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## LANE TRANSIT DISTRICT REGULAR BOARD MEETING

July 17, 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).**

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** EMPLOYEE OF THE MONTH

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

**ACTION REQUESTED:** None

**BACKGROUND:** July 1996 Employee of the Month: Bus Operator John Dahl was selected as the July 1996 Employee of the Month. He has been an LTD employee since December 30, 1991. He has worked as a temporary system supervisor and currently is a bus operator instructor and is working as a temporary proofreader. He has earned his three-year safe-driving award and has been commended for four years of correct schedule operation (CSO). The co-workers who nominated John said that he deserves recognition because he goes the extra mile and gives 110 percent effort. He has taken it upon himself, as an operator instructor, to be a special guide and mentor for new operators, and has done everything he can to ensure their success. He created a meaningful check ride process for assessing the performance of probationary operators. He was the key person coordinating the Bus Roadeo last year, and is always willing to assist when an operator is needed to train a customer to use the wheelchair lift. John continues to work on improving himself and helping the District to move forward. Customers who nominated John said that he does everything possible to solve customer problems; he always greets them with a smile and is very nice to their children; he drives like a professional; and "he is the best driver there is." One customer said that John even helped with the customer's math homework.

When asked what makes John a good employee, Transit Operations Manager Patricia Hansen said, "John is a very talented, innovative, and committed employee. He is always looking for new and better ways of doing things, and has often invested his own personal time into work projects that he has been asked or volunteered to do. As an instructor, he has proven to be a valuable coach and mentor to our new operators during their training and probation, as well a patient trainer for our customers who use mobility devices. He is very customer-oriented, and strives for excellence in everything he does. John also has a great sense of humor, and he is a pleasure to work with."

August 1996 Employee of the Month: Transit Operations Clerical Assistant Michelle Gilles was selected as the August 1996 Employee of the Month. Michelle was hired on July 25, 1994. She has been involved





for two years on the picnic and rodeo committees. She was nominated by a co-worker, who praised the way that Michelle went "above and beyond the call of duty" when asked to schedule bus operators for photo sessions for the fall bid marketing effort. Not only did Michelle schedule the operators; she also scheduled employees from other departments, sent each a notification of his or her appointment, and typed a schedule for staff and the photographer to use. The co-worker thought that Michelle deserved recognition for her unhesitating assistance with this project.

When asked what makes Michelle a good employee, Transit Operations Manager Patricia Hansen said that those who work in Transit Ops know how great Michelle is, and that it was wonderful that she had been nominated by an employee from another department. Patricia described Michelle as a very hard worker, a real team player, extremely devoted to LTD and its mission, very customer oriented, and a pleasure to work with. She added that no task is too menial or onerous; Michelle attacks them all with the same level of pride, gusto, and professionalism, and is always looking for that one extra step, or that one more possible way of doing something to produce the best results.

**AWARD:**

John and Michelle will attend the July 17 meeting to be introduced to the Board and receive their awards.



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** PRESENTATION BY MIKE GLEASON ON PROPOSED LANE COUNTY FAIRGROUNDS IMPROVEMENTS AND RELATED TRANSPORTATION ISSUES

**PREPARED BY:** Mark Pangborn, Assistant General Manager

**ACTION REQUESTED:** None

**BACKGROUND:** The Lane County Fairgrounds has embarked on a program to upgrade its facilities and more fully utilize those facilities to the benefit of the community. LTD has once again formed a partnership with the Fair on providing bus transportation to the annual County Fair, and LTD staff are currently working with the Fair on improved ingress/egress to the fairgrounds for bus service. The Fair Manager, Mike Gleason, views these current cooperative efforts as only the beginning of a much more significant interrelationship of services between the Fair and LTD.

Mr. Gleason will attend the July 1996 Board meeting to discuss his vision of how the Fair and LTD could work together to better serve our metropolitan community. This vision includes a variety of services that have received little, if any, discussion or analysis. Staff believe that it is important that the Board have an opportunity to review these ideas and consider how they might fit with the current LTD strategic goals.

Staff consider this as the first part of an ongoing dialogue with the Fair on how we can work together to better serve our community.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 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 July 17, 1996:

1. Approval of minutes: June 19, 1996, special Board meeting/work session;
2. Approval of minutes: June 19, 1996, regular Board meeting;
3. Special Transportation Fund Advisory Committee Appointments

**ATTACHMENTS:**

1. Minutes of the June 19, 1996, special Board meeting/work session
2. Minutes of the June 19, 1996, regular Board meeting
3. Staff Report: Appointments to the Special Transportation Fund Advisory Committee

**PROPOSED :** I move that the Board adopt the following resolution:

Resolved, that the Consent Calendar for July 17, 1996, is hereby approved as presented.

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MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

SPECIAL MEETING / WORK SESSION

Wednesday, June 19, 1996

Pursuant to notice given to *The Register-Guard* for publication on June 13, 1996, and distributed to persons on the mailing list of the District, a special meeting of the Board of Directors of the Lane Transit District was held on Wednesday, June 19, 1996, at 5:30 p.m. in the LTD Board Room at 3500 East 17<sup>th</sup> Avenue, Eugene.

Present: Kirk Bailey, Vice President  
Patricia Hocken, President, presiding  
Dave Kleger, Treasurer  
Mary Murphy  
Roger Saydack  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary  
Susan Hekimoglu, Transcribing Secretary

Absent: Rob Bennett  
Thomas Montgomery, Secretary

**CALL TO ORDER:** The meeting was called to order at 5:40 p.m. by Board President Pat Hocken.

**WORK SESSION ON TRANSPLAN:**

TransPlan Update Process

Tom Schwetz and Bud Reiff of Lane Council of Governments were present to give an update on TransPlan. Mr. Schwetz spoke first, and stated that he planned to cover points of the recently held open houses and the additional model results since the last time he had addressed the LTD Board. He noted that he recently had received the results of the community survey that was conducted to ask people what they thought about various strategies under consideration, and planned to talk about some of the TransPlan schedule adjustments that were made as a result of the survey. He said that Mr. Reiff would provide more detail about some of the transit modeling that was being done and some of those results.

Lane Council of Governments (LCOG) held two open houses on May 22 and 23. The purpose was to provide updated information and gain feedback about TransPlan.

The open house was organized as an information tour, with several stops giving people an overview of what TransPlan was, why it should be updated, and some of the goals and objectives that were set. In attendance were 15 stakeholders, 59 people who had not been formally contacted before, and 41 people who previously were on the mailing list. They were shown presentations on the land-use measures, system improvements, and demand management measures. The focus of the information tour was on the evaluation of what the technical analysis had shown to date.

Mr. Schwetz directed the Board's attention to the Preliminary Results of Technical Evaluation table on page 5 of materials he had handed out. He explained that this table displayed an example of how these strategies might be integrated. Starting with the Base Case, the TransPlan would add road improvements, then transit improvements, and on top of those would be land-use measures in terms of nodal development. Finally, pricing measures would be added by a \$2.00 gas tax and a tripling of the downtown Eugene parking cost. He pointed out that this particular table was looking at mode choice; what the split was at the various steps. He asked the Board to look at the column labeled *Percent Bus Trips*, and pointed out that there was not a lot of additional ridership until system improvements were added, and then not again until the pricing was added.

This trend tended to hold true with the other modes, non-single occupant vehicles. Looking at the walk and bike modes, increases were shown when land use measures were added. When nodal development was done, there was a tendency to shorten trips, which offered more opportunity for walking and biking. Another set of criteria was used to compare the different strategy integrations, including congested miles of travel. That was the percent of vehicle miles traveled experiencing some sort of congestion. Currently, 3 percent of the VMTs were experiencing some sort of congestion, and no matter what could be done, research had shown that congestion VMTs would increase by 2.5 times by the year 2015. Mr. Schwetz went on to discuss base conditions, at which congested VMTs were at 19 percent. With road improvements, there would be a large improvement to 12 percent. Still, it would not be until pricing occurred that there would be a major improvement in congestion VMTs, projected to decrease to 5 percent.

He directed the Board's attention to the column labeled Daily Vehicle Miles of Travel per Capita, and noted that this was the Transportation Planning Rule (TPR) measure that needed to be watched. Under this rule, Lane County was required to reduce VMT per capita to 16.3 percent. According to these projections, the VMTs per capita would hold steady with existing conditions at 17.25 percent once the pricing was added.

The Percent Of Person Trips Under One Mile was another indication of the opportunity for the use of alternative modes. The more trips were shortened, the more there would be increases in alternative modes use. Fuel use and vehicle emissions



were shown as well. Mr. Schwetz noted that once the demand management or pricing was added in, the results were the best.

On page 6 of the handout, a graph illustrated the effects alternative strategies could have on choice of mode. He pointed out that there would not be much of an effect on drive-alone trips until the pricing strategy was added. He noted that at this point, what was identified in terms of strategies was a great deal of difficulty in reaching the VMT target.

Mr. Schwetz noted that the TPR had three goals. Over a 10-year period, Lane County was to hold VMTs steady at 18 percent. The 20-year target called for a 10 percent reduction to 16.3 percent. Then, the 30-year target was a 20 percent reduction in VMTs.

Mr. Schwetz went on to discuss the survey which was conducted by a consultant. He handed out a preliminary results packet to the Board, and pointed out that there were 429 respondents out of 493 who were recruited, which was a remarkable response. The respondents also were asked a series of questions about what the transportation issues were and what the solutions were. Even if they did not want to participate in the survey, the consultant was able to obtain those responses. During the survey, respondents were given the list of strategies presented in TransPlan.

Mr. Schwetz discussed the general results of the survey, and planned to address the Board at a later date with more detailed results. He focused basically on what respondents had to say about issues and solutions. Respondents were asked what the most important transportation problem was in the Eugene/Springfield area, and 25 percent indicated that there was too much traffic congestion; 10 percent indicated that the Ferry Street Bridge area was the single most important problem; and transit-related problems were cited by 13 percent of the respondents.

Ms. Hocken wondered what exactly were the respondents' concerns in the area of transit. Mr. Schwetz replied that three basic transit related issues were expressed. The first was geographic coverage, the second was the size of the buses, and the third was frequency of service. He noted that those were three fairly common themes that had been heard.

The respondents were then asked to rate on a 1 to 5 scale the seriousness of the transportation problems. The preliminary results showed that the average rating was 3, or somewhat serious, at 40 percent. Mr. Schwetz pointed out that, statistically, people between the ages of 34 and 54 were more likely to find the community's problems to be very serious or extremely serious than those who were either younger or older. His assumption was that this age group traveled more during peak periods and traveled more for a variety of reasons.

The next question asked was what solutions the respondents might offer to some of the issues that they raised. Thirty-one percent responded with solutions related to the street system; the solutions cited most often were more bridges over the rivers, wider roads, and more freeways. Twenty-three percent named solutions related to the transit system, with more frequent service, expanded service, more direct connections, and light rail mentioned most often. Nineteen percent responded with general statements to improve alternative mode use, such as to encourage more biking and carpooling, as well as to provide more incentives to drive less.

With respect to schedule adjustments, there were a lot of comments about the materials that were presented at the workshops. TransPlan staff focused on the one model of integrating the strategies. Respondents wondered if staff had tried pricing first or transit first, and what would happen if they did.

LCOG staff planned to build some additional alternatives to the strategies during the summer. They hoped to hold a stakeholders' symposium in late summer or early fall. Then they would address the planning commissions. Those results would then go to the local elected officials in late fall of 1996. Mr. Schwetz said that this would be where the LTD Board would become more involved, to consider the recommendations of the Planning Commission and give staff direction for the draft TransPlan. It was anticipated that the draft would be ready in the spring of 1997, and it was hoped that the plan would be adopted by the fall of 1997.

Ms. Hocken asked if Mr. Schwetz could provide some specifics on what particular transit improvement option was selected and if there others that LTD could try. Mr. Schwetz replied that Mr. Reiff would go into some of that during his presentation to the Board, but that currently staff were looking at various configurations in conjunction with nodal development. There were a couple of situations where they would test scaling back nodal development to just the major corridors, with a Bus Rapid Transit system serving those corridors.

LTD Planning and Development Manager Stefano Viggiano noted that the LTD Board actually would adopt TransPlan, as would the elected officials. Ms. Hocken wondered if the MPC or each jurisdiction would adopts the plan. Mr. Schwetz replied that each jurisdiction would. However, the LTD Board had the same right to adopt the plan as did the other three jurisdictions. Ultimately, the LCOG Board, as the MPO, would ratify everything that had been adopted.

Mr. Kleger wondered if there was any feedback from the respondents about how they would pay for some of the things they were asking for. Mr. Schwetz replied that he had not looked that far into the results yet, but that the respondents were not asked that question at this time. Mr. Kleger thought that issue should be brought up in the near future. Technically, the community could do a number of the things that people were asking for, but only if there were the funds to pay for those services. Mr. Schwetz

stated that the cost side of the plan would be discussed with the planning commissions in the fall, and that there would be a financial constraint analysis of this plan. The analysis would be included with all the various options that would be presented.

Ms. Hocken inquired about the TransPlan video and whether it would be shown to the LTD Board at this time. Mr. Schwetz had not planned to do so, but he would make it available to be seen at any time. Ms. Hocken stated that she would like to have it shown at the July Board meeting if there was time to do so.

#### Transit Service Options Modeling Results

Mr. Reiff then addressed the Board about the transit results that were gained as part of the TransPlan Technical Evaluation. He distributed a document titled Preliminary Travel Forecasting Model Results for 2015 Transit Alternatives for the Board to refer to. He stated that the purpose of the modeling up to this point had been to evaluate the TransPlan scenarios, and that it had not been meant as a transit alternatives analysis. The state of the current LCOG forecasting model was not adequate to perform that analysis. However, he thought that the model was producing fairly reasonable results. It was calibrated to replicate, fairly closely, the current mode shares both overall and by trip purpose. It appeared that it had given staff some fairly reasonable results for the future.

Mr. Reiff stated that he would present the ridership numbers for the three alternatives and then discuss the details of the model. He began by saying that in a break from the past, where the assumption was made that the transit mode shares would just be extended into the future (for instance, where the trip interchange was at 2 percent in the past, it was carried into future projections at 2 percent), staff had incorporated a mode-choice model where an attempt was made to actually predict changes in mode shares for all the modes based on changes in the service levels that were forecasted. Consequently, they had encoded transit networks. They had examined a current year network representing 1995, two future year networks, and variations on those. The base case network was an extension of the current transit system into the future, with some additions; for example, anything that was in the STIP, such as the new park and ride facilities at 58th and Main and at West 11th and Bertelson, were assumed in the future-year network. The Eugene Station improvements were assumed. They had maintained the current headways of frequencies into the future, even though it would cost more to do so. But they were assuming that the transit network was keeping pace with the roadway network, and that there were ongoing investments to maintain service levels.

Mr. Reiff stated that extensions of service into newly developed areas were also assumed in the base case. The land-use forecast for the 2015 base had a lot of new development, particularly in Southeast Springfield, on Goodpasture Island Road, and in the Bethel-Danebo area. The model showed extended transit service into any areas

where there was significant new development. In most cases, this was done by altering existing transit lines by either extending them or adding branches onto an existing route. They tried to maintain current headways, and in cases where they had split the lines, they assigned half of the buses to the branch, with the other half remaining on the existing route.

The second transit alternative that they examined was one that approximated the Bus Rapid Transit (BRT) system. They replicated an LTD-prepared map that sketched out what the BRT would look like on their modeling software, to be included in the TransPlan analysis and represented by references to BRT. Mr. Reiff directed the Board's attention to page 1, item A, of his handout, and explained that the MR3d referred to Model Run 3d for TransPlan. He stated that the land use assumptions were the same for each of the two networks that were in the summary results on page 1. They both were base case land use assumptions, which was an assumption that basically extended existing development trends under Metro Plan. Growth typically was evenly allocated to available land, depending upon the Metro Plan designation of the land. The results for the 1995 model were based on an estimation of 22,100 average weekday one-way person transit trips. The 2015 Base Case, which was the extension of existing transit service, estimated 35,500 daily one-way person trips. For the 2015 BRT, they estimated 49,700 daily one-way person trips. He noted that the percent of total person trips, which included all modes, would increase slightly in the base case, with a fairly hefty boost with the BRT model. The percent of motorized person trips (by only car or bus) were somewhat higher in each of these models.

The next comparison that was done was the BRT system on different TransPlan land use and TDM alternatives. The first model was the same Land Use Base 2015 assuming 49,700 average weekday one-way person trips. The next model was the Nodal Development 2015 (MR3c) in which 48,100 average person trips were assumed, where a fair amount of the growth in employment and multi-family dwellings was concentrated in 40 nodes around the region, and the balance of the growth was evenly allocated to available land by Metro Plan designation. The third model was the Nodal Development, with an assumption of a \$2.00 gas tax and a tripling of the parking costs in the central Eugene area, in which 57,900 average person trips were assumed. There was not an assumption of an extension of paid parking to other areas.

The results showed a slight decrease in the ridership forecast under Nodal Development. He thought that was due to the longer inter-nodal trips, such as home-based work trips. More importantly, with the nodal development, the average trip length for a lot of the non-work trips was decreased. Those trips, therefore, were poor candidates for transit service. Additionally, the analysis segmented the market by household auto ownership. In effect, transit and non-motorized travel were after that same market – households with fewer cars than drivers. In the case where there was a shortening of the trips, the non-motorized mode tended to increase. With the gas tax and parking cost increases, there was a hefty increase in transit ridership forecast, as

well in all of the other non-single occupant vehicle modes. That was, in fact, the only model that began to get close to reaching the TPR goal.

The Operating Comparison models were not completed, but Mr. Reiff wanted to discuss the number of transfers involved, and say something about how they modeled BRT specifically. All of the assumptions were listed on page 7 of his handout. The system, as it was presented, contained four pairs of BRT lines that were modeled as continuous pairs that extended through the Eugene Station. There was one other BRT line that was a circumferential line that traveled the length of the Beltline Highway, extending up 30th Avenue, along 11th Avenue, along the Beltline, all the way to Mohawk, and through Glenwood. Most of the other lines were feeder lines. Some existing lines were extended into the future and two or three express lines were kept. Mr. Reiff explained that where the feeder lines met the BRT lines, a wait time and a transfer time were implied. Both of those cost something in terms of the attractiveness in the mode choice model. That wait time was reduced to 30 seconds, which then would not penalize that transfer between a feeder bus and a BRT bus as much. It still assumed a transfer at that point. The Operating Comparisons showed 2/3 of a transfer per trip for the BRT and only about 1/3 of a transfer for the Base Case. The models showed that the majority of transfers in the Base Case would take place at the Eugene Station, whereas relatively few transfers would be made at the Eugene Station in the BRT model.

Mr. Reiff stated that some other research that he wanted to conduct was to look at some of the differences in zone-to-zone movement to see which geographic markets would be served with BRT. One question he had was whether we were getting a lower percentage of Eugene central business district destinations or destinations elsewhere.

He thought that he also should mention that the way a mode-choice model worked was to evaluate the relative attractiveness of each mode against all the competing modes. That attractiveness depended upon the characteristics of the mode, and it also depended on the characteristics of the traveler. The traveler previously had been segmented by auto ownership.

A number of elasticities were built into the mode choice model in this evaluation of each mode. In addition to those, there were modal bias constants that explained the part of the choice that was not otherwise explained by the elasticities, or the unexplained part of the model. The modal bias constants were the results of calibration of the choices to both the LCOG 1994 Household Survey and the LTD 1994 Origin and Destination Survey. The mode shares by trip purpose were approximately correct.

There was one set of modal bias constants for transit, even though the modal choice structure could accommodate a separate bias constant for regular transit and premium transit. Because premium transit did not exist in our region when the 1994 surveys were conducted, there was not a good modal bias constant for that type of

service. Mr. Reiff stated that this was important because among certain user groups, such as households with more cars, higher-income households, or park and ride users, there may be a higher modal bias for transit. If this bias existed, it was not included in this study. Mr. Reiff was not sure how it could be included. He wanted the Board to be aware of this because there could be some response to the operating characteristics of BRT, such as different buses, more comfort, or the perception of safety, that may appeal to certain user groups.

Mr. Bailey asked about the BRT ridership comparison to land use alternatives, and whether the numbers shown, including the gas tax and parking cost increase, were mirrored in the other results, so that the overall effect was included in the chart that was given to the Board. Mr. Reiff replied that they were, and the percentages were a percent of total person trips, including the non-motorized trips. Mr. Bailey asked what the BRT plus the whole TDM / Land Use models did to biking, walking, and carpooling, and how it affected the overall mix. Mr. Reiff thought that those other modes, particularly the walk and bike, increased more than transit. Mr. Schwetz stated that the various modes were all listed in the table that he had distributed to the Board on page 3, *Preliminary Results of Technical Evaluation, Part 1*. Where transit was projected at 3.6 percent at the final model where the pricing was added in, walking increased to 9.5 percent, and biking rose to 3.6 percent.

Mr. Kleger asked if there was a basis for any idea of what would happen if the land use and pricing changes were made without any enhancement of transit service. In other words, if it were made tougher to use the car and people were given no alternatives, would people continue to use their cars anyway? Mr. Schwetz recalled that this scenario had been looked at and the general result was that people tended to continue to use their cars. Mr. Kleger stated that he would like to have that documented somewhere, to show that investing in transit along with the land use and pricing measures would better bring about the desired result.

Mr. Bailey wondered why the assumptions did not include separate rights of way. Mr. Reiff replied that assuming right of way would be easier to model than what they had been doing, since they would just use a fixed speed. Mr. Viggiano mentioned that transit travel speeds were assumed, because separate right of way would not really affect mode choice unless it significantly shortened the time of the trip. What was more important was the assumed speed of the bus relative to the speed of the model. Some assumptions were made about how fast that should be. He asked Mr. Reiff to summarize what those were. Mr. Reiff stated that typically for transit, in the 1995 Base Case network and in all non-BRT lines in the BRT scenario, assumptions were made that transit generally operated 10 percent slower than cars. In other words, travel time over a given distance was the automobile travel time plus 10 percent, because of acceleration characteristics. That was exclusive of dwell time or boarding time. Where BRT was operating in multi-modal corridors, such as Main Street, West 11th Avenue, and Coburg Road, and just those corridors between major nodes in their nodal

development, they assumed that it would operate 10 percent faster than the automobile, because there would be features such as signal preemption and cue bypasses that would enable BRT to operate faster than cars, overall. The other assumption was that since BRT service was now being introduced on freeways, those buses would operate at freeway speeds with the general traffic; the auto time was also the bus time.

Ms. Hocken asked for clarification on what Mr. Reiff said about dwell time. She wondered if the 10 percent slower figure was just when BRT was running, or if it would take 10 percent longer to get from someplace on the bus compared with the car. Mr. Schwetz asked Mr. Reiff to discuss what the total transit travel time was composed of. Mr. Reiff explained that the operating travel time consisted of the operating time plus the dwell time. In addition, with the transit trip, other times also were involved, such as a walk or drive time to get to the bus, and a wait time at the bus stop. All these times were summed up, and each one had a different waiting time in the mode choice model. He cited that a wait time of waiting for a bus was penalized as if there were two times the same number of minutes actually riding the bus. He noted that these were from people's perception that waiting time is longer. The main components of the actual transit running time were the operating speed relative to cars and the dwell time. Typically for transit, they were assuming the dwell time to be one minute per mile where the bus was making a number of stops along the way. This corresponded to three to four stops per mile.

Mr. Reiff then pointed out that the BRT had a limited number of stops. Their assumption was that BRT actually was making those stops, with a dwell time assumption of 12 seconds per stop. He stated that they could change an assumption, for example, they could assume that the service was so frequent that the bus would only make one-third of the stops and that dwell time would be reduced even further. Mr. Kleger pointed out that this assumption could be made in the beginning, but that over time, as the service became more popular, it would not be a good assumption.

Ms. Hocken wondered if anyone had given thought to running a model where the road improvements were not done first. Mr. Schwetz replied that emphasizing other alternatives first would be the next set of alternatives they would be looking at.

Mr. Bailey wondered if different TDM measures would be modeled in the different strategy packages other than within the pricing strategy. Mr. Schwetz replied that they would be looking at increases in participation rates in the various strategies. TDM could be broken into three general classes. One would be voluntary measures that were currently in place; assumptions could be made about increased participation rates in voluntary measures. Another would be mandatory measures, for which they had already done some modeling. The third would be a pricing category that would also force mandatory TDM use. He said that they would be looking at various strategies like that.

There were no further questions, and Ms. Hocken thanked Mr. Schwetz and Mr. Reiff for their presentation.

### **PRELIMINARY REPORT ON BUS RAPID TRANSIT FOCUS GROUPS**

Ms. Loobey introduced LTD Public Affairs Manager Ed Bergeron, who would report on the preliminary report from the recent BRT focus group sessions.

Mr. Bergeron explained that the report actually was not received until late on the day prior to this meeting, so staff had not yet digested all of the report. He noted that this was a preliminary report that the consultant was able to get to staff within the week following the focus groups. A more detailed report of the consultant's findings and recommendations would be forthcoming.

Mr. Bergeron relayed the history of the BRT process to this point. The focus groups were suggested by the Board in March, believing that staff should test some of the assumptions that they were making about BRT and hear reactions from some members of the community. He stated that the District was fortunate to contract with the focus group and research consultant that the TransPlan team had been using, Williams Research. The consultant already was aware to a certain extent of transportation issues in our community.

Four focus groups were conducted during the week of June 10. Two were held with representatives from the business community, one from Springfield and one from Eugene. The other two were held with a group of bus riders and a group of non-bus rider corridor users. From those groups came the responses and the directions that were in the preliminary report that was distributed to the Board.

The consultant began by asking each group their general feelings about transportation in our community and their experiences with transportation. Specifically, relative to LTD, the consultant asked what thoughts came to the participants' minds when they thought of Lane Transit District. They were asked if LTD was regarded as a visionary agency or just a bus company, and if they would think of LTD as a person, how they would describe the person. The consultant used questions to help get the participants thinking about LTD, what they knew and what their thoughts were, as a warm-up to the real issue of the focus group, which was specifically BRT. The participants were given materials, drafts of which the Board had seen in recent months, and were asked to react to those materials. They were given pictures of possible buses that might be used in the BRT system, both large buses for the major corridors and possible smaller buses for the neighborhoods. They also were shown possible names for the BRT, including Bus Rapid Transit itself. Lastly, they were shown possible paint schemes, ranging from rather conservative and traditional to something a little bit more



aggressive and attention-getting. Mr. Bergeron thought that there had been a wide range of reactions from the various groups.

Mr. Bergeron again mentioned that staff had not had much opportunity to debrief on the preliminary report, but noted that he had attended all four of the focus groups, along with other LTD staff and representatives from Cappelli Miles Wiltz + Kelly (CMW+K), the LTD communications consultant. In general, what Mr. Bergeron heard was that BRT as a concept would be quite acceptable in our community and somewhat of an easy sell. However, most people seemed to want some fundamental, basic knowledge about LTD that they could relate to BRT being the logical next step. They wanted to know more about LTD's ridership and about the transportation problems in the community, and how BRT represented a logical solution that fit with where the community was going, and where those challenges were.

With respect to the possibility of communicating BRT as a stepping stone to light rail, some of the participants understood that and thought that it made sense, while others thought that the community was just not big enough to even think about light rail at this point, and that LTD would be well advised to just focus on the specific benefits of BRT in the short term of the next few years. Some felt that our community had a short-term focus, and that it would be easier to think of what would make sense for the next two years than it would be to look 20 to 30 years out.

Mr. Bergeron stated that staff would take the next few weeks to review this information and talk with the communications consultants, as well as with the researcher, to see what they thought that it meant and how LTD might be able to apply this information to the District's communications plans and programs.

Mr. Bergeron stated that he was willing to answer questions now or after the Board members had more time to look over the preliminary report. He noted that he would forward copies of the more detailed report once it was available.

Ms. Murphy inquired about item number 8 under Reactions to the Concept (packet page 17) where it was stated that several participants did not understand how "traffic signal priority" would work. She thought that signal priority had been in the community since 1962 for emergency vehicles. Mr. Bergeron thought that some people were more familiar than others with how transportation systems and the technology associated with it worked. Some were concerned that this could create an additional traffic hazard. He thought that the important thing for LTD to understand was that if traffic signal priority was going to be used as one of the features of BRT, people needed to understand how it worked and how it was a safe approach that was tried and true, not only in our community, but in other cities as well, and just devote a little more attention to that.

Mr. Saydack wondered how the participants had been chosen. Mr. Bergeron replied that the consultant had done that, but his understanding was that the business people were chosen by the consultant's staff, who went up and down the corridor that was used for this research and randomly selected business. Qualitative research such as focus groups have the limitation that it is not a random sample, and staff would need to be careful about drawing too strong an assumption about what was heard at the focus groups to be representative of the whole. However, it did give a sense of the communications issues that LTD may want to deal with. He stated that he did not know if the participants were chosen in any kind of rigorous, random basis. He also thought that the consultant understood that and had done a good job with selecting the participants. The bus riders were recruited on the bus or in the transit station. The corridor users were recruited in a similar fashion. There was an attempt to get a mix of walkers, bicyclists, and car drivers.

Mr. Saydack wondered about the next step, and how staff would be using this information. Mr. Bergeron replied that first of all, staff wanted the Board's Community Outreach Committee to begin meeting, and he hoped that the complete report would be received by that time. He thought that the committee could make some decisions about what the findings meant and how they might apply to the communications steps associated with the BRT work plan. He wanted to meet with staff from CMW+K and apply this information to the "leave behind" brochure that was being prepared. Once that was done, he thought the Board could move ahead with the Walkabout process. He thought that the Committee could bring recommendations about how that Walkabout process should work, and what the specific Board assignments should be relative to that.

Mr. Saydack thought that one of the things Mr. Bergeron identified was the need to explain BRT as the next logical step for LTD. Participants saw it as a good idea, but were not necessarily persuaded that it was the only good idea out there. Mr. Bergeron agreed. He thought that a large part of that was based on a lack of understanding really of where LTD was today in terms of ridership, growth, and technology. He thought that the District would have to establish a higher foundation of awareness of where LTD currently stood in order to have credibility in suggesting that it was time for LTD and the community to move to the next step.

Mr. Bailey, referring to item numbers 9 and 10 on page 17, where exclusive bus lanes and pullouts were mentioned, asked about Mr. Bergeron's sense of how strong the positive support was for the pullouts as opposed to the exclusive bus lanes. Mr. Bergeron thought that the pullouts were not contrasted directly by the participants. What he recalled was that the discussion about the pullouts was more in the spirit of allowing traffic to continue to move freely and safely. Based on the initial discussion about transportation and traffic problems in the community, participants thought when the bus stopped continuously, it created an impediment for the traffic to flow smoothly and created a bit of a safety hazard as well for the people who were driving. There was

a feeling that the pullouts would move the bus out of the way while people were boarding and deboarding, allowing traffic to move along. Mr. Bergeron said that he did not know if there was a high level of understanding, though, that it was difficult at times for the bus to get back into traffic once it was out of the flow. Those were trade-offs that he thought would require education.

Mr. Bergeron thought that people just did not realize how exclusive bus lanes it could work, because in their minds, the lanes were necessary to keep auto traffic flowing. He thought that this was an indication that there would be a challenge in communicating the value of those exclusive bus lanes, and how it might engineer to the benefit of all those concerned, including the cars and car drivers. He did not believe that they were linked.

Ms. Murphy voiced concern that Springfield and Glenwood business owners were grouped together. She felt that there would have been a more positive response from Springfield, rather than "it looks pretty expensive" and "buses are always empty in our area." She felt that to the Glenwood business owners, the buses would usually look empty as they were usually traveling to and from the shop. Mr. Bergeron thought that might have been the case had different business people been selected. However, there was a woman in the Springfield group who actually lived in Harrisburg and drove in every day. She owned a business in downtown Springfield within a block or two of a tremendous amount of service and a tremendous amount of ridership. Her reaction to the group was that she did not see any people riding the bus; she did not understand the value; and LTD ought to do a better job of what it was doing now before it began building something new and fancy. On the other hand, one of the business owners from Glenwood was somewhat supportive. She stated that several of her employees rode the bus; they seemed to respond favorably to it; and they were always at work on time. However, by the end of the evening, she was leaning toward the direction that the woman from Harrisburg had taken in terms of whether this was a good idea or not. He stated that this was the type of discussion he would want to have with the consultant, because, while some negative attitudes were brought forth from that group, there also were some positive ones, and he wondered why the consultant felt that those should not have been represented.

Ms. Murphy stated that she would like to have seen participants who were truly living members in the Springfield or Glenwood communities. Mr. Bergeron agreed, but on the other hand, he thought that it was also good to hear from the other side and then be able to factor that information in. Mr. Viggiano added that the woman from Harrisburg owned a business that was located on a part of Main Street where the buses did not actually travel, because they circled the transit station at 5th and B Streets. He got the impression from her discussion that she actually drove directly from Harrisburg to her business and back and did not spend any other time in the community. She had commented that she had never seen a bus with more than three people on it, when in fact the buses coming in from Thurston were heavily-loaded buses. He felt that this

particular focus group did not really get at the issues as well as the others. Ms. Murphy thought that the feelings of this particular group of business owners from Springfield and Glenwood reflected the opposite of what she had heard, seen, and experienced from being in the Springfield community, riding the bus, and talking with business owners and people who worked in the community. However, she felt that the lessons to be learned from this group were good ones.

Mr. Bergeron mentioned that the focus groups were videotaped and recorded, and Board members could view the tapes, if they wished.

Mr. Viggiano then addressed the Board about the BRT work plan that had been shared with the Board at their May work session. He recalled that the Board members had held a discussion and were given a handout about a decision model for BRT. Staff were now suggesting that this be an action item at the July meeting. He thought that it would be important that Mr. Bennett be given the chance to participate, since he was such an active participant in the BRT issue.

Board members were given a model that showed decisions being made by direct policy at least in some aspects of BRT. Staff suggested that it might be important to broaden the decision-making model beyond LTD to the community, and that MPC might be a good forum for that, since it had representatives from Eugene, Springfield, Lane County, and ODOT. At this point, staff thought that if a decision was going to be made on the pilot corridor in the fall, they should go to the MPC in September with an update about BRT. He thought the decision model should be introduced to MPC at that time, to see what members thought about actually being involved in making decisions, assuming the LTD Board favored this approach. He asked the Board to think about this approach, and prepare for discussion at the July meeting.

Mr. Kleger asked Mr. Bergeron if there had been a clear understanding on the part of the focus groups that the electric bus was not being considered for BRT, but rather for a downtown circulator. Mr. Bergeron replied that the different types of vehicles were presented as possible buses that LTD might use at some point in the future, in conjunction with BRT. He further explained that the participants were asked to not be concerned with the power plan, that any of the buses could be run by electricity, diesel, or any other power. However, once they saw the electric bus, they were compelled to discuss it, and it was clear that they liked the idea, could see benefits in the community, felt it would be popular, had anecdotes of similar vehicles that they had seen in other cities, and so forth. But what they were asked to focus on was the way the bus looked – its size and shape – and to give their first impression.

Mr. Kleger asked if there was any strong, either favorable or unfavorable, reaction to articulated buses. Mr. Bergeron thought the reaction was generally unfavorable, and it was more of a function of the length of the bus than anything else. The 45-foot, four-door bus and the articulated bus both brought negative comments. In

general, the participants preferred the smaller vehicles for this community. Interestingly, the small bus that was favored the most was the one that looked more like a transit bus.

Mr. Bailey wondered if staff had any idea about the extent to which people's concerns about the safety for larger buses related to their somewhat negative view of the operators as being inconsiderate drivers. Mr. Bergeron replied that the comments about the operators had come up earlier in the meetings before they had seen the specific pictures of the buses, so he thought that it was discussed more during the warm-up time. Since most of them were non-bus riders, but rather car drivers who shared the road with buses, they all had stories to tell of the time that the bus cut them off in traffic, etc. Most of them recognized the challenge that driving a bus presented, and that they had been cut off in traffic by other cars, as well. Therefore, he thought that their concerns of safety for larger buses were related to their experiences as car drivers rather than from looking at the pictures of the buses or something that LTD might do in the future.

Mr. Saydack had questions about the BRT decision model, and he wondered if he should wait and ask them at the July Board meeting. Ms. Hocken stated that there was time for his questions. He asked Mr. Viggiano if LTD, MPC, and the city councils of both Eugene and Springfield would have to concur for a decision to be made. Mr. Viggiano replied that the intent was that the decision would move up the model, and the two city councils were there as options for the MPC members. If they felt that they needed the support of their city councils before they would support something in MPC, then they would go back to them. Staff would not necessarily go through the city councils, but rather directly to MPC.

Mr. Saydack then asked if the MPC would be the ultimate decision maker. Mr. Viggiano replied that that was what staff were suggesting, not on every issue, but on some of the key issues; for example, the selection of the pilot corridor. MPC would not, for example, decide whether or not a pre-paid fare system would be used. Mr. Saydack wondered how staff planned to sort those issues out in terms of who would decide what. Mr. Viggiano thought that staff would generate a list of what the key decisions were, and the Board would ultimately decide what decisions would go to MPC. Mr. Saydack asked if there were any other LTD processes like this for decisions to be made. Mr. Viggiano stated that for an LTD project, this would be a first. Community members had been involved in various projects, but he did not think that there had been a situation where an LTD project was sent off to someone else for approval. Ms. Hocken brought up TIP, TransPlan, and Park and Rides, but Mr. Viggiano noted that those were metro-area decisions.

Ms. Loobey stated that closest thing to a model for this was in the Tri-County area. The equivalent to MPC was JPAC, the Joint Plan Advisory Committee, for all the transportation planning project issues, including the capital issues. Anything that has to

do with the transportation infrastructure went through JPAC, which included members from each of the counties and each of the cities. JPAC then reported through to the metropolitan service district as the MPO. She went on to say that MPC was structured a lot like JPAC, where there were governing board members and a technical staff who supported the governing board members who sat on JPAC.

Ms. Hocken thought that one of the issues was that at some level MPC needed to be involved, either at the TransPlan level or the TIP level, but wondered if LTD was making it more complicated than it had to be by setting up this decision model this way. She thought that LTD would need to be very clear as to what sort of approval was truly needed from MPC, and what kind of approval would be nice. Mr. Saydack agreed that this was a significant step, and one that should be defined very carefully. Ms. Loobey agreed. She stated that staff had begun discussing this issue following the combined federal agenda campaign trip to Washington, D.C., in February, where Senator Hatfield, more than any other delegate from Oregon, questioned the lack of community support. With the importance of federal funding, the light rail improvements were really driven by actors other than Tri-Met.

Ms. Loobey stated that the decision model was significant. BRT would be folded into TransPlan, and maybe that would be enough in and of itself, because all of the governing bodies would have to adopt TransPlan. She was not certain, because it depended on how BRT and TransPlan were handled. If it were presented in a conceptual way, without any specifics or commitments to action for implementation, then she felt that the TransPlan would not be enough in regard to securing funding. Whereas, if it were treated for purposes of securing funding and getting commitments from local units of government to be partners with LTD in the implementation phase, LTD would need to be very deliberate through this decision model. She thought that the Board would need to weigh that in what context BRT would be explained in TransPlan. Mr. Saydack agreed that while this may be a good way to get support for federal funding, it also could be a structure that could get away from LTD, both in this project and future projects. This was not necessarily a structure that applied only to transit issues that were initiated by the Transit District, but it could be applied to transit issues that were initiated by someone else.

Ms. Hocken thought that another issue was that having MPC in the decision model assumed that there was a direct county-detailed involvement. She wondered whether, if there was something conceptual about BRT in TransPlan, LTD would need to back that up with agreements specifically with the Cities of Eugene and Springfield in terms of some of the features, such as transit signal prioritization. And, if MPC conceptually approved those particular features, would they also need to sign off on the specific agreements? She emphasized that if LTD were to go to MPC, LTD would need a vote from each jurisdiction, so she did not think there would be a setback by dealing directly with the cities once MPC agreed to the concept.

Ms. Loobey stated that this was the reason the decision model would be presented for Board discussion. During the past 10 years or so, JPAC had grown into its responsibility and accountability. In fact, it was because of the strong commitment in JPAC that Portland was able to get the special funding for the light rail bill in the special session. Mr. Saydack asked if MPC was a state-created agency. Mr. Schwetz replied that it was a division of LCOG. The LCOG Board delegated certain MPO responsibilities to MPC, but MPC also had taken on a conflict resolution status for regional issues, Metro Plan as well as TransPlan. Mr. Saydack also wondered if there was a counterpart to MPC in other counties, such as JPAC. Ms. Hocken thought there was something similar called the Mid-Willamette Valley COG that was in place in Corvallis and in Albany. Mr. Schwetz stated that the Mid-Willamette COG was a policy committee like MPC. Ms. Hocken stated that MPC was made up of two people from each of the Cities of Springfield and Eugene, and Lane County. LTD also had two representatives at MPC. LTD was allowed to vote on anything that had to do with transportation planning, such as the local TIP, which included all of the transportation projects in the regional area. MPC had the responsibility of approving the TIP before it was incorporated into the state-wide plan. One vote from each of the four jurisdictions was required before anything passed. It was a place where a lot of the conflicts were resolved between the various jurisdictions.

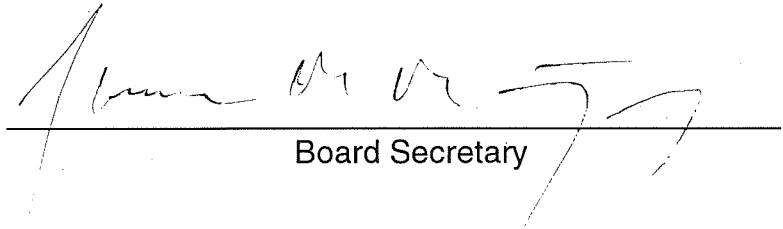
Ms. Murphy thought that this discussion tied in very well with a conference she had attended that was sponsored by Liveable Oregon on creating collaborative communities and how to be invited at the table and how to be effective. She thought that often there was not a table, but that this seemed to her like the table being set and the invitations being passed, and getting input and buy-in from community members, versus getting the sabotage of the roadblocks later on.

**CALENDAR:** Ms. Loobey informed the Board that a 30-foot, low-floor bus would be at the Glenwood property at 9:00 a.m. on Friday, June 21.

Ms. Hocken brought up the tentative dates of November 2nd and 3rd for the Board retreat. A tentative date for the Eugene Station groundbreaking was set for November 8, 1996, when Senator Hatfield most likely would be able to attend. Ms. Hocken asked the Board to provide feedback to staff about the dates for the retreat and whether or not they wanted to go out of town. Ms. Sullivan said that at this point, she needed to know about the Board member availability, and in particular if they knew that those dates would not work. Ms. Loobey also thought it was important to know the preference for where to hold the retreat, as a place would need to be booked, if it were not to be held at the LTD facility. Mr. Kleger stated that all of those dates were open for him. Ms. Hocken stated that the retreat dates were fine for her, and that she would prefer to remain in town, but not necessarily at the LTD facilities. Mr. Saydack stated that the retreat dates were fine with him, as did Ms. Murphy and Mr. Bailey. All agreed that a nice location with windows and transit access would be preferable.

Ms. Hocken stated that Ms. Loobey would be away from the office for the end of June and first part of July. Ms. Loobey stated that she would be on vacation for two weeks, and then she would travel to Washington, D. C., with Mr. Bailey and Mr. Bergeron to meet with the lobbying attorney Jim Smith of Smith, Dawson, and Andrews, to begin plans to position BRT as a possible demonstration project in the reauthorization of ISTEA. They also planned to meet with Representative Bunn, who was on the House Appropriations Committee, Representative DeFazio, who was on the Public Works Committee, and Senator Wyden, who was on one of the Public Works Transportation subcommittees.

**ADJOURNMENT:** There being no further discussion, the meeting was unanimously adjourned at 7:20 p.m.



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Board Secretary



MINUTES OF DIRECTORS MEETING

LANE TRANSIT DISTRICT

REGULAR MEETING

Wednesday, June 19, 1996

Pursuant to notice given to *The Register-Guard* for publication on June 13, 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, June 19, 1996, at 7:30 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  
Mary Murphy  
Roger Saydack  
Phyllis Loobey, General Manager  
Jo Sullivan, Recording Secretary

Absent: Rob Bennett  
Thomas Montgomery, Secretary

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

**AUDIENCE PARTICIPATION:** Ms. Hocken opened the meeting for public comment on any topic other than the budget, for which a public hearing was scheduled later in the meeting.

(1) Paul Bonney of 587 Antelope Way, Eugene, said he wanted to give a thumbs up to LTD. He and his wife had ridden the bus out to McKenzie Bridge the previous Saturday to see the scenery, and it was a marvelous ride. One of the things he thought was worth mentioning was that the bus was well-filled; in fact, it was so full that an extra bus had to be called to take care of the standing passengers. He said that the people who write to *The Register-Guard* about empty buses should have seen that trip. He added that the trip was fantastic and the driver was very competent.

(2) Glenn Knox, General Manager of Sunset Hills Memorial Garden at 4810 Willamette Street, spoke next. He said that Sunset Hills currently was owned by a company that owned a replica of the Vietnam Wall and would be bringing the replica to the cemetery on August 2-4, 1996. Mr. Knox requested that LTD help with transportation to this event. He said he had talked with LTD planner Will Mueller and had put together a proposal to help make transportation available from South Eugene High School (SEHS) out to 4810 Willamette Street. On Friday, August 2, people would use the regularly-scheduled, half-hour service. On Saturday and Sunday, if LTD would be involved with a sponsorship and

provide one bus, additional service would be provided from the SEHS parking lot to the Wall. At Mr. Mueller's suggestion, Mr. Knox had talked with SEHS to obtain permission for people to use the high school parking lot, which had been granted. He said that when the Wall was on Skinner Butte in Eugene in the 1980s, approximately 50,000 people had visited it in one week, even though it was a very rainy week. He anticipated that as many as 10,000 people would visit the Wall each day this time. Frankly, he said, he needed LTD's assistance with 10,000 people going out Willamette Street.

Ms. Hocken asked to clarify that Mr. Knox was asking for a shuttle bus from SEHS on Saturday and Sunday, August 3 and 4. He replied that this was correct, and that Mr. Mueller had estimated the cost at \$994 for LTD to provide that service.

Mr. Knox added that Mr. Mueller had suggested that he speak with the City about reserving about 100 feet for a bus parking space on 48th Avenue. He had been unable to obtain confirmation that day, but would speak with the proper staff member as soon as he was available.

Mr. Kleger asked Service Planning & Marketing Manager Andy Vobora if he had looked into this request. Mr. Vobora replied that he had. He did not think that Mr. Knox would have any problem getting the parking removed for the bus loading area, and said that this kind of sponsorship was allowable in the District's Special Service Policy. LTD could co-sponsor service, and could contract directly with an event organizer such as this, in a situation where it would be a public, community event with open-door service. In this case, it would be up to LTD whether it wanted to act as a co-sponsor and donate services. There was some history of doing this with community events. Typically, they had been recurring community events, such as the donation of a shuttle the first year of the Filbert Festival. The District co-sponsored many other community events. For example, LTD donated some money to the Eugene Celebration, and the Eugene Celebration bought out the system and purchased shuttles, and LTD and the Celebration leveraged each others advertising power in those ways, so that both benefited. Mr. Vobora said he thought there was some time to promote this event. Since it was a one-time event, he was not sure what the productivity would be; that would depend on the advertising that could be done to attract people to the shuttle services. He explained that the District's most recent similar attempt was with the NCAA track meet, which drew similar crowds, with 8,000 to 9,000 in the last two days. LTD did some advertising but was not able to generate a lot of ridership to that event. However, he said, in the case of the Vietnam Wall event, the parking situation would be much more severe.

Mr. Kleger noted that the proposal included a request to take the fare off the #23 Fox Hollow route. He wondered if that would present any operational problems. Mr. Vobora explained that the idea was for the #23 Fox Hollow to charge regular fares when leaving downtown Eugene, but anyone who boarded at South Eugene High School could ride for free, to supplement the shuttle-type services that would be provided.

Mr. Kleger asked if staff needed formal Board action in order to proceed. Mr. Vobora said that staff would like some direction from the Board. This event was not in the work plan, and the District would have to pay for the fully-allocated cost for 16 hours of service.

No resources had been committed to advertising, although Mr. Vobora thought there was some time to do some advertising, possibly on the buses and working into the advertising plan for the Wall.

Mr. Saydack commented that the events that Mr. Vobora had mentioned past participation in were sponsored by government or the University. He wondered if LTD had any history of donating services for an event that was being presented by a privately-owned company. Mr. Vobora replied that McKenzie-Willamette Hospital's Festival of Trees would be in this category.

A gentleman from the audience identified himself as the President of the Vietnam Veterans in Eugene. He said that the state council and the Vietnam Veterans of America were behind this event 100 percent. He called the Board's attention to the fact that there was a disclaimer in the materials, and that the Vietnam Veterans would not be involved if Sunset Hills would be using this as a solicitation event. He said he was not saying that people might not see that Sunset Hills was nice and somewhere down the line talk to Mr. Knox about buying a lot. However, during this event, there would be no solicitation and no commercialization. No vendors would be allowed at the Wall. It was strictly an event to help some people heal from Vietnam or for whoever wanted to go to the Wall to get whatever they needed to get out of it. He commented that Promise Keepers also would be in town that weekend, with 50,000 people at Autzen Stadium, and a lot of Promise Keepers were Vietnam veterans. He said he would like to see LTD run anyone up to the Vietnam Wall who wanted to go, because there could be one heck of a traffic jam and a logistical nightmare on Willamette Street. He added that there would be broad-based community support for this event. County Commissioners would be at one of the ceremonies each day. There would be an opening ceremony on Friday, a ceremony on Saturday, and a closing ceremony on Sunday, with taps every night and a reading of the names. Counseling would be provided, and the event would be carried out in a professional manner. He thought this would be a good public relations event for LTD. Home Depot would be helping set up the wall, and there would be radio advertising. He said that this event was going to happen, and they would like LTD to be part of the sponsorship for this community activity.

Mr. Kleger asked if the advertising on the sides of the buses would cause a conflict with the event's non-solicitation policy. Mr. Knox replied that the non-solicitation policy was to be a guarantee that when people went out to look at the Wall, there would not be people there to sell grave sites. Granted, Sunset Hills would like to generate some goodwill, but there would be no one generating a mailing list or signing up people for sales.

Ms. Hocken asked Mr. Vobora how frequently the District was contacted by similar groups for similar events, and what the past policy for responses had been. Mr. Vobora replied that the District did not receive a lot of these types of requests, although it did receive some. Staff considered whether the event organizer and LTD both could benefit from the activity. Typically, the District had been involved with the recurring, yearly events, such as the Asian Celebration, Eugene Celebration, County Fair, etc.

Tish Bokay spoke from the audience. She said she was working on this event, and that it would be publicized through all the media: television, radio, and newspapers,

including Portland, Salem, and all the local areas. What kind of transportation would be available would be publicized. She added that some of the dignitaries would be coming from Washington state; those invited included the commanders from McCord and Fort Lewis, and the Pentagon had given tentative approval for a fly-by by F-14s or F-15s. Senator Wyden, Congressman DeFazio, Mayor Bascom, and a lot of the local dignitaries would be there for ceremonies, so it would be a publicized event, and a healing event for the community. She stated that the event sponsors would appreciate LTD's participation.

Mary Murphy asked about the Promise Keepers event and their request for service to their event. She was concerned about saying yes to one event and no to the Promise Keepers. Mr. Vobora said that LTD staff had contacted the Promise Keepers upon hearing about this event, because they knew the history of large events at Autzen Stadium. Promise Keepers was a volunteer-run organization, and staff had a difficult time finding the correct volunteers to speak with and making any headway in talking about service, since the volunteers had no tie to the budget. Promise Keepers had just recently signed their contract with the University of Oregon (UO). Mr. Vobora had reviewed their plans and told them that LTD believed they needed some type of a shuttle system, and that it would require police support. After the contract was signed with the UO, Mr. Vobora suggested again that their plan to use volunteer drivers and vans would not work. Event organizers recently returned to Eugene and were beginning to think about transportation issues. Mr. Vobora had told them that LTD could not accommodate them, because all of the buses were on the street on Friday evenings, so LTD could not provide transportation for the number of people who will be at hotels in different areas of town. He did offer to help organize their shuttle service using private contractors if they came up with a budget. Their last conversation with LTD was that they were talking with the national office and considering Mr. Vobora's suggestions.

Mr. Vobora said that in the case of the Vietnam Wall event, where the organizers were very willing to help out with advertising, there was a real opportunity for LTD to gain some visibility and help meet the transportation need for the event. Promise Keepers was charging \$60 per person for 50,000 people, so Mr. Vobora found it hard to believe that they did not have a budget to spend \$40,000 or \$50,000 on shuttle service.

**MOTION**

Mr. Kleger moved that the Board direct staff to negotiate a contract along the lines of the District's similar services and work out a mutually acceptable deal as a sponsor of the Vietnam Wall event. Mr. Bailey seconded the motion.

Ms. Murphy said that with this event being the same weekend as Promise Keepers, and knowing that the parking and transportation issues for their Portland event were very difficult, she found it difficult to say yes to the Wall event without also providing service to the Promise Keepers event. Sunset Hills was a private, for-profit organization, so even though this was portrayed as a community-sponsored event, she had some concerns about this. Ms. Loobey explained that LTD had worked with the Coburg Rodeo and other profit-making organizations in the past.

Mr. Saydack asked if Ms. Loobey had something to say about this sponsorship. Ms. Loobey said she wanted it to be clear when the Board talked about sponsorship that

the District was operating under its Board-adopted policy that allowed the District to work with organizations to provide service as a sponsor, in which there was an in-kind trade of some sort. She said that staff understood that this event would cause a major impact on the community from the standpoint of transportation, and that it was important to the community's transportation network overall that LTD do its job, which was to move a lot of people from point A to point B. She thought that the fact that this event would be at Sunset Hills was only an artifact, and the location was not crucial to the event. She stated that LTD had put its hand out to Promise Keepers, but could not force them to accept it. She believed that the University of Oregon should require any group of that size to include a transportation element in its event planning. She added that LTD was a public entity and it was important that LTD help with the transportation in the community.

**VOTE** There was no further discussion, and the motion to direct staff to negotiate a contract with the Vietnam Wall event organizers carried by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**EMPLOYEE OF THE MONTH:** The July Employee of the Month, Bus Operator John Dahl, was unable to attend the June Board meeting. He planned to attend in July.

**MOTION** **CONSENT CALENDAR:** Mr. Kleger moved the adoption of the Consent Calendar for  
**VOTE** June 17, 1996. Mr. Bailey seconded, and the Consent Calendar was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed). Items on the Consent Calendar were: minutes of the May 15, 1996, special meeting/work session and the May 15, 1996, regular Board meeting; an amendment to the Supplemental Facsimile Signature Policy; modification of the Resolution Authorizing First Interstate Bank Transactions, and a Resolution Reaffirming the Territory in the District Within Which the Transit System Will Operate in FY 96-97.

**COMMUNITY TRANSPORTATION GRANT PROJECT RANKINGS:** Terry Parker of the Lane Council of Governments (LCOG) was present to discuss this item with the Board. She explained that the Board had before it an update to the five-year project plan for paratransit services throughout Lane County, including services in rural areas of Lane County as well as those that related to the RideSource program in Eugene/Springfield. Last year, staff went to the Board with projects for the years 1997 and 1998. Ms. Parker said that staff usually requested more than they would receive, but the following year would be receiving a total grant amount of around \$179,000, and the following year around \$187,000. When looking at the projects proposed for the years 1999, 2000, and 2001, the numbers were much greater, with a total grant application in 1999 of \$335,000; around \$341,000 the following year; and about \$400,000 the next year.

Ms. Parker stated that a review committee reviewed a vehicle inventory and other projects, and put them in a ranked order, which was required through the Community Transportation Program application process that would be submitted to the Department of Transportation by LCOG on behalf of LTD. The Board was asked to consider the rankings, knowing that the program probably would not receive its whole "wish list," but would hope to receive funding for those items that were ranked most important. The rankings were, first, to maintain existing services, reflected in replacement vehicles; second, growth to meet

demand, represented by new vehicles; and third, other planning or demonstration projects. Usually, a mix of items had been approved, possibly including one of the additional planning or demonstration projects.

Ms. Parker said that at the beginning of the current fiscal year, LCOG had around \$160,000 in a capital pool that had been set aside with STF revenues as match for these grant amounts. This year, they actually were catching up with two years worth of grants, so at the end of the current fiscal year, \$96,000 would be left in that pool. There would be approximately \$40,000 in 1999, the first year on the cycle under consideration. The total request, if all of the requested grants were received for 1999, actually would require \$71,000; therefore, beginning in 1999, LCOG would be looking at LTD to help with the 20 percent match for some of the vehicles.

When the Special Transportation Fund (STF) program began in 1985, the local area had about a year and a half of receiving STF operating funds when there were no programs in place. That STF money was put into a capital pool, and LCOG had been drawing from that for the last ten or eleven years. Therefore, LTD had not had to provide local capital match. The STF money in that capital pool had not been replaced, partly because the Special Transportation Funds were inadequate to serve the need in the community and to fund operations.

Ms. Hocken asked about the Ten-year Metro Paratransit Plan. Ms. Parker replied that sometime before 1992, LCOG, on behalf of LTD, completed its first Metro Paratransit Plan, with a consultant who reviewed what the program was doing prior to the implementation of the Americans with Disabilities Act (ADA). The ten-year plan looked at what local paratransit needed to do and where the program needed to gear up in order to address ADA. Some demand estimates were made, and the consultant gave an opinion about whether the local program was on track, in terms of how the service was organized. Ms. Parker said that staff would like to do that again, but it was not ranked a high-priority item for funding, so it did not receive as high a ranking in the state's process. She said they also would like to consider whether or not the facility where the paratransit program currently was housed actually was adequate, especially since two more vehicles would be arriving the following week, and there was no place to park them. This plan had been requested two years ago and had been denied at that time.

Ms. Loobey stated that what was significant was the requirement for LTD to provide local match, which it had not done before. During the budget process, there was a discussion about the District's contribution to support RideSource and the reasons for that; as well as the nature of the service and its costs. Staff gave quite a bit of detail about the issues they were looking at to take care of the rising demand; to not exceed the ride refusal rate but tolerate a little higher level of ride refusals; and to respond to the issues required under the ADA. She stated that some form of RideSource would be with LTD for a long time, and it was very clear that the STF funding adopted by the legislature, which at one time provided nearly adequate funding, no longer would, because the cigarette tax revenues were declining and demand for services was increasing. So far, attempts to obtain additional funding through the legislature had not been successful. Until another

source of revenue could be found, the District had an increasing obligation to participate in funding RideSource and in funding capital improvements for RideSource.

Ms. Hocken commented that all the Board would be doing at that point was approving the ranking that would be included in the grant application; it would not be approving spending anything at that point. Ms. Parker stated, however, that the grant application would ask where the local match would come from. Half of it would be covered by STF in 1999, but the other half was not dedicated at that point.

Mr. Kleger noted for the record that he sat in on the meetings of the STF Advisory Committee most of the time, and was extremely pleased with the quality of the people presently making up that body, as well as the staff work that Ms. Parker and LTD planner Micki Kaplan were doing. Over the years, things kept getting done better, and more was being done with less money. He agreed that LTD would be required to spend more money in the future for paratransit services. An initiative that might add some additional cigarette tax money into the Special Transportation Fund was being circulated. He said that would be nice if it worked, but it would be good for the Board to proceed on the assumption that it would have to contribute more money.

Mr. Bailey asked to clarify that the additional match would not be needed until 1999. Ms. Parker said that was correct, if all of the projects in the grant were approved.

MOTION

Mr. Kleger moved that the Board of Directors approve the following resolution: Resolved, that the LTD Board of Directors hereby approves the proposed list and ranking of Community Transportation Grant applications for Lane County for years 1999, 2000, and 2001 as presented on June 19, 1996. Mr. Bailey seconded the motion. There was no further discussion, and the resolution was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

VOTE

**ADDITION OF PART-TIME CUSTOMER SERVICE POSITION:** Mr. Vobora introduced this topic by mentioning some of the inconveniences caused to customers by not having the Customer Service Center (CSC) open during all system operating hours. Those included not being able to obtain route and schedule information and not having a place to wait for the bus. He said that it was a long-term goal to increase the CSC operating hours to increase a number of benefits to the customers. In 1983, the CSC provided services on Monday through Friday from 7:00 a.m. to 6:00 p.m. and on Saturdays. Since then, pieces of full-time and part-time work had been added to increase the CSC hours little by little. Three years before, the hours had been increased to provide service through the 11:30 p.m. departure on weekdays. However, on Saturdays and Sundays, the CSC still closed at 5:30 p.m., leaving a six-hour span on Saturday and a three-hour span on Sunday without any services for the customers. With weekend service, there were longer periods when people had to wait for buses.

Mr. Vobora said that staff did not ask for this additional part-time position for the FY 96-97 budget because they anticipated increasing the CSC hours upon moving into the new station. However, after a recent assault and robbery on the mall, the idea of lengthening the hours of operation was brought to the forefront. Staff believed that the reasons for

having the CSC open during all hours of bus operation were the same now as they would be in FY 97-98, so they decided to ask the Board to approve this increase for FY 96-97. Staff were asking the Board to approve the movement of \$9,000 that would have gone into Transfer to Capital to the CSC Personal Services budget, instead. He explained that \$9,000 would not pay for the whole twenty-hour-per-week position, but the CSC would contribute \$4,000 from the incentive program that had been approved in the FY 96-97 budget. With a new crew and manager at the CSC, the staff would be doing a lot of team building and training, and the incentive program could be postponed until the following year. Staff would then ask for the full amount to continue to fund this part-time position in the FY 97-98 budget.

Other anticipated benefits of adding this position were additional daytime coverage and new uses of staff hours in the evenings, such as proofreading marketing materials or working on the carpool matching program.

Mr. Kleger asked Mr. Vobora to clarify that the Board was not approaching its statutory limits on what the Board could do without reconvening the Budget Committee. Mr. Vobora replied that this was correct.

MOTION

Mr. Kleger moved that the Board approve the following resolution: Resolved, that the LTD Board of Directors approves the recommendation to increase the CSC personal services staff budget by \$9,000 to fund a new twenty-hour-per-week Customer Service Representative, beginning July 1, 1996. Mr. Bailey seconded the motion. There was no further discussion. The resolution was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

VOTE

**EUGENE STATION UPDATE AND ALLEY VACATION LETTER:** Planning & Development Manager Stefano Viggiano stated that the land acquisition for the new Eugene Station was not yet complete. LTD had an agreement to purchase the property at 11th and Olive, but was purchasing after demolition had been completed and the site had been excavated. It was occurring more slowly than anticipated because some contamination had been found. It was the responsibility of the property owner to clean up the contamination. Soil was being tested and the type and extent of the contamination were being determined. Staff spoke with the owner and found out that some sort of hydraulic fluid had leaked out of a hoist that had been buried under the concrete. It was anticipated that excavation would begin again later in the week. The closing on the property would not occur until the demolition and excavation were completed and there was a signed authorization by an environmental firm that the site had been cleaned up according to Department of Environmental Quality (DEQ) standards.

Bids for Phase 1 of construction had been opened and the Board Eugene Station Committee had discussed them the previous day. Only two bids were received, but they were both good bids and below the District's estimate. Eugene Sand and Gravel was the low bidder, at \$216,740, and the bid appeared to be in order. Phase 1 work probably would begin in late July, after the alley was vacated.



The Art Selection Committee, of which Mr. Saydack was a member, met a couple of times to review art proposals. They first narrowed the proposals to some finalist candidates, and then considered some additional work from the finalists to make a recommendation on artwork that could be incorporated into the new Eugene Station. The art budget estimate was for about 1 percent of construction costs, but the Art Selection Committee recommendation amounted to about 1.2 percent to 1.3 percent of construction costs. The Board Eugene Station Committee recommended that the District accept the Art Selection Committee's proposal and increase the art budget to \$83,000. Staff would be contacting the artists and beginning work on this element of the new station.

Mr. Viggiano stated that the District had received an updated budget estimate for the Phase 2 work, which was the bulk of the work. It also was favorable, at about \$100,000 less than anticipated.

Mr. Viggiano explained that the District had applied for alley vacations in early May, thinking that they would be completed by the end of June. However, the process was a little longer than staff had thought, and the request had not been put on the Eugene City Council's agenda as quickly as staff had hoped. The item was slated for Council action on July 22, 1996. Since the action was to be done by ordinance, it normally would not take effect until 30 days later, which would be August 22. Mr. Viggiano stated that delaying until August 23 probably would result in added cost to the District, and construction might go beyond the summer construction season. It was particularly important that this type of work occur during dry weather.

The option for the City Council, in order to avoid the 30-day delay, was to take action with an emergency clause. City staff were prepared to present the Council with two options: an ordinance with a 30-day wait, and an ordinance with an emergency clause. The Council would be asked to decide which of the two to approve. Staff suggested that the Board members encourage the Council to enact the ordinance with the emergency clause, both by letter and by individual contacts with City Council members, stressing that the public good would be served by enacting the ordinance with the emergency clause and not incurring any extra cost without any identifiable benefit from waiting the extra 30 days.

A draft letter was included in the agenda packet for the Board's review. Ms. Hocken said she would not be able to attend the July 22 Council meeting, but Mr. Bailey would attend, so the letter would need to be worded slightly differently.

**MOTION**

Mr. Saydack moved that the Board authorize the Board President to send the letter attached to this agenda item to the Eugene City Council, with the revision that Ms. Hocken just mentioned. Mr. Kleger seconded the motion.

Mr. Kleger mentioned that he had seen someone pull a car into the north end of the alley beside the Gibson building and then back out, barely missing customers, since the alley was blocked at the center of the block due to demolition. He had mentioned it later to staff and noticed that a barrier had been placed across that alley. He complimented staff for responding quickly, and said he understood that there was cooperation between the City and LTD on addressing that safety problem quickly.

VOTE

There was no further discussion. The motion carried unanimously (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**GROUP PASS POLICY REVISION:** Mr. Viggiano explained that as part of the pricing plan changes that the Board recently approved, there was an item to allow participation in the group pass program by groups as small as 15 people. The current policy restricted participation to groups of 50 or more. Staff were now asking the Board to approve the change to the policy itself. Mr. Viggiano stated that the Group Pass Policy originally was approved by the Board in 1990. Since that was before most of the Board members were on board, he highlighted some features of that policy.

Mr. Viggiano first discussed how the price currently was set. There were potentially four factors in that decision. With any group, staff tried to make sure that the District was replacing the current revenue being taken in from that group. Typically, some people already rode, using cash, passes, or tokens, so staff calculated that and made sure that the total sum being paid by the group at least replaced that amount. Second, staff tried to determine if, by bringing a group into the program, they would immediately generate the need for some additional service. This typically happened only with larger groups such as the University or Sacred Heart Hospital, where there suddenly was a large influx of riders, making it necessary to add service to alleviate overloads. The direct cost of that added service was borne by the group. The other two items were paid only by businesses or organizations that were not payroll taxpayers, such as public institutions. The Board had included in the policy a pricing mechanism that addressed the long-term impact on the system of these groups. Therefore, staff determined how much the added ridership that the group pass program generated was as a percentage of total ridership, and then applied that percentage to the long-term service and fleet needs. That was a small amount; it might increase the price of the group pass by 10 percent to 15 percent.

Mr. Viggiano explained that there was a recommended change in pricing for smaller groups. If a group consisted of fewer than 50 people, a surcharge was placed on that group pass program. That was because the administrative costs for a small group ended up being a higher percentage of the total cost. The surcharge would add up to 20 percent (20 percent being paid by the very small groups, and a small surcharge being paid by some groups with a number marginally under 50). Also, the policy would restrict the contract that the smaller groups would use to a standard contract. Currently, staff prepared fairly custom contracts with most of the group pass participants, and that sometimes was a fairly time-consuming process.

Mr. Viggiano said that there had been some questions from the Board about the Group Pass Policy itself. If there were other elements of the policy that the Board would like staff to look at and come back and discuss, they could do that. However, staff suggested that the Board approve the proposal under consideration, because there was some interest on the part of smaller groups, and staff would like to start acting on those as soon as possible.

MOTION Mr. Saydack moved that the Board approve the following resolution: Resolved: that the LTD Board of Directors hereby approves the proposed revision to the Group Pass Policy to allow participation by employers with at least 15 employees. Mr. Bailey seconded.  
 VOTE There was no further discussion. The resolution was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**SECOND READING AND ADOPTION - FOURTH AMENDED ORDINANCE NO. 35, AN ORDINANCE SETTING FARES FOR USE OF DISTRICT SERVICES:** Ms. Hocken stated that the ordinance was finally ready for adoption by the Board, after discussion and revisions at previous meetings. The first reading of this ordinance had been held at the May 15, 1996, regular Board meeting.

MOTION Mr. Saydack moved that Fourth Amended Ordinance No. 35 be read by title only.  
 VOTE Mr. Kleger seconded, and the motion passed by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed). Ms. Hocken read the title: "Fourth Amended Ordinance No. 35, An Ordinance Setting Fares for the Use of District Services."

MOTION Mr. Saydack then moved that the Board adopt the following resolution: Resolved, that the Board of Directors hereby adopts Fourth Amended Ordinance No. 35, An Ordinance Setting Fares for Use of District Services, effective 30 days after adoption. Mr. Kleger  
 VOTE seconded the motion. There was no further discussion. The resolution was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**SECOND READING AND ADOPTION - SIXTH AMENDED ORDINANCE NO. 1, AN ORDINANCE PROVIDING RULES FOR MEETINGS OF LANE TRANSIT DISTRICT:**

MOTION Mr. Saydack moved the reading of the amended ordinance by title only. Mr. Bailey  
 VOTE seconded, and the motion carried unanimously (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed). Ms. Hocken read the title: Sixth Amended Ordinance No. 2, An Ordinance Providing Rules for Meetings of Lane Transit District.

MOTION Mr. Saydack moved that the Board adopt the following resolution: Resolved, that the Board of Directors hereby adopts Sixth Amended Ordinance No. 1, An Ordinance Providing Rules for Meetings of Lane Transit District, effective 30 days after adoption. Mr. Bailey  
 VOTE seconded the motion. The resolution was then approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**POLICY ON SEXUAL HARASSMENT:** Human Resources Manager Ed Rutledge stated that this policy had been addressed earlier and a couple of concerns were raised by the Board. The draft policy had then been sent to District Counsel Joe Richards for review. Mr. Richards made a couple of recommendations that were incorporated into the new draft before the Board that evening.

MOTION Mr. Bailey moved the following resolution: Resolved, that the Board of Directors hereby adopts the revised Policy on Sexual harassment as presented to the Board on  
 VOTE June 19, 1996. Mr. Saydack seconded the motion. The resolution was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

**ALTERNATIVES TO FY 96-97 METRO TV BUDGET REQUEST:** Public Affairs Manager Ed Bergeron recalled that in May, prior to approval of the proposed budget by the Budget Committee, concerns and questions were raised about the Metro TV proposal. Staff thought it might be helpful to put this issue back on the table and have an opportunity for a little more discussion about the staff recommendation.

Mr. Bergeron first reviewed the structure of the marketing division in the past, which worked closely with the advertising agency to make communications decisions. Through the reorganization, staff had broadened the involvement to include three new departments: Service Planning & Marketing, which focused on the marketing of transit service, encouraging people to ride and giving them information about routes and schedules; Planning & Development, which was future- and project-focused; and Public Affairs, which was issues-focused. One of the challenges with the reorganization was to ensure that all of the new marketing units sent a consistent message about the District's programs and where it was going as an organization. Therefore, a new group, the Marketing Council, had been created and met on a weekly basis. Marketing issues from the three departments were brought together and discussed with the District's communications consultant.

Mr. Bergeron stated that concern was raised that the District maintain the level of quality that the community was accustomed to seeing from LTD. In part, he said, that was a function of expertise and in part it was a function of resources. He showed the Board the District's allocations for communicating LTD's issues, and the investments in the marketing of service. During years when significant increases were made in the level of service, increases also were made in service marketing. Since resources were limited, those increases came at the expense of the District's ability to talk about issues, where LTD was going as an organization, and how that fit in with the community's needs. In 1993-94, there were even fewer resources, so the District had some catching up to do in 1994-95. A significant increase was made in the communication of LTD's issues and policies, directions, and success. With the reorganization, the District was once again emphasizing the communication of service, with fewer resources available to talk about issues. In the coming fiscal year, there was a little bit more to work with for issues and the public affairs side of marketing, but it was still less than what the District was able to work with eight to ten years previously. Staff, therefore, felt they needed to be creative in terms of the tools that they had available in order to engage the community in LTD's policies, programs, and direction for the future. Given that need, the Metro Television proposal made it through the internal budget process.

Mr. Bergeron outlined the objectives for using Metro TV, which were to generate increased awareness, visibility, and support for LTD's initiatives, programs, and services. Staff also wanted to put a face on LTD, so the community would see the good people in the organization and their strong commitment to service to the community. Key audiences were taxpayers interested in local political issues, especially those involving LTD; LTD employees; and the staff and policy makers from LTD's public agency partners.

One of the things that Mr. Bergeron had learned in this process was that the staff from the District's partner agencies relied on Metro TV to review the actions of their policy-making boards.

Mr. Bergeron explained that what staff were talking about was a half-hour show about LTD that would be broadcast several times each month on Metro Channel 11. Tapes and film clips would then be available for use by staff for public presentations in the community, to add depth and substance to their speeches and presentations about the various issues and programs LTD was introducing in the community. The Metro TV show would be produced by the Metro TV staff, in cooperation with LTD and its advertising agency. A number of possible topics had been identified: the Eugene Station, bus rapid transit, fall service changes, special events service, and so forth. Based on a recommendation from the Metro TV staff, staff also wanted to intersperse those shows with "commercials," such as safety tips developed by LTD's bus operators.

Mr. Bergeron summarized the advantages of the Metro TV proposal. It would utilize television in enough of a time format to allow LTD to explore an issue in depth and show movement, color, people, and passion. It would allow LTD to take advantage of the publicly-funded Metro TV and its staff, at a fairly low cost. It also would increase goodwill from the other public agencies, who had long been using and supporting Metro TV. Mr. Bergeron thought that because of LTD's marketing capability and visibility in the community, LTD could help put Metro TV on the map in the community and bring it to a new level that would benefit all of the other public agencies as well as LTD. It would allow LTD to involve employees, to be visible as a work force and help put a face on LTD. Staff believed that there was an opportunity to generate additional community attention, because no other public agency was using Metro TV in quite the way staff had proposed. Staff believed they could easily promote LTD's Metro TV programs through the many communications channels that already were in place, and that the District would have a built-in audience of the 21,000 people who rode the bus every weekday. Also, Mr. Bergeron said he had learned that Metro TV counterparts had been used successfully by sister transit systems around the country, and that this seemed to be a growing trend in the transit industry that worked well for others.

Mr. Bergeron also mentioned the risks to using Metro TV. The District had always emphasized high quality in its advertising, and the Metro TV shows did have a reputation for being a little bit lower quality, a little bit more "down home" in their production values. Staff would work very carefully to ensure that this did not happen to LTD. He believed the Metro TV staff to be very capable people who reflected the demands of their clients. There also was a risk that LTD might not reach its target audience, or might not be able to get the viewership necessary for this technique to be a success. Unfortunately, there was no hard data locally to prove that this technique would work. Television audiences were more and more dispersed, so fewer people were watching individual shows each year, so in the long term the trend for television was more difficult than it had been in the past. Lastly, this was a new area for LTD, and staff would be learning as they went along, to a certain extent. Therefore, he said, it was prudent to think of alternative uses for the money that would be devoted to Metro TV.

One alternative would be to add the \$26,500 Metro TV budget to the existing public affairs advertising budget, which currently was \$66,000 for media advertising. The increase probably would not be enough to allow paid advertising on television on public affairs issues, because the production costs were fairly significant. If the money were to be put solely into advertising, Mr. Bergeron probably would rely heavily on newspaper, because newspaper advertising had the ability to explore a particular issue in depth. Newspaper ads competed with all the other newspaper ads, but their use was measurable, proven, and verifiable in terms of their ability to reach the audience, and the District had the opportunity to maintain quality standards. There might be less community goodwill because of the use of this commercial communications channel as opposed to a public one, however. Also, newspaper already was available as part of the mix of advertising, and would not result in adding a new tool to Mr. Bergeron's toolbox of marketing, which Metro TV would do. Also, involving employees would become a little more difficult with newspaper advertising. However, this would be Mr. Bergeron's preferred alternative if Metro TV were not to be used.

Another alternative would be the production of an annual report. LTD last did this as many as ten to twelve years ago. It would provide room for detailed communication on a number of issues. Because annual reports are common in the corporate industry, this would position LTD as a business and could be done in very high quality. The problem was that this would be a one-shot opportunity, without additional resources to handle other issues that might arise. It was questionable whether people would read an annual report, and it could become outdated as new things happened to make that message less relevant.

A third option, and probably the second-best to newspaper advertising, would be the expanded distribution of an LTD newsletter. Mr. Bergeron said that he had money in the FY 96-97 budget to establish an LTD issues newsletter, with a target audience of the opinion leaders in the community. Adding the Metro TV money to the newsletter budget, Mr. Bergeron could begin to think about mailing to all the payroll taxpayers and the self-employed taxpayers in the community, once or twice a year. The message would be flexible and easily updated, and quality standards could be maintained. However, the audience would not be guaranteed, and printed materials were not as engaging as media involving sound and color.

Mr. Bergeron said that LTD would not be locked into a whole year of Metro TV, and the program could be suspended if LTD was not getting the results it expected. He stated that staff's recommendation remained Metro TV, but that they wanted to be sure they were moving forward in partnership with the Board, and that the Board understood the potential pros, cons, and risks associated with this new area.

Ms. Hocken asked about tracking Metro TV successes. Mr. Bergeron said that all he had was anecdotal information. Approximately two years previously, the Lane Council of Governments used Metro TV for the visual preferences survey, and Mr. Bergeron thought that they received several hundred survey responses from people who watched in on Metro TV, as opposed to people who attended survey events held around the community. He thought this example came the closest to the kind of issues LTD was talking about. Mayor Bascom had a monthly television show on Metro TV, but the City had no data to show how

many people watched it. In the past, the Parks and Recreation department had a show that highlighted various Parks and Recreation programs. Jim Johnson, the director of that program for the City of Eugene, said they had no hard data, but anecdotally they loved it and wished they could have continued but had to pull it back because of a budget cut.

LTD had some potential audience creation advantages because of its close association with its bus riders and its ability to communicate with them every day, which some of the other agencies did not have. However, he said, it would be important for LTD to measure the response.

Mr. Saydack said that this could be an interesting experiment in the use of one of the tools available. He agreed that quality television was expensive to produce, and LTD had an image of quality that he would not want to see diluted. Television also was very time-consuming to produce, and he hoped it would not end up taking a disproportionate amount of Mr. Bergeron's time. His major concern, he said, was that this was like preaching to the choir. There would be bus riders who were interested in what was going on, but there was a much larger target audience for LTD who did not ride the bus, and Mr. Saydack was not sure that Metro TV would reach those people. He said he hoped that Mr. Bergeron would be able to develop some data about Metro TV's effectiveness during the course of this experiment.

Mr. Kleger said that using the tapes during presentations and promotional events might help address some concerns about preaching to the choir. He said he did not see the Metro program itself as a device for either recruiting very many new riders or actually getting LTD's concerns and issues into the minds of the people who did not pay attention to transit in the first place. He had heard people talk about Metro TV in a humorous, mocking way, and thought that some people viewed it for entertainment purposes only. However, he said he would like LTD to try this, to see if Metro TV, in combination with the other promotional efforts, might provide multiple opportunities to use the same production dollars. He was not sure there was any really effective medium for reaching the people the District wanted to reach with the tough issues.

Mr. Saydack commented that he knew of a number of businesses using a home page on the Internet, at a fairly modest expense, and wondered if LTD had a home page. Mr. Bergeron said that LTD had established one about a year before, through the donation of time and energy of some University of Oregon people working with the Eugene Free-Net. Thus, LTD did have a presence, but it had been static and introduced LTD at a very basic level. Currently, the District was investing in a redesign of the home page, to present LTD in a higher-quality fashion. The first priority would be to activate the sections of the home page that would be available for the communication of LTD issues, such as Board packet informational materials. Down the road, staff would be able to activate route information, bus maps, etc., and planned to do that in conjunction with the reprogramming of the scheduling software. That should all be happening within the next year or so.

Mr. Bailey echoed Mr. Saydack's concerns about preaching to the choir, but he also thought that, given that television was the medium of the 20th Century, he did not think the District could ignore it. He thought that \$26,000 was a reasonable price to pay for an

attempt in this medium and an effort to build some support for Metro Television and for LTD's programs. He said he was willing to go in this direction and see what happened.

Ms. Murphy asked if the programs would be broadcast more than once. Mr. Bergeron said that LTD would have a special night; the Metro TV people were excited about LTD's participation and suggested the prime time access period, after the evening news and before the best shows came on, which probably was a good time to be on the air.

Ms. Murphy thought that using employees as part of getting the message out would be an excellent opportunity to use one of LTD's greatest assets. She also was curious about using the bus operators to create public service announcements. Additionally, she said, this seemed to be a good opportunity to educate and respond to community questions.

There was a brief discussion about whether or not people would read or appreciate receiving newsletters. Ms. Hocken thought that if they were very brief and informative, people might read them.

Mr. Saydack said that he had mentioned during the budget meetings that he would be interested in hearing at some point what a greatly-expanded marketing budget could do for the District. He wondered if LTD was at a point where it was spending dollars and would not get a whole lot more return from more dollars, or if the District would really see a greater return and increase ridership if the budget were doubled or tripled. Mr. Bergeron said that staff could give some thought to that and come back to the Board at a future meeting.

To show the Board an example of putting a face on LTD, Ms. Loobey circulated a copy of the fall marketing materials with two bus operators, Robert Mosely and Kay Christopher, on the covers. Kay Christopher was a driver trainer, and Robert Mosely was the 1994 Employee of the Year.

Ms. Hocken said that it appeared that the Board thought the staff should go ahead with the budget the way it was put together and try Metro TV to see what happened. She commented that it would be nice to get some data at some point about who watched it. Mr. Kleger asked if money was available to do that kind of survey, and thought it might be worthwhile to do. Mr. Bergeron said that the District should have about four good shows done before doing a survey, and by then should have a good level of awareness in the community that would allow a test to see what kind of market penetration the show had and what it was doing for LTD. Based on that, LTD could make some decisions about the future, but it needed a little time to catch on first. Ms. Hocken asked about having a couple of shows and then having an open call-in session. That might provide some idea of how many people were watching.

#### **ADOPTION OF FISCAL YEAR 1996-97 BUDGET:**

(1) **Staff Presentation:** Finance Manager Diane Hellekson stated that this was the final phase of 1996-97 budget development process. Staff were requesting a public hearing and subsequent adoption of the budget as presented. The budget contained a few minor



changes from the budget approved by the District's Budget Committee. Those changes were outlined on pages 64 and 65 of the agenda packet for that evening. The Board already had approved the change adding the additional hours for the Customer Service Center. Board members had received a replacement page for page 69, one of the supplemental pages. The Board would be approving the resolution on page 66, which was correct as presented.

(2) **Public Hearing on Fiscal Year 1996-97 LTD Budget:** Ms. Hocken opened the public hearing for testimony on the proposed FY 96-97 LTD budget. There was no testimony from anyone in the audience. Ms. Hocken closed the public hearing.

MOTION (3) **Board Deliberation and Decision:** Mr. Saydack moved approval of the Resolution adopting the Fiscal Year 1996-97 budget and appropriating \$44,627,041 as represented in the Resolution. Mr. Bailey seconded the motion.

VOTE There was no further discussion, and the Resolution adopting the FY 96-97 budget was approved by unanimous vote (Bailey, Hocken, Kleger, Murphy, and Saydack in favor; none opposed).

#### **ITEMS FOR INFORMATION AT THIS MEETING:**

**Board Member Reports:** **MPC:** Ms. Hocken reported that the Metropolitan Policy Committee had seen the same TransPlan presentation that the Board had seen that evening during the work session. MPC also had seen two videos prepared for the open houses; one was generic about why TransPlan should be done, and the other was a discussion of some of the nodal developments around the state. She recommended that the Board see them, and suggested that this be done at the July Board meeting. Mr. Viggiano commented that the videos were produced by the Metro TV staff, and Ms. Hocken said that they were well done. She added that MPC members had been given a report about 100 projects around the country that implemented some of the land use planning principles this area had been talking about, and there had been an in-depth discussion about five projects in Oregon. She had visited one site in California when she was there recently.

**High Speed Rail Siting Steering Committee:** Mr. Bailey reported that there was nothing new from the steering committee. Mr. Bailey and Mr. Bergeron were trying to schedule a meeting with Susan Brody and Mayor Bascom and then reconvene the committee within the next couple of weeks. Mr. Bailey said that Portland had a Business Coalition for High Speed Rail, and Eugene needed something similar.

**Senator Wyden's Town Hall Meeting:** Mr. Bailey reported that Senator Wyden had been in town a couple of weeks before and had opened a Eugene office. Mr. Bailey heard him speak and asked him about his support for transportation and transit, generally. Senator Wyden had stated that he was willing to work with LTD. Mr. Bailey said that Senator Wyden had a lot on his plate, and LTD needed to keep transportation issues at the forefront of his agenda.

Livable Oregon's Annual Conference: Ms. Murphy had attended this conference in June. She reported that it dealt with internal and external linkages within communities, both large and small. One point made was to consider human support and buy-in as resources along with capital. She thought it was an excellent conference. While there, she had spent time with Cynthia Pappas of the City of Springfield, and discussed a BRT linkage with Pioneer Parkway.

Ribbon of Hope Celebration: Ms. Murphy said that she and Mr. Bailey had attended the Ribbon of Hope Celebration dinner on June 6 and accepted an award on behalf of LTD. Community service awards were given to certain persons, businesses, and organizations that had distinguished themselves outstandingly in assisting HIV Alliance in accomplishing its mission. Ms. Murphy read an excerpt of the text read at the celebration: "Through their collaboration on the Mary Fisher Aids Awareness Day, April 1995, Lane Transit District reached thousands of Lane County residents with their extensive advertising of the events at MacArthur Court and throughout the day. LTD also provided free shuttle service to hundreds who attended Ms. Fisher's speech, without the hassles of University of Oregon parking. For these reasons, we present the 1996 Ribbon of Hope Award for Businesses and Corporations to Lane Transit District."

Board Finance Committee Recommendation on Self-Employment Tax: Board Finance Committee Chair Roger Saydack stated that Board members had received in recent packets some very compelling letters from low-income taxpayers regarding the impact of the self-employment tax. The committee had met the previous week to discuss that situation. After reviewing a staff report on the results of the tax to date, the committee realized that the District did not yet have enough data from the Department of Revenue, and probably would not until fall, to know the effect of any of a number of actions the District might take. The tax was being applied in the same manner to all taxpayers, regardless of income, and was being done exactly the same as Tri-Met had for ten years. In that sense, it was fair, but the committee felt that at the present time it did not have enough information to determine if any other approach would be both fair and practical. Therefore, the committee recommended deferring further action until the fall when better information would be available from the Department of Revenue. He thanked Ms. Hellekson for her excellent analysis of the information that was available.

Ms. Hocken said that approximately 50 percent of the returns that had been received so far showed incomes of \$10,000 or less. However, there was an expectation that the later returns would show more income, but no conclusions could be drawn at the present time. Mr. Kleger said that all members of the Finance Committee were concerned about the low-income self-employment tax issue and wanted to revisit the issue when enough data was available to make a decision. Mr. Bailey wondered if there was a need to communicate the Board's continued concern to those affected by the self-employment tax. Ms. Hocken said that the committee had discussed communication with the public on this issue, but decided that it might not be an appropriate time to do that until more information or a decision was available.

Ms. Loobey commented that not all self-employed persons reporting low self-employment income actually were low-income persons, since many had other employment.

Those kinds of questions were difficult to determine without additional information from the Department of Revenue or some other kind of reporting.

**Bus Rapid Transit: Use of the Vacated Southern Pacific Right-of-Way:**

Ms. Murphy said that she had driven past this area and had a discussion with Cynthia Pappas, a City of Springfield planner, who thought that the Main Street corridor was a better option to begin with, since a higher number of people were employed along that corridor. Ms. Murphy mentioned the highly-congested intersection at Centennial and Pioneer Parkway as another important consideration. She said she was now more educated about this issue and weighed the Main Street option more heavily. Mr. Viggiano said he had talked with a traffic engineer, and agreed that the Centennial intersection was a very complex intersection. The traffic engineer had mentioned this as a potential problem for BRT. Ms. Murphy added that some of the right-of-way or easement that had been created by the railroad was being changed into turn lanes, so that was not an option for BRT, either.

**Election Results: Bus Service to Cottage Grove and Creswell:** Ms. Hocken mentioned that the election results in Cottage Grove and Creswell were not favorable; neither one of the ballot measures for LTD service passed, even though the Cottage Grove vote was fairly close. Ms. Loobey added that Don Nordin, the leader of the Friends of LTD group, had called her to say he intended to have a measure on the ballot again in November.

**Eugene Local Street Plan Update:** Ms. Hocken told the Board that the Eugene City Council would hold a public hearing on July 8 on the Planning Commission's recommended local street plan. She planned to testify at that time. The letter the Board had sent on this issue on April 1 was included in the agenda packet. She asked if there were any changes to the draft plan that would have a particular impact on LTD. Mr. Viggiano said he had discussed this with Ms. Kaplan, and she had indicated that the Planning Commission did not make any substantive changes. They did clarify the need to make sure that ADA standards were considered in the local street plans, so LTD might want to amend its comments to support that item, as well. Ms. Hocken asked if there was anything in the plan that might affect BRT, in terms of street design. Mr. Viggiano did not think so, because this was just for local streets, not for arterials or collectors. He thought it was extremely unlikely that there would be a BRT line on a local street. If LTD wanted to use 10th or 12th Avenues, those streets might have to be reclassified as something other than a local street. Ms. Loobey added that the Friendly Street Neighbors had a discussion about parking on 12th and 11th on the west side of town. They expected very strong opposition to the removal of parking on those streets.

**West 11th Park and Ride:** Ms. Hocken said she did not expect a park and ride to be as close in as Garfield. She had imagined that it would be farther out, somewhere in the area between Seneca and Beltline. Mr. Viggiano said that staff originally were thinking it would be in the Bertelson area, and the study area did go out as far as Bertelson. However, in looking at the area a park and ride draws from, that typically was an area farther away from people's destinations. Unless it was a very short distance, people would not drive out of their way to park and catch a bus back in the direction they came from. The "catchment" area for a park and ride typically was a parabola-shaped area that extended

from the park and ride outward. There were not very many residences west of Bertelson, except for Veneta. If a park and ride were located that far out, the market would be Veneta and possibly a few residences scattered between there and the park and ride. If the park and ride were constructed as close in as Garfield, a lot of people coming from 18th Avenue probably would use it, and the Veneta residents might still use it, as well. Ms. Hocken wondered, however, if it made sense for people to park at Garfield, which was only about a ten-minute bus ride to downtown. Mr. Viggiano replied that park and ride seemed to work only if there was a disincentive to drive to or park at the destination, especially in this urban area, where distances were so short. Therefore, park and ride locations worked best for people going to downtown Eugene or in the University of Oregon/Sacred Heart area. There, it was a question of not wanting to pay parking fees or not being able to find parking spaces, so the trip length was not as important an issue.

Mr. Viggiano said that Ms. Kaplan would be making a presentation to the Board in July or August on the sites being considered, and the pros and cons for each one.

Ms. Hocken said that one of her other issues was that she had envisioned this park and ride as the end of the BRT line. Mr. Viggiano stated that there might be more than one park and ride. Mr. Bennett had pointed out that his vision of BRT was that there would be several park and ride locations, which provided access for people from different areas.

Ms. Hocken asked if the District had tried to have an informal park and ride near Garfield, such as at Waremart or Better Bodies Gym. Mr. Viggiano said staff had looked at using the parking lot near Better Bodies, because it seemed to have a lot of capacity. They also had looked at the theaters north of Fred Meyer, because they had huge parking lots that were full only on weekends and evenings. However, that was so far off the corridor that having to make that jog defeated much of the BRT travel time improvements.

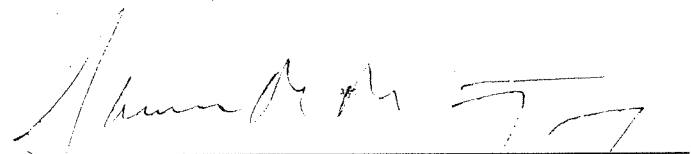
**Board Correspondence:** Ms. Hocken said that the District had received several letters about the bus advertising, one concerned about the designs covering the windows. She asked Mr. Kleger what those looked like from inside the bus. Mr. Kleger replied that there was one bus where the windows were fully covered on the left-hand side. He had been aboard it at night and during the day, both on bright and not-so-bright days. On a dark day, but with ample reflected light outside, it was easy to see out the windows and was not a problem. On a bright day, when looking at the left-side windows, he saw the image outside on the right side, so it was almost like a one-way mirror. At night, he was not sure what it was like in the back of the bus, where the lights stayed on. He sat in the front of the bus, where the lights went off at night, but his impression was that the visibility out that left window was not good enough to spot landmarks. He suspected that it was worse in the back of the bus. He noted that he had heard negative comments about that one bus greater than he heard about the entire Bustacular program, by people both on and off the bus. However, he had spoken with other people on that bus who had not noticed or been disturbed by the design within the window line. Mr. Bailey said he also had received several complaints about that particular bus and coverage on the windows, and he confirmed that it was very hard to see out from the back of the bus. Ms. Loobey said she would pass these comments on to Obie Transit Advertising, and stated that LTD would not have a full-cover bus again. Ms. Hocken said that in general, she loved what Obie had done with the

Bustaculars. Mr. Kleger added that for every complaint he had heard, he had heard about 20 favorable comments, with the exception of the window impingement issue, and he had heard no negative comments about the occasional bump into the window line.

**Board Vacation and Meeting Schedules:** Ms. Loobey asked if Board members would be in town in July and August. Mr. Kleger said he should be in town unless called away for an emergency with his father's health. Ms. Murphy said she would be in town for both meetings, although she was a little more uncertain about the July meeting. Ms. Hocken and Mr. Saydack said they would be available to attend the July Board meeting, but were unsure about August. Staff knew that Mr. Bennett planned to be out of town during August. It was not certain at this time whether there would be a quorum or agenda items for an August Board meeting.

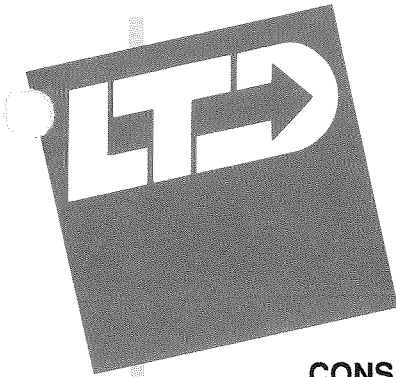
**Bus Rodeo:** Ms. Loobey informed the Board that the employee bus rodeo would be held on Sunday, August 25, at Valley River Center, and that Board members were invited to participate in a neophyte category. Ms. Murphy wondered about using media clips from that event on Metro Television.

**ADJOURNMENT:** There was no further discussion, and the meeting was unanimously adjourned.

  
\_\_\_\_\_  
Board Secretary

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**Lane Transit District**

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

(541) 741-6100  
Fax (541) 741-6111

**CONSENT CALENDAR ITEM: APPOINTMENTS TO THE SPECIAL  
TRANSPORTATION FUND ADVISORY COMMITTEE**

Prepared by Micki Kaplan, Transit Planner  
July 17, 1996

**Background:**

The Board will recall that the Lane Council of Governments (LCOG) appoints Out-of-District (rural) representatives to the Special Transportation Fund Advisory Committee (STFAC), and LTD appoints In-District STFAC members. Community representatives are not official voting members of STFAC; therefore, their appointments do not require approval by the LTD or LCOG boards.

**Action Requested:**

1. Accept resignation of Ione Pierron and Barbara Enright from the STFAC.
2. Appoint Russell Matthews to STFAC for a two-year term of service as In-District representative of persons with physical disabilities (term ending 6-30-98).
3. Re-appoint David Zeiss, Joan Shimp, and Ted Reams as In-District representatives for an additional two-year term (term ending 6-30-98).

**Consequences of Requested Action:**

This Board action appoints citizen representatives to fill vacancies on the Special Transportation Fund Advisory Committee. The STFAC members recommend funding and policy to the LTD Board of Directors on RideSource and Special Transportation.

**Attachments:**

See attached memorandum from Terry Parker, LCOG.

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# Lane Council of Governments

June 19, 1996

125 East Eighth Avenue Eugene, Oregon 97401 (503) 687- 4283 Fax: (503) 687- 4099 TDD: (503) 687- 4567

TO: Special Transportation Fund Advisory Committee (STFAC)

FROM: Terry Parker, LCOG

SUBJECT: Nominations for Officers and Membership Recommendations

On June 30, 1996 the membership terms of six members and three Community Representatives will end, as follows:

<u>Members</u>		<u>Current Term</u>	<u>Eligible for Re-Appointment</u>	<u>Interested in Re-Appointment</u>
Barbara Enright	In-District	1	Yes	No
Ione Pierron	In-District	1	Yes	No
David Zeiss	In-District	2	Yes	Yes
Joan Shimp	In-District	1	Yes	Yes
Steve Williamson	Out-of-District	1	Yes	No
Ted Reams	In-District	2	Yes	Yes
<u>Community Representatives</u>				
Brian Knowles		1	Yes	Yes
Rebecca Daley-Headland		1	Yes	Yes
Russell Matthews		1	Yes	Yes <sup>1</sup>

## REQUESTED ACTION

Consider additional terms for current members and membership recommendations as follows:

1. Accept the resignation of Ione Pierron and Barbara Enright from the STFAC with regret.
2. Recommend to the LTD Board of Directors the appointment of Russell Matthews as a new member to a two year term of service as In-District representative of persons with physical disabilities (term ending 6-30-98)
3. Recommend to the LTD Board the re-appointment of David Zeiss, Joan Shimp, and Ted Reams for an additional two year term (term ending 6-30-98).

<sup>1</sup> Russell Matthews is being recommended to fill the membership position representing the physically disabled.



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** BOARD COMMUNITY OUTREACH COMMITTEE RECOMMENDATION REGARDING WALKABOUT

**PREPARED BY:** Ed Bergeron, Public Affairs Manager

**ACTION REQUESTED:** Approve Walkabout recommendations from Community Outreach Committee

**BACKGROUND:** The LTD Board Community Outreach Committee, chaired by Vice President Kirk Bailey, met on July 8 to develop outreach plans in support of the District's Bus Rapid Transit Project. At the July 17 Board meeting, Kirk will discuss the committee's recommendations with the Board.

**ATTACHMENT:** None

**PROPOSED MOTION:** I move that we approve the Board Walkabout recommendations of the Community Outreach Committee.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** TRANSPLAN VIDEOS

**PREPARED BY:** Lisa Gardner, Transit Planner

**ACTION REQUESTED:** None

**BACKGROUND:** As part of the update of the Eugene-Springfield Regional Transportation Plan (TransPlan), local officials are evaluating strategies to encourage transportation-efficient developments. Design guidelines for transportation-efficient development and examples of projects that follow the guidelines are described in two new videotapes and a recently completed report. The videotape "Building for the Future: Transportation-Efficient Land Use for the Eugene-Springfield Metropolitan Area" describes the proposed design principles and potential locations for this type of development in the region.

The second video, "Transportation-Efficient Development: An Eyewitness Report," describes several projects now under construction in the northwest and includes interviews with builders, designers, planners, residents, and bankers who are involved in the projects. The document "Transportation-Efficient Development" describes over 80 projects around the country that include transportation-efficient elements.

Tom Schwetz, TransPlan program manager, Lane Council of Governments, will be present to respond to questions.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 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, 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. The July 11 MPC meeting has been postponed one week, to July 18, so no report will be available at the July 17 Board meeting. However, Board MPC representatives Pat Hocken and Rob Bennett can respond to any questions the Board members may have.
- 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 July 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. **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 July 17 Board meeting, he will report to the Board about this committee's activities.

**ATTACHMENTS:**           None

**PROPOSED MOTION:**     None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** EUGENE STATION UPDATE

**PREPARED BY:** Charlie Simmons, Facility Services Manager

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

**BACKGROUND:** **Land Acquisition:** Purchase of the property at 11th and Olive has been delayed due to additional testing of water and soil in the pit where contaminated soil was removed. This testing process is the responsibility of the owner. We will continue to monitor the site on a regular basis and remain in close communication with all the involved parties.

**Construction:** Award of the Phase 1 construction contract is in process and we are awaiting the return of the contract documents from Eugene Sand and Gravel. Phase 1 earthwork is scheduled to begin upon approval of the alley vacation.

**Art:** The Eugene Station Committee reviewed and approved the Art Selection Committee's recommendation to increase the Art budget to \$83,000. The Art Selection Committee will meet on July 31, 1996, to further review refined art proposals from the selected artists.

**Alley Vacations:** As a reminder, the alley vacation issue will be considered by the Eugene City Council on July 22, 1996. As directed by the Board on June 19, a letter signed by Board President Pat Hocken was sent to City Council members. The letter requested that the Council approve an alley vacation ordinance with an emergency clause rather than the normal 30-day waiting period. Board members are asked to contact their respective City Council members in support of this request.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** LTD RESPONSE TO COURT RULING ON MEASURE 8

**PREPARED BY:** Mark Pangborn, Assistant General Manager

**ACTION REQUESTED:** None

**BACKGROUND:** The Oregon State Supreme Court has recently ruled that Ballot Measure 8, a constitutional amendment, was in fact not legal. The immediate effect is that the requirement that all public employees contribute 6 percent of their gross income to approved retirement plans is no longer in effect.

Ballot Measure 8 had an impact on LTD in that the Board increased all of the salaries of administrative employees by 6 percent. This increase was financed by reducing the employer-paid contribution to administrative employees' pensions by 6 percent. This transfer of payments is cumbersome at best. Moreover, it costs both the employee and employer an extra .5 percent in tax payments, and it makes the salaries appear higher than they actually are.

At the time that Ballot Measure 8 was implemented, it was suggested by members of the LTD Board that if the measure were disallowed by the courts, LTD should return to the method of paying pension contributions used prior to Ballot Measure 8. It is the staff recommendation that to do so at this time may be premature. The Oregon State Attorney General has the right to appeal this decision to the U.S. Supreme Court. It is the staff recommendation that we monitor this issue and respond appropriately when it is clear what the Attorney General intends to do. We will return to the Board with a response to this issue in the fall.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** UPDATE ON CITY OF EUGENE ADVISORY COMMITTEE ON LIBRARY ALTERNATIVES

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

**ACTION REQUESTED:** None

**BACKGROUND:** The Board will recall that the Eugene City Council established a citizen advisory committee to provide advice to the Council on alternatives to improve the Eugene Public Library and library services, including recommending sites for locating a new library. The Advisory Committee has not met since May 1996, and will not be meeting until September or October of this year. City of Eugene staff indicate that the City Council has not yet taken a formal position on the new library. However, the direction provided to City of Eugene staff was to put the library project "on hold" until after the City's proposed Community Policing measure goes to voters in November 1996. Eugene staff indicate that discussions about options for a new library will resume after the November election, with possibilities for a vote on a new library during the spring of 1997.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** PROMISE KEEPERS SPECIAL SERVICE

**PREPARED BY:** Andy Vobora, Service Planning & Marketing Manager

**ACTION REQUESTED:** None

**BACKGROUND:** On August 2 and 3, the Promise Keepers will hold an event at Autzen Stadium. It is projected that this event will draw 45,000 men from Lane County, the state, and the region.

LTD became aware of the event in February 1996 and attempted to work with the event organizers to provide some level of transit service. These attempts were not successful and the resulting time lapse created a situation that made LTD service very difficult to provide. Repeated attempts to discuss the transit needs were not responded to by Promise Keepers. The Promise Keepers organization is volunteer run and no volunteer coordinator had been assigned to the area of transportation.

There was still no designated transportation coordinator as of June 13. By the time the organizers were ready to talk about a shuttle system on June 22, arrangements had been made to lease the stadium and purchase City police traffic control forces. However, no money was available to charter shuttle bus service.

Organizers requested that LTD provide a shuttle system for a fare. Providing a premium level of service for this type of event is inconsistent with how LTD has treated other large events. Other events in our community plan for transit services and pay the appropriate charter rates. Examples include the Oregon Country Fair, the Butte to Butte, the World Veterans' Championships, and more.

LTD staff recognized the significant impact this event will have on the community and went back to Promise Keepers with a proposal to provide a two-location Park and Ride system capable of transporting 3,000 participants. This proposal would have major impacts on the District's fleet and employees. Twenty to thirty employees would be required to work on their regularly-scheduled days off (the employee's weekend)



and the fleet would be operating with a spares ratio below the comfort level of Fleet Services and Transit Operations staff. The proposal required no initial monetary commitment on the part of Promise Keepers. LTD proposed to run a premium level of service and charge \$1.00 fares. We asked that the difference between the farebox revenue and the fully-allocated charter rate be guaranteed by Promise Keepers. At a minimum, this would result in a liability of approximately \$3,000 for Promise Keepers. If the shuttles were not fully utilized, the cost to Promise Keepers would rise to cover the difference between the farebox revenue and the fully-allocated rate. Promise Keepers organizers explained our proposal to their national office and were told that no money would be allocated for transit service.

There is a great likelihood that this event will cause severe traffic problems in and around Autzen Stadium. The lack of planning by the event organizers and the lack of proper requirements for use of this venue will be addressed through discussions with the University of Oregon and the City of Eugene.

A discussion of special service to community events will be scheduled with the Board at a future meeting.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** CORRESPONDENCE

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

**ACTION REQUESTED:** None

**ATTACHMENTS:** The attached correspondence is included for the Board's information:

- Letter from United States Senator Ron Wyden to Eugene Mayor Ruth Bascom regarding joint Lane County requests for Fiscal year 1997 appropriations.

At the July meeting, staff will provide an update based on conversations with Senator Wyden in Washington, D.C., on July 11.

**PROPOSED MOTION:** None

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RON WYDEN  
OREGON

## United States Senate

WASHINGTON, DC 20510-3703

June 20, 1996

RECEIVED  
BY CITY MANAGER

JUL 1 1996

Ms. Ruth Bascom  
Mayor, City of Eugene  
777 Pearl St. #105  
Eugene, OR 97401-2793

Dear Ms. Bascom:

Thank you for your recent letter on Fiscal Year 1997 (FY 1997) appropriations. This is just a note to provide the latest status on your joint Lane County requests.

The West Eugenc Wetlands Project and Lane County Youth Campus requests were included in my requests to the Interior, Commerce and Justice, and Military Construction Appropriations Subcommittees. My staff is working with the Subcommittees' staffs to assure recognition of Oregon programs and needs. I am optimistic that we will get some funding for the Wetlands project, but believe that it will be less than the amount requested.

It is my understanding that the Department of Defense has frozen Armory construction projects in FY 1997. DoD will focus on efforts to inventory and analyze National Guard Armory requests so that they can put together a comprehensive list of priorities for FY 1998. While I will continue to look for opportunities to complete the Lane County project this year, I am optimistic that Congress will move ahead with Armory construction projects in FY 1998.

The Lower Amazon Creek Restoration Project authorization is currently being negotiated. As you know, S. 640, "The Water Resources Development Act Reauthorization Bill," has been reported out of Committee. That bill specifies the roles of the Army Corps of Engineers and Natural Resource Conservation Service. Representative Schuster of Pennsylvania, Chairman of the House Committee on Transportation and Infrastructure, introduced H.R. 3592 on June 6, 1996 under a similar title. That bill does not currently include Lower Amazon Creek language but the bill reported by the House Transportation Committee will incorporate appropriate language to authorize project implementation. I am hopeful that both bills will pass and be enacted this session with language authorizing the Amazon Creek Project.

The South Springfield Interceptor Sewer project may be best financed through the Department of Commerce Economic Development Administration. These funds cannot be earmarked and many are distributed through the Oregon Economic Development Department. I urge you to contact Les Paul at 503-986-0139 to request his assistance in developing a funding stream for the project.

June 20, 1996

Page 2

My staff successfully worked with the Commerce Committee staff to incorporate language recommending funding for "aviation maintenance training facilities and equipment for vocational schools, community colleges, and centers of higher education" in the Commerce Committee Report accompanying the Federal Aviation Administration Reauthorization Bill. That bill has been reported from the Committee and awaits floor action. The language is intended to authorize the upgrades needed at the Eugene Airport to facilitate Lane Community College's Aviation Maintenance Technician program. The opportunity provided by the FAA Reauthorization Bill was providential but required significant effort because of the limited time available for negotiations. I am continuing to work with the FAA to pursue this funding.

Portions of the Lane Transit District request were included in my letter to the Appropriations Subcommittee on Transportation. The Oregon Department of Transportation prepared a state-wide transit priority list that included facility construction in both Eugene and Salem within their top three priorities. We felt that the funding constraints allowed for the identification of only two projects, one of which is the Eugene Downtown Bus Station.

As you probably know, we must have an approved budget before completing work on appropriations. A Budget Resolution will establish program priorities and the distribution of funds between appropriating subcommittees. Once the resolution has been passed, which we expect to occur this week, the Appropriation Subcommittees will develop their appropriations priorities in a manner consistent with the resolution. Final appropriations priorities and funding will not be known until completion of Conference Committee efforts later this year. My staff is working with all of the Subcommittees as they draft their appropriations proposals.

I am hopeful that my funding priorities will be approved and I look forward to working with the Subcommittees to maximize Oregon's opportunities.

Thank you, again, for writing and please do not hesitate to contact me, or my staff in Eugene, on any issue of importance to you.

Sincerely,



RON WYDEN  
United States Senator

RW/hsw



## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** EUGENE STATION GROUNDBREAKING

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

**ACTION REQUESTED:** None

**BACKGROUND:** Groundbreaking ceremonies for the Eugene Station have been scheduled for Friday, November 8, 1996. Board members are asked to mark this date on their calendars. Information about the time of day and the event itself will be announced as plans are made in more detail.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** 1996 EMPLOYEE PICNIC

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

**ACTION REQUESTED:** None

**BACKGROUND:** The 1996 LTD Employee Picnic has been scheduled for Sunday, July 28, at Jasper Park, from 10:30 a.m. to 4:30 p.m. Activities are scheduled throughout the day, with dinner at 2:00 p.m. Board members are invited to attend, and to bring your families. Please call Michelle Gilles at 741-6150 if you plan to attend or if you have any questions.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** CANCEL AUGUST BOARD MEETING

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

**ACTION REQUESTED:** None

**BACKGROUND:** Because of Board member vacation schedules, it may be difficult to obtain a quorum for the regular August Board meeting. At this time, there are no urgent agenda items to be addressed by the Board in August, so it is likely that the August meeting will be canceled. If it becomes necessary to hold a meeting in August, staff will work with available Board members to determine whether there is a quorum for the regularly-scheduled meeting on August 21 or to determine another meeting date.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** OREGON TRANSIT ASSOCIATION ANNUAL CONFERENCE

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

**ACTION REQUESTED:** None

**BACKGROUND:** The Oregon Transportation Conference 1996, the annual conference of the Oregon Transit Association (OTA), will be held in Seaside, Oregon, beginning Sunday, October 27, and ending Tuesday, October 29. Board members who might be interested in attending this conference are asked to let staff know, and to mark the dates on their calendars. Information about the agenda and the reservations process will be available closer to the time of the conference.

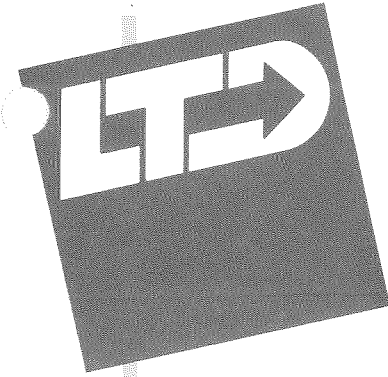
**ATTACHMENT:** None

**PROPOSED MOTION:** None

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**Lane Transit District**

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

(541) 741-6100  
Fax (541) 741-6111

**MONTHLY STAFF REPORT**

July 17, 1996

**TRANSIT OPERATIONS**

*Prepared by Patricia Hansen, Transit Operations Manager*

**BUS ROADEO - AUGUST 25**

All Board members are invited to compete in the "greenhorn" division of the Bus Operator roadeo scheduled for Sunday, August 25. The event will be held at Valley River Center again this year. The detailed schedule of events for the day is still in the planning stages, but the entire event will be held between approximately 9:00 a.m. and 6:00 p.m. Board members not wishing to compete are welcome to come by to watch the activities and cheer on the competitors. More detailed information will be supplied at a later date.

**FIELD SUPERVISORS**

Field Supervisor Marylee Bohrer is expected to return to work on July 29 following a medical leave of absence. Marylee, who has been a dedicated LTD employee for over 20 years, suffered a serious heart attack in June. We are all grateful that she has had a successful recovery, and look forward to her return.

On a less positive note, System Supervisor Jim Coffman was recently assaulted by a customer during a fare dispute. Fortunately, Jim's injuries were minor. Transit Projects Administrator Rick Bailor worked with EPD's Officer Patrick to ensure that the assailant was located and incarcerated.

**OPERATOR TRAINING**

A class of four operators will be completing their training on July 12, and another class of five new operators will begin training on August 19. We have hired and trained significantly more new operators than usual during the last year, due primarily to vacancies created by attrition.



## **MONITORING OF OPERATOR COSTS**

Assistant Finance Manager Roy Burling has been working on developing graphical reports that will help me track and analyze the relationship between various elements of operator absenteeism, operator special assignments, and the provision of special services, as a function of overtime costs by pay period.

## **HUMAN RESOURCES**

*Prepared by Ed Rutledge, Human Resources Manager*

### **RECRUITMENT AND SELECTION**

During the month of June, the District began recruiting for a part-time customer service representative and a distribution coordinator. Completed application packets for both of these positions were due at the beginning of July. Interviews for the owner's construction representative position have been conducted and a final selection is pending.

### **TRAINING**

The human resources manager and the Executive Board Officer for Local 757 gave a joint presentation to two classes of bus operator trainees. This presentation covered a brief overview of labor relations and how the labor contract between the district and the Local works. This is the first time that a joint presentation has been made to trainees and it appears to have been received well by the trainees.

### **RISK/SAFETY/BENEFITS**

The human resources manager and the risk/safety/benefits specialist met with the district's insurance agent for workers' compensation insurance to review an alternative premium arrangement that is available from the insurer. This alternative arrangement contains both an element of risk and the possibility of a reduction in the cost for this insurance. This pricing plan deserves further review, but was offered too late in the budget process to allow for adequate research and consideration. This alternative premium arrangement will be reviewed for future applicability in the District's risk management efforts.

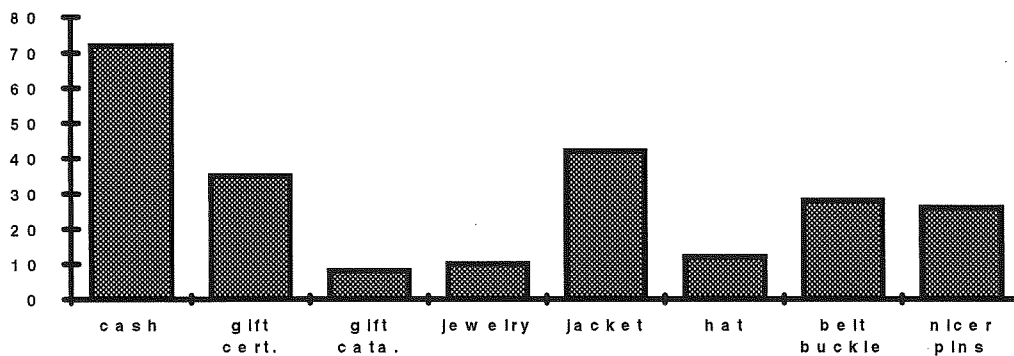


**EMPLOYEE RELATIONS**

- The Human Resources staff met with one operator who is considering resigning to relocate. This operator wished to review the options available regarding COBRA, deferred compensation, and retirement credits before making a decision on whether to resign.
- A number of employees participated in the annual "bicycle to work week." Employees who bicycled to work earned extra chances to win a drawing for a bicycle donated by a local bicycle shop.

Plans for the annual LTD picnic are being completed by the volunteers on the Picnic Committee. **Mark your calendars! The annual LTD Picnic will be held at Jasper Park on Sunday, July 28, from 10:30 a.m. to 4:30 p.m. See you there!**

- A new policy regarding the processing of customer service forms was implemented.
- The Safe Driving Awards Program Committee conducted a survey of all bus operators to solicit their input regarding the safe driving awards program. Committee members were available in the operators' lounge on June 19 and 20 to respond to operators' questions and discuss their ideas for revising the program. Fifty-six percent of the operators who responded to the survey indicated that they do like the awards that currently are given out for the Safe Driving Awards program (pins, patches, and award certificates). If the awards are changed, operators preferences are for:



Other suggestions favored clothing items such as sweaters or vests and progressively nicer awards for each additional year of safe driving. A summary of the survey results has been posted in the Transit Operations Department and copies of the summary are available in Transit Operations or the Human Resources Department. The Committee will be using the results of this survey in developing recommendations for revising the Safe Driving Awards program.



## **LABOR RELATIONS**

- The second meeting of the Labor-Management Committee (LMC) was convened. Committee members discussed protocols for an employee survey that may be conducted regarding employee involvement and final preparations for the conversion of the smoking lounges to non-smoking areas.

The LMC also discussed the recent ruling by the Employment Relations Board (ERB) in the Rouge Valley Transit District case. This ruling appears to be the ERB's first ruling to define certain aspects in recent amendments (SB 750) to the state's collective bargaining law.

- The human resources manager conducted a Step Two grievance hearing regarding an employee dismissal. In a three-page decision, the grievance was denied. The Local has appealed this matter to arbitration and the parties are presently engaged in the arbitrator selection process.
- The human resources manager met with managers from other transit properties in Oregon and Washington in a quarterly discussion on labor relations issues. Topics covered included the union's reaction to cameras on buses, the ERB's ruling in the Rouge Valley Transit District (RVTD) case, RVTD's current negotiations, pre-negotiations that are occurring at Salem Area Transit, and labor relations developments at Tri-Met.
- The human resources manager, planning and development manager, and public affairs manager met with the President of Local 757 and LTD's Executive Board Officer for the Local to discuss LTD's ideas regarding Bus Rapid Transit (BRT). The purpose of this meeting was to update the Local on this vision early in the process and to gauge the Local's potential response to such a large-scale endeavor.

## **LEGAL**

The human resources manager and the risk/safety/benefits specialist have been working with counsel in efforts to craft a settlement of a tort claim that has been pending since 1994.

## **OTHER**

The human resources manager was elected to the board of the Oregon Chapter of the Industrial Relations Research Society (IRRA). IRRA is a professional organization open to all practitioners in labor relations regardless of whether they represent labor or management or serve as neutrals.





## **SERVICE PLANNING & MARKETING**

*Prepared by Andy Vobora, Service Planning & Marketing Manager*

### **DOWNTOWN CONSTRUCTION SHUTTLE**

The construction shuttle has been running since July 1. Signage at bus stops and at the Fairgrounds has been posted, and the shuttle bus has a distinct "Bustacular" look. Ridership has been weak; however, this should change as August approaches. Parking at the 10th and Olive and 11th and Willamette lots is still available and will be until the contractor begins work on the Eugene Station. When this parking is lost, we anticipate an increase in shuttle ridership.

It been difficult to get the word out to downtown employees. DEI has assisted by allowing LTD to insert information in its monthly newsletter; however, this newsletter goes to business owners or managers. We are not confident that the information is being passed along to employees. Additional information has gone to parking permit buyers through Diamond Parking permit mailings. Both of these mediums will be used again this month and we are hopeful that the messages will filter down to employees. Additional communications tools will be implemented throughout the summer.

The discounted monthly pass for DEI district employees and LCC Downtown Center students, faculty, and staff went on sale in late June. The first month's sales show 117 sold through DEI and 91 through LCC. During the next sales period, we will survey buyers to see how many are new pass buyers or whether they are regular customers who are taking advantage of the price reduction.

### **OREGON COUNTRY FAIR**

The Oregon Country Fair was held on Friday, July 12, through Sunday, July 14. The Fair pays LTD to provide free rides from the Lane County Fairgrounds Park and Ride. This year, 620 hours of service were planned for the three-day event, with LTD providing shuttle bus service from 9:30 a.m. to 8:00 p.m. each day. LTD deploys 15 to 20 buses each day to provide between 9,000 and 10,000 rides per day during the Oregon Country Fair. During the past four years, three-day attendance has averaged 50,000, with LTD carrying approximately one-third of the attendees to the Veneta site and back.

Without LTD's service, the Lane County Sheriff's department and the towns of Veneta and Elmira would be greatly taxed. The increased traffic would be unmanageable and the event would be severely impacted.



## **NAME THE EUGENE STATION**

**Project:** A subcommittee of members from Planning & Development (P&D) and Service Planning & Marketing (SP&M) are developing a name-the-station campaign to promote the new Eugene Station and gain community buy-in and support for the project.

**Goal:** To arrive at names for the station, Customer Service Center, and southwest corner building, and to build community involvement and awareness of the project and new facility. The names would be unveiled at the groundbreaking ceremonies.

**Background:** The new station represents a new commitment and resource by LTD for the community. This also represents an opportunity to evaluate if the name "Eugene Station" will continue to reflect the resources offered by the new facility. The Eugene Station is a very accurate description of where the building is, and there is name recognition to consider. However, it also carries some negative image baggage, such as concerns about safety, cleanliness, loitering, etc.

This is not a change-the-name contest. We may very well come back to the names Eugene Station, Customer Service Center, and Southwest Corner Building.

Aside from the possibility of finding great new names through the creativity of the public, the value is in the process. The community will be asked for their input, and will be better informed about the station project along the way.

Submitted names will be narrowed down and final selection made by the Board Eugene Station Committee.

## **LANE COUNTY FAIR**

The 1996 Lane County Fair is scheduled for Tuesday, August 13, through Sunday, August 18.

LTD will be involved at the fair in a variety of ways. First, the Lane County Fair has contracted with LTD to provide shuttles from key points for the ease and convenience of passengers, and to reduce the traffic at the fair's site. LTD will provide service to the fairgrounds from River Road Transit Station and South Eugene High School every 15 minutes, and from the Eugene Station every 20 minutes.

After a two-year absence in providing shuttle service for fairgoers, LTD is investing in promoting the service for the high-profile community event. Advertising includes LTD's weather page in *The Register-Guard*, other *Register-Guard* advertisements; radio advertisements; and 25 system bus boards.

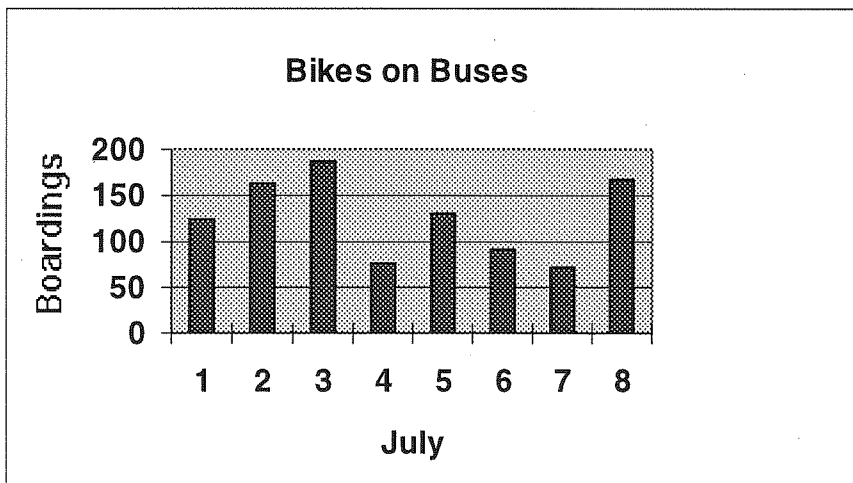


In addition, LTD has reserved a double-space booth in the Convention Hall. The District received a very favorable location, on an end near the front entrance. Themes in the booth will include an interactive display and demo-rack for the bikes on buses; the new Eugene Station; and BRT information--what it is and what it may look like in the Eugene/Springfield area. To draw fairgoers to the booth, we will hold a drawing to raffle off a bicycle. The booth will be staffed by two individuals.

LTD is sponsoring the 13th Avenue Courtyard/Vintage Village Gate. Plans include a sign over the gate extending LTD's welcome to the fair; our trailer located between the gate and shuttle drop-off point; and a sign further inside the entrance, encouraging attendees to visit our booth.

### BIKES ON BUSES

On June 17, 1996, all LTD buses were equipped and operational with bike racks. In July, we began officially counting the number of bike boardings. The graph below shows the ridership for first seven days of July.



Ridership will continue to build as word about the program spreads. All local bike shops have accepted bike brochures and are distributing them to their customers. Articles have appeared in "Bus Talk," and a fully functional bike rack display is available at the Customer Service Center. The bike program also will be highlighted as part of the fall campaign materials.

Operationally, the program has been going well. Operators are doing a top-notch job acclimating to the racks on their buses. This is no small feat, considering the tight streets and traffic they deal with daily. Schedule delays due to customers loading bikes have not been a big issue; however, we are planning a delay study in early fall to gauge this issue more closely.



### **EAST SPRINGFIELD PARK AND RIDE**

LTD received word from the Federal Transit Administration (FTA) that the environmental assessment for the East Springfield Park and Ride was approved. Branch Engineering will now begin to apply for the necessary permits from the City of Springfield. Design work will begin later this summer and construction is scheduled for completion in the fall of 1997.

### **BUTTE TO BUTTE RACE SHUTTLES**

LTD provided pre-race shuttles for the Butte to Butte road race again this year. Ridership increased from 780 in 1995 to 1,027 in 1996. Each bus trip averaged 68 riders. The service was provided free to participants and was sponsored by Northwest Event Management.

### **SMALL ORGANIZATION GROUP PASS**

There was no need to beat the bushes for groups interested in the small organization group pass program approved by the Board in June. LTD has drafted contracts and is awaiting signatures from the Oregon Department of Justice (Support and Enforcement Division) and Special Mobility Services.

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 1996

**ITEM TITLE:** PRELIMINARY JUNE 1996 FINANCIAL STATEMENTS

**PREPARED BY:** Diane W. Hellekson, Finance Manager

**ACTION REQUESTED:** None

**BACKGROUND:** Because the Lane Transit District fiscal year ends on June 30, it was not possible to complete all year-end transactions and adjustments in time to present final financial statements for June at the July Board meeting, nor was it possible to prepare preliminary reports in time for distribution in Board packets. A very preliminary report will be distributed at the July Board of Directors meeting. There will be no formal presentation.

The independent audit of the 1995-96 fiscal year by Jones & Roth will be completed by the end of September. The Comprehensive Annual Financial Report for the year, which includes audited statements, is scheduled to be presented to the Board of Directors at the October 16, 1996, meeting.

**ATTACHMENT:** None

**PROPOSED MOTION:** None

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## AGENDA ITEM SUMMARY

**DATE OF MEETING:** July 17, 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. **West 11th Park and Ride:** At the September 18, 1996, Board meeting, staff will report on the progress of the West 11th Park and Ride project.
- B. **Eugene Station Art Presentation:** Following more detailed discussion by the Art Selection Committee, staff will arrange a presentation on the art for the Eugene Station for the September 18, 1996, Board meeting.
- C. **Resolution to Change Board Meeting Time:** Following adoption of Sixth Amended Ordinance No. 1, a resolution to change the time of the Board's regular monthly meetings to 7:00 p.m. will be placed on the September 18, 1996, Board agenda.
- D. **Work Session on Labor Relations Goals:** In September, the Board will be asked to hold a work session to review and consider possible labor relations and bargaining goals.
- E. **Work Session on Legislative Issues:** In order to prepare for the 1997 Oregon legislative session, a Board work session on legislative issues will be scheduled for September or October, 1996.
- F. **Annual Audit Report:** Presentation of the audit report for the fiscal year ending June 30, 1996, will be scheduled for the October 16, 1996, Board meeting.



- G. **Board Compensation Committee Recommendation for General Manager's FY 96-97 Compensation:** Because of summer schedules, the Board Compensation Committee will not be able to meet until September to formulate a recommendation for the General Manager's compensation for FY 96-97. Once a meeting is held, the Committee's recommendation will be placed on the agenda for approval at a meeting of the full Board of Directors.
- H. **Board Strategic Planning Retreat:** The Board's annual strategic planning retreat tentatively has been scheduled for Saturday and Sunday, November 2 and 3, in Eugene. Additional details will be available in the near future.
- 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.



**LANE TRANSIT DISTRICT  
OPERATING FINANCIAL REPORT  
FOR THE FISCAL PERIOD ENDING 6/30/96 WITH COMPARISONS TO PRIOR YEAR-TO-DATE  
PRELIMINARY FISCAL YEAR END REPORT**

	Prior YTD 94-95	Current year - 95-96			
		Annual Budget	YTD Actual	% budget	% over last year
<b>REVENUE</b>					
Passenger fares	\$ 2,156,550	\$2,273,320	\$ 2,450,159	107.8%	13.6%
Group pass	565,450	543,020	589,418	108.5%	4.2%
Special service	59,908	65,000	64,600	99.4%	7.8%
Advertising	164,912	194,510	271,998	139.8%	64.9%
Miscellaneous	83,827	5,650	122,828	2173.9%	46.5%
<b>Total operating</b>	<b>3,030,647</b>	<b>3,081,500</b>	<b>3,499,003</b>	<b>113.5%</b>	<b>15.5%</b>
Payroll tax	10,769,903	11,510,110	11,709,671	101.7%	8.7%
Self-employment tax	-	749,380	691,867		
FTA operating grnt	1,038,265	139,200	143,681	103.2%	-
State-in-lieu	816,598	854,570	853,045	99.8%	4.5%
<b>Total taxes &amp; grants</b>	<b>12,624,766</b>	<b>13,253,260</b>	<b>13,398,264</b>	<b>101.1%</b>	<b>6.1%</b>
Interest income	446,122	495,480	647,778	130.7%	45.2%
Sale of assets	293,153	-	-	-	-
<b>Total revenue</b>	<b>16,394,688</b>	<b>16,830,240</b>	<b>17,545,045</b>	<b>104.2%</b>	<b>7.0%</b>
<b>EXPENSES</b>					
<b>Personnel Costs</b>					
Administration wages	2,121,646	2,465,440	2,317,691	94.0%	9.2%
Administration fringe	530,294	578,710	535,426	92.5%	1.0%
<b>Total administration</b>	<b>2,651,940</b>	<b>3,044,150</b>	<b>2,853,117</b>	<b>93.7%</b>	<b>7.6%</b>
Contract as administration	-	41,000	47,884	116.8%	-
Contract wages	5,763,171	6,240,620	6,127,705	98.2%	6.3%
Contract fringe	1,603,528	1,782,030	1,711,085	96.0%	6.7%
<b>Total contract</b>	<b>7,366,699</b>	<b>8,063,650</b>	<b>7,886,674</b>	<b>97.8%</b>	<b>7.1%</b>
<b>Total personnel</b>	<b>10,018,639</b>	<b>11,107,800</b>	<b>10,739,791</b>	<b>96.7%</b>	<b>7.2%</b>
<b>Materials &amp; Services</b>					
Administration	183,227	268,500	123,157	45.9%	-32.8%
Finance	27,866	32,280	29,460	91.3%	5.7%
Information Services	58,584	65,800	55,036	83.6%	-6.1%
Human Resources	114,808	159,600	126,142	79.0%	9.9%
Planning & Development	45,476	42,250	32,514	77.0%	-28.5%
Commuter Solutions	21,820	29,500	25,168	85.3%	-
Service Planning & Marketing	558,197	558,550	542,470	97.1%	-2.8%
Customer Service	68,503	88,370	80,770	91.4%	17.9%
Transit Operations	113,199	195,610	126,268	64.6%	11.5%
Fleet Services	1,361,086	1,472,870	1,446,647	98.2%	6.3%
Facility Services	294,100	374,530	299,635	80.0%	1.9%
Insurance / Liability Costs	624,781	599,900	595,924	99.3%	-4.6%
Transer - STF	1,945,587	480,900	477,156	99.2%	-75.5%
<b>Total Materials &amp; services</b>	<b>5,417,234</b>	<b>4,368,660</b>	<b>3,960,347</b>	<b>90.7%</b>	<b>-26.9%</b>
<b>Total expenses</b>	<b>15,435,873</b>	<b>15,476,460</b>	<b>14,700,138</b>	<b>95.0%</b>	<b>-4.8%</b>
<b>Revenue less expenses</b>	<b>958,815</b>	<b>1,353,780</b>	<b>2,844,907</b>		<b>196.7%</b>
<b>Transfer to capital</b>	<b>-</b>	<b>(1,621,540)</b>	<b>-</b>		<b>-</b>
<b>Net to fund</b>	<b>958,815</b>	<b>(267,760)</b>	<b>2,844,907</b>		<b>196.7%</b>





LANE TRANSIT DISTRICT  
 COMPARATIVE BALANCE SHEET  
 GENERAL FUND  
 June 30, 1996  
 PRELIMINARY FISCAL YEAR END REPORT

	CURRENT BALANCES	BALANCE 6/30/1995
<b>ASSETS</b>		
Cash & short term investments	\$8,274,249	\$3,433,301
Receivables	432,914	1,327,365
Inventory	531,237	516,758
Prepaid expenses	15,253	94,309
Treasury Bill	0	975,180
Certificate of deposit	100,000	100,000
Deferred compensation	1,658,890	1,215,876
VRC lease	89,583	89,583
Property, plant and equipment	<u>22,321,881</u>	<u>22,321,881</u>
Total Assets	<u><u>\$33,424,007</u></u>	<u><u>\$30,074,253</u></u>
<b>LIABILITIES</b>		
Accounts payable	\$235,233	\$288,783
Payroll payable	424,081	347,762
Unearned income	70,925	66,415
Liability claims/other payable	147,550	112,996
CAL/sick accrual	940,461	940,461
Deferred compensation	<u>1,658,890</u>	<u>1,215,876</u>
Total Liabilities	<u><u>\$3,477,140</u></u>	<u><u>\$2,972,293</u></u>
<b>FUND BALANCE</b>		
Reserved for long term lease	\$89,583	\$89,583
Property, plant and equipment	<u>22,321,881</u>	<u>22,321,881</u>
Fund Balance restricted to assets	<u>\$22,411,464</u>	<u>\$22,411,464</u>
Fund balance 6/30/95	\$4,690,496	\$4,690,496
Change in fund balance	<u>2,844,907</u>	<u>                    </u>
Ending fund balance	<u>\$7,535,403</u>	<u>\$4,690,496</u>
Total reserves and fund balances	<u>29,946,867</u>	<u>27,101,960</u>
Total Liabilities & Fund Balances	<u><u>\$33,424,007</u></u>	<u><u>\$30,074,253</u></u>



LANE TRANSIT DISTRICT  
 COMPARATIVE BALANCE SHEET  
 SPECIAL TRANSPORTATION FUND  
 June 30, 1996  
 PRELIMINARY FISCAL YEAR END REPORT

	CURRENT BALANCES	BALANCE 6/30/1995
ASSETS		
Cash & short term investments	\$24,256	\$3,867
Receivables	0	0
Prepaid expenses	0	0
Total Assets	<u>\$24,256</u>	<u>\$3,867</u>
LIABILITIES		
Accounts payable	<u>\$24,256</u>	<u>\$3,867</u>
Total Liabilities	<u>\$24,256</u>	<u>\$3,867</u>
RESERVES & BALANCES		
Fund balance	\$0	\$0
Change in fund balance	0	0
Ending fund balance	<u>\$0</u>	<u>\$0</u>
Total Liabilities & Fund Balances	<u>\$24,256</u>	<u>\$3,867</u>



LANE TRANSIT DISTRICT  
 COMPARATIVE BALANCE SHEET  
 CAPITAL FUND  
 June 30, 1996  
**PRELIMINARY FISCAL YEAR END REPORT**

	CURRENT BALANCES	BALANCE 6/30/1995
<b>ASSETS</b>		
Cash & short term investments	\$4,284,822	\$4,720,261
Receivables	219,789	254,896
Prepaid	0	0
Deposits	0	10,000
Total Assets	<u>\$4,504,611</u>	<u>\$4,985,157</u>
<b>LIABILITIES</b>		
Accounts payable	\$225,197	\$168,566
Retainage payable	0	0
Total Liabilities	<u>\$225,197</u>	<u>\$168,566</u>
<b>RESERVES &amp; BALANCES</b>		
Fund balance	\$4,816,592	\$4,816,592
Change in fund balance	<u>(537,178)</u>	
Ending fund balance	<u>\$4,279,414</u>	<u>\$4,816,592</u>
Total Liabilities & Fund Balances	<u>\$4,504,611</u>	<u>\$4,985,157</u>



LANE TRANSIT DISTRICT  
GENERAL FUND INCOME STATEMENT  
For the period 7/01/95 to 6/30/96  
**PRELIMINARY FISCAL YEAR END REPORT**

	Percent of year					100.0%
	ORIGINAL	AMENDED	Y-T-D	JUNE		
	BUDGET	BUDGET	ACTUAL	1996	BALANCE	YTD %
				ACTUAL		BUDGET
<b>REVENUES</b>						
Passenger Fares	\$2,273,320	\$2,273,320	\$2,450,159	\$185,142	\$176,839	107.8%
Group Pass Payments	543,020	543,020	589,418	51,622	46,398	108.5%
Special Services	65,000	65,000	64,600	2,249	(400)	99.4%
Advertising	194,510	194,510	271,998	25,777	77,488	139.8%
Miscellaneous Income	5,650	5,650	122,828	205	117,178	2173.9%
Payroll Tax Revenue	11,510,110	11,510,110	11,709,671	32,161	199,561	101.7%
Self-employment tax	749,380	749,380	691,867	0	(57,513)	92.3%
State In-Lieu-of-Tax	854,570	854,570	853,045	231,494	(1,525)	99.8%
Operating Grants	139,200	139,200	143,681	16,601	4,481	103.2%
Interest Income	495,480	495,480	647,778	61,655	152,298	130.7%
<b>Total General Fund Revenues</b>	<b>\$16,830,240</b>	<b>\$16,830,240</b>	<b>\$17,545,045</b>	<b>\$606,906</b>	<b>\$714,805</b>	<b>104.2%</b>
<b>EXPENSES/TRANSFERS/RESERVES</b>						
General Administration	681,360	731,460	\$536,909	\$46,542	\$194,551	73.4%
Finance	306,930	348,280	348,121	28,120	159	100.0%
Information Services	188,220	188,220	176,351	17,894	11,869	93.7%
Human Resources	384,240	384,240	329,381	22,603	54,859	85.7%
Planning & Development	298,860	261,900	251,293	27,676	10,607	95.9%
Service Planning & Marketing	822,910	859,870	826,170	114,320	33,700	96.1%
Customer Service Center	433,430	429,400	395,375	29,609	34,025	92.1%
Commuter Solutions Program	78,790	78,790	73,985	14,789	4,805	93.9%
Transit Operations	7,451,620	7,379,740	7,116,876	564,623	262,864	96.4%
Fleet Maintenance	3,221,290	3,221,290	3,144,478	274,593	76,812	97.6%
Facility Services	512,470	512,470	428,119	46,403	84,351	83.5%
Insurance / Liability Costs	599,900	599,900	595,924	41,331	3,976	99.3%
<b>Total before transfers</b>	<b>\$14,980,020</b>	<b>\$14,995,560</b>	<b>\$14,222,982</b>	<b>\$1,228,503</b>	<b>\$772,578</b>	<b>94.8%</b>
Special Transportation Transfer	452,900	480,900	\$477,156	\$61,997	\$3,744	99.2%
Capital Transfer	1,621,540	1,621,540	0	0	1,621,540	0.0%
<b>Total General Fund Expenses</b>	<b>\$17,054,460</b>	<b>\$17,098,000</b>	<b>\$14,700,138</b>	<b>\$1,290,500</b>	<b>\$2,397,862</b>	<b>86.0%</b>
<b>UNRESERVED FUND BALANCE</b>						
Change to fund balance	(224,220)	(267,760)	2,844,907			
Beginning balance	4,201,630	4,201,630	4,690,496			
Ending balance	<u>\$3,977,410</u>	<u>\$3,933,870</u>	<u>\$7,535,403</u>			





LANE TRANSIT DISTRICT  
SPECIAL TRANSPORTATION FUND INCOME STATEMENT  
For the period 7/01/95 to 6/30/96  
**PRELIMINARY FISCAL YEAR END REPORT**

	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	JUNE 1996 ACTUAL	Percent of year BALANCE	100.0% YTD% BUDGET
<b>REVENUES/TRANSFERS</b>						
State Special Transp Funds	\$400,000	\$372,000	\$404,840	\$0	\$32,840	108.8%
STF - contingency & capital	600,000	600,000	\$0	\$0	(600,000)	0.0%
State Special Grant	0	0	\$0	\$0	-	-
Transfer from general fund	452,900	488,900	\$477,156	\$61,997	(11,744)	97.6%
<b>Total Revenues</b>	<b>\$1,452,900</b>	<b>\$1,460,900</b>	<b>\$881,996</b>	<b>\$61,997</b>	<b>(\$578,904)</b>	<b>60.4%</b>
<b>EXPENSES/TRANSFERS/RESERVES</b>						
STF - flow through transfer	1,000,000	972,000	404,840	0	567,160	41.7%
Direct support - Ride Source	395,500	431,500	419,756	57,214	11,744	97.3%
Direct support - LCOG admin	57,400	57,400	57,400	4,783	0	100.0%
<b>Total Expenses</b>	<b>\$1,452,900</b>	<b>\$1,460,900</b>	<b>\$881,996</b>	<b>\$61,997</b>	<b>\$578,904</b>	<b>60.4%</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>			



LANE TRANSIT DISTRICT  
 CAPITAL FUND INCOME STATEMENT  
 For the period 7/01/95 to 6/30/96  
**PRELIMINARY FISCAL YEAR END REPORT**

	Percent of year					100.0%
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	JUNE 1996 ACTUAL	BALANCE	YTD % BUDGET
<b>REVENUES</b>						
Grant income	\$7,132,530	\$7,132,530	\$2,375,615	\$385,570	(\$4,756,915)	33.3%
Transfer from General Fund	1,621,540	1,621,540	0	0	(\$1,621,540)	0.0%
<b>Total resources</b>	<b>\$8,754,070</b>	<b>\$8,754,070</b>	<b>\$2,375,615</b>	<b>\$385,570</b>	<b>(\$6,378,455)</b>	<b>27.1%</b>
<b>EXPENDITURES</b>						
<b>GRANT PAID CAPITAL</b>						
Bus related equipment	\$50,200	\$50,200	\$50,135	\$0	65	99.9%
Bus stations, stops, & terminals	964,000	974,000	300,077	58,463	673,923	30.8%
Eugene Station	4,972,000	4,972,000	1,998,047	300,479	2,973,953	40.2%
Facilities	371,000	320,000	230,342	14,568	89,658	72.0%
Revenue rolling stock	375,000	375,000	0	0	375,000	0.0%
Support vehicles	35,000	44,000	36,581	0	7,419	83.1%
ADP hardware & software	140,460	138,360	150,228	11,880	(11,868)	108.6%
Shop equipment	34,200	35,200	26,827	3,618	8,373	76.2%
Miscellaneous equipment	1,680,500	1,713,600	111,858	78,654	1,601,742	6.5%
Budgeted for capital contingency	80,000	80,000	0	0	80,000	0.0%
<b>Total federal capital purchases</b>	<b>\$8,702,360</b>	<b>\$8,702,360</b>	<b>\$2,904,095</b>	<b>\$467,662</b>	<b>\$5,798,265</b>	<b>33.4%</b>
<b>LOCALLY FUNDED CAPITAL</b>						
Eugene Station	\$0	\$0	\$0	\$0	\$0	0.0%
Other local only	0	0	8,697	7,027	8,697	0.0%
	\$0	\$0	\$8,697	\$7,027	\$8,697	0.0%
<b>Total expenditures</b>	<b>\$8,702,360</b>	<b>\$8,702,360</b>	<b>\$2,912,792</b>	<b>\$474,689</b>	<b>\$5,789,568</b>	<b>33.5%</b>
Change in Fund Balance	51,710	51,710	(537,178)	(89,119)		-1038.8%
Beginning Fund Balance	4,667,305	4,667,305	4,816,592			
<b>Ending Fund Balance</b>	<b>\$4,719,015</b>	<b>\$4,719,015</b>	<b>\$4,279,414</b>			

