Cal Young, and then make a right turn onto Willakenzie. The bus would then make a left turn back onto Coburg Road, resuming its current routing.

**Justification:**      The routing proposed for the *67* in this item would afford better access to Sheldon Plaza, the senior housing complexes, Sheldon High School/ community center, and the new Oasis/BiMart commercial development.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 0
	Annual Service Cost --	None
	Estimated Annual Ridership --	+ 2,500
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #31--**      ***68C Willakenzie: Use extension at end of five p.m. trips to serve Chad Drive and cover the timepoints of the peak-hour 66 VRC/Coburg Road service.***

**Description:**      This item involves having the five afternoon trips of the *68C Willakenzie* continue out to Chad Drive at their conclusion in order to serve this commercial node; and become the inbound 66 route while this route is running peak-hour timepoints.

**Justification:**      The Chad area is booming. This proposal, along with proposed route variations for several other routes, represents an attempt to provide convenient transit service to the workers along Chad Drive. In addition, this particular item does "double-duty," in that these buses will become the *66 Eugene Station*. They cover the 66 major-pulse timepoints, while the 66 is using its peak-hour timepoint configuration.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 581
	Annual Service Cost --	\$20,100
	Estimated Annual Ridership --	10,300
	Change in Number of Peak Buses --	+ 1 p.m.
	Percentage of Service Increase --	+ 0.21%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #32--**      ***93 Veneta: Provide more direct routing for most customers using the 93 Veneta route.***

**Description:**      Change the direction of routing for the *93 Veneta* route so that morning trips serve Alvadore and the roads east and north of Fern Ridge Reservoir first, then continue to Veneta and Highway 126 before coming back to Eugene.

Afternoon trips would follow the current routing, serving Veneta first before proceeding around Fern Ridge Reservoir.

**Justification:**      A majority of customers using this route live in the Veneta area. Those using morning service other than the one direct inbound commuter trip from Veneta must ride around Fern Ridge before they come back into Eugene. Customers and bus operators have suggested this change in order to give direct service to the majority of customers, while maintaining service coverage. This would be similar to the routing pattern that has been established for Jasper and Lowell on route *92 Lowell/LCC*. It is projected that this change would attract additional customers to the route, as well as increase the ridership of existing customers.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	No change
	Annual Service Cost --	No change
	Estimated Annual Ridership --	+ 2,600
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	No change
	Service Communication Cost --	

## Proposed Service Fixes

**Item #33--**      ***Contingency for trippers.***

**Description:**      Provide an amount of tripper service dedicated to covering the inevitable unforeseen circumstances and service corrections necessary throughout the course of a year.

**Justification:**      Every year, we allocate a portion of our resources to cover the tripper service which will be needed for service corrections and adjustments.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 835
	Annual Service Cost --	\$28,800
	Estimated Annual Ridership --	+ 16,700
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.30%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #34--**      ***Contingency to accommodate significant addition of peak-hour timepoints to various routes.***

**Description:**      This item provides a contingency allocation of 400 hours for scheduling and extra bus needs created by the numerous peak-hour timepoint additions to various routes.

**Justification:**      There are efficiency and fleet costs (peak-hour bus needs) associated with peak-hour timepoint use. Utilizing more peak-hour timepoints is a more cost-effective means of designing service rather than increasing trip-length times throughout the entire day.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+400
	Annual Service Cost --	\$13,800
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	+ ? p.m.
	Percentage of Service Increase --	+ 0.14%
	Service Communication Cost --	

## Proposed Service Fixes

**Item #35--**      ***Add two minutes to "Garage - Eugene Station" deadheads between 12:00 p.m. and 6:00 p.m.***

**Description:**      Add two minutes to deadheads from the garage to the Eugene Station between the hours of 12:00 p.m. and 6:00 p.m.

**Justification:**      During this time of day, heavier traffic requires a longer deadhead time between the garage and the Eugene Station.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 120
	Annual Service Cost --	\$4,100
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.04%
	Service Communication Cost --	



## Proposed Service Fixes

**Item #36--**      ***81 LCC/Harris (Saturday): Run through UO South Station on Saturdays.***

**Description:**      The *81 LCC/Harris* will run via UO Station South on Saturdays.

**Justification:**      The *81* is below the productivity standard on Saturdays (18 rides per hour versus the standard of 22.5). It is believed that this service, which is the only transit option to Lane Community College on Saturdays, is important to maintain. This new routing is proposed in order to encourage more student patronage between the UO and LCC.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 0
	Annual Service Cost --	None
	Estimated Annual Ridership --	+ 100
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.00%
	Service Communication Cost --	

## Proposed Service Additions

**Item #37--**      ***Route 16: New route in Springfield replacing  
15 Q Street/Yolanda.***

**Description:**      The 16 would be a new route serving Springfield, leaving the Springfield Station once per hour. The route would travel west on "B" Street, north on Mill, east on Centennial, north on Mohawk, east on Olympic, south on 21st Street, loop through the Paramount Square area at 21st & Main, and return via the same streets.

**Justification:**      This route would assist the main pulse departure of the outbound 13 *Centennial*, running six or seven minutes ahead of the 13. This service would also give customers along Centennial Blvd. between Mill and Mohawk a direct connection to the Springfield Mall area (a link lost with the routing change of the 13). By traveling to the 23rd & Main area, the route also allows a good transfer opportunity for customers from the inbound 11 *Thurston* route.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	1,780
	Annual Service Cost --	\$61,400
	Estimated Annual Ridership --	34,000
	Predicted Productivity of New Service --	17 rides per hour
	Change in Number of Peak Buses --	+ 1 a.m. and +1 p.m.
	Cost per Passenger Trip --	\$2.40
	Percentage of Service Increase --	+ 0.64%
	Service Communication Cost --	

## Proposed Service Additions

**Item #38--**            ***Create new routes to replace routes 31, 32, 44, and 45.***

**Description:**        Routes *44 Echo Hollow/Taney* and *45 Echo Hollow/River Road* would be redesigned to serve more of the Bethel/Danebo area and would extend to the W. 11th and W. 13th Avenues corridor in southwest Eugene. The connection provided to the River Road and Ferry Street Bridge areas with the *45* route would be eliminated. These two routes would also operate on the W. 11th/W. 13th corridor between Eugene Station and Bertelsen Road, allowing for the elimination of route *31 West 11th Avenue*. Route *32 West Industrial*, which currently travels to the 1st Avenue/Bertelsen area, would also be eliminated.

Specifically, outbound service on the reconfigured route *44* would remain unchanged between Eugene Station and Echo Hollow Plaza. From Echo Hollow Plaza, the route would travel southbound on Echo Hollow and Bertelsen to W. 11th, then proceed east to Fred Meyer. It would continue from Fred Meyer to Eugene Station via 11th/13th Avenues. A companion route would leave Eugene Station and follow this same routing pattern in reverse to Fred Meyer, Echo Hollow Plaza, and 8th Avenue back to Eugene Station, thus providing two-way service along these streets. Both routes take one hour and would leave Eugene Station at :20 past the hour. On Saturday, these routes would depart at :50 past the hour.

Outbound service on the reconfigured route *45* would remain unchanged between Eugene Station and Royal Avenue. The route would then continue on Royal Avenue to Petersen Barn, turn north on Berntzen to Marshall and Taney, and then follow the same routing as described for the redesigned *44* route above to Echo Hollow Plaza, Fred Meyer, and Eugene Station. A companion route would leave Eugene Station and follow this same routing pattern in reverse to Fred Meyer, Echo Hollow Plaza, and 8th Avenue back to Eugene Station, thus providing two-way service along these streets. Both routes take one hour and would leave Eugene Station at :50 past the hour. They would operate only on weekdays.

**Justification:**        These new series of routes would provide often requested cross-town connections between northwest and southwest Eugene, in the same manner that routes *66 VRC/Coburg Road* and *67 Coburg Road/VRC* connect major corridors in the Ferry Street Bridge area. Residents in

## Proposed Service Additions

**Item #38**  
**continued--**

***Create new routes to replace routes 31, 32, 44 and 45.***

the Bethel/Danebo neighborhood and along the W. 11th/W. 13th corridors would be able to access employment and commercial areas more directly. At the same time, these routes would maintain the same direct, successful service along the Highway 99, 8th, 11th, and 13th Avenue corridors. Direct connections to the commercial areas on W. 11th should also boost Saturday ridership productivity to the reconfigured Echo Hollow route.

Unproductive service between Bethel/Danebo to the River Road and Valley River Center areas would be eliminated, which would also remove current route timing problems. Ridership is expected to grow as planned; high-density development occurs in the Barger and Echo Hollow area, where these routes converge. Expansion of service along Royal Avenue would also increase service coverage within the Bethel/Danebo neighborhood, while replacing some of the service coverage lost on Royal Avenue with the shift of the *40 Royal* route to remain on Elmira Road. (See proposal for *40 Royal* route.)

**Service  
Marketing:**

**Statistics:**

Annual Schedule Hours --	+ 1,126
Annual Service Cost --	\$38,800
Estimated Annual Ridership --	+ 33,800
Predicted Productivity of New Service --	30 rides per hour
Change in Number of Peak Buses --	+ 1 a.m. and +1 p.m.
Cost per Passenger Trip --	\$1.53
Percentage of Service Increase --	0.40%
Service Communication Cost --	

## Proposed Service Additions

**Item #39--**      ***Route 36: Establish a new route that would provide two-way service along W. 18th between Olive and Bailey Hill Road.***

**Description:**      This new route would start at Eugene Station and be routed south-bound on Olive to W. 18th Avenue. It would then cover all of W. 18th Avenue to Bailey Hill Road. It would be routed north on Bailey Hill Road and turn around at Fred Meyer on W. 11th Avenue. The inbound routing would follow the reverse direction on the same streets. (*Note: some trips of this route could also be extended to the Willow Creek area when the Hyundai plant opens in 1997.*)

**Justification:**      Much of the W. 18th Avenue corridor currently only has 30-minute frequency except for weekday peak-hour direct service to UO. Both of the main routes that serve W. 18th, routes *34 UO/Bailey Hill* and *35 UO/City View*, are also oriented to UO. Downtown Eugene customers have to board these buses at a shelter at Willamette and W. 11th Avenue. Service on W. 18th Avenue on route *35* only goes as far as Hawkins. These routes often experience overcrowding, even during late mornings and early afternoons. The new route would provide a consistent link between downtown Eugene and W. 18th Avenue all the way to Bailey Hill Road. It is designed to arrive at Eugene Station on the major pulse, which will make transferring to other areas convenient for many customers. It would also relieve the timing and overload problems on route *34*. This route would also replace service lost on Bailey Hill Road between W. 18th and W. 11th Avenues if route *31 West 11th* is eliminated as proposed.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 2,408
	Annual Service Cost --	\$83,100
	Estimated Annual Ridership --	+ 68,600
	Predicted Productivity of New Service --	29 rides per hour

## Proposed Service Additions

Item #39  
continued--

***36 Route: Establish a new route that would provide two-way service along W. 18th between Olive and Bailey Hill Road.***

Change in Number of Peak Buses --	+ 1 a.m. and + 1 p.m.
Cost per Passenger Trip --	\$1.61
Percentage of Service Increase --	+ 0.86%
Service Communication Cost --	

## Proposed Service Additions

**Item #40--**      ***51 Santa Clara: Add five peak-hour weekday trips.***

**Description:**      These additional trips would boost service coverage along this route during the morning and afternoon peak hours. Two trips would be run in the inbound direction during the morning rush hour, and three trips would be run in the outbound direction between 3 p.m.-6 p.m.

**Justification:**      The *51 Santa Clara* route is a highly productive route. These trip additions would boost service along the highly productive corridors of River Road and 1st Avenue, where the current trips of this route often overload. Student ridership in this area has increased substantially since LTD started providing all 4-J high school transportation. The morning trips would be geared to arrive at Eugene Station at 7:45 a.m. and 8:45 p.m., which would add a fifth and sixth bus on River Road between Beltline and Division, and a third and fourth bus on First Avenue between 7:00 a.m.- 9:00 a.m.

Three trips from 3:10 p.m. to 5:10 p.m. would add to current afternoon service to First Avenue and River Road north of Beltline to Spring Creek. It would replace service of route *53C Hunsaker*, which is scheduled to be eliminated, along River Road between Railroad Blvd. and Beltline.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 1,225
	Annual Service Cost --	\$42,300
	Estimated Annual Ridership --	24,100
	Predicted Productivity of New Service --	32 rides per hour
	Change in Number of Peak Buses --	+ 1 a.m. and + 1 p.m.
	Cost per Passenger Trip --	\$2.33
	Percentage of Service Increase --	0.44%
	Service Communication Cost --	

## Proposed Service Additions

**Item #41--      *62 VRC/?*: Add a new, 60-minute route.**

**Description:** This proposal involves the creation of a new route *62 VRC/?*, replacing the *65 VRC/River Road* route which is slated for elimination. The new route would follow the existing *65* routing (except it would serve Country Club versus Delta Highway) all the way to Kmart on Goodpasture Island Road. At this juncture, the route would remain on Goodpasture heading east instead of traveling to River Road Station. The new *62* would then serve Norkenzie, Brewer, Cal Young, and Norkenzie again before returning on Goodpasture. This route would also provide peak-directional service to the new Valley River Village complex across from Kmart. *Note: The 7:20 a.m. trip would not serve VRC, but would serve Marist High School instead.*

**Justification:** This route would cover the most productive segments of the *65* route. This service would add well-timed service to the growing Country Club Road area, softens the blow to the Brewer neighborhood of losing twice per hour service on the *60VRC/Oakway* and *61 Oakway/VRC* routes, and allows LTD to serve the booming Valley River Village development. If the new *62* route proposal is adopted, the most productive portion of the *65* route (recommended for elimination) will be covered. In addition, the current 10-minute service frequency to VRC will be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+2,946
	Annual Service Cost --	\$101,700
	Estimated Annual Ridership --	70,700
	Predicted Productivity of New Service --	24 rides per hour
	Change in Number of Peak Buses --	+ 1 a.m.
	Cost per Passenger Trip --	\$1.91
	Percentage of Service Increase --	+ 1.06%
	Service Communication Cost --	



## Proposed Service Additions

**Item #42--**      ***64 VRC: Run new 64 weekday service to fill in the lost major-pulse connection to/from Valley River Center.***

**Description:**      The *64 VRC* would run a once-per-hour round trip to Valley River Center in order to provide a major pulse connection otherwise lost with the reduction in service to the *60 VRC/Oakway* and *61 Oakway/VRC routes*.

**Justification:**      It is important to maintain both major-pulse connections with VRC. If this item is not adopted, there would be no direct service to VRC leaving Eugene Station at :30 after the hour, nor any service from VRC to Eugene Station arriving at :55 after the hour.

**Service  
Marketing:**

**Statistics:**

Annual Schedule Hours --	+ 1,032
Annual Service Cost --	\$35,600
Estimated Annual Ridership --	25,000
Predicted Productivity of New Service --	24 rides per hour
Change in Number of Peak Buses --	+ 1 a.m. and +1 p.m.
Cost per Passenger Trip --	\$1.89
Percentage of Service Increase --	+ 0.37%
Service Communication Cost --	

## Proposed Service Additions

### Item #43-- *Contingency for service to Hyundai Electronics.*

**Description:** This item budgets resources to establish work-oriented commuter trips to the Hyundai Electronics Plant at 18th Avenue and Willow Creek Road. After conducting research into where employees live, it is expected that service would be established with direct routes between Hyundai and Eugene Station, and between their plant and major transfer sites in both north and south Eugene.

**Justification:** It is expected that the Hyundai plant will open near the end of FY 1996-1997, possibly as early as May or June, 1997. Part of the District's Memorandum of Understanding with Hyundai outlines a program in which LTD staff works with Hyundai to find out where employees live and then builds service that will meet their needs. Hyundai will also be implementing a group pass program, as well as building an on-site passenger boarding area. The research will be conducted during next year's Annual Route Review. The contingency is for start-up service which may be necessary to implement before the end of the fiscal year.

#### **Service Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 540
	Annual Service Cost --	\$18,600
	Estimated Annual Ridership --	To be determined
	Predicted Productivity of New Service --	To be determined
	Change in Number of Peak Buses --	To be determined
	Cost per Passenger Trip --	To be determined
	Percentage of Service Increase --	+ 0.19
	Service Communication Cost --	

## Proposed Service Additions

**Item #44--**      ***9 VRC/Gateway (Saturday) and 10 Gateway/VRC (Saturday): Expand routing to become 60-minute trips versus current 50-minute route.***

**Description:**      Change routing on both routes to cover additional commercial area. The route would use Coburg Road, Crescent, and Green Acres Road to access the Costco/Shopko complex and the Delta Oaks area.

**Justification:**      This change will provide a number of additional commercial connections on its cross-town routing, while maintaining consistency with the changes proposed to these routes on Sunday.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 121
	Annual Service Cost --	\$4,200
	Estimated Annual Ridership --	+ 3,000
	Predicted Productivity of New Service --	25 rides per hour
	Change in Number of Peak Buses --	None
	Cost per Passenger Trip --	\$1.86
	Percentage of Service Increase --	+ 0.04%
	Service Communication Cost --	

## Proposed Service Additions

**Item #45--**      ***9 VRC/Gateway (Sunday) and 10 Gateway/VRC (Sunday):  
Change routing to become full 60-minute trips versus  
current 60-minute, round-trip combined configuration.***

**Description:**      Change and extend routing on both routes to cover additional commercial area. This route would use Coburg Road, Crescent, and Green Acres Road to access the Costco/Shopko complex and the Delta Oaks area.

**Justification:**      This change will provide a number of additional commercial connections on its cross-town routing, and provide a service fix to the current "too-tight" configuration.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 312
	Annual Service Cost --	\$10,800
	Estimated Annual Ridership --	+ 7,000
	Predicted Productivity of New Service --	22 rides per hour
	Change in Number of Peak Buses --	+ 1 Sunday p.m.
	Cost per Passenger Trip --	\$2.05
	Percentage of Service Increase --	+ 0.11%
	Service Communication Cost --	

## Proposed Service Additions

**Item #46--**      ***61 Oakway/VRC (Saturday): Extend last two trips back to the Eugene Station.***

**Description:**      Extend last two trips (5:30 p.m. and 6:30 p.m.) to return to the Eugene Station instead of terminating at Cal Young and Willagillespie.

**Justification:**      A bus operator passed on this request from customers who would like to be able to return to Eugene Station on these trips.

**Service  
Marketing:**

**Statistics:**

Annual Schedule Hours --	+34
Annual Service Cost --	\$1,200
Estimated Annual Ridership --	+500
Predicted Productivity of New Service --	14 rides per hour
Change in Number of Peak Buses --	None
Cost per Passenger Trip --	\$3.19
Percentage of Service Increase --	+ 0.01%
Service Communication Cost --	

## Proposed Service Additions

**Item #47--**      **78 UO/Oak Patch: Add Saturday service.**

**Description:**      This would establish round-trip service on Saturday between 11:00 a.m. and 5:00 p.m. for route *78 UO/Oak Patch* between UO and W. 18th Avenue and Oak Patch. This service would operate during the same months as the weekday *78* route, between September and June.

**Justification:**      Currently, UO students who live on W. 18th Avenue do not have direct connections to UO on Saturdays. Current service on route *34S Bailey Hill* is crowded and inconvenient, since students must transfer at Eugene Station to make connections. This service addition would be easy to work into the Saturday schedules and would be off-set from the current route *34S* service, thereby improving mid-day and late afternoon frequency along 18th Avenue and benefiting not only students, but other customers, as well.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 266
	Annual Service Cost --	\$9,200
	Estimated Annual Ridership --	+ 6,700
	Predicted Productivity of New Service --	25 rides per hour
	Change in Number of Peak Buses --	+ 1 for Saturday midday
	Cost per Passenger Trip --	\$1.83
	Percentage of Service Increase --	+ 0.10%
	Service Communication Cost --	

## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** CONSENT CALENDAR

**PREPARED BY:** Phyllis Loobey, General Manager

**ACTION REQUESTED:** Approval of Consent Calendar Items

**BACKGROUND:** Issues that can be explained clearly in the written materials for each meeting, and that are not expected to draw public testimony or controversy, are included in the Consent Calendar, for approval as a group. Board members can remove any items from the Consent Calendar for discussion before the Consent Calendar is approved each month.

The Consent Calendar for February 21, 1996:

1. Approval of minutes: January 12, 1996, emergency Board meeting
2. Approval of minutes: January 17, 1996, special Board meeting/work session
3. Approval of minutes: January 17, 1996, regular Board meeting

**ATTACHMENTS:**

1. Minutes of the January 12, 1996, emergency Board meeting
2. Minutes of the January 17, 1996, special Board meeting/work session
3. Minutes of the January 17, 1996, regular Board meeting

**PROPOSED MOTION:** I move that the Consent Calendar for February 21, 1996, be approved as presented.

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MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT

EMERGENCY MEETING

Friday, January 12, 1996

Pursuant to notice given to *The Register-Guard* for publication on January 12, 1996, and distributed to persons on the mailing list of the District, an emergency meeting of the Board of Directors of the Lane Transit District was held on Friday, January 12, 1996, at 4:00 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey, Vice President  
Patricia Hocken, President, presiding  
Dave Kleger, Treasurer  
Thomas Montgomery, Secretary  
Roger Saydack  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: Rob Bennett  
(one vacancy, subdistrict #2)

**CALL TO ORDER:** The meeting was called to order at 4:05 p.m. by Board President Pat Hocken. Ms. Hocken stated that an emergency meeting had been necessary because the Board had some externally-imposed time lines that it needed to meet.

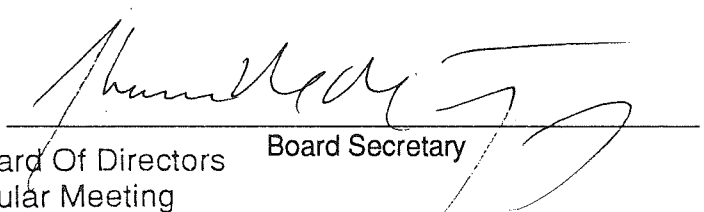
**EXECUTIVE SESSION:** Mr. Bailey moved that the Board go into Executive Session pursuant to ORS 192.660(1)(e), to conduct deliberations with persons designated by the governing body to negotiate real property transactions, and pursuant to ORS 40.225, lawyer-client privilege. The motion was seconded by Mr. Montgomery and carried by unanimous vote, 5:0. Bob Fraser and Greg Skillman of District counsel were present for this discussion.

**RETURN TO REGULAR SESSION:** Upon motion by Mr. Kleger and seconding by Mr. Saydack, the Board unanimously returned to public session at 6:20 p.m. Ms. Hocken had to leave, and Vice President Kirk Bailey chaired the rest of the meeting.

**BOARD DISCUSSION - EUGENE STATION:** Mr. Kleger moved that the Board amend its instructions regarding negotiation of the parking replacement agreement from ". . . the City has issued the necessary building permits" to ". . . LTD has a reasonable expectation that the City will issue a building permit." The motion was seconded by Mr. Saydack and carried unanimously, 4:0.

Ms. Loobey said that she would talk to Linda Norris, the acting Eugene City Manager, about the value of having a meeting with the City Council officers and three Board members sometime between January 17 and January 22.

**ADJOURNMENT:** The meeting was unanimously adjourned at 6:25 p.m.





MINUTES OF DIRECTORS MEETING  
LANE TRANSIT DISTRICT  
SPECIAL MEETING/WORK SESSION

Wednesday, January 17, 1996

Pursuant to notice given to *The Register-Guard* for publication on January 11, 1996, and distributed to persons on the mailing list of the District, a special meeting/work session of the Board of Directors of the Lane Transit District was held on Wednesday, January 17, 1996, at 5:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey, Vice President  
Rob Bennett  
Patricia Hocken, President, presiding  
Dave Kleger, Treasurer  
Thomas Montgomery, Secretary  
Roger Saydack  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: (one vacancy, subdistrict #2)

**CALL TO ORDER:** The meeting was called to order at 5:40 p.m. by Board President Pat Hocken. She added an emergency agenda item, based on new information in the continuing discussions with the City of Eugene regarding the Eugene Station property purchase.

**EUGENE STATION SITE PURCHASE AGREEMENT:** Planning and Development (P&D) Manager Stefano Viggiano stated that the issue of allowing buses on Willamette Street between 8th and 10th Avenues had been discussed for some time. That day, at the Eugene City Council meeting, a member of the staff had suggested for the first time that one way to ensure that there would be no buses traveling on that portion of Willamette would be to prohibit it in the agreement for sale of the Eugene Station site to LTD. Ms. Loobey said that staff had understood as of the previous Friday that the Council officers were going to direct the City staff to work with the LTD staff on the issue of buses on Willamette, but that did not happen at the Council meeting. She said that District staff would like to offer a compromise solution, which would make sense from a service standpoint, but had had no time to work with the City staff.

Mr. Viggiano showed a diagram of the downtown core. He discussed the number of buses coming from the northwest across the Washington/Jefferson Street Bridge or Highway 99. It would take more time for those buses to use Willamette than to use Charnelton or Olive Streets. Buses from the southwest and the east and University of Oregon would travel on Olive to the station. Staff had estimated an annual cost savings of approximately \$60,000 for 11 buses per peak hour, or six buses during the non-peak times,

to travel to the station on this reopened portion of Willamette. Because the station had been redesigned since this original travel plan was made, Mr. Viggiano said that it may make more sense for some of the 11 peak-hour buses to use Olive Street instead of Willamette to enter the station. Therefore, staff had developed a proposal that they thought accomplished LTD's service needs: to limit buses to six per hour on the reopened portion of Willamette Street. He said the District may want to factor in some growth in that number as the system grows--maybe a percentage growth after five years.

Mr. Viggiano asked the Board if they would like to approve this proposal. He added that it was staff's recommendation that buses on Willamette not be tied to the sale of the property.

Ms. Hocken stated that she was concerned that the District might agree to something that might not work 20 years in the future. She did not know what the status of BRT would be at that time, and she would be very nervous to agree to six buses per hour forever, especially because the City had no authority to limit bus travel on any streets. She said that she had had enough of trying to accommodate the City and was very upset that the City staff seemed to be jerking LTD around.

Mr. Kleger said that this position by the City was discriminatory to bus riders regarding access to the center of downtown. There would be no direct access for bus riders, but there would be for cars. He called this a dirty, underhanded, anti-transit proposal. He added that he did not see anything wrong with the proposal for six buses per hour as long as the District did not box itself into a long-term agreement. He thought the District needed to retain flexibility, and added that the City was spending a lot of money to get people in their cars downtown.

Mr. Bennett agreed. He asked about LTD's legal position. Mr. Viggiano replied that LTD could operate on any street. Mr. Bennett said he would not make any deal in writing or initiate any formal agreement. He doubted that the City's negotiating position of not selling LTD the property would be acceptable in the community. He said he would tell the City that LTD would try to limit its buses for some period of time to six buses, because LTD believed it could approach the situation this way, but he would not enter into any formal agreement.

Mr. Saydack agreed. He said that if LTD were going to do this, it should be adopted as a formal Board policy rather than as an agreement with the City. He did not think the District should negotiate its right to operate; it did not make good policy or good sense. If the District limited the buses on Willamette, it should announce that as a policy that the Board adopted and was free to change at any time. He would not do this as an agreement and would not be bound by it. And, he said, he would only go that far if the Board felt that not doing so was going to cause a failure to reach agreement on the purchase of the station site, but he did not believe that it would.

Mr. Kleger said he liked Mr. Saydack's suggestion.

Mr. Montgomery said he did not think the District should be tied to anything. He asked if the Board could just be willing to adopt a policy rather than actually doing so. Ms. Loobey replied that a Board policy gave staff more strength.

Mr. Saydack asked if the District had ever done anything like this before. Ms. Loobey replied that it had not had to. However, the District did evaluate service every year, so that would not be unusual. In response to a question from Mr. Saydack, Mr. Viggiano stated that this probably would be the way that staff would design the service, anyway.

Mr. Bailey said he thought there was enough public concern and curiosity about Willamette Street that the Board's adopting a policy was a good idea. Mr. Montgomery suggested that such a policy be limited to a certain section of Willamette, and Mr. Viggiano agreed that it should specify Willamette Street between 8th and 10th Avenues.

Ms. Loobey stated that if the Council was determined to tie the sale of the station site to the issue of buses on Willamette, then staff would have to come back to the Board in a special or emergency meeting. She suggested that Board members should be calling their Council members to discuss this issue, because the following Monday the Council could direct City staff to work with the District, but she did not know if that would happen.

Mr. Bennett asked if LTD could just let the City know that the District had reviewed its operating policy and, as a result, would run six rather than ten buses per hour for the foreseeable future. He thought that taking a Board position would look like compromising out of fear that the City would not sell the land to the District. Mr. Viggiano explained that under the old station design, there was no entrance on 10th Avenue, so the most efficient way for buses to travel to the station would be on Willamette. However, since the station had been redesigned with an entrance on 10th Avenue, it made more sense for some buses to travel to the station on Olive Street.

Mr. Bennett said that running as efficiently as possible was good public policy. He added that the position that the City would not sell LTD the land not because of any issues with the price or the land was not good negotiating procedure.

Mr. Saydack agreed with Mr. Bennett. He said that LTD needed to be very careful about its reasons for taking this sort of action. He did not want to corrode the Board's credibility or weaken its position. He suggested that staff could let the City know that the District had heard the City's concerns, and this was what it was going to do. He did not believe that was overly intrusive, but thought it did answer the concerns.

Ms. Loobey said that under normal circumstances, she would agree with that. However, with this particular City Council, she thought that message needed to come from the Board, because some of the Council members did not regard staff opinions very highly. Mr. Saydack said that staff could explain that the concerns were brought to the Board's attention, and the Board asked staff for a policy; the staff gave an analysis, and the Board said it was fine. Mr. Kleger thought there was something of a precedent with the Annual Route Review (ARR), when the Board reviewed staff recommendations on routing

decisions. He wondered if something along that line should be the way the Board spoke about buses on Willamette.

Mr. Hocken called the Board's attention to a copy of a letter sent to the City on November 8 regarding buses on Willamette. She said it did not seem inappropriate to re-send that letter to the Council, and write a second letter explaining ARR issues, the staff recommendation, and Board approval. Mr. Saydack suggested that a press release also might outline the issues.

**MOTION** Mr. Kleger moved that the Board accept and approve the staff report on the tentative routing plan for the new downtown station, and request that formal written communication about that plan be sent to the City and appropriate publication to the public be made. Mr. Bailey seconded the motion.

Mr. Bailey suggested letting the City know that the Board did not appreciate being held hostage; that the members were outraged, shocked, and appalled.

Mr. Bennett wanted to make sure that the District would not need more than six buses on Willamette. Mr. Viggiano said that number could be reviewed and changed annually as part of the Annual Route Review.

Mr. Kleger said that he did not want this tied to the property issue by LTD.

**VOTE** There was no further discussion, and the motion carried by unanimous vote.

Ms. Hocken asked if staff wanted Board direction, by Board action, that the Board did not believe it was appropriate to tie the number of buses on Willamette to the sale of the property. Mr. Montgomery said he did not believe the Board should act on that unless forced to. Ms. Loobey stated that the issue had been raised by staff, but the Council did not have any discussion about it, nor did they direct staff in any particular manner. Mr. Bailey said it seemed to him that what happened was a convenient trial balloon, and he questioned how the Board was going to respond, whether that be in an official capacity or not. For instance, would there be some response at the next meeting that this was totally inappropriate, or would anyone answer questions asked by the press? Mr. Bergeron stated that the press did note the staff suggestion at the Council meeting that day, and he had talked with *Register-Guard* reporter Jeff Wright about that a little while before the Board meeting, and one of the television stations had arranged an interview at LTD for the next morning. He said the suggestion had been noted and he thought it would be appropriate for LTD to respond with what the District thought about that. Mr. Bergeron said he understood the distinction that the Board was making: that the two issues of service and the station purchase not be linked, but the District should express its concern about the City suggesting that they be linked.

Mr. Bennett said he was not interested in the City and LTD beating each other up in the press, even though he was very concerned about the suggestion made at the Council meeting that day. He wondered if LTD could talk about it in such a way as to say that LTD did not understand that connection, did not think there was one, and was proceeding as if

there was not one. Ms. Hocken agreed that it was a good way to respond, as long as the point was made that the Board did not see the connection.

Ms. Loobey said that was good advice, and she preferred that in public comments they would take the "high road" and talk about justification, funding, the downtown plan, the Council goals on alternative transportation, service to the community, and the efficient operation of the District.

**WORK SESSION ON ANNUAL ROUTE REVIEW AND CURRENT ROUTE PRODUCTIVITY STANDARDS:** Ms. Loobey explained that staff thought it would be useful to talk about what the District measured, how, what it meant, and what mechanism would be used to develop the measures that were important for the Board of Directors with changing times. One of the questions was how the District could tell whether it was making changes in the reduction of vehicle miles traveled (VMTs). She could not recall the date of an old document, but it had showed that on the average, 75 percent of total service hours at Tri-Met was in revenue service, 18 percent was in layovers, and 7 percent was in deadhead time. At LTD at that time, 91.5 percent was in revenue hours, with 1.6 percent allocated to report time, .8 to turn-in time, 1.2 percent to layover time, and 4.9 percent to deadhead time. She said there probably were a lot of reasons for those numbers, but from the standpoint of getting the maximum amount of hours of revenue service at the fleet, LTD was at 91.5 percent at that time. She said these were not specifically part of the UNCC study or other measures, but it was important in terms of how LTD cut the runs to produce the bid work for the operators. When doing so, she said, staff were measuring all of these things. Part of it was contractual, such as allowing enough time to walk around the bus and make sure it was ready to go, etc.

Andy Vobora, Service Planning and Marketing (SP&M) Manager, said that the purpose of the work session was to show the process staff went through and have the Board help answer some questions about productivity. Three questions were listed in the agenda materials for the meeting: (1) Are current productivity standards appropriate?; (2) What is the balance between service coverage and frequency?; and (3) Are lifeline services important (rural or urban)? Staff were not asking for decisions that evening, but did want the Board's input on these questions.

He explained that each year, service changes were made in the fall at the time of the new driver bid (when bus operators selected the routes they would drive until the next bid). A few adjustments normally were made at the winter bid. Service was scaled back in the summer, when less service was needed to the University of Oregon, Lane Community College, and public schools. Service was evaluated and analyzed during the winter, and a recommendation for service improvements for the coming fiscal year was proposed in February each year. If the service recommendations were approved during the budget process, production of informational materials began and the service changes were implemented.

In order to develop the staff recommendation, staff reviewed the current system's performance (ridership and route productivity). Customer requests also were considered. These requests were received in the form of telephone calls, letters, and forms, and

solicited through surveys and contact with the general public, such as in the Origin and Destination survey, being at Valley River Center during the Joy Ride, or staffing a booth at the Gateway Mall. Employee input also was gathered, through employee participation on the Service Advisory Committee and through comments received from the general work force. The P&D and SP&M staffs were reviewing nine pages of comments from bus operators for the current ARR. Other input was received through market analysis, which mainly was input from non-riders, and from Board input, especially in the Board's strategic vision. Mr. Vobora said that developing the final service recommendation was a balancing act to meet the needs of riders, non-riders, employees, and the Board.

Performance indicators studied by staff were ridership increases and rides per service hour. One question was how to tell how many rides per hour were enough. The current urban standard that had been set by the Board was that a route was considered to be below standard if it fell below two-thirds of the urban average for rides per service hour. The current average was 35 rides per service hour. Therefore, the fall 1995 standard was 23.61 rides per service hour. The Saturday standard was 22.46 rides per service hour, and Sunday's standard was 21.63 rides per service hour.

Mr. Bennett asked if the urban average of 35 meant that there were a lot of routes above that average. He wondered why a route would be considered substandard if it were 67 percent of the average, and if there was a wide range. Mr. Vobora said that was true, and staff would be discussing this in more detail with the Board. The express service standard was 25 rides per trip, or about 44 rides per service hour, which was 1.25 times the peak hour urban average. The standard for express service was higher because the cost was higher, since it was one-directional service, with more deadhead time. The rural standard was 20 boardings per one round trip, or 15 on any given trip.

Mr. Vobora showed a system map with substandard routes drawn in red. Staff were reviewing the Ferry Street Bridge area routes and trying to figure out the factors, such as low densities or higher incomes, that caused substandard ridership in this area. Also shown, in green, were the routes that were producing between the standard and 40 rides per hour, and, in brown, the rural routes. The only substandard rural route went to the town of Coburg. Routes producing in the range of 40 to 50 rides per service hour were shown in blue, and the very high-producing routes of 50 or more rides per service hour were shown in purple. These included a corridor toward west Eugene, and a lot of the service along 18th Avenue traveling to the University of Oregon and Sacred Heart Hospital area.

Mr. Vobora also discussed some of the things staff looked at to balance whether routes should remain in service or be cut. He explained that the Market District route was not meeting standards on any days, and staff were discussing cutting unproductive trips during the day, since there may be trips within the daily schedule that lowered productivity. The lifeline service question was involved in providing service to Ya Po Ah Terrace and Campbell Senior Center. They had no other good service, so if this service was cut, it would strand a number of senior citizens.

The #10 was a newer route creating a cross-town link on weekends, connecting downtown, Gateway Mall, and Valley River Center. On Sundays, the route productivity was



exceeding standards by quite a bit. Saturday was still below standards, but because it was just implemented, staff did not recommend cutting this service before giving it a chance to mature. This service might be marketed differently and evaluated next year.

In response to a question from Mr. Kleger, Mr. Vobora said that route segment analysis helped analyze service on trunk lines, loops, etc., according to specific stops, so staff would know if some parts of the route were more productive than others. He said that this was the case on one of the River Road routes, where the trunk route was very well used, but no one road one of the loops. In that case, staff would consider cutting out the loop or giving that service to another route.

Route #15 had been in service 1.5 years and was well below the standard. Staff were considering cutting this service and reallocating it to other places in the system. Mr. Vobora said that as the District began to cut service, the Board might hear from customers affected by those cuts. Mr. Bennett wanted to make sure that those customers would receive advance notice; Mr. Vobora said that they would. Mr. Bennett then commented that it would be important to take the financial considerations into account, to balance the customer's input with the significance of the savings.

Mr. Vobora explained that sometimes the pairings of routes through the system would mean that there might not be a cost savings if a route was cut.

Mr. Bennett asked about route redesign, such as running service differently rather than keeping it or not keeping it; running it less often, more often, etc., to try to make a difference. Mr. Vobora said those issues were considered. Some routes might be reconfigured through different neighborhoods to maintain service coverage, some might be offered hourly instead of half-hourly, etc.

In describing express route service, Mr. Vobora said that some of the District's "express" routes actually were limited-stop routes rather than express routes. One, the 3X, did not meet the express route standard, with only 32 rides per service hour, but staff were considering whether different standards were needed for limited-stop routes.

Mr. Bennett wondered if staff could tell by looking at productive routes if they could become more productive by running more buses, and maybe marketing those additions effectively. Mr. Viggiano said that staff had experienced that. For example, on Saturday some routes were increased to provide service every half-hour instead of every hour; their ridership doubled, so they kept the same productivity. Ms. Loobey said that this also was the experience when increasing the Thurston route to every 15 minutes from every 30 minutes.

Mr. Vobora said that staff would recommend marketing the Coburg route better. The area was growing rapidly, and Monaco was moving there, adding another 1,000 employees. Monaco asked LTD to pull into its site, so staff thought ridership would increase.

Mr. Vobora next discussed preliminary service change options. Some changes would be recommended to fix operational problems on some routes. He explained that some time

may need to be added to some routes to allow for traffic, more ridership, etc., which may decrease productivity initially. However, it was hoped that once the routes were more dependable and people could trust them to be on time, their ridership would grow. Some service would be redesigned. Staff were evaluating how to connect with cross-town routes, and were considering a major redesign in the Ferry Street Bridge area. The #67, which currently traveled in front of the Sheldon Plaza, might be changed to go behind Sheldon Plaza to serve the new Bi-Mart and Oasis grocery store across from Sheldon High School.

Staff also were considering cutting the #15 and adding a new route to make better connections with the #14.

Mr. Bennett wondered if staff would be able to respond if someone wanted to see some sort of priority routing system that would get LTD to a position where the fares were 22 percent of the budget, or someone asked what the system would look like if LTD wanted to increase productivity by 5 percent, rather than looking at individual routes. He said the reason he thought it was important was that he could foresee a situation where LTD would have a reduction in government support, and, considering the initiatives that the Board would like to pursue, he could see the District running out of money very fast. Philosophically, he said, while he knew that LTD could not operate like a private business and there were lifeline services and private contracts, LTD might have to make choices if people chose to live out somewhere. He said the District was proud of its coverage ratio, but maybe in order to position itself better and have more credibility and support for meeting the longer-term, it may not be economically reasonable to do as much. He stated that this was an issue he had been thinking about for some time.

Mr. Vobora said that to raise productivity standards did require looking at the system on a route-by-rate basis. It would be possible to calculate how many service hours would have to be cut to reach a certain productivity ratio, but cutting certain routes affected routes those riders transferred to, and could hurt the connectivity that people needed in the service. However, if the Board wanted to get to that point, staff would know where to start from and where to start paring back. He thought that this route-by-route consideration had helped the District increase productivity over the years.

Mr. Viggiano said that when considering the District's history for the past ten to twelve years, it was clear that LTD had been able to achieve greater increases in ridership than in service. He said the District probably had not been as critical in looking at low-productivity routes as he was hearing from Mr. Bennett that they should be. Low-productivity service had been cut in the past, but it probably was more critical this year. He said that the Board would have the chance to look at this specifically in the next couple of months.

Transit Planner Will Mueller added that staff believed they were pushing the envelope with some of the routes, as far as being able to keep to the advertised time points. Some of the changes being considered would be to add operational time to make certain routes better able to stay on time in increasing traffic. Mr. Kleger added that this would not result in much more ridership in the short run.

Mr. Bennett asked if losing five minutes in route time was different than his spending five minutes on the Ferry Street Bridge, and if that would cause LTD to lose passengers or market share. Mr. Vobora replied that it did, if people could not make their transfers. Mr. Kleger agreed that the District lost market share if it did not run as advertised.

Mr. Vobora said that the District would implement a bikes on buses program during the summer of 1996. That could slow down routes, and some bus operators were very concerned about that. Staff would need to measure the impact of that program.

Mr. Kleger asked Mr. Bennett if he was thinking about shifting resources to high-productivity routes. Mr. Bennett said he did not know the answer to that. The frequency issue was involved, and considering productivity and cost, as well as whether the District could continue to keep this level of service and meet other obligations, and finding the balance in those issues. In order for LTD to serve the public, what percentage might productivity have to be increased? He said it was a good idea to see if the District was going in the right direction, and ask whether it made sense to try to reach 85 percent of the coverage area, just to meet a coverage standard. He added that lifeline service was a separate issue. He thought that sometimes more can be done than people thought, and that there was a different perspective from just trying to maximize each route.

Ms. Hocken suggested setting a target and seeing if the system could meet that target. It could be that staff would find that the target was not feasible.

Mr. Saydack said that this had been a good discussion for him. He thought he heard Mr. Bennett saying something that he had been struggling with, himself: that this type of analysis, although necessary and valuable, may be the kind of analysis that perpetuated the status quo. Like Mr. Bennett, he thought there would be some real challenges to the status quo in the years to come, that would require LTD to rethink some pretty basic issues about how to deliver bus service in the community. He thought those challenges would come from threats to the sources of funding and other areas. He wondered if there was a way to approach this analytically that made people think about it in a different way; maybe as a question of what the new fundamentals of service would be. Given those new concepts, what would staff design?

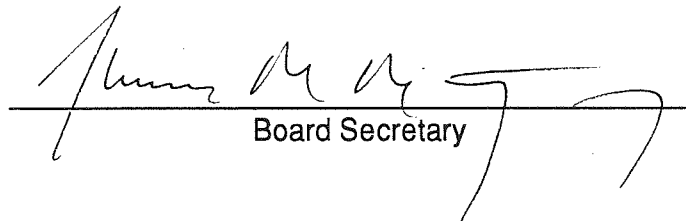
Mr. Vobora said he thought that already was developing with BRT, which would make the current route structures obsolete. He said that Mr. Saydack had hit the issue; that the current service design came from standard set by past Boards. The standard of 85 percent coverage was in the current service policy. The Board could reevaluate and reset that standard. If the Board wanted to go in new directions, staff needed to hear that. He added that staff were struggling with not knowing exactly what that direction would be.

Mr. Bennett said it was important for him to say the following. Staff had taken time to show the individual routes. He did not know if he would ever really need to understand that entirely. Rather, he needed to talk about the approach and discuss current policy and some potential objectives. The question was: What are the objectives now, and what will they be in the future? He said that when the Board got into specifics, unless they rode the bus and were very familiar with the service, he did not think that was a good role for the Board.

Mr. Saydack agreed. He said he would like to know next month what were the basic things like the 85 percent rule (the assumptions and basic premises for the service) that the service recommendation grew out of. Mr. Vobora said the Board also would see the financial projections and dollar amount for the recommended changes. Mr. Saydack asked if staff could design service to show the Board what it would look like if the Board did not want to increase costs. Ms. Loobey said that was possible, and the staff also would show the consequences of doing so. She said that the District did not have the ability to put money aside to play with in innovative ways of doing service, because state budget law required more specificity. However, there were some things LTD could begin to do, not for this next budget process, but for the next few years. For example, there might be another way to provide lifeline service in some cases. She said that staff knew what the costs were, and from the standpoint of how it was managed internally, there would be changes as the District melded into the BRT system. LTD could increase ridership with an LCC group pass program, but not at the cost LCC wanted, because of political problems with doing that.

**EUGENE STATION:** Mr. Bennett commented about the discussion regarding utilization of the new Eugene Station site. He had heard that day that Tim Laue might suggested that there would be a public purpose use of air rights that could allow for more intensive development of the site. He wondered if the Board could talk about that again. Ms. Loobey said that if Mr. Laue had a proposal regarding the use of public space at the site, there had to be a plan for who would pay. The Federal Transit Administration probably would not pay for LTD to house another public entity not related to transit. If other public entities wanted to pay, that would be different. Ms. Hocken thought the District could use revenue bonds and pay the money back out of rent. The other public entities would have to sign a lease, in that case.

**ADJOURNMENT:** There was no further discussion. The meeting was unanimously adjourned at 7:30 p.m.

  
Board Secretary

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, January 17, 1996

Pursuant to notice given to *The Register-Guard* for publication on January 11, 1996, 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, January 17, 1996, at 7:30 p.m. in the LTD Board Room at 3500 East 17th Avenue, Eugene.

Present: Kirk Bailey, Vice President  
Rob Bennett  
Patricia Hocken, President, presiding  
Dave Kleger, Treasurer  
Thomas Montgomery, Secretary  
Roger Saydack  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: (One vacancy, subdistrict #2)

**CALL TO ORDER:** The meeting was called to order at 7:35 p.m. by Board President Pat Hocken.

**EMPLOYEE OF THE MONTH:** Ms. Hocken introduced the February 1996 Employee of the Month, Bus Operator Tim Leberman. Mr. Leberman was hired on April 23, 1991. He was nominated by two customers for the positive way he treated all his customers and for how safe they felt when riding with him. One stated that Mr. Leberman showed that he cared and took pride in doing so, and did not hold back in expressing his concern for others. The other customer described a situation in which Mr. Leberman stopped the bus and used his authority in a positive, professional, and firm way to let a number of youths know that they were not to continue to use foul language on the bus. The customer stated that Mr. Leberman set a very good example for those riders and got them to listen to him, and that she was very appreciative of his actions. When asked what made Mr. Leberman a good employee, Transit Services Administrator Rob Montgomery said that Tim was very conscientious about his job, often taking his ideas and suggestions to the supervisors with the intent to make things better for his customers and the District. Ms. Hocken presented Mr. Leberman with his letter, certificate, and monetary award.

Mr. Leberman thanked the committee for selecting him as Employee of the Month, and said that he was very appreciative because there were a lot of qualified employees. He said he really enjoyed his job and working with the people; he took a lot of pride in his driving and watching out for everyone who may want the bus but may not be at the stop, and being extra-sensitive to people and their needs. He stated that the last three or four years had been very fulfilling; he had seen the District grow in a lot of different ways, with different routes being added and ridership increasing. He thought the District was moving toward good things in the future, with positive input with customers and service in the community. He said he enjoyed going to work every day

and that he worked with a good group of people. He said he couldn't be happier, and he wanted everyone to know that he appreciated the District.

Mr. Bennett said that the Board appreciated the opportunity to recognize employees who were making a strong effort. He wanted to tell Mr. Leberman that his willingness to step up and represent the District with respect to people's conduct on the bus meant quite a bit to him, because he knew that was not easy to do. It seemed that Mr. Leberman did it in such a way that it worked for the benefit of everyone, so Mr. Bennett wanted to express his personal appreciation. Mr. Leberman thanked Mr. Bennett. He said that when bus operators came across this problem, they had to be careful they were not accusing the wrong people, because of the problem of watching people in a little mirror in a 40-foot-long space while driving the bus. By the time he had figured out who was using the foul language, a customer also called it to his attention. He said he pulled over when he could, and he and the offenders had a little chat. Ever since, he said, they had been fine. Mr. Kleger added that he rode with Mr. Leberman quite a bit, and that it was a delight every time. Mr. Leberman said he took a lot of pride in his driving, and being a defensive driver was very important.

Transit Operations Manager Patricia Hansen introduced Mr. Leberman's wife, and informed the Board that Mr. and Mrs. Leberman met and were married on an LTD bus. Mr. Leberman explained that they were married on June 4 on the route they met on, by 5th Street Market. They chartered the bus and decorated it, and his wife entered the bus through the exit and walked up the aisle to the front, past their friends in the seats.

**PRESENTATION OF AIA AWARD:** Ms. Hocken introduced architect Eric Gunderson of WBGs Architecture and Planning. Mr. Gunderson explained that every two years the Southwest Oregon Chapter of the American Institute of Architects (AIA) held a design awards competition. This year there were 16 entries. One that WBGs entered as architects for the District was the University Station South that was recently completed near Prince Lucien Campbell Hall at the University of Oregon. He said that the award was unique because it acknowledged not just the architect as the designer, but the valuable role that the owner played in excellence in architecture. He stated that he was intensely proud to say that of the three major new projects that WBGs had done for the District, all three had won design awards. He thought that was a tribute to the hard work of the staff and the time that the Board gave to make that extra effort. He had wanted to take just a moment to be sure that the District received the award, which was a merit award to the architect and to Lane Transit District as the owner. He presented the award to Ms. Hocken. She thanked Mr. Gunderson for the award, and Mr. Kleger thanked him for all his good designs.

**AUDIENCE PARTICIPATION:** Tim Laue of Eugene said he was not testifying in an official capacity, but as a private citizen. He asked to explore a concept with the Board. He said he appreciated the Employee of the Month, because about five years ago he had ridden the bus a lot as the best way to get to the University of Oregon (UO). When he first began riding, the UO was talking about building an 11-story parking garage where the tennis courts were at 16th and Alder, and LTD had worked out a group pass program with the Associated Students of the University of Oregon (ASUO), which had been replicated throughout the community and which had increased the ridership of LTD almost 20 percent. He said he appreciated the service, particularly in the snow.

Mr. Laue said he was there as a private citizen to talk about an issue that had been before the Board--the transit site that LTD wanted to locate on the theater block. He said he had no

problem with that action. He used the marker board to draw a diagram of the streets around the site. He stated that the City of Eugene had a facilities problem that was not minor. In an earthquake of 6.0, he said, all the police cars, police operations, and the 911 center would be squashed, because they operated out of the basement of City Hall. He said that the City of Eugene had been investing in downtown over the last decade; it owned the Sears building and had an option on the Atrium that might be exercised over the next two years. A study of land use development of the west end of the downtown core included the option of programming a library where the Rice and Spice store was. He said that it seemed that the public interest was best served in this circumstance if LTD moved ahead with the transit station as proposed and granted the City air rights over the northwest corner of the station block, because if the current or any future City Council so decided, a civic complex for public use could involve all four corners of the intersection of 10th and Olive relatively easily and inexpensively, by use of sky bridges. He said he would like the Board to consider that seriously. He stated that one of the things he did aside from his public service was to manage investment portfolios. He looked at investments on the basis of cost, anticipated return, and opportunity costs. He defined opportunity costs as what happened if you did not make the investment, and whether you could put your money more effectively someplace else. For his money, and the public good in the City of Eugene, he said, that northwest corner block was one of the best public investments the City could make. He asked if the Board had any questions.

Ms. Hocken asked specifically what he envisioned. He showed sky bridges connecting a civic complex on all four corners that would serve the City of Eugene and others. He said that LTD had a very key transit facility located on the block, and that he knew that with good architectural efforts, if the City had everything 12, 15, or 20 feet and above that corner for public use, they could make it work. A high-rise office building could be one possibility. He said that there was a need for government office space in the center of town, not only for the City of Eugene, but also the State of Oregon, which had a direction from the Governor's office, as well as the school district and others. He said that they needed to concentrate those facilities, and if concentrated, those facilities were more effective in the public dollar. He said that one of the most effective spaces in the Atrium building was a two-person table just outside the door of the planning office, where staff and citizens and others met for five- and six-minute conversations. He said that it had been shown again and again in creative problem-solving, whether in science, in social sciences, or business, face-to-face interaction was better than telephone or computer interactions. To the extent that commuters would be attracted by bus to a complex of that type, LTD would be fulfilling its mission and he would be reaching his goals.

Ms. Hocken told Mr. Laue that one issue that would enter into the Board's consideration of his proposal was how the construction of such a facility would impact the operation of the transit station. She said the District would not want to agree to something that would seriously disrupt its operations for an extended period of time without looking at ways to mitigate that. She said that this was one of her concerns about having such intense development while trying to get the buses in and out.

Mr. Bennett stated that one of the ideas of the current design of the transit station was to create an open, airy space and avoid a closed-in bus station where people were concerned about their safety. The current design would give exposure to the street and outside activity. He said that this may not be the compelling issue, but it was one the Board had thought about pretty carefully. The issue of more intensively using the site, either above or below, had been under discussion for some time. There had been a lot of pressure from the development department,

with some feeling that the District was not incurring the intensity of development that normally would occur in a site in this location, so the District was trying to weigh its own purpose and how it best presented itself over time. He said that LTD could use some more ridership, and was trying to take action in a way that gave the District the best chance to present itself and show what it had to offer in order to encourage people to ride. One of the things he would look at, he said, was whether it could be done in such a way that would not enclose that corner, maybe with a high enough ceiling. He asked Mr. Laue how important it was to him. Mr. Laue replied that to him, personally, it was very important. The opportunity costs on that site, with five to twelve stories, gave him great pause, he said. Second, it was so important to him that he was willing to compromise, because originally he was talking about the whole block. He said he also did not want to put the Board in a position where it could not take action by February 1, so what he would like was a commitment for a reasonable option and good faith discussions about what might be done. He did not want blanket air rights. A reasonable option could have written into it "design that incorporates the goals and interests of Lane Transit District as well as the interests of any others who may negotiate."

Mr. Bennett asked if Mr. Laue knew how far along the project was. Mr. Laue said he did; that was why he was offering the option. He said that Mr. Bennett knew how option negotiations worked and what was involved in them, and that was why he put emphasis on "reasonable." He said he was not saying the City wouldn't pay for it, even though it owned it on some level.

Mr. Bailey asked how Mr. Laue's idea related to LTD's already-existing plans and discussions around the building on the southwest corner of the station. Mr. Laue said that the southwest corner was quite a compromise to the northwest corner, so it did not relate.

Mr. Bennett said that he made the mistake of thinking that the discussion was around the southwest corner, the area that LTD seriously considered but could not find a user for, in terms of LTD's immediate construction. But Mr. Laue said that was not the vision he had; the intersection at 10th and Olive was very important.

LTD's Planning and Development Manager, Stefano Viggiano, said he spoken with the project architect, Eric Gunderson, about this idea. He spoke briefly about the architect's thoughts about the feasibility of this idea. Before they had heard the idea about the northwest corner, both he and Mr. Gunderson had come to the conclusion that the northwest corner would be the place where an idea like this could work. The reason was that the station design included a plaza that was about 40 feet wide and about 80 feet long. That could form the ground floor of a building, and at about 20 feet up the building could extend across the bus aisle, so it would take most of a quarter block. That would mean that part of the station would be covered, but if the building were high enough, there would be a fair amount of natural light in from the side. He said that the District and the architect had a real concern about a station that would be entirely covered, and what that did to the ambiance. However, he thought that this idea might be workable. The question was that the construction costs got much higher when building without a ground floor. Mr. Bennett said that could be determined later, and that LTD would need most of the ground floor space to continue to operate.

Mr. Bennett asked if Mr. Viggiano and Mr. Gunderson had talked about how to support the building on the side above the station. Mr. Viggiano said that they had, and it could be done, but it was a question of money. Mr. Bennett also asked if there would be any preparation that would be needed during initial construction of the station. Mr. Viggiano said that it would be cheaper to do it



now, but the building would have to be designed now in order to design the footings. Ms. Hocken added that the City would have to come up with funding now, which was not a reasonable expectation. Mr. Bennett asked if this would hold up LTD's schedule. Mr. Viggiano replied that it would, and Mr. Kleger mentioned that LTD would begin losing funds if the station project backed up too far. Ms. Loobey stated that the purchase agreement had to be signed by February 1. Mr. Montgomery said that if the District built the station and someone else had to do the footing work later, that would not be the District's problem, especially since the Federal Transit Administration (FTA) would not fund that work.

Mr. Bennett asked how long the Board had to make a response. Mr. Laue said that the Eugene City Council would be meeting the following Monday at 5:30 p.m. to make a decision. Speaking as an individual, he said, he would need LTD's response by that time.

Mr. Bennett said he realized this was not a formal meeting between the Board and Council, but he wanted to tell Mr. Laue that when he attended the City Council meeting at noon that day, he heard Jan Bohman say that one way to negotiate with LTD was to include an agreement to keep buses off Willamette. Mr. Laue said he heard that too, but she had forgotten that LTD had the right to condemn the right-of-way and use it whenever it wanted to, so there really wasn't much negotiation to be done. Mr. Bennett said he thought Ms. Bohman's statement was out of line; the Board felt very strongly that while there had been some glitches, the District had been acting in good faith, and so had the City, and the Board would be very discouraged if this became a part of the conversation. Mr. Laue agreed and said he saw no reason to get into a harangue about that.

Ms. Hocken asked, in order to know exactly where Mr. Laue stood, what would be an acceptable answer from the Board. Mr. Laue said that he was willing to be reasonable, but what he wanted to preserve in good faith was the option for the air rights above that quarter block.

Ms. Hocken thanked Mr. Laue and said that the Board would discuss what he had brought to them. Mr. Laue left the meeting.

Ms. Hocken said that later in the meeting the Board would be discussing a letter to the City about financing the purchase of the station from the City, and that would be the appropriate time to discuss Mr. Laue's suggestion.

There was no one else who wished to address the Board.

**MOTION**     **CONSENT CALENDAR:** Mr. Kleger moved that the Consent Calendar for January 17,  
**VOTE**     1996, be approved. Mr. Bennett seconded, and the motion carried by unanimous vote. Items on the Consent Calendar were the minutes of the November 29, 1995, special Board meeting, the November 30, 1996, special Board meeting, the December 13, 1995, special Board meeting, and the December 21, 1995, regular Board meeting.

**LTD AMERICANS WITH DISABILITIES ACT (ADA) PARATRANSIT PLAN 1995-96:**

Ms. Hocken commented that the 1995-96 update of the ADA Paratransit Plan was only one page this year. Transit Planner Micki Kaplan stated that the ADA required that LTD file a paratransit plan and annual plan update. She said that LTD had done this for about the last five years. She reminded the Board that LTD had been in full compliance with the ADA since September 1993. Despite full compliance, the District had been documenting that compliance with multi-page

documentation. This year, the FTA had reduced the reporting requirements for transit districts in full compliance, so the update was a one-page assurance form that LTD still was in compliance with the ADA. Ms. Kaplan asked the Board to approve the assurance form, which would be forwarded to the Federal Transit Administration.

**Public Hearing on LTD Americans with Disabilities Act Paratransit Plan 1995-96**

**Update:** Ms. Hocken opened the public hearing to anyone who would like to testify on the District's compliance with the Americans with Disabilities Act. Diane Deurscheidt, director of Alternative Work Concepts, spoke. She said that Alternative Work Concepts was a small, non-profit vocational agency in Eugene. She also was the vice-chair of the Special Transportation Fund (STF) Advisory Committee. She said she wanted the Board to put a face to a large group of people who worked with Ms. Kaplan and Terry Parker from LCOG to assure that the District is following the ADA regulations. She said the Committee was working very hard, and wanted to thank the Board. She said she heard time and time again, all over the state and the nation, through her work doing technical assistance in hiring people with disabilities, about the town's wonderful reputation for the fixed-route and paratransit services that LTD provided. She said that the District was way ahead of schedule, and she wanted to say thanks for a great job. She offered to answer any questions the Board might have of the STF Committee.

There were no others who wished to testify before the Board, and the public hearing was closed.

**MOTION**      **Board Deliberation and Decision:** Mr. Bennett moved that the Board approve the *LTD ADA Paratransit Plan 1995-96 Update* and forward the plan to the Federal Transit Administration. Mr. Kleger and Mr. Montgomery seconded the motion. Mr. Kleger commented that he regularly attended the STF Committee meetings, and that the commitment level demonstrated by that committee for getting the job done and done right was commendable.

**VOTE**            There was no further discussion, and the motion was approved by unanimous vote.

**1996 SECTION 9 GRANT APPLICATION:** Ms. Hocken said that the next action item was the Section 9 federal grant application, which the Board had looked at the previous month. However, there were some changes that needed to be incorporated into the application. Mark Pangborn, Assistant General Manager, said that three changes needed to be made to the application. Staff had highlighted the changes on pages 38 and 39 of the agenda packet. Essentially, STP funds were not included in the original grant application for three reasons. First, \$92,000 was what was left over after the District gave the City of Eugene \$242,000 for the parking garage. Initially, the \$242,000 and the \$92,000 had all been programmed for new buses. When he originally put this grant together, that money was still in limbo. After determining that the City would receive \$242,000, Mr. Pangborn had added the \$92,000 back into the grant for new buses.

The second part was under Bus Stops and Terminals, for a drivers' rest room. Mr. Pangborn explained that the City of Eugene originally planned to build a drivers' rest room at the Parkway Station. As the final stages of the approval process were reached, the City said that LTD should put in the rest room because it would be easier for LTD in terms of meeting the regulations. He said that this was part of a larger project, in which the City would be constructing a Park and Ride at the south end of the jogging trail, right where LTD's Parkway Station was. He said it was a nice project because LTD's customers would get there early in the morning to park and ride, and then others would arrive during the day to use the park. He said it would be a nice

in-town Park and Ride facility to serve both Lane Community College (LCC) and downtown Eugene.

Mr. Pangborn said that the third change was to add additional STP money for bike racks and lockers, which he had neglected to add to the grant.

All the projects had been approved by the Metropolitan Policy Committee (MPC) and gone through local review.

Mr. Montgomery asked for clarification on the proposal to build a drivers' rest room. Mr. Pangborn said that the City planned to put in the parking lot and connect the sewer, so LTD had asked the City to build the rest room as well, to be able to put it all in one contract. The City had agreed, but then the funding sources were changed, and the City was going to have to ask the Oregon Department of Transportation (ODOT) to fund this project. Because the ODOT regulations were so cumbersome, the City suggested that it would be faster and easier for LTD to pull its money back out and do this part of the project itself.

**Public Hearing on Revised Section 9 Grant Application:** Ms. Hocken asked for testimony on the revised grant application. No one present wished to testify, so she closed the public hearing.

MOTION **Board Deliberation and Decision:** Mr. Bailey moved that the Board approve the revised 1996 Section 9 grant application for \$2,676,169 in federal funding and authorize the General Manager to submit this application to the Federal Transit Administration. Mr. Kleger seconded the motion. There was no further discussion, and the motion carried by unanimous vote.

VOTE

**SERVICE TO CRESWELL:** Creswell City Manager Ron Hansen was present at the meeting. Ms. Hocken commented that there had been some exciting developments pertaining to service to the city of Creswell. Ms. Kaplan made the staff presentation. She said that during the last year there had been considerable discussion between LTD and the Cities of Creswell and Cottage Grove for bus service. In addition, LTD participated in a transportation needs assessment survey with the two Cities, which showed considerable interest in service. The discussion that evening was solely about service to Creswell, not a joint project with Cottage Grove.

As a quick review, Ms. Kaplan said that the concept of a bus service demonstration project was essentially defined as a 12- to 24-month test period during which the jurisdiction--in this case, the City of Creswell--would pay the fully-allocated costs of the service, less fare revenue collected. This meant that the service being provided out of the service area would not cost LTD or LTD's taxpayers. Also, an important element of this concept was that after the demonstration period, the jurisdiction would need to make a decision about whether it wanted to continue bus service. If it did, it would have to go back to LTD and ask to be included in the LTD service area and then would be subject to the payroll tax and the self-employment tax. Despite ten months or so of negotiations with Cottage Grove, the City of Cottage Grove had not taken a position or formal action on a ballot measure or whether to pursue a demonstration project. However, the City of Creswell had. Creswell had been proactive and decided that independent of Cottage Grove, Creswell was interested in letting the voters decide whether they wanted to fund a limited-duration demonstration project with LTD.

Ms. Kaplan said that the staff analysis was to try to determine whether Creswell had sufficient population and travel demand to make productive rural bus service. The staff analysis showed that Creswell had sufficient population, and over 60 percent of the workers already were commuting to Eugene, with some Eugene workers commuting to Creswell. Ms. Kaplan said she believed that even in a 12-month demonstration period, the bus service should meet the District's rural productivity standards, which were different than the urban standards. The rural standards were 20 boardings per trip average, as a minimum. She believed that given time to mature, the Creswell bus service probably would exceed the minimum standard and be comparable to other rural services LTD already provided, such as Junction City and Veneta, which were averaging 22 to 26 boardings per trip.

Ms. Kaplan stated that the population of Creswell was 2,400 or so, very similar to Junction City and Veneta, larger than Coburg. Those were all rural communities to which LTD was already providing successful rural bus service.

Ms. Kaplan next discussed a conceptual bus service plan, which had to be developed in order to project the dollar amount for the serial levy for the City of Creswell. It was determined that round-trip bus service between Eugene and Creswell would take about 75 to 80 minutes, and total about 1,900 annual service hours. Charging the fully-allocated cost rate of \$56 per hour, less productive fare revenue of \$8,900, staff believed that the net cost for that service would be \$98,000. If the Board approved the concept, the amount Mr. Hansen would put on the serial levy probably would be \$98,000.

Mr. Bennett asked if Ms. Kaplan were suggesting that if the service were to continue past that point, the service then would be approached on the basis of the rural boarding criteria. Ms. Kaplan said that was correct. Ms. Hocken said the question would be what revenue LTD would receive from payroll taxes at that point. Ms. Kaplan explained that the service later may cost less than the fully-allocated cost rate.

Mr. Bennett said he was interested in how the District would come out at that point. If there was a reasonable level of service pursuant to the boarding criteria for rural routes and the District was amenable to continuing that service if Creswell joined the District, his further question would be what would be the net financial result for LTD. He said that may seem a little unreasonable because that question wasn't asked within the District, but to the extent that the District may be more heavily subsidizing rural routes within the District, he would not want to go into the demonstration project unless he felt that LTD would then continue service if Creswell held up its end of the bargain. He asked what the Creswell tax base might be expected to be, and how that related to LTD's costs. Ms. Loobey said that staff had not done a tremendous amount of research on that issue for either Cottage Grove or Creswell. Staff did have some rough estimates, and the reporter in Cottage Grove had estimated a huge amount of money, over \$500,000, coming from that expanded section of the service area, which would pay far more than the amount of service they would receive. Ms. Loobey said that staff disputed those figures, but had not done a precise study. One known fact was that the largest employer in Cottage Grove was the hospital, with an annual payroll of \$8 million; there was no other employer in Cottage Grove with than number of employees except the school district, which would not pay the payroll tax. Finance Manager Tamara Weaver explained that the reason staff did not have detailed research was that the data was not available. In terms of Creswell, the actual cost would be closer to two-thirds of the fully-allocated cost, because Creswell would be paying for overhead during the demonstration project, since it was not part of the District. Then, in trying to determine whether there would be a deficit

or if the District would break even in providing the service later, Ms. Weaver said there probably would be a small deficit, but fairly close, because the cost would be somewhere around \$60,000, and it was possible that there would be around \$50,000 or so in payroll tax revenues from that area.

Mr. Bennett said he thought this was a serious question, and went along with the reviews LTD was undertaking. He said that on one hand, he was not interested in charging Creswell a rate that exceeded the District's costs, but on the other hand, he wanted to know, if the District was going to take on another rural area with different criteria with respect to productivity that would cost the District more relative to the fare revenue than other types of service, whether this was something the District wanted to do from a policy point of view. He thought this was an important part of the discussion.

Ms. Hocken asked Ms. Weaver to clarify that the farebox recovery ratio was in the order of 20 percent, in general. Ms. Weaver said that if that were taken into account, theoretically the District would break even. She said that the numbers were very soft: it could be as little as \$30,000 in payroll tax revenue, or as much as \$60,000. She asked if another month to gather more information would cause problems for Creswell. Mr. Hansen replied that the City scheduled a public hearing on the levy on February 12, and he needed to file with the elections department by March 21, so the very latest the Council could take action would be at its March meeting.

Mr. Montgomery said that if these numbers were accurate, the 12-month demonstration period would be a break-even situation. He wondered if during those 12 months, the District could examine this further, obtain some relatively hard numbers, and make a decision by the end of the 12-month period. Mr. Bennett thought that people would rely on LTD and then be upset if the District decided against the service after the trial period.

Mr. Saydack wondered if Ms. Weaver could develop better information in the next month. He said that he shared Mr. Bennett's concerns about creating expectations and demand and then finding that the District would be unable to satisfy them because it couldn't justify the subsidy. Ms. Weaver said that staff could come up with better numbers in the next month. She explained that staff had taken a position in the past that the District did not look first and foremost at the money that was generated from an area; as an example, staff were not pursuing Cottage Grove, even though she knew fairly certainly that that service would more than pay for itself. Rather, staff looked more at the issues, as the Board had directed, such as whether the community wanted the service and if it would meet the productivity standards. Then, she said, if it became part of the District, it was not unreasonable to assume that other service might be cut if the new service was much more productive. Staff had tried for a long time to avoid getting into the issue of whether service to one part of the District, such as to Weyerhaeuser, subsidized the service to another area. However, what Mr. Bennett and Mr. Saydack were saying made a lot of sense from a finance perspective, so she thought the Board needed to decide if they wanted staff to begin to look at that issue more from that financial perspective, or whether the District should maintain the overall, global view of productivity standards and service in its entirety.

Mr. Saydack said that he would like to see the additional numbers. He thought it was an important factor to look at any time the District considered expanding the present service.

Mr. Montgomery suggested that the Board not even look at numbers for Cottage Grove, since they had not expressed an interest in service.

Mr. Bennett said he would like to hear from the Creswell City Manager. Mr. Hansen first thanked the Board for the District's participation in the feasibility study, and thanked Ms. Kaplan and Marketing Representative Angie Sifuentez for presenting information at the public hearings and City Council meetings. He stated that this was the third time that the issue of LTD service had surfaced in Creswell since he had been involved with the City of Creswell. Ms. Loobey and Mr. Pangborn had made a couple of presentations in years past. However, this was the first time that the City Council had been willing to put it before a vote of the people, so he was a little concerned that if it did not get before the people this time, it may be a long time before the Council would be willing to step up and do that again. He said that he understood Mr. Bennett's concerns about providing the demonstration project and making the citizens happy, but not having a cost-effective proposition, so the service would have to be cut and everyone would be disenchanted. He knew from his standpoint and the Council's standpoint, that they understood that there were no guarantees after the demonstration project. He agreed that if the project was in place and it got cut, and the ridership was there, there would be a disappointment. However, he was excited that they were as far as they were. There had been no real negative feedback from the public as far as LTD's service coming to Creswell, other than the business community, and he understood their feelings about a payroll tax as far as supporting the service. By and large, he said, the business community was supportive of LTD, just not the method of financing. He thought the entire community, by and large, was very supportive of the service. Stepping up and funding it for a year was yet to be decided, but the Council was willing to give the citizens an opportunity to do that. He said he could not speak for the Council, but he was sure that the Council would not be willing to put this on the ballot if it was not going to support bringing LTD in after a successful project. He said that it stood to reason that if the Council was willing to put it before a vote of the people and it was successful, he believed the Council would be willing to invite LTD to come in.

Mr. Hansen said that Creswell was probably one of the fastest-growing outlying communities. He said the population was getting closer to 2,800 and averaging about 25 to 40 houses a year for the last three years. Depending upon the economy, Creswell was in a fairly rapid growth rate. It was a bedroom community; most of the population commuted north or south, with the majority commuting north.

To add a historical perspective, Mr. Montgomery said that the District did take on places like the Laurel Hill valley, where there was no subsidy, because people came to the Board and said that they would like to have bus service, and staff thought it was feasible, but there was no cost guarantee. He said it seemed reasonable to him that the District tried the service, and there was no guarantee to the residents. There had been places where the District had put in service and it had not worked, so it had been pulled. In the Creswell case, the District had the opportunity to go into an area at a break-even cost and see if it worked. He said there may be more rides and revenue than expected.

Mr. Kleger expressed his appreciation for the City of Creswell looking hard at this issue. He said he didn't know how many times he had heard from people on the bus that they would like to be able to go south on the bus. He said that he was in favor of going ahead with the trial service and seeing what happened.

Mr. Bailey said he initially had similar concerns as Mr. Bennett and Mr. Saydack, but Mr. Hansen had helped clear up something he was concerned about; what would happen if the District did this demonstration project and then for whatever reason had to pull back the service.

It seemed to him that the community of Creswell was going to be aware of the possibility that the service would not work for LTD or for the community, so they may be prepared for the possibility that the service might be pulled back. He thought the District should go ahead with the demonstration project and use that 12 months to figure out what the tax base would be.

Mr. Bennett argued the other side, saying that he would like very much to make a deal in Creswell and provide LTD's services, but he wanted to do it on the basis that he fully understood the cost of extending service past a 12-month period. He thought that it would be hard to get out of that kind of agreement once it began, and that this had policy implications with respect to other things LTD was trying to do. If Creswell service were treated as another rural area for which the District had to get behind it financially, he did not know what that number was and what the trade-offs would be. He said he did not think it was just a function of whether there was reasonable ridership, because under the Board's existing criteria, which were under review, Creswell may fit perfectly, but whether that was how the Board wanted to expend its resources, he was not at all sure. He said that he would not support the effort here without some additional information.

Mr. Saydack said he was coming out on this in the same way, but not because he was against the notion of the trial period. He appreciated the work that the staff and the City had done on this, but he felt strongly that the Board needed additional information before making a decision. He thought he had heard that if the Board had that information the following month and made the decision then, it would not foreclose the vote on this issue. He said he would feel a lot better about having this information as part of this decision. He understood that this may not be the kind of information the Board had considered in the past, but he thought it was what they needed to have at that point in considering issues for the future. He said that the accountability that people expected the Board to exercise in the way the District was managed required that.

Ms. Hocken clarified that the next Board meeting would be held in time to give a decision to the City of Creswell. She wanted to make sure that by not taking a position that evening, the Board would not be slowing down the process. Ms. Loobey said that staff could get better numbers by the February 21 Board meeting, and Mr. Hansen said that would fit his schedule.

Ms. Loobey wanted to address Ms. Weaver's comments about the issue of productivity versus what revenue the District could gain from a rural area. She said that staff had looked, at various times, at how much payroll tax revenue would be paid by rural communities. The amount of payroll tax that the District received from the Junction City area surpassed the cost of the service they received. She was concerned that there was not a way under the taxing structure that allowed the District to charge taxpayers in one area a lower rate than in another area. If the Board would not let Creswell in the District because it did not pay for its service, she thought that begged the other side of the coin, saying that the District was receiving more payroll tax revenues from Junction City than the amount of service that could be justified at that time. She said she did not know how those kinds of issues were balanced. She used the analogy of people living on a hill in any city, presuming that people who lived on top of the hill had more expensive houses than those living at the bottom of the hill. There were not differential property tax rates for them, so the amount of subsidy for the people at the bottom of the hill for fire service, police service, etc., came from the people who lived on the hill. Ms. Loobey said she thought the District needed to be very careful about how it started making choices about the taxing policy and trying to go past an equity that said all classes of taxpayers are treated the same way. She said it was very helpful to know what payroll tax revenues could be expected from the Creswell and Cottage Grove area, but there already was a differential coming from varying parts of the District.

Mr. Bennett said that he had a different view. He said that the District was treating everyone who was already in the District the same with respect to the tax structure. There may be a dis-allocation, but everyone was treated the same. He said that if Junction City had a lot of commuters, those people were using a lot of city services and not paying taxes for them, but he did not want to get into that kind of discussion. A question of expanding the District was a different kind of question entirely, including whether the District would incur additional cost in order to expand the area it operated in. He thought that was the kind of policy discussion that LTD would be having in the next couple of months, and he thought the Board did not have enough information for that discussion. He said that was a different issue from whether the District treated everyone equally who was already in the service district and the District already served.

Mr. Bailey said he was concerned about what the possible decision would be once that information was received. If Ms. Weaver came back to the Board and said it would not work because the payroll tax and self-employment tax revenues would not be there later on, then the Board was faced with making the possible decision that in the long run this would not be a productive enough line, so the Board would not do it. What he saw happening in that situation was that the District was essentially telling the community of Creswell, after they had put a lot of time, effort, and energy in a very positive fashion in trying to deal with some of the transportation problems that were present in the region, that that was not good enough. He said that was not necessarily what the Board was saying, but he thought that would be part of the effect of the decision. He thought there were two decision points. The first one was whether or not the District would do a demonstration project for which there was enough information about how much it would cost and what it would mean. There also was a reasonable assurance from the City of Creswell that they understood that there would be another decision point later on, where the Board would decide whether or not to actually bring Creswell into the LTD service district. Mr. Bailey said that as one Board member, he believed he had enough information to decide on the demonstration project now, and he was willing to find out what the other details were over the course of the next year, for the second decision.

Mr. Saydack said that he was interested in having the information to be used in making the decision; he was not presuming how the decision would go, based upon the information. He reiterated that it was information that he thought the Board needed in order to make an informed decision. The subsidy question was a very complicated one, and it did not just involve people outside the District or inside who were being more heavily subsidized than others. He said he believed this was information that the Board needed when making decisions about expanding the District and expanding services. He said that the way in which the Board would use the information did not concern him, but the consequences of the decision did concern him.

Ms. Hocken said that after hearing this conversation, she would support moving ahead with the demonstration project at that point, for a couple of reasons. First, she said, the Board did give direction to the staff, and the staff had been acting as if the demonstration project was a strong possibility. She did not think that the Board should take back the direction it gave to staff a couple of months ago, which led them to believe that this would be an acceptable proposal to the Board. Second, she did not want the Board's delay to be interpreted incorrectly by the City of Creswell. She did not want Creswell to think that the Board was not interested in the effort that they had put forth. She agreed with Mr. Bailey that there were indeed two decision points. She thought the Board had adequate information to make a decision on the demonstration project. She said she would be very interested in getting the information that Mr. Bennett and Mr. Bailey had asked for,



and she thought that would be very important when the Board came to its second decision point a year from now. In addition to the information about ridership, the Board also would have information about the other revenue that would be generated.

**MOTION** Mr. Kleger moved that the Board approve the concept of contracting with the City of Creswell for a twelve-month demonstration of bus service and request the staff to provide as good information as they could on potential tax revenues should Creswell be included in the District. Mr. Bailey seconded the motion. There was no further discussion.

**VOTE** The motion carried 4 to 2, with Mr. Saydack and Mr. Bennett opposed and Ms. Hocken, Mr. Bailey, Mr. Kleger, and Mr. Montgomery in favor.

Mr. Hansen thanked the Board, and said he hoped it would be a successful demonstration project.

**MOTION** **ELECTION OF BOARD OFFICERS:** Mr. Saydack nominated the current officers for re-election to two-year terms, beginning immediately, if they were willing to continue in those positions. Mr. Montgomery seconded, and the officers were re-elected by unanimous vote: President, Pat Hocken; Vice President, Kirk Bailey; Secretary, Thom Montgomery; and Treasurer, Dave Kleger.

**VOTE**

**EUGENE STATION:** Attorney Greg Skillman, of District Counsel, was present for this discussion. Staff distributed a draft letter from the Board President to the Eugene Mayor and City Council regarding the Eugene Station site purchase agreement. Ms. Hocken said that the letter contained basically the provisions that the Board had discussed the previous week, and asked if there were any comments or changes. She asked the Board to consider whether what the letter said about air rights developments was anywhere close to doing what Mr. Laue would like, if the Board was interested in changing its position.

Mr. Bennett had three initial issues or questions on the draft letter. In paragraph 5, it said, "LTD agrees to make a serious effort to increase the intensity of development at the site at the time of a major station renovation. In the interim, LTD will consider proposals . . ." He wondered if that meant public proposals, for public use. Mr. Skillman said that the next line referred to statutory limitations. One thing the Board had discussed in terms of proposals to add new structures that the Board could consider would be intergovernmental agreements. Mr. Bennett said he heard someone say, maybe Mr. Viggiano, that there was some rationale to the quarter block that Mr. Laue was talking about, but maybe not all of it or not someplace else. He wanted to be careful that the District was saying in the letter what it was willing to discuss. He wondered if it should be called a quarter-block in the letter, because that was Mr. Laue's compromise position. Mr. Saydack wondered about adding "of the northwest quarter block" after "possible air rights development," or maybe even further limit it by saying it would be for public purposes. Mr. Skillman said that the public purposes language could be inserted by saying, "In the interim LTD will consider proposals to add new public facilities to the site, including possible air rights development of the northwest . . ." Mr. Bennett asked if the District wanted to allow for more intensive public development on any other part of the site, were something to happen on the northwest corner. Mr. Viggiano suggested limiting it to the northwest corner, because that seemed to be what Mr. Laue was interested in and what made the most sense, given what staff and the architect could tell from the design. He said he would not call it the "northwest quarter of the block," because what staff and Mr. Gunderson envisioned was less than a quarter.

Mr. Bennett also asked why LTD would give the City first right of refusal on the site, including the portions not currently owned by the Urban Renewal Agency, should the station not be built. Mr. Pangborn explained that the City had expressed some interest in this, because a three-quarter-block property would be more marketable for intense development than the current property consisting of two kitty-corner parking lots. There was some discussion about first right of refusal and what that actually meant. Mr. Bennett said that if something were to happen to the project, the time, energy, and money already put into the project would never be recovered, but the District might be able to gain another benefit from the land. Mr. Kleger said that if the District ended up with that land, he thought LTD would put a transit station of some kind on it. He didn't think the District would sell the land. Mr. Saydack explained that first right of refusal meant that if someone came to LTD offering to buy the property, the District would have to find out if the City wanted to buy the land on the same terms before it could sell to a third party, and would have to keep going back to the City with the terms of each possible sale. This would slow down the sale. On the other hand, LTD could give the City an option to buy the land for a certain price for a certain period of time. It was decided that this language would be left out of the letter. Mr. Bennett stated that the Board had made the extra effort, and if the purchase agreement was not signed and the deadline of February 1 was approaching, the Board would need to meet with the Council for a face-to-face discussion.

Mr. Saydack and Mr. Skillman suggested some language that would meet the needs of the District and respond to Mr. Laue's request: "LTD will agree to consider in good faith proposals by the City for development of the air rights over the northwest corner of the site, taking into consideration the District's needs and the purpose for the site, and the City's interest in civic development in the adjacent area."

Mr. Bennett asked how tall the first level would have to be in order to have a transit station below. Mr. Viggiano said he had visited a couple covered stations, and thought they had been in the 18- or 19-foot range, so 20 feet would be a good ballpark figure.

## MOTION

A few other changes were made to the draft letter. Mr. Kleger moved that the Board authorize the General Manager to sign an agreement with the City of Eugene for the purchase of the urban renewal property at the McDonald Site that is consistent with the letter to the Eugene Mayor and City Council as revised by the Board. Mr. Bailey seconded the motion. There was no further discussion, and the motion carried by unanimous vote.

## VOTE

**Local Area Lobbying Trip to Washington, D.C.:** Ms. Loobey said that there was a strong possibility that representatives of the local units of government would be making the annual trip to Washington, D.C., to speak with the local area's congressional delegation. The District has left \$1.3 million on the table for the Eugene Station project, and funds were still expected to be earmarked for special projects. Senator Hatfield would be representing Oregon for another year. A Board member attended with Ms. Loobey the last several years, and she asked Board members to consider whether they would like to participate this year and let her know as soon as possible. Ms. Hocken said she could not attend.

Ms. Hocken left the meeting at 9:40 p.m. Mr. Bailey chaired the rest of the meeting.

**High-Speed Rail Conference:** Ms. Loobey said that the Cascadia group discussing high-speed rail in the Willamette Valley corridor would hold a high-speed rail conference in Salem on

February 8. Mr. Bailey, who was on the local high-speed rail task force, said he would plan to attend. Ms. Loobey and Ms. Hocken also planned to attend.

**Bus Rapid Transit:** Mr. Bailey stated that the selection of a Bus Rapid Transit (BRT) route had been delayed from March to April, to give more time for public input. Ms. Loobey added that Ms. Hocken had expressed concern about the time line to staff.

**Service to Cottage Grove and Creswell:** Finance Manager Tamara Weaver asked the Board members if they would like her to research payroll and self-employment tax information for Cottage Grove as well as Creswell. Mr. Montgomery stated his preference that no research be done for Cottage Grove unless that city asked for service. Mr. Pangborn said that an initiative petition by Cottage Grove citizens would force a ballot measure. It would be on the May ballot, the same time as Creswell's ballot measure, and would require Cottage Grove to fund a one- or two-year demonstration project.

**ADJOURNMENT:** There was no further discussion, and the meeting was unanimously adjourned at 9:45 p.m.

  
Board Secretary

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** EUGENE STATION FUNDING

**PREPARED BY:** Stefano Viggiano, Planning and Development Manager

**ACTION REQUESTED:** Approve Request of Additional Eugene Station Funding

**BACKGROUND:** The Eugene Station is funded primarily by a Federal Transit Administration Section 3 discretionary grant. LTD had asked for \$10.5 million of federal funding (about \$13 million when combined with the required match money). It was agreed that the funding would be appropriated over three years at \$3.5 million in federal funds per year. However, the last two years were appropriated at \$2.8 and \$2.5 million, respectively, leaving the project under-funded by \$1.7 million compared to the initial request. It was understood that LTD would have the opportunity to ask for the balance of the funding should it be necessary in order to successfully complete the project.

As the station design has proceeded and developed, it has become apparent that several desirable design elements will need to be eliminated or reduced in order to stay within the current budget. Therefore, staff recommend that the remaining \$1.7 million in federal funds be requested.

A decision on LTD's request will not be available until September or October of this year. However, the design work for the station must move forward. Therefore, LTD must make an assumption of the final project budget. It is not possible to include bid alternates that provide enough flexibility to meet the lower as well as the higher budget. The options are:

1. Assume the lower budget, in which case the additional funds, if requested and approved, would provide a cushion for high bids and possibly to fund some bid alternates;
2. Assume the higher budget, and be prepared to fund the project with local funds or Section 9 funds if the funding request is not approved;  
or



3. Assume a budget somewhere between the two, with a decision based on an assessment of what project elements are truly important to meet design goals.

Staff recommend that option 3 be adopted, and that the decision on the specific project budget be made following a review of the design development phase, so that the various budget tradeoffs are better understood. In the meantime, staff recommend that the request for the additional funds move forward. It is always possible to withdraw the request at a later time.

**ATTACHMENT:** None

**PROPOSED MOTION:** I move that the Board authorize staff to request additional \$1.7 million in FTA Section 3 funding for the Eugene Station.

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## AGENDA ITEM SUMMARY

- DATE OF MEETING:** February 21, 1996
- ITEM TITLE:** CONTINUATION OF GROUP HEALTH CARE COVERAGE POLICY
- PREPARED BY:** Ed Rutledge, Human Resources Manager
- ACTION REQUESTED:** Adoption of the Continuation of Group Health Care Coverage Policy for the Lane Transit District
- BACKGROUND:** Under provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985 and subsequent related federal legislation, employees have certain rights to continue their health care coverage under the District's health care plan even if no longer eligible to receive District-paid health care coverage. While employees exercising their COBRA rights would have to pay the cost of such coverage, they benefit from being able to continue their participation in the plan at the group rate for up to 18 months following a "COBRA qualifying event." Further, continuation for as many as 36 months following such an event may be possible in very limited circumstances.
- The purpose of this policy is to delineate employee rights and responsibilities under COBRA as well as to set forth the District's responsibilities and procedures under this federal law. This draft policy has been reviewed by counsel and the District has been informed that if continuation of health care coverage is administered as set forth in this policy, such administration should be in compliance with current COBRA implementation requirements.
- ATTACHMENT:** Copy of draft Continuation of Group Health Care Coverage Policy.
- PROPOSED MOTION:** I move that the Continuation of Group Health Care Coverage Policy as presented on this date be adopted by the Board of Directors of the Lane Transit District.

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## **CONTINUATION OF GROUP HEALTH CARE COVERAGE POLICY**

### **OBJECTIVE**

To outline the rights and responsibilities of the District and the District's employees, as mandated by the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985.

### **APPLICATION**

All District employees and employees' spouses and dependent children who are covered by a District group health care plan.

### **POLICY**

The District will offer continuation of group health care coverage to covered employees and covered employees' spouses and/or dependent children if they lose coverage as a result of a "COBRA qualifying event" and if they were a beneficiary under one of the District's group health care plans on the day before the qualifying event.

### **DEFINITIONS**

For purposes of this policy, the following definition of terms shall apply:

Covered Employee - An individual who is or was provided coverage under a group health plan by virtue of performance of services by the individual for LTD.

Qualified Beneficiary - Any individual who, with respect to a covered employee, was, on the day before a qualifying event, a beneficiary under the group health plan as: the covered employee, if the qualifying event was a termination (other than by reason of the employee's gross misconduct) or a reduction of hours of the covered employee's employment; the spouse of a covered employee; or the dependent child of a covered employee.

An individual is not a qualified beneficiary as a result of a qualifying event if the individual is covered under a group health plan as a result of another individual's election of continuation coverage, if the individual is not a qualified beneficiary as a result of a prior qualifying event. Newborn children, adopted children and spouses who join the family subsequent to the day before the qualifying event are not qualified beneficiaries.



**QUALIFYING EVENTS AND MAXIMUM LENGTH OF COVERAGE**

An employee and/or the employee's spouse and dependent children are eligible for continuation of coverage under the District's group health care plans for the period specified in this policy if one or more of the following "COBRA qualifying events" occurs:

1. The employee's termination of employment or retirement: 18 months of coverage for the employee and the employee's dependents.
2. The employee's reduction of work hours to less than those required to maintain eligibility for coverage: 18 months of coverage for the employee and the employee's dependents.
3. The employee's divorce or legal separation: 36 months of coverage for the former spouse and dependent children.
4. The employee's death: 36 months for the surviving spouse and dependent children.
5. The employee becomes entitled to Medicare: 36 months for the employee's spouse and dependents.
6. The employee's child no longer qualifies as a dependent: 36 months for the child.
7. The employee's spouse becomes widowed, divorced, or legally separated while between the ages 55 and 65: spouse eligible up to age 65; dependent children eligible to normal termination date allowed under the plan (ORS 743.600).
8. The Employer is declared bankrupt.

An employee and/or the employee's spouse and dependent children who receive continuation coverage because of a covered employee's termination or reduction in hours may have the right to extend the length of their coverage if a second qualifying event occurs during the initial eighteen- (18) month continuation coverage period. The extension cannot exceed thirty-six- (36) months from the date of the first qualifying event and applies to individuals who were qualified beneficiaries under the plan as of the first qualifying event and who were covered under the plan at the time of the second qualifying event.



### **COBRA RIGHTS AND FAMILY MEDICAL LEAVE ACT**

Under the Family and Medical Leave Act (FMLA), Lane Transit District (LTD) provides covered employees with up to twelve (12 ) weeks of unpaid job-protected leave each year for the birth or adoption of a child, to care for a newborn or a newly- adopted child, or the "serious health condition" of the employee or the employee's children, spouse, or parents.

A qualifying event will result if:

1. The employee or the employee's dependents are covered under LTD's group health plan on the day before the leave begins or become covered while the employee is on leave;
2. The employee does not return to active service at the end of the leave that occurs at the end of the earlier of the twelve- (12) week FMLA leave or the date when the employee serves notice that he or she will not be returning to employment; and
3. As a result, the employee or his family will lose coverage.

There is no qualifying event if LTD eliminates coverage under the plan on or before the last day of the employee's FMLA leave for a class of employees while still employing that class of employees to which he or she would have belonged if the employee would not have taken leave.

The qualifying event occurs on the last day of the employee's FMLA leave. That date is the earlier of:

1. the last scheduled day of leave, or
2. the date the employee gives notice that he or she will not be returning to work.

The maximum coverage period is measured from the date of the qualifying event. However, if the coverage is lost at a later date and the plan uses the date that coverage is lost for other COBRA purposes (for example, notices and duration of coverage), then the maximum coverage period is measured from the date coverage is lost.

In determining a non-returning employee's right to elect coverage, it is immaterial that the employee declined to continue coverage under the health plan at the beginning of the FMLA leave or due to nonpayment of premiums during the leave or lapsed coverage.





2. The first day after a continuation enrollee becomes covered under another group health plan, unless a pre-existing condition prevents coverage.
3. The day a continuation enrollee first becomes entitled to Medicare.
4. The day the District stops offering the group health plan.
5. Eighteen (18) or thirty-six (36) months from the date coverage would have normally ended as provided by this policy.

### **EXTENDED BENEFITS FOR DISABLED QUALIFIED BENEFICIARIES**

The maximum period of coverage, due to a termination or reduction of hours, will be extended for totally disabled, qualified beneficiaries for an additional eleven (11) months of coverage beyond the normal maximum COBRA entitlement period. To be eligible, the employee or the dependent must have been disabled when the qualifying event occurred and continuation coverage must have continued without interruption during the first eighteen- (18) months under normal COBRA provisions. During the eleven-month extended continuation period, the District may charge up to 150 percent of the normal group premium. Employees or qualified beneficiaries must be qualified as disabled under the Social Security Administration guidelines (Title II or XVI of the Social Security Act) and must notify the District within sixty (60) days of the Social Security determination that they are disabled and within thirty (30) days of the Social Security determination that they are no longer disabled.

Extended continuation coverage for disabled qualified beneficiaries may be terminated on the month that begins more than thirty (30) days after the date when the qualified beneficiary is no longer disabled.

### **MAINTENANCE**

The Human Resource Administrator is responsible for monitoring the application and revision of this policy.



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** BUDGET COMMITTEE NOMINATIONS

**PREPARED BY:** Phyllis Loobey, General Manager

**ACTION REQUESTED:** None

**BACKGROUND:** LTD Budget Committee members are nominated and approved by the Board members and serve for three-year terms. Budget Committee members must reside within the District's service boundaries, but are not required to live in the same subdistrict as the Board member making the appointment.

The terms of Budget Committee members Rick Crinklaw, appointed by former Board member Keith Parks; Mary Gilland, appointed by Thom Montgomery; and Chris Larson, appointed by Pat Hocken, expired January 1, 1996. Dave Kleger has nominated Rick Crinklaw for another term, and Thom Montgomery has renominated Mary Gilland. Pat Hocken will make her nomination at either the February 21 or March 20 Board meeting. Nomination forms for Rick Crinklaw and Mary Gilland are attached for the Board's information.

**ATTACHMENTS:** Nomination Form for Rick Crinklaw  
Nomination Form for Mary Gilland  
List of Budget Committee Members and Terms

**PROPOSED MOTION:** I move that Rick Crinklaw and Mary Gilland be reappointed to the LTD Budget Committee for three-year terms beginning immediately and ending January 1, 1999.

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**NOMINATION FOR BUDGET COMMITTEE  
LANE TRANSIT DISTRICT**

**BUDGET COMMITTEE APPOINTMENT QUALIFICATIONS: ORS 294.336**

Budget Committee: (2) The budget committee shall consist of the members of the governing body and a number, equal to the number of members of the governing body, of qualified electors of the municipal corporation appointed by the governing body. . . (5) the appointive members of the budget committee shall be appointed for terms of three years. The terms shall be so staggered that one-third or approximately one-third of the appointive members' terms ends each year.

Board Member:	_____ Thom Montgomery _____	
Date of Nomination:	_____ February 21, 1996 _____	
Term of Budget Committee Appointment:	_____ February 21, 1996 _____	_____ January 1, 1999 _____
	Effective Date	Term Expiration Date
Approved by Board:	_____ _____	
	Date	

<b>NOMINEE'S NAME:</b>	_____ MARY W. GILLAND _____
<b>Home Address:</b>	_____ 1919 Fairmount Blvd., Eugene, OR, 97403 _____
<b>Telephone Number:</b>	_____ 342-6765 _____
<b>Business Address:</b>	_____ Institute of Neuroscience, University of Oregon, 97403 _____
<b>Telephone Number:</b>	_____ 346-3191 _____
<b>PREFERRED MAILING/DELIVERY ADDRESS:</b>	_____ Home _____
<b>Occupation:</b>	_____ Management assistant, Institute of Neuroscience, University of Oregon _____
<b>Brief statement of nominee's background that is relevant to budget committee appointment:</b>	_____
	_____ Head of administration for the Institute of Neuroscience; administers all grants and budgets for 16 _____
	_____ laboratories within the Institute; member of LTD Budget Committee from March 1990 to December _____
	_____ 1991 and from February 1993 to present. _____
	_____
	_____





**LANE TRANSIT DISTRICT  
BUDGET COMMITTEE MEMBERS**

(Spring of 1995; for FY 95-96 Budget)

*Note: Budget Committee members are not required to live in the same subdistrict as the nominating Board member.*

SUBDISTRICT	NOMINATING BOARD MEMBER	BUDGET COMMITTEE MEMBER	TERM EXPIRES
1	Thom Montgomery	Mary Gilland	1/01/96
2	Tammy Fitch	Cynthia Pappas	1/01/97
3	Steve Engel <i>(Roger Saydack)</i>	Tim Luck	1/01/97
4	Rob Bennett	Russ Brink	1/01/97
5	Kirk Bailey	Gerry Gaydos	1/01/98
6	Keith Parks <i>(Dave Kleger)</i>	Rick Crinklaw	1/01/96
7	Pat Hocken	Chris Larson	1/01/96

*A Board member whose name is in italics has been appointed since the last Budget Committee nomination in that subdistrict, and would make the next appointment in that subdistrict.*



## AGENDA ITEM SUMMARY

- DATE OF MEETING:** February 21, 1996
- ITEM TITLE:** UNITED FRONT FUNDING PROPOSAL
- PREPARED BY:** Phyllis Loobey, General Manager
- ACTION REQUESTED:** Approval of LTD's funding proposals included in United Front document
- BACKGROUND:** For a number of years, LTD has participated in a metro area lobbying effort in Washington, D.C. This lobbying group has been comprised of elected officials and staff representing the Cities of Eugene and Springfield, Lane County, LTD, School District 4J, LCOG, EWEB, the University of Oregon, School District 19, and Lane Community College. The local area has been particularly effective in obtaining federal funding precisely because of this united metro approach.
- This year's visits with the local area's congressional delegation are scheduled for February 28 and 29. Board member Kirk Bailey will participate with the General Manager.
- The local group, which calls itself the "United Front," prepares written documentation about each group's issues and requests prior to the meetings with the congressional delegation. The District's portion of the 1996 document is included for Board review and approval.
- CONSEQUENCES OF REQUESTED ACTION:** The United Front participants will meet with representatives of the congressional delegation to request the funding and other assistance requested by all group members in a unified effort.
- ATTACHMENT:** LTD portion of United Front written materials for 1996
- PROPOSED MOTION:** I move that the Board approve the requests for funding included in the documentation for the 1996 United Front metro area lobbying effort in Washington, D.C.

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**FOR COVER LETTER**

**Eugene Transit Station**

A final installment of \$1.1 million is requested, to complete the Eugene Transit Station project.

**Bus Fleet Replacement and Expansion**

Lane Transit District is requesting \$9.5 million to replace thirty-three buses from the current fleet, to provide an additional two buses to accommodate planned service expansion, to establish a magnetic strip fare verification system on the fleet, and to expand bus parking space at the District's operations facility.

**Bus Rapid Transit**

Lane Transit District proposes to establish a pilot Bus Rapid Transit corridor by the fall of 1998, at a cost of \$9.7 million, for buses, passenger stops and stations, a fare collection system, and right-of-way improvements.



## **FOR BOOKLET - TRANSPORTATION SECTION**

### **LANE TRANSIT DISTRICT**

1995 was a banner year for LTD. Ridership increased 7.7 percent over the prior calendar year, reflecting improvements in service, effective partnerships with local employers, and a strong local economy. The District successfully introduced "Commuter Solutions," the community's first transportation demand management program, to assist local employers and their employees in utilizing all alternative modes, including transit, bicycles, carpooling, walking, and telecommuting. And once again, LTD received national recognition from the University of North Carolina at Charlotte, which ranked LTD #2 in the nation, among its peer transit systems, for the overall efficiency and effectiveness of its service to the community.

To meet the growing demand for convenient transit service in the metropolitan area, and to support local and statewide transportation plans and goals to reduce single occupant vehicle miles traveled, the LTD Board of Directors has adopted an ambitious Strategic Plan to guide the District's future service plans and programs. The District is seeking federal funding for three key components of its strategic plan:

#### **Eugene Transit Station**

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The Eugene Transit Station project is progressing nicely. Design work is underway, and construction is set to begin later this year. A great deal of community participation has occurred during the design process, including ongoing involvement by a citizen advisory committee, two community workshops, and focus groups with youth, persons with disabilities, and senior citizens. The process has resulted in some significant changes in the design. The new station design better addresses urban design goals, is compatible and consistent with the City's Downtown plan, and it vastly improves bus maneuvering and passenger comfort and safety on the platforms.

The original request for the project was \$10.5 million in federal funds. It was agreed to fund this over a three year period at \$3.5 million per year. However, the second and third year appropriations were for \$3.35 and \$2.0 million respectively, for a total of \$1.65 million under the original request. It was agreed at the time that the remaining \$1.65 million would be available later should it be required to complete the project.

LTD believes that the allocation of \$1.1 million of the remaining funds is crucial to building a project that meets the needs of the community. A recent construction cost estimate indicates that the station would need to be redesigned significantly if these additional funds were not available. Such a redesign would require the elimination of many of the features which have been deemed critical to achieving the urban design goals for the project. Considering that the station is LTD's most heavily used facility (current usage of 10,000 riders per day and expected to grow to 20,000 riders per day over the next 20 years) and that LTD expects to use the station for many, many years, it seems short-sighted to delete important design elements.





# Eugene Station Project Budget

	Budget
<b>Land Acquisition</b>	
Appraisals	\$ 15,900
ODOT Contract	6,000
Legal Fees	75,000
Land	1,905,000
Business Relocation	125,000
<b>Subtotal: Land Acquisition</b>	<b>2,126,900</b>
<b>Mitigation</b>	
Parking Replacement	\$ 763,000
Olive Plaza Noise Treatment	75,000
<b>Subtotal: Mitigation</b>	<b>\$ 838,000</b>
<b>Environmental Work</b>	
Level 2 Site Assessment	\$ 24,506
Contamination removal	100,000
<b>Subtotal: Env. Work</b>	<b>\$ 124,506</b>
<b>Construction</b>	
Demolition, Site Work	\$ 400,000
Construction Contract	\$ 6,100,000
Change Orders during Const.	325,000
Construction Contingency	325,000
10th Avenue Corridor	150,000
Public Communication	25,000
Public Art	53,000
Materials testing	30,000
Computer/Phone/Pass Info	100,000
Passenger Information	25,000
Tokens/Ticket Machines	20,000
Permits	42,900
Temporary Relocation	35,000
<b>Subtotal: Construction</b>	<b>\$ 7,630,900</b>
<b>Consultant Services</b>	
Architectural & Engineering	\$ 1,228,626
Soil Testing	27,950
Site Surveying	17,546
Value Engineering	55,000
Public Involvement	60,000
Art Consultation	12,000
Legal Fees	15,000
Other Consultants	10,000
<b>Subtotal: Consultants</b>	<b>\$ 1,426,122</b>
<b>LTD Staff</b>	<b>\$ 100,000</b>
<b>Owner's Construction Rep.</b>	<b>\$ 75,000</b>
<b>Non-Construction Contingency</b>	<b>\$ 600,000</b>
<b>Total</b>	<b>\$ 12,921,428</b>



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** BUSES ON WILLAMETTE STREET

**PREPARED BY:** Stefano Viggiano, Planning and Development Manager

**ACTION REQUESTED:** None. Information only

**BACKGROUND:** The Eugene City Council has directed City staff to work with LTD staff to develop a plan for the use of buses on the soon-to-be-opened portion of Willamette Street between 8th and 10th Avenues. Accompanying this action were suggested parameters to the service, including a limit of six buses per hour, and consideration of using the street during peak travel times only.

Since bus use of the newly re-opened street would not occur until the new station opens in January 1998, staff suggest postponing a decision on bus use on the street for at least a year. Since the street will be open this fall, postponing the decision will allow staff to collect data on how the street is actually functioning before making a recommendation to the Board and City Council on how buses may best use the new access. This should lead to a better, more informed decision.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** FISCAL YEAR 1996-97 PRICING PLAN

**PREPARED BY:** Stefano Viggiano, Planning and Development Manager

**ACTION REQUESTED:** None. Information only.

**BACKGROUND:** Every year at about this time, staff develop recommendations for changes in the District's pricing plan for the following fiscal year. Attached is a report that provides a recommendation for changes to the fare structure that would occur in the year starting July 1, 1996.

The information is provided for information purposed only at this Board meeting. Next month, a public hearing will be held and the Board will be asked to take action on the pricing changes. State law requires that the changes be adopted by ordinance, requiring action at two separate Board meetings. The first reading of Fourth Amended Ordinance No. 35 will be scheduled for the March 20, 1996, meeting, and the second reading and adoption will be scheduled for the April 17, 1996, meeting.

**ATTACHMENT:** Draft Fiscal Year 1996-97 Pricing Plan  
Fare Survey of Selected Cities

**PROPOSED MOTION:** None

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LANE TRANSIT DISTRICT  
CAPITAL FUND INCOME STATEMENT  
For the period 7/01/95 to 1/31/96

Percent of year 58.3%

	ADOPTED BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	CURRENT MTH ACTUAL	%
<b>REVENUES</b>					
Grant income	\$7,132,530	\$7,132,530	\$674,372.05	\$85,105.58	9.5%
Transfer from General Fund	1,621,540	1,621,540	0.00	0.00	0.0%
Total resources	<u>8,754,070</u>	<u>8,754,070</u>	<u>674,372.05</u>	<u>85,105.58</u>	<u>7.7%</u>
<b>EXPENDITURES</b>					
<b>GRANT PAID CAPITAL</b>					
Bus related equipment	50,200	50,200	10,551.14	0.00	21.0%
Bus stations, stops, & terminals	964,000	974,000	211,031.12	16,986.93	21.7%
Eugene Station	4,972,000	4,972,000	480,718.26	85,345.08	9.7%
Facilities	371,000	320,000	15,143.56	3,163.50	4.7%
Revenue rolling stock	375,000	375,000	0.00	0.00	0.0%
Support vehicles	35,000	44,000	0.00	0.00	0.0%
ADP hardware & software	140,460	138,360	63,252.35	2,191.96	45.7%
Shop equipment	34,200	35,200	17,405.21	373.44	49.4%
Miscellaneous equipment	1,680,500	1,713,600	15,001.55	298.85	0.9%
Budgeted for capital contingency	80,000	80,000	0.00	0.00	0.0%
Total federal capital purchases	<u>8,702,360</u>	<u>8,702,360</u>	<u>813,103.19</u>	<u>108,359.76</u>	<u>9.3%</u>
<b>LOCALLY FUNDED CAPITAL</b>					
Eugene Station	0	0	0.00	0.00	0.0%
Other local only	0	0	760.00	0.00	0.0%
	<u>0</u>	<u>0</u>	<u>760.00</u>	<u>0.00</u>	<u>0.0%</u>
Total expenditures	<u>8,702,360</u>	<u>8,702,360</u>	<u>813,863.19</u>	<u>108,359.76</u>	<u>9.4%</u>
Change in Fund Balance	51,710	51,710	(139,491.14)	(23,254.18)	-269.8%
Beginning Fund Balance	<u>4,667,305</u>	<u>4,667,305</u>	<u>4,816,591.53</u>		
Ending Fund Balance	<u><u>\$4,719,015</u></u>	<u><u>\$4,719,015</u></u>	<u><u>\$4,677,100.39</u></u>		





## Proposed Service Fixes

**Item #23--**      ***40 Royal: Use peak-hour timepoints for trips from 3:00 p.m. through 5:30 p.m.***

**Description:**      Ten minutes would be added to each of the trips listed above. Round trip times would increase from 60 to 70 minutes.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 258
	Annual Service Cost --	\$8,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.09%
	Service Communication Cost --	



## Proposed Service Fixes

**Item #24--**      ***41 Barger: Use peak-hour timepoints for trips from 3:00 p.m. through 5:30 p.m.***

**Description:**      Ten minutes would be added to each of the trips listed above. Round-trip times would increase from 60 to 70 minutes.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 258
	Annual Service Cost --	\$8,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.09%
	Service Communication Cost --	



## Proposed Service Fixes

**Item #25--**      ***50 Park: Use peak-hour timepoints for trips at 7:50 a.m., and 2:50 p.m.- 4:50 p.m.***

**Description:**      Ten minutes would be added to each of the trips listed above. Round-trip times would increase from 60 to 70 minutes.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+ 172
	Annual Service Cost --	\$5,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None
	Percentage of Service Increase --	+ 0.06%
	Service Communication Cost --	



## Proposed Service Fixes

**Item #26--**      ***60 VRC/Oakway: Use peak-hour timepoints on 2:00 p.m.-5:00 p.m. trips.***

**Description:**      The 60 VRC/Oakway route leaving the Eugene Station between 2:00 p.m. and 5:00 p.m. would utilize peak-hour timepoints. During this span, the 60 trips would become 50-minute round-trips versus the 40-minute standard trips.

**Justification:**      This proposal would address running-time problems on these trips. Stress on bus operators would be reduced, and published schedules could be maintained.

**Service  
Marketing:**

<b>Statistics:</b>	Annual Schedule Hours --	+172
	Annual Service Cost --	\$5,900
	Estimated Annual Ridership --	No change
	Change in Number of Peak Buses --	None***
	Percentage of Service Increase --	+ 0.06%
	Service Communication Cost --	

\*\*\* See item regarding contingency for peak-hour timepoint additions.





COBRA will be triggered by the qualifying event regardless of the state or local law requiring LTD to continue the coverage for a period longer than that required by FMLA.

If an employee does not return to work at the end of the leave, LTD must give the employee and his or her dependents the opportunity to elect COBRA regardless of whether the employee repays any amounts due the employer. However, LTD does have the right under the FMLA to recover premiums it has paid on the employee's behalf during the FMLA leave, if the employee does not return to work after the end of the leave.

### **NOTIFICATION REQUIREMENTS**

The District will provide written notification to all plan participants of their rights to continuation of group health care coverage when coverage under any District group health care plan begins.

A covered employee or qualified beneficiary is responsible for notifying the District if and when the covered employee becomes divorced or legally separated, or when a dependent becomes ineligible for benefits under one of the District's plans, within sixty (60) days of the qualifying event or the date the qualified beneficiary would lose coverage as a result of the qualifying event. However, in the event that the employee or qualified beneficiary is determined by the Social Security Administration to no longer be disabled, said notice shall be given to the District within thirty (30) days of such determination.

The District is responsible for providing written notification to qualified beneficiaries of their right to purchase continuation coverage within fourteen (14) days of notification of a qualifying event.

Written notice may be given directly to the employee, or may be mailed to the covered employee's last known address. Separate notice will be mailed to the employee's spouse's last known address if the spouse does not reside at the employee's last known address.

### **ELECTION PERIOD**

The continuation applicant must apply within sixty (60) days of the date of notification by the District, or within sixty- (60) days of the date coverage would have normally ended, whichever is later. Failure to complete and return the Health Plan Continuation Election Form within sixty- (60) days will result in the loss of the right to continuation coverage.



Each qualified beneficiary may make an independent election to receive continuation coverage the employee or spouse may make the election on behalf of other qualified beneficiaries affected by the qualifying event. Each qualified beneficiary is entitled to make a separate selection among the types of coverage offered by the District.

A qualified beneficiary who has waived continuation coverage may revoke the waiver anytime during the sixty- (60) day election period. Benefit claims incurred between the time coverage ended and when the waiver is revoked will not covered.

A qualified beneficiary who does not exercise his or her right to elect continuation coverage within the sixty- (60) day election period will forfeit his or her right to continuation coverage.

#### **PREMIUM PAYMENT**

The continuation applicant must pay the plan administrator the initial premium, covering the period of time from the date that coverage normally would have ended through the end of the month in which the initial premium is paid, no later than forty-five (45) days from the date of the election.

#### **CHANGES IN BENEFITS AND PREMIUMS**

If group health care plan benefits change for the regular plan during the continuation period, continuation coverage also will be changed in the same manner. Required monthly premiums also may change during the continuation period in the manner allowed by the law. The continuation applicant will be notified of any changes in benefits and/or premiums during the continuation period.

#### **TERMINATION OF CONTINUATION COVERAGE**

Continuation of group health care coverage will end on the earliest of the following:

1. The last day of the coverage period for which the premium is paid on time.

Except for the initial payment, premiums are due on the first day of each month. Late payments will not be accepted and coverage will terminate the later of thirty (30) days from the previous payment or the end of the last month for which timely premiums were paid. Checks returned for non-sufficient funds will be treated as non-payment of the premium.



## **Bus Fleet Replacement and Expansion**

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LTD is requesting \$9,500,000 to purchase 35 buses and related equipment and expand bus parking. A breakdown of this budget can be found at the end of this section. LTD currently has an active fleet of 97 buses and is expanding its service at the rate of 4 percent per year. Of those 95 buses, 13 are fifteen years old, and 31 are 10 years old. If LTD were to receive a federal grant for new buses in federal fiscal year 1997, due to the lead time in ordering and manufacturing, the buses would not be available for service until late 1998 or early 1999. At that time LTD could have as many as 37 to 43 buses operating beyond their design life of 12 years. Of the 35 new buses that LTD would like to purchase, 33 would be replacements, and 2 would be used to absorb service expansion. The expansion of bus parking will increase parking capacity by 24 spaces. At the time the new buses would go into service LTD will have exceeded the bus parking lot capacity by 10 buses. The additional 14 spaces will provide enough spaces to accommodate fleet expansion over the next 12 to 15 years, assuming service continues to increase at its present rate.

LTD is also requesting funds to equip these new buses as well as the rest of the fleet with magnetic strip card reading capabilities. In recent years, the use of various passes for service on Lane Transit District buses has increased substantially. More than 18,000 students, faculty, and staff at the University of Oregon, which LTD currently serves under a group pass agreement, soon will be issued machine-readable identification cards. Machine-readable passes will reduce the time and attention required of bus operators to validate passes, increase the difficulty and reduce the incidence of fare evasion by counterfeit or altered passes, and provide additional information about ridership patterns for planning purposes.

### **BUDGET**

35 Buses including accessory equipment	\$8,925,000
Project Management	\$35,000
Magnetic Strip card readers	\$426,000
Expand Parking Lot	<u>\$114,000</u>
Total	\$9,500,000



## **Bus Rapid Transit**

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LTD has identified a Bus Rapid Transit (BRT) system as the most cost-effective means of achieving the community's goals to increase the use of transit. BRT is most easily envisioned as using buses to emulate the speed, comfort, and convenience of rail systems. The proposed BRT system includes high-frequency, fast transit service along major streets. By using exclusive bus lanes in congested areas, transit signal priority systems, limited stops, and barrier-free fare payment systems, BRT lines will operate much faster than current buses and may operate faster than cars along certain corridors. The BRT system would be supplemented by smaller buses providing access from the neighborhoods to the BRT lines, as well as to nearby shopping and employment. Park and Ride lots located along the BRT routes would provide additional access.

A BRT system has the following attributes:

- It will significantly reduce transit travel time, which is consistently indicated as a major reason why people choose not to use transit.
- A BRT system can be implemented incrementally, allowing for constant evolution and modification of the system as it is developed.
- The cost of a BRT system is only 4 to 10 percent of the cost of a similar light rail system.
- BRT can be a precursor to light rail, with exclusive bus lanes converted to rail at some point in the future

LTD is working toward the implementation of the first BRT line in the fall of 1998. The entire BRT system could be in place by the year 2015. The cost for the pilot BRT line is estimated at \$9.7 million. The figure includes all elements of the line, including buses, passenger stops and stations, a revised fare system, and purchase of right-of-way for exclusive bus lanes in especially congested sections of the corridor.





## BRT PILOT CORRIDOR COST ESTIMATE

### Buses

Estimated 2-way route mileage	18
Route Time (hours/trip)	1.1
Bus trips per day	84
Buses needed	7
Spares	2
Cost per bus	\$ 350,000
Total bus cost	\$ 3,150,000

### Stations/Stops

Stops per mile	4
Cost per stop	\$ 30,000
Number of stops	\$ 72
Stop cost for route	\$ 2,160,000

### Signal priority system

cost per bus	\$ 5,000
Cost for BRT buses	\$ 45,000
Support hardware/software	\$ 200,000
Total system cost	\$ 245,000

### Right of way costs

Percent exclusive	10%
Length exclusive (miles)	1.8
Cost per mile (10 foot strip, \$15/sq ft)	\$ 792,000
Construction cost per mile (\$10/sq ft)	\$ 528,000
Cost for R/W	\$ 2,376,000

### Park and Rides

Number	2
Cost per park and ride	\$ 1,000,000
Total cost	\$ 2,000,000

### Fare Collection System

Per stop cost	\$ 20,000
Number of stops	72
Total system	\$ 1,440,000

### Staff/Consulting Services

Staff (2 staff for 3 years)	\$ 300,000
Consultants (Engineering, real estate)	\$ 200,000
Total for Staff/Consultants	\$ 500,000

<b>TOTAL COST</b>	<b>\$ 9,711,000</b>
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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**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), the TransPlan Update Symposia process, the Ferry Street Bridge North Bank Citizen Advisory Committee, and the High-Speed Rail Siting Committee. 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:

- a. **MPC:** MPC meetings generally are held on the second Thursday of each month; however, the February MPC meeting was postponed to February 15. Board MPC representatives Pat Hocken and Rob Bennett can provide a brief MPC update at the February 21 Board meeting.
- b. **TransPlan Update Symposia:** Board members Dave Kleger, Kirk Bailey, and Roger Saydack represent LTD in the TransPlan Update Symposia and task force process. At the February Board meeting, the Board representatives will provide an update on the activities of the Transportation Systems Management (TSM) task force, the Land Use task force, and the Transportation Demand Management (TDM) task force.
- c. **Ferry Street Bridge North Bank Committee:** At the January 1995 Board meeting, Rob Bennett was appointed to represent LTD on the citizen advisory committee discussing the north bank of the Ferry Street Bridge corridor. The committee developed a recommendation that was presented to the City, and later began work on refinements to that initial recommendation. At the February Board meeting, Mr. Bennett will provide an update on the committee's activities.



- d. **High-Speed Rail Siting Steering Committee:** In September 1994, the Metropolitan Policy Committee (MPC) created an ad hoc steering committee for issues related to high-speed rail in the Eugene/Springfield area. Later, the Joint Planning Commission Committee (JPCC) added additional stakeholders to the committee to provide more public oversight for a site selection study. On March 27, 1995, the JPCC appointed Board member Kirk Bailey to the High-Speed Rail Station Siting Steering Committee. At the February 21 Board meeting, he will report to the Board about this committee's activities.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

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**DRAFT**

## **FISCAL YEAR 1996-97 PRICING PLAN**

Prepared by Stefano Viggiano  
Planning and Development Manager

February 21, 1996

Every year, the District reviews its fare structure and determines appropriate changes in fares for the following fiscal year. Changes in fares are guided by the Board-adopted Fare Policy, which outlines the District's pricing philosophy and long-range implementation strategy. The objectives of the Fare Policy are to:

1. Promote ridership by making the fare structure attractive to riders;
2. Improve the farebox recovery ratio;
3. Improve the efficiency of fare collection; and
4. Promote equity of fare payment among customers.

Each of the fare policy objectives is important, and no single objective is intended to be the sole basis for fare decisions.

### **CURRENT ECONOMIC/RIDERSHIP TRENDS**

The inflation rate (Portland area Consumer Price Index), perhaps the single most important factor in determining changes to the fare, was 3.2 percent for the past year.

LTD has experienced significant ridership growth during the past 18 months. Ridership increased by 5.7 percent during FY 1994-95, and has increased 6.5 percent during the first six months of FY 1995-96. Passenger revenue also has shown large increases. Passenger revenue increased by 10.6 percent in FY 1994-95, and by another 12.4 percent during the first half of FY 1995-96.





## **EVALUATION OF 1994-95 FARE CHANGES**

Changes implemented in FY 1994-95 were: (1) an increase in the pass price of approximately 5 percent; (2) elimination of the LCC Term Pass; and (3) an increase in group pass program rates of 2.9 percent.

**Pass Price Increase:** The adult pass price was increased from \$23 per month to \$24 per month, with 50-cent increases in the reduced fare and youth pass prices. This increase does not appear to have adversely affected pass sales. During the first half of FY 1995-96, adult pass sales increased by 28.6 percent over the previous year, while youth and reduced fare pass sales increased by 9.0 percent and 3.2 percent, respectively. The large increase in adult passes is mainly attributable to the elimination of the LCC Term Pass. When the adult, multi-month, and LCC term passes are combined, the pass sales show a 2.4 percent increase.

**Term Pass Elimination:** The District completed a phaseout of the LCC term pass in FY 1994-95. It appears that most of the term pass users switched to adult monthly and multi-month passes. There were few complaints regarding the elimination of the term pass.

**Group Pass Price Increase:** The 2.9 percent increase in group pass prices mirrored the change in the Portland Consumer Price Index during the previous year. There have been no "drop-outs" from LTD's group pass program as a result of this inflationary increase. As of January 1996, there are 25,928 members of the community who participate in the group pass program.

## **RECOMMENDED CHANGES TO THE FARE STRUCTURE**

- 1. Increase the price of adult passes from \$24.00 to \$25.00 per month, the price of youth passes from \$18.00 to \$18.75 per month, and the price of reduced fare passes from \$12.00 to \$12.50 per month.**

The District typically alternates increases in cash fares, tokens, and passes. Pass prices were increased in FY 1993-94, and again in FY 1994-95. Staff recommend yet another small increase in pass prices before moving to an increase in other fare instruments. The primary reason for this recommendation is that the pass price is the only one of the three prices for the primary fare instruments that has lagged behind inflation. This situation was created as a successful attempt to shift riders from cash and tokens to passes. The last two pass price increases did not adversely affect pass sales. It is believed that this increase also will not cause major shifts back to cash and tokens.

Staff recommend that the price of multi-month purchase option not be increased in order to soften the impact of limiting multi-month passes to three months (see item 2) and to encourage purchase of the three-month pass.



Summary statistics for the increase in the price of monthly passes:

Percent increase in cash fare:	4.2%
Implementation date:	September 1, 1996
FY 95-96 revenue generated:	\$25,000
FY 95-96 ridership lost:	10,000 trips

**2. Eliminate multi-month pass purchase options except the three-month option.**

In 1990, the District began offering customers the opportunity to purchase up to 12 months worth of passes at once, with the discount increasing with the greater number of months purchased. Prior to that time, the District sold passes only by the month or for three months. The staff recommendation is to return to that system. The sale of passes for 4 to 12 months has been limited. For example, during the first six months of this fiscal year, a total of 156 riders bought passes on contracts of 4 to 12 months. This compares to a total of 3,317 multi-month passes and 28,007 total passes sold during that same period. It is expected that the vast majority of those who currently purchase passes on 4-month to 12-month contracts will switch to the 3-month purchase option. In addition, considerable staff time is spent tracking the longer-term multi-month purchases. A conservative estimate of staff time spent on multi-month passes is \$3,000 per year.

Summary statistics for the elimination of multi-month pass options:

Percent increase in fare:	N/A
Implementation date:	July 1, 1996
FY 96-97 revenue generated:	\$1,000*
FY 96-97 ridership lost:	1,000 trips

\* Does not include an estimated \$3,000 of staff time that would be saved.

**3. Increase the price of Group Passes by 3.2 percent.**

The District's Group Pass Policy mandates that the cost of group passes be adjusted annually. Staff propose that the price be increased by 3.2 percent, thus matching the 3.2 percent increase in the Consumer Price Index.

Summary statistics for the change in the group pass rate:

Percent increase in fare:	N/A
Implementation date:	September 1, 1996
FY 96-97 revenue generated:	\$17,500
FY 96-97 ridership lost:	none



**4. Increase the price of the Freedom Pass from \$24.95 to \$27.95.**

The Freedom Pass is a summer pass for youth. It provides for unlimited rides between June and the start of school in the fall for a price of \$24.95. It is recommended that the price be increased to \$27.95 for the summer of 1996. This would be the first increase in the price of the Freedom Pass since 1993. In 1995, a total of 2,634 Freedom Passes were sold, which represented the highest total ever and an increase of 42.7 percent over the previous year.

Summary Statistics for the Freedom Pass price increase:

Percent increase in fare:	12.0%
Implementation date:	Summer 1996
FY 96-97 revenue generated:	\$4,000
FY 96-97 ridership lost:	8,000 trips

**5. Offer a Season Pass to UO football games**

The Football Shuttle fare is \$1.00 per person (with half-fare for children under 12, senior citizens, and persons with disabilities). Staff recommend offering a season bus pass for football shuttle service for \$9.00. Buying this pass would help to commit riders to the shuttle for the entire season. It also would speed boarding by eliminating some of the fare payment that currently occurs. Staff also would investigate options for a reduced fare pass for seniors, disabled riders, and children and an option for a family pass.

Summary Statistics for the Football Shuttle Season Pass:

Percent increase in fare:	N/A
Implementation date:	July 1, 1996
FY 96-97 revenue generated:	\$0
FY 96-97 ridership gained:	1,200 trips

**6. Amend the Group Pass Policy to allow smaller businesses to participate.**

The District's group pass policy currently limits group pass programs to employers or institutions with a minimum of 50 members. This limit was placed to maintain a balance between the revenue generated from the contract and administrative costs. However, as a result of this limitation, the District must turn away many smaller businesses who have expressed an interest in participating in the group pass program.

Staff suggest amending the group pass policy to allow businesses with as few as 15 employees to participate under certain conditions. The conditions are that the contract between the business and LTD be a standard agreement that would not be subject to the



tailoring that occurs with many group pass programs and takes considerable staff time. And that these smaller businesses would pay up to 20 percent more for their group passes than would a larger group, in order to compensate for the increased administrative expense.

Summary Statistics for the change in the group pass policy:

Percent increase in fare:	N/A
Implementation date:	July 1, 1996
FY 96-97 revenue generated:	?
FY 96-97 ridership gained:	?

**7. Eliminate the weekend cash fare discount.**

Since 1985, the District has offered a cash fare discount for riders on weekends. The discount was implemented in order to increase utilization of the system during a time when demand is traditionally low. The discounted weekend cash fare rate was 25 cents when the program began, and has since been increased to 50 cents. This compares to an 80-cent cash fare during weekdays.

The discount program has worked. Weekend ridership has increased to the point that ridership productivity, measured as rides per service hour, is almost as high on Saturday and Sunday as it is on weekdays. In fact, weekend service has been increased over the years to handle the greater ridership.

Staff believe it is time to go back to the regular cash fare on weekends. This will no doubt adversely affect ridership, but many riders already use passes, and the fare increase may encourage additional riders to purchase passes. In addition, riders can choose to purchase tokens at a cost of 65 cents per trip, which is only 15 cents more than the current weekend cash fare.

It should be noted that staff recommend continuing the evening cash fare discount. This would apply to all trips starting after 7:00 p.m. any day of the week. Evening ridership productivity is well below the daytime averages, so the cash fare discount helps to better utilize excess capacity.

Summary Statistics for the weekend cash fare increase:

Percent increase in fare:	60%
Implementation date:	September 1, 1996
FY 96-97 revenue generated:	40,000
FY 96-97 ridership lost:	40,000





## **IMPACT OF PROPOSED FARE CHANGES ON PERFORMANCE MEASURES**

While an assessment of the impact of the proposed changes in the fare structure on performance measures is difficult without information on other related costs and revenues, such as operating costs, it is possible to indicate in a more qualitative sense how the changes will affect the farebox recovery ratio and the average fare.

The farebox recovery ratio is a measure of passenger fares divided by total operating costs. During the past several years, the ratio has fluctuated between 20.3 and 21.7 percent. Passenger fares increase as a result of either ridership increases (more riders pay more fares) or increases in the cost per ride. The proposed changes will increase passenger revenue by about \$90,000 in FY 1996-97, and there is also expected to be an increase resulting from continued ridership growth. Assuming that ridership increases by 4 percent, the total increase in passenger fares would be about 8 percent. If the increase in operating cost is less than 8 percent, the farebox recovery ratio would increase.

The average fare since 1988-89 is indicated on the attached table. The base year of 1988-89 is selected because that is the first year of the UO group pass, and comparisons of the average fare with and without the group pass program are problematic. The average fare during the last several years has been keeping up with inflation. It is estimated that the average fare will increase by about 4 percent if the proposed fare changes are implemented.

The proposed fare changes should improve the District's performance in the UNCC study, since the improvement in average fare is more significant than the predicted loss of ridership resulting from the fare increases. It should be noted that "average fare paid by passenger" is one of only two measures in which LTD's performance was rated below average by the UNCC Study.



**SUMMARY OF CHANGES**

	<u>Change Proposed</u>	<u>Annual Riders</u>	<u>Annual Revenue</u>
1.	Increase the monthly pass price.	-10,000	+\$25,000
2.	Eliminate 4- to 12-month passes.	-4,000	+\$ 7,000
3.	Increase the price of group passes by 2.9 percent.	0	+\$15,000
4.	Increase the Freedom Pass price.	-8,000	+\$4,000
5.	Offer a Football Shuttle season pass.	+1,200	\$ 0
6.	Amend the Group Pass Policy to allow for participation by small groups.	?	?
7.	Increase weekend cash fare	140,000	+\$40,000
	<b>TOTALS</b>	<b>- 60,800</b>	<b>+ \$91,000</b>

**LONG-RANGE PRICING PLAN**

The attached table shows historic changes in the inflation rate and fares, as well as a five-year plan for future pricing changes. Changes beyond FY 1996-97 are presented for informational purposes only.

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# PRICING PLAN 1996-97 to 2000-01

Year	Consumer Price Index		Average Fare		Adult Cash Price		Adult Token Price		Adult Pass Price	
	Yearly Increase	Cumulative Increase fr 81-82	Actual	Cumulative Increase fr 88-89	Actual Price	Cumulative Increase fr 81-82	Actual Price	Cumulative Increase fr 81-82	Actual Price	Cumulative Increase fr 81-82
1981-82	---	---	---	---	\$0.50	---	\$0.40	---	\$18	---
1982-83	-0.6%	-0.6%	---	---	\$0.55	10.0%	\$0.45	12.5%	\$20	11.1%
1983-84	3.0%	2.3%	---	---	\$0.55	10.0%	\$0.50	25.0%	\$20	11.1%
1984-85	3.6%	6.0%	---	---	\$0.55	10.0%	\$0.50	25.0%	\$20	11.1%
1985-86	3.5%	9.7%	---	---	\$0.60	20.0%	\$0.50	25.0%	\$20	11.1%
1986-87	0.3%	10.1%	---	---	\$0.60	20.0%	\$0.50	25.0%	\$20	11.1%
1987-88	2.5%	12.9%	---	---	\$0.65	30.0%	\$0.50	25.0%	\$20	11.1%
1988-89	3.7%	17.0%	\$0.39	---	\$0.65	30.0%	\$0.55	37.5%	\$20	11.1%
1989-90	3.6%	21.3%	\$0.41	5.1%	\$0.65	30.0%	\$0.55	37.5%	\$21	16.7%
1990-91	4.6%	26.8%	\$0.43	10.3%	\$0.65	30.0%	\$0.55	37.5%	\$21	16.7%
1991-92	6.3%	34.7%	\$0.46	17.9%	\$0.75	50.0%	\$0.55	37.5%	\$21	16.7%
1992-93	4.6%	40.9%	\$0.47	20.5%	\$0.75	50.0%	\$0.65	62.5%	\$22	22.2%
1993-94	3.4%	45.7%	\$0.50	28.2%	\$0.75	50.0%	\$0.65	62.5%	\$23	27.8%
1994-95	2.9%	49.9%	\$0.50	28.2%	\$0.80	60.0%	\$0.65	62.5%	\$23	27.8%
1995-96	3.2%	54.8%	\$0.52	33.3%	\$0.80	60.0%	\$0.65	62.5%	\$24	33.3%
<b>Total % Change</b>										
<b>Since 1981-82 --&gt;</b>		<b>54.8%</b>		<b>N/A</b>		<b>60.0%</b>		<b>62.5%</b>		<b>33.3%</b>
1996-97	4.0%	60.9%	\$0.54	38.7%	---	---	---	---	\$25	38.9%
1997-98	4.0%	67.3%	\$0.56	44.2%	\$0.90	80.0%	---	---	---	---
1998-99	4.0%	74.0%	\$0.58	50.0%	---	---	\$0.70	75.0%	---	---
1999-2000	4.0%	81.0%	\$0.61	56.0%	---	---	---	---	\$27	50.0%
2000-01	4.0%	88.2%	\$0.63	62.2%	\$1.00	100%	---	---	---	---

Note: The day pass price is 2.5 times the cash price and would be increased whenever the cash price is raised.



## FARE SURVEY OF SELECTED CITIES

### January, 1996

	Adult Cash Fare	Disabled Cash Fare	Adult Monthly Pass	Disabled Monthly Pass	Token or Book (Per Ride)	Multi-Month or Term Pass?
Boise, ID	\$ 1.00	\$ 0.35	\$ 27.00	\$ 13.50	\$ 0.70	no
Fresno, CA	\$ 0.75	\$ 0.35	\$ 25.00	\$ 10.00	\$ 0.60	no
Medford	\$ 1.00	\$ 0.50	\$ 38.00	\$ 19.00	\$ 1.00	no
Olympia, WA	\$ 0.50	\$ 0.25	\$ 18.00	\$ 5.00	\$ 0.50	yes
Portland	\$ 1.00	\$ 0.50	\$ 33.00	\$ 10.00	\$ 0.90	yes
Richland, WA	\$ 0.40	\$ 0.20	\$ 10.50	\$ 5.25	\$ 0.275	yes
Salem	\$ 0.75	\$ 0.35	\$ 20.00	\$ 10.00	\$ 0.68	no
Santa Barbara, CA	\$ 0.75	\$ 0.30	none	none	\$ 0.75	no
Santa Cruz, CA	\$ 1.00	\$ 0.40	\$ 40.00	\$ 14.00	none	no
Spokane, WA	\$ 0.75	\$ 0.35	\$ 25.00	\$ 12.50	\$ 0.75	yes
<b>Average</b>	<b>\$ 0.79</b>	<b>\$ 0.36</b>	<b>\$ 26.28</b>	<b>\$ 11.03</b>	<b>\$ 0.68</b>	
<b>LTD</b>	<b>\$ 0.80</b>	<b>\$ 0.40</b>	<b>\$ 24.00</b>	<b>\$ 12.00</b>	<b>\$ 0.65</b>	<b>yes</b>





## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** CITY OF CRESWELL ESTIMATED TAX BASE RESEARCH

**PREPARED BY:** Tamara D. Weaver, Finance Administrator

**ACTION REQUESTED:** None

**BACKGROUND:** The City of Creswell is considering a pilot program for bus service. The residents of Creswell will be voting on this issue this spring. If the demonstration project successfully meets productivity standards, Creswell would need to choose to become part of the LTD service district to continue bus service. At that point, businesses and self-employed individuals would be subject to LTD taxes. Since Creswell has approached the LTD Board for potential service, the LTD Board of Directors instructed staff to research the tax base within Creswell to determine if the addition of Creswell service would result in a positive or negative cash flow on the rest of the District operations.

In order to obtain accurate projections, staff have submitted an application of confidentiality with the State Employment Division for the employment data within the Creswell city zip code. After this data is received, it will be analyzed and the results submitted to the LTD Board.

**ATTACHMENTS:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** LCOG Request for Proposal for Paratransit Service

**PREPARED BY:** Micki Kaplan, Transit Planner

**ACTION REQUESTED:** None

**BACKGROUND:** Lane Council of Governments (LCOG) is seeking proposals for the operation of the RideSource paratransit program. The Board may recall that LTD contracts with LCOG to manage the daily operations of the RideSource paratransit program. Federal and state law requires that LCOG rebid the contract for paratransit services at least once every five years. The Board may recall that Special Mobility Services, Inc., is the current paratransit provider contracting with LCOG to provide RideSource service.

The following six paratransit providers have submitted notification of intent to bid: Laidlaw; Wheels; Dave Systems; Paratransit Services; Special Mobility Services; and Larson. The proposals, due by February 16, 1996, will be reviewed and evaluated by LTD and LCOG staff and a subcommittee of members of the Special Transportation Fund (STF) Advisory Committee. The LTD Board of Directors will be asked to approve the recommended provider at the March meeting.

**ATTACHMENT:** Provider Selection Schedule

**PROPOSED MOTION:** None

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## PROVIDER SELECTION SCHEDULE

### 1.2 Schedule

The schedule of events for submission and evaluation of proposals is as follows:

<b>Date and Time</b>	<b>Event</b>
December 8, 1995	Public Announcement and Distribution of Request for Proposals
January 11, 1996 2:00 to 4:00 p.m. PST	Pre-Proposal Conference
January 26, 1996 5:00 p.m. PST	Deadline for Submittal of Questions and Requests for Clarification Letter of Intent due to LCOG from all Proposers
February 2, 1996 5:00 p.m. PST	Deadline for Requests for Change or Protest of Contract Provisions
February 9, 1996	Final Distribution of RFP Addendum
February 16, 1996 5:00 p.m. PST	Proposals due to LCOG
February 24, 1996	Initial Review and Selection of Finalist(s) Completed
February 26-29, 1996	Interviews, Final Evaluation of Proposals and Review Committee's Recommendation to Special Transportation Advisory Committee
March 12, 1996	Special Transportation Advisory Committee Recommendation forwarded to LCOG and LTD Board of Directors
March 20, 1996	LTD Board of Directors Approval of Recommended Provider
March 28, 1996	LCOG Approval of Recommended Provider
April 5, 1996 5:00 p.m. PST	Deadline for Receipt of Protest of Contractor Selection
May 1, 1996	Acceptance of Transition Plan
July 1, 1996	Contract Award and Initiation of Service

Dates and times are subject to change at LCOG's discretion.



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** February 21, 1996

**ITEM TITLE:** EUGENE STATION UPDATE

**PREPARED BY:** Stefano Viggiano, Planning and Development Manager

**ACTION REQUESTED:** None. Information only

**BACKGROUND:** **Land Acquisition - Executive Session:** The agreement for the purchase of the City of Eugene property has been signed. It is expected that the sale will be completed in approximately one month. Staff suggest 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, and pursuant to ORS 40.225, lawyer-client privilege, so that staff may provide a brief update on the status of the acquisition of the private property at the site.

**Design:** Work on the design development phase of the project has been completed. This is the last design phase before the design team begins the preparation of construction documents. The design development work will be reviewed by the Design Review Committee, the LTD staff and employee advisory committee, and the Eugene Station Committee of the Board before approval is sought from the full Board.

**Art:** An art selection committee has been formed. The Committee met on February 12, 1996, to learn about the project and the art opportunities that will be offered. The request for proposals for art work will be released soon.

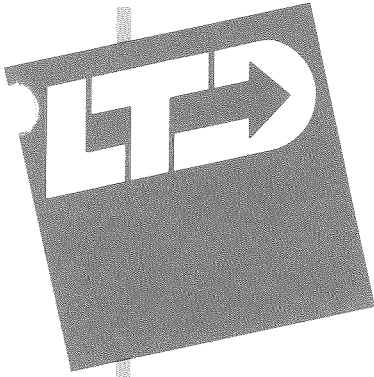
**ATTACHMENT:** None

**PROPOSED MOTION:** None

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**Lane Transit District**

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

(503) 741-6100  
Fax (503) 741-6111

**MONTHLY STAFF REPORT**

February 21, 1996

**TRANSIT OPERATIONS**

*Prepared by Patricia Hansen, Transportation Administrator*

**ON-SITE CDL EXAMINER**

Field Supervisor Gary Taylor has been trained and certified by the State of Oregon as an official Commercial Driver License (CDL) Examiner. Having our own on-site examiner will be a great asset for both new bus operators and administrative staff. Our operator trainees often had to go all the way to Roseburg to take their driving tests, because the local Eugene office is over-booked. This cost the District the use of a bus for half a day, fuel, and mileage, as well as instructor time. Being able to test the students here will significantly reduce these costs. There also will be savings for the trainees themselves, in terms of the fees they normally would have to pay to the Department of Motor Vehicles.

**OPERATOR SECURITY**

On February 6, 1996, an operator was assaulted by a bicycle courier. The District has a history with this particular bicycle courier: on several occasions he has been involved in traffic disputes with our bus operators, and on some of those occasions, has threatened to kill the operators with a gun that he supposedly carries. The February 6 incident created a lot of concern among the operators, who needed reassurance from the District that action would be taken to ensure their safety. A second incident involving the same courier and another bus operator occurred on February 9, when the courier broke a mirror on a bus while in traffic. LTD staff worked with the Eugene Police Department to bring about an arrest of the courier on February 12. The Grand Jury indicted him on two felony charges on February 14: Assault III and Criminal Mischief I. A trial date has not been set. This incident brings to light the fears our operators have and the kinds of incidents they face daily. The quick response by staff and follow-through in the judicial system are very important parts of the operators' safety perception.



LANE TRANSIT DISTRICT  
GENERAL FUND INCOME STATEMENT  
For the period 7/01/95 to 1/31/96

Percent of year 58.3%

	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	CURRENT MONTH ACTUAL	BALANCE	YTD % BUDGET
<b>REVENUES</b>						
Passenger Fares	\$2,273,320	\$2,273,320	\$1,383,848.49	\$222,424.94	(\$889,472)	60.9%
Group Pass Payments	543,020	543,020	325,506.99	54,388.10	(217,513)	59.9%
Special services	65,000	65,000	59,987.72	1,508.63	(5,012.28)	92.3%
Advertising	194,510	194,510	143,113.48	25,777.00	(51,396.52)	73.6%
Miscellaneous Income	5,650	5,650	50,921.30	106.97	45,271.30	901.3%
Payroll Tax Revenue	11,510,110	11,510,110	6,600,339.89	941,509.19	(4,909,770.11)	57.3%
Self-employment tax	749,380	749,380	-	-	(749,380.00)	0.0%
State In-Lieu-of-Tax	854,570	854,570	395,990.64	260,327.75	(458,579.36)	46.3%
Operating Grants	139,200	139,200	57,084.95	3,793.42	(82,115.05)	41.0%
Interest Income	495,480	495,480	364,452.69	51,518.94	(131,027.31)	73.6%
<b>Total General Fund Revenues</b>	<b>16,830,240</b>	<b>16,830,240</b>	<b>9,381,246.15</b>	<b>1,561,354.94</b>	<b>(7,448,994)</b>	<b>55.7%</b>
<b>EXPENSES/TRANSFERS/RESERVES</b>						
General Administration	681,360	731,460	312,632.65	48,492.63	418,827	42.7%
Finance	306,930	348,280	193,325.93	27,069.61	154,954	55.5%
M. I. S.	188,220	188,220	96,071.52	14,147.39	92,148	51.0%
Human Resources	384,240	384,240	170,755.04	24,159.53	213,485	44.4%
Planning	298,860	261,900	138,895.39	19,093.63	123,005	53.0%
Marketing	822,910	859,870	542,459.55	35,726.92	317,410	63.1%
Customer Service	433,430	429,400	229,599.76	29,518.79	199,800	53.5%
Transit Development Mgt	78,790	78,790	38,482.63	4,614.38	40,307	48.8%
Transportation	7,451,620	7,379,740	4,179,927.68	585,893.71	3,199,812	56.6%
Maintenance	3,221,290	3,221,290	1,733,150.42	294,431.36	1,488,140	53.8%
Facilities	512,470	512,470	242,600.64	34,600.53	269,869	47.3%
Risk and Insurance	599,900	599,900	471,532.22	33,898.54	128,368	78.6%
<b>Total before transfers</b>	<b>14,980,020</b>	<b>14,995,560</b>	<b>8,349,433.43</b>	<b>1,151,647.02</b>	<b>6,646,127</b>	<b>55.7%</b>
Special Transp. transfer	452,900	480,900	264,191.66	37,741.66	216,708	54.9%
Capital transfer	1,621,540	1,621,540	0.00	0.00	1,621,540	0.0%
<b>Total General Fund Expenses</b>	<b>17,054,460</b>	<b>17,098,000</b>	<b>8,613,625.09</b>	<b>1,189,388.68</b>	<b>8,484,375</b>	<b>50.4%</b>
<b>UNRESERVED FUND BALANCE</b>						
Change to fund balance	(224,220)	(267,760)	767,621.06			
Beginning balance	4,201,630	4,201,630	4,690,495.89			
Ending balance	<u>\$3,977,410</u>	<u>\$3,933,870</u>	<u>\$5,458,116.95</u>			



LANE TRANSIT DISTRICT  
SPECIAL TRANSPORTATION FUND INCOME STATEMENT  
For the period 7/01/95 to 1/31/96

	Percent of year					58.3%
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	CURRENT MONTH ACTUAL	BALANCE	YTD% BUDGET
<b>REVENUES/TRANSFERS</b>						
State Special Transp Funds	\$400,000	\$400,000	\$269,921.00	\$134,974.00	(\$130,079)	67.5%
STF - contingency & capital	600,000	600,000	0.00	0.00	(600,000)	0.0%
State Special Grant	0	0	0.00	0.00	-	-
Transfer from general fund	452,900	480,900	264,191.66	37,741.66	(216,708)	54.9%
<b>Total General Fund Revenues</b>	<b>1,452,900</b>	<b>1,480,900</b>	<b>534,112.66</b>	<b>172,715.66</b>	<b>(946,787)</b>	<b>36.1%</b>
<b>EXPENSES/TRANSFERS/RESERVES</b>						
STF - flow through transfer	1,000,000	1,000,000	269,921.00	134,974.00	730,079	27.0%
Direct support - Ride Source	395,500	423,500	230,708.33	32,958.33	192,792	54.5%
Direct support - LCOG admin	57,400	57,400	33,483.33	4,783.33	23,917	58.3%
<b>Total General Fund Expenses</b>	<b>1,452,900</b>	<b>1,480,900</b>	<b>534,112.66</b>	<b>172,715.66</b>	<b>946,787</b>	<b>36.1%</b>
<b>UNRESERVED FUND BALANCE</b>						
Change to fund balance	0	0	0.00			
Beginning balance	0	0	0.00			
Ending balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>			

