

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF APPROVING THE)	RESOLUTION NO. 88-986
TRI-MET SECTION 9 PORTION OF THE)	
FY 1990 UNIFIED WORK PROGRAM)	Introduced by Richard Waker,
)	Chair, Joint Policy Advisory
)	Committee on Transportation

WHEREAS, The Unified Work Program describes all federally-funded transportation planning activities for the Portland/Vancouver metropolitan area; and

WHEREAS, Approval of the first portion of the FY 1990 Unified Work Program is required in order for Tri-Met to meet the Urban Mass Transportation Administration's Section 9 application requirements; and

WHEREAS, The complete Unified Work Program is submitted in the spring; now, therefore,

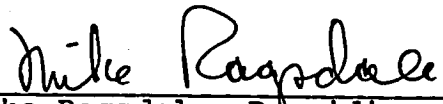
BE IT RESOLVED,

That the Council of the Metropolitan Service District hereby declares:

1. That the first section of the FY 1990 Unified Work Program is approved.
2. That the Transportation Improvement Program includes these funds.
3. That the FY 1990 Unified Work Program is consistent with the continuing, cooperative and comprehensive planning process and is given positive Intergovernmental Project Review action.

4. That the Metropolitan Service District Executive Officer is authorized to apply for, accept and execute grants and agreements specified in the Unified Work Program.

ADOPTED by the Council of the Metropolitan Service District this 22nd day of September, 1988.



Mike Ragsdale, Presiding Officer

KT/sm
0097D/554
09/01/88

TRI-MET'S Draft FY'90 Unified Work Program
Summary

Financial Planning	\$ 80,000
· Capital Program Planning	\$180,000
· Service Planning, Analysis and Evaluation	\$562,000
· Long-range Planning	\$110,000
· Information Systems Planning	\$132,425
· Special Area Planning	\$230,000
Metro Planning Studies	\$125,000
· Program Administration	<u>\$ 15,000</u>
Total	\$1,434,425
(Federal Share)	\$1,147,540)

FINANCIAL PLANNING

Program Objectives:

1. Support policy analysis by providing management with financial projections of policy alternatives. Policy areas supported would be: budget planning, five-year financial planning, additional revenue planning, labor cost projections, fare analysis and planning, long-range financial planning support for the Regional Transportation Plan, Transportation Development Plan, analytical support for labor negotiations, and support for Westside Light Rail capital and operating financial planning.
2. Continue refinement of financial and economic forecasting models.
3. Continue financial capacity analysis.

Relation to Previous Work:

This program continues both model refinement of existing cost and forecasting models which have been developed under previous grants and on-going support of policy planning efforts.

Products:

1. Five year financial and economic forecast reports used in budget planning, new revenue planning, short range (TDP) planning.
2. Financial condition and financial capacity analysis.
3. Revenue estimates, including fare revenues and Westside funding.
4. Financial analysis of legislative issues.
5. Two economic forecasts of payroll tax revenues, CPI diesel fuel costs, self-employment and state in-lieu-of tax revenues.
6. Labor cost analysis.

Expenses:

Tri-Met \$80,000

Revenues:

FY'90 Sec. 9	\$ 64,000
Tri-Met	<u>\$ 16,000</u>
	\$ 80,000

CAPITAL PROGRAM PLANNING

Program Objectives:

Comprehensive planning for development, management and maintenance of Tri-Met's capital projects, facilities and equipment using the following emphasis areas -

A. Capital Development Program Planning -

1. Coordinate scheduling, funding, siting and conceptual design of Tri-Met's capital program with other jurisdictions and internally within the agency.
2. Prepare short and long term capital acquisition program for Tri-Met.
3. Prepare the capital components for the annual update of the TDP and the Strategic Plan.
4. Work with local jurisdictions on proposed transit centers, park-and-ride lots, transit priority measures, TSM measures, road improvements, and transportation plan revision.
5. Refine a Capital Improvement Program process for annual updating.

B. Capital Program and Facilities Management Planning -

1. Coordinate a process for review, prioritization and approval of capital projects as part of the annual capital budget development.
2. Collect and analyze data relating to facilities maintenance. Manage a system of facilities maintenance.
3. Maintain and refine a fixed assets (capital) tracking system for accounting and planning purposes.
4. Conduct on-going space use studies for Tri-Met's strategic sites to determine their best use.

Relation to Previous Work:

A. Capital Development Program Planning -

The capital program is prepared annually and revised as necessary throughout the year to meet updated requests and needs. Capital program components are also included

in the annual update of the TDP and the Strategic Planning Process.

B. Capital Program and Facilities Management Planning -

A capital improvement program process was defined in FY '89 to be refined in FY '90.

The planning for the operation of a vintage trolley and possible storage of cars at Tri-Met's strategic site adjacent to the Coliseum Transit Center along with construction of the Convention Center and the deterioration of some existing Tri-Met facilities suggests that a comprehensive plan should be developed to guide the agency's use of strategic sites.

Products:

A. Capital Development Program Planning -

1. Annual Tri-Met capital budget.
2. Input to State and Federal capital grant applications.
3. Capital component of the TDP and the Strategic Plan.
4. Site and conceptual design work with supporting documentation and local approvals for newly proposed projects.
5. Transit revisions to regional and local jurisdictional plan updates.

B. Capital Program and Facilities Management Planning -

1. Up to date long range capital improvement and management plan including goals and objectives for the management of capital facilities after their construction.
2. Detailed proposal for capital funding of the long range Capital plan.
3. Refinement of the Right of Way and Facilities components of the Maintenance Management Information System, with accurate tracking of the facilities maintenance activities and effective programming of preventative maintenance needs.

4. Maintenance of the fixed assets tracking system.
5. Space use study for strategic sites owned by Tri-Met to determine best use including preliminary design and cost estimate.
6. Plan for deploying of field-based function (road supervisors, fare inspectors, transit police, facility maintenance personnel) that optimizes their coordination and cooperation.

Expenses:

Tri-Met \$180,000

Revenues:

FY '90 Sec. 9	\$144,000
Tri-Met	<u>\$ 36,000</u>
	\$180,000

SERVICE PLANNING ANALYSIS AND EVALUATION

Program Objectives:

Identify, develop, undertake and evaluate appropriate Service Planning efforts which promote efficient, convenient, and adequate service for Tri-Met's customers and potential users in the following emphasis areas:

A. Service Development -

1. Develop a long range transit service plan for the metropolitan region.
2. Conduct and analyze results of an on-board passenger census.
3. Analyze transit/land use coordination and transit role in servicing private sector developments.
4. Develop comprehensive transit sector plans.
5. Maintain and enhance on-going service planning programs, i.e. Annual Service and Marketing plan and Quarterly service reports.

B. Transit Service Efficiency -

1. Develop new technical methods to improve scheduling processes and efficiencies.
2. Study and assess feasibility of new technologies to improving transit service efficiency, reliability and quality.
3. Evaluate the fleet assignment process, service standard, and projected service levels; update and fleet mix study.
4. Study the use of and potential for expanding the scope of contracted services in the Operations Division.
5. Analyze security related data plan for improved security and reduced vandalism for Tri-Met's vehicles and property.

C. Transit Performance Analysis -

1. Produce quarterly performance analysis reports.
2. Continue quarterly analysis on route performance and effects of service and fare changes on ridership.
3. Analyze operator productivity.

4. Continue ridership estimation including light rail model and fare payment survey and analysis.
5. Continue analysis of system wide performance.

D. Market Research, Analysis, and Evaluation -

1. Analyze market segmentation by route, time of day, day of week to reflect comprehensive market view of a route for short range decision-making.
2. Evaluate new and existing market programs for effectiveness in increasing market share and meeting objectives of the Marketing Plan.
3. Provide analysis for updating of the Marketing Plan.

E. Special Needs Transportation Planning -

On-going SNT planning efforts continue at similar level to previous years. However, Section 9 funding will not be requested for FY '90 for these activities which will be funded through other Tri-Met revenues.

Relationship to Previous Work:

A. Service Development -

The long range service plan builds upon existing studies (TDP, suburban transit, LRT study) to provide a comprehensive approach to transit service planning.

The on-board passenger census will be used in conjunction with Banfield Before and After to provide a complete picture of changes occurring since the original census in 1985.

Transit/land-use/private sector cooperation directly supports goals set by Tri-Met's board of directors.

B. Transit Service Efficiency -

Development of new technical methods and new technologies builds upon Tri-Met's previous work with the Interactive Schedule Maker, Automatic Vehicle Location Demonstration, Automated Fare Boxes and Automatic Passenger Counters in planning for effective integration of these and other micro-electronic devices.

The fleet mix study which will be completed in FY '89 provides guidance for the on-going effort to renew Tri-Met's aging bus fleet and needs to be updated yearly as the basic underlying assumptions change.

Contracting services is expected to be a major issue in upcoming labor negotiations. Tri-Met's existing service contracts will need to be reassessed in light of the new contract.

In response to increased incidences of violence and vandalism, Tri-Met will be installing new equipment and increasing personnel dedicated to security function on-board buses. An assessment of the success of these efforts as well as recommendations for improvements will be needed in FY '90.

C. Transit Performance Analysis -

Tri-Met's monthly performance reports provide data and performance measures for both the bus and light rail systems, and service on-going agency efforts to improve productivity. A more thorough analysis of Tri-Met's performance will be achieved through quarterly reporting.

D. Market Research, Analysis, and Evaluation -

Past route research and analysis has analyzed routes on a specific basis for modeling purposes and on a system wide basis for customer oriented data. This program is designed to provide market data on a detailed route level basis to help design better service, indicate which service should be adjusted and what adjustments are necessary.

Previous marketing program evaluation has focused on the evaluation of a radio campaign, and direct mail efforts. There was a minimal amount of pre-testing ideas and follow-up surveying to determine marketing effort's relationship to increased ridership.

Products:

A. Service Development -

1. Long range transit service plan for Tri-Met.
2. Completed passenger census and report.
3. Service change proposals.
4. Sector plans.
5. Annual Service and Marketing Plan.
6. Quarterly Service reports.

B. Transit Service Efficiency

1. A plan for implementing automatic vehicle location technology at Tri-Met that assesses the feasibility, estimates the cost, identifies the benefits.
2. A plan for integrating all micro-electronic devices on both revenue and non-revenue vehicles.
3. A comprehensive fleet mix study.
4. Development of a comprehensive agency security plan.
5. A procedural manual for contracting services which provides administrative guidelines and structured methodologies for conducting benefit/cost analysis.

C. Transit Performance Analysis -

1. Quarterly performance analysis reports.
2. Two to three annual reports on bus route performance.
3. Analysis of operator productivity, incentive programs and labor issues.
4. Accurate ridership estimation.
5. Ridership analysis based on fare survey.

D. Market Research, Analysis, and Evaluation -

1. Report on behavioral aspects of transit ridership.
2. Analysis of customer satisfaction with existing routes in terms of route design, frequency and hours of service, reliability, safety, seat availability, vehicle and facility appearance, and availability of information.
3. Evaluation of market potential and market awareness of transit for households along bus routes.
4. Evaluation of the effectiveness of marketing techniques, including pre-testing and incentives, used to improve market share and retain existing riders.

Expenses:

Tri-Met \$562,000

Revenues:

FY'90 Sec. 9 \$449,600
Tri-Met \$112,400
 \$562,000

LONG-RANGE PLANNING

Program Objectives:

A. Strategic Planning -

Strategic Planning was initiated by Tri-Met in 1985 to improve executive decision making. For purposes of the District, Strategic Planning is defined as the process of systematically identifying opportunities and threats that lie in the future which, in combination with other relevant internal and external data, will provide a basis for making better short-term decisions.

B. TDP Annual Update -

1. To annually revise the TDP and update all technical information and five year plans in light of Tri-Met's strategic planning process.
2. To review the TDP draft document with local jurisdictions prior to the Board's approval.
3. To analyze the impacts of the FY '89-93 TDP and make appropriate modifications.
4. To review and distribute the draft and final document to interested parties.

Relation to Previous Work:

A. Strategic Planning -

The initial steps of a strategic planning process were begun in 1985 as recommended by the Committee on Mass Transit Policy. Since then the District has completed 4 annual strategic planning cycles. Strategic planning is a critical element in the District's planning cycle. Policy direction set in the strategic plan is operationalized in the Transit Development Plan and the annual budget.

B. TDP Annual Update -

The staff will be reviewing, revising and updating the previous FY '89-93 TDP. The updated version will reflect changes in service assumptions, capital funding allocations, and operating funding allocations. As part of this analysis staff will be developing a more in-depth analysis of service deficiencies and will estimate the patronage potential of increased service levels.

Products:

A. Strategic Planning -

1. Implementation and refinement of an annual planning cycle.
2. A situational audit (annual) which includes a critical assessment of Tri-Met's strengths and weaknesses, an analysis of external trends and forces impacting the District, and a synthesis of the aforementioned factors.
3. A document analyzing public perceptions of Tri-Met, and the acceptance by the public of Tri-Met's Strategic Plan will be complete in support of situational audit.
4. A Strategic Policy Option analysis which results in the development of a strategy for Tri-Met which defines critical choices and tradeoffs.
5. A revised Five Year Strategic Plan which sets forth the District's five year vision and identifies areas for emphasis (more/the same/less).
6. Identification of annual goals and priorities which will be emphasized during the annual budget building process.

B. TDP Annual Update -

1. Updated five-year operations and capital development plans based upon an analysis of strategic alternatives and financing constraints.
2. A five-year financing plan to accommodate regional transit service and capital needs.
3. A technical report to be incorporated into the TDP, documenting service standards; methodology for identification of service standards; patronage projections and cost analysis of alternative networks.

Expenses:

Tri-Met \$110,000

Revenues:

FY'90 Sec. 9 \$88,000
Tri-Met \$22,000
 \$110,000

INFORMATION SYSTEMS PLANNING

Program Objectives:

Planning and design of a computer applications portfolio that captures information needed to manage and make decisions with emphasis on applications which support Tri-Met's strategic plan, avoid or reduce costs and contribute to more efficient operations.

Relation to Previous Work:

Previous technical studies have facilitated the planning and development of several beneficial computer applications. Two specific examples include an operations information plan and a plan for a paratransit reporting and scheduling system within three main SNT dispatch centers. These past successes, when considered in conjunction with rapidly expanding opportunities in computer technology, are driving the need to update and further refine computer planning and to continue to identify new areas of opportunity for computer applications.

Products:

1. Review and update of computer application portfolio.
2. Needs assessment, functional specifications, and programming specifications for applications selected for development to include but not be limited to:
 - a. Evaluation of ride reporting and scheduling system for Paratransit programming and Plan for upgrade of system.
 - b. Working document identifying the size and scope of the Operations Information System. Identification of the various sources of operations data, its capture and loading. Prototype reports to present information in an effective manner for decision making.
 - c. Plan for improving data collection and dissemination in the Operations Division.

Expenses:

Tri-Met \$132,425

Revenues:

FY '90 Sec. 9 \$105,940
Tri-Met \$ 26,485
 \$132,425

SPECIAL AREA PLANNING

Objectives:

A. Civil Right Planning -

1. Continue analysis of DBE participation in Tri-Met contracts.
2. Continue/refine a computerized DBE contract monitoring process.
3. Identify areas of strength and weakness in current DBE program for further efforts.
4. Refine procedures developed for establishing project-specific DBE goals.
5. Review and update, as necessary, Tri-Met's DBE policy statement.
6. Review and update submission of information relative to minorities in the urbanized area, as required by UMTA Title VI Circular 1160.1.
7. Continue development of a procedure for implementation and administration of the District's Equal Employment Opportunity (EEO) Program.
8. Develop and implement an EEO Training Program for Tri-Met's staff.

B. Privatization -

1. Analyze existing and proposed transit service to determine what could be privately provided.
2. Assess selected existing privately contracted services.
3. Evaluate quality and cost of contracted service relative to Tri-Met operated service.
4. Develop a plan for implementation of regionally adopted strategy for private and public sector contributions to transit expansion based on conclusions of the Public/Private Task Force on Transit Finance.
5. Determine optimum footprint for private development at selected transit stations for incidental surface and air rights.

C. Labor Productivity Analysis -

1. Analyze the impacts that new/revised incentive programs, family oriented programs, and worker's compensation programs have had on improving labor productivity.
2. Analyze the new labor contract. Identify major impacts of the labor contract on productivity and develop strategies for improving productivity within that framework.
3. Develop statistical cost/benefit studies which yield recommended courses of action for productivity improvements.

Relation to Previous Work:

A. Civil Rights Planning

This program continues on-going efforts in DBE/EEO policy formation which require annual updating and revision as well as meeting annual requirements for Title VI reporting.

B. Privatization -

Continuation of privatization efforts completed under OR-90-X026 with further emphasis placed on evaluation and expansion of those efforts. The Public/Private Task force on Transit Finance has recommended a broad menu of financing methods to assist with capital expansion of transit, including the creation of tax increment financing mechanisms by local jurisdictions and transit center and LRT station cost sharing by private developers. These initiatives will require a planning program to lead to eventual implementation.

C. Labor Productivity Analysis -

This program expands upon the work accomplished in this area to date and provides evaluation of productivity enhancements that work for their effectiveness.

Products:

A. Civil Right Planning -

1. Program for improving Tri-Met's overall DBE level of participation in contracted services.

2. Revised agency DBE policy statement.
3. Updated Title VI report for submittal to UMTA.
4. Refined DBE contract monitoring system for submittal to UMTA.
5. Procedure for implementation and administration of the District's EEO Program.

B. Privatization -

1. Evaluation of savings from and quality of contracted services.
2. Development plan for promising new opportunities for privatization including the utilization of bus shelter advertising dollars to fund shelter maintenance.
3. Description of private providers and services available.
4. Description of areas or routes which are candidates for contracting services.
5. A plan for implementing recommendations of the Public/Private Task Force for Transit Finance regarding creation of special assessment districts around light rail stations, sharing of LRT station costs in conjunction with real estate development, tax increment financing where LRT is an important element of an urban renewal plan, and joint development where publicly owned land is leased for private development.

C. Labor Productivity Analysis -

1. Assessment of impacts of new labor contract including cost/benefit analysis and recommended course of action for improved productivity.
2. Assessment of incentive programs including cost/benefit analysis, documentation of improvements in performance, and recommended changes to program which will maximize its effectiveness.

Expenses:

Tri-Met \$230,000

Revenues:

FY'90 Sec. 9	\$184,000
Tri-Met	<u>\$ 46,000</u>
	\$230,000

Metro Planning

Program Objectives:

1. Assist Tri-Met in surveying and evaluating changes in transit ridership, the underlying causes and assist in development of a short-range transit route patronage model. Calibrate the route model to current year conditions.
2. Conduct research on the effect of changing socio-economic characteristics (such as income, auto ownership, number of workers in household) on transit ridership changes and determine method for incorporating the effect of these changes into short and long-range transit ridership forecasts.
3. Incorporate, as appropriate, results of National Cooperative Transit Research Program (NCTRP) study on "Incremental Changes in Transit Ridership from Incremental Changes in Transit Service" into Metro and/or Tri-Met transportation programs.
4. Provide technical assistance to Tri-Met, as needed, in using Metro Data Resource Center and travel forecasts.
5. Update the transit element of the Regional Transportation Plan to year 2010 conditions reflecting up-to-date information as potential ridership and current policy intent for regional transit improvement.

Relation to Previous Work:

1. Development of the route patronage model will build upon existing EMME/2 models with refinements to improve accuracy at the route level. Refinements will be based upon the best available survey and ridership count data. This task will be initiated in FY 89 and carry over into FY 90.
2. Incorporating future changes in socio-economic characteristics is a direct result of the updated mode split model developed in 1988 which is more sensitive to these socio-economic variables. Further research is required to determine future changes in these characteristics throughout the region.
3. Metro staff is currently serving on the NCTRP advisory committee and can readily transfer the products of that effort to Portland conditions.
4. Technical assistance to Tri-Met is an ongoing task to use data maintained by Metro in Tri-Met planning activities.

5. The RTP reflects 2005 conditions and must be updated to 2010 as a result of recently updated population and employment forecasts.

Products:

1. Route patronage model calibrated to 1988 on EMME/2 accessible to Tri-Met staff via remote terminal.
2. Short and long-range forecasts of socio-economic variables by traffic zone for input to mode split model and revised short and long-term ridership forecasts.
3. Updated chapters of RTP relating to transit service design, ridership, costs and farebox revenues.

Expenses:

Model Refinement	\$ 65,000
Technical Assistance	20,000
RTP Update	<u>40,000</u>
	\$125,000

Revenues:

FY 90 Section 9	\$100,000
Tri-Met Match	14,500
Metro Match	<u>10,500</u>
	\$125,000

PROGRAM ADMINISTRATION

Program Objectives:

1. Monitor and ensure that planning project activities and expenditures conform with the UWP.
2. Ensure that appropriate grant file documentation of activities and expenditures is provided for.
3. Provide quarterly financial and progress reports for all UWP planning projects.
4. Initiate requests for any required budget revisions, and UWP amendments.

Relation to Previous Work:

During FY'89 work is continuing on refinement and improvement of the cash flow monitoring system for planning studies projects. On-going grants administration activities continue from year to year.

Products:

1. Quarterly financial and progress reports.
2. Budget revisions, UWP amendments.

Expenditures:

Tri-Met \$15,000

Revenues:

FY'90 Sec. 9 \$12,000
Tri-Met \$ 3,000
\$15,000



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Agenda Item No. 5.2

Meeting Date September 22, 1988

Date: September 14, 1988

To: Metro Council

From: Councilor Jim Gardner, Chair
Council Intergovernmental Relations Committee

Regarding: INTERGOVERNMENTAL RELATIONS COMMITTEE REPORT ON SEPTEMBER 22, 1988, COUNCIL MEETING AGENDA ITEM NO. 5.2, CONSIDERATION OF RESOLUTION NO. 88-986 APPROVING THE TRI-MET SECTION 9 PORTION OF THE FY 1990 UNIFIED WORK PROGRAM (UWP)

Committee Recommendation: The Committee voted unanimously to recommend Council adoption of Resolution No. 88-986. All Committee members were present: Collier, DeJardin, Knowles, Waker and myself.

Committee Discussion & Issues: The attached Transportation Staff report, following the resolution, provides a brief background on the UWP and the Tri-Met portion which the Council is requested to approve. The Committee did not raise any issues but requested that Transportation staff Keith Loughton respond to the general questions raised by Council staff in its pre-report to the Committee.

Mr. Loughton noted and Councilor Waker confirmed that the Joint Policy Advisory Committee on Transportation (JPACT) and its technical arm, TPAC, approved Tri-Met's Section 9 portion of the UWP. Responding to the Council staff's questions, Mr. Loughton said that the proposed FY1990 Tri-Met funding represented about a 1% decrease from this year's funding. Section changes made to the Tri-Met plan responded to any organizational changes made in managing the program. Work products -- reports, analyses, etc. -- identified in Tri-Met's plan are used by that agency internally but also are distributed to JPACT and TPAC for their planning and development.

JG/JPM a:igrrpt2

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 88-986 FOR THE
PURPOSE OF APPROVING THE TRI-MET SECTION 9
PORTION OF THE FY 1990 UNIFIED WORK PROGRAM

Date: August 31, 1988

Presented by: Andy Cotugno

PROPOSED ACTION

This resolution would: 1) approve the Unified Work Program (UWP) containing the Tri-Met Section 9 planning work program for FY 1990, and 2) authorize the submittal of grant applications to the appropriate funding agencies.

TPAC has reviewed this program and recommends approval of Resolution No. 88-986.

FACTUAL BACKGROUND AND ANALYSIS

In order to meet the new Urban Mass Transportation Administration (UMTA) Section 9 grant application schedule, Tri-Met must submit that portion of the FY 1990 UWP at this time. In the past, the UWP has been one document submitted every April. These timing changes will require the UWP be submitted in two sections. This submittal is the first of the two Council actions required to adopt the FY 1990 UWP.

The spring submittal will contain all other work programs and revisions to the Section 9 portion, if necessary, due to refinements in planned work programs resulting from the Tri-Met and Metro budget process.

Approval will mean that the Section 9 grant can be submitted in accordance with UMTA policies.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 88-986.

KT/sm
0097D/554
09/06/88



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: September 6, 1988

To: Council Intergovernmental Relations Committee

From: Jessica Marliot^{gpm}, Council Analyst

Regarding: SEPTEMBER 13, 1988 COMMITTEE AGENDA ITEMS AND ATTACHED MATERIALS

The September 13, 1988 Intergovernmental Relations Committee agenda covers the following items and attachments:

1. Item No. 1 - Resolution No. 88-986 Approving the Tri-Met Section 9 Portion of the FY1990 Unified Work Program (UWP)
By this resolution the Council will approve the Tri-Met Section 9 portion of the FY1990 UWP; a change from previous years when the Council approved the UWP as a complete package in April. According to the Transportation staff report, this split in the approval process responds to a new Urban Mass Transportation Administration (UMTA) Section 9 grant application schedule. Approval of this resolution is required to allow Tri-Met to submit grant applications to the appropriate funding agencies.

The resolution's language appears consistent with FY89 UWP language but the attached Tri-Met Draft FY'90 UWP differs somewhat from the FY89 comparable portion. Specifically,

- o the FY90 Tri-Met portion does not include an "Efficiency Planning" section which was in the FY89 plan, and
- o the FY90 portion has 2 new sections from last year's plan: "Financial Planning" and "Metro Planning Studies"

Possible discussion issues include: A) What are the overall funding changes, if any, in the Tri-Met FY90 Section 9 portion and the comparable FY89 portion? B) Why did Tri-Met make the above section changes in its workplan? C) The Tri-Met FY90 Section 9 portion proposes a number of study and report products as a part of the workplan. Who receives these products and how are they incorporated into our regional transportation/transit planning?

2. Item No. 2 - Draft Resolution No. 88-980
This draft resolution responds to Dick Waker's August 17 memo to the Council which proposes legislation for the 1989 State session to increase the Council to 13 members and provide for an appointed chief administrative officer.

Resolution No. 88-980 would act as the vehicle for submitting the Council's request, if adopted, to the Interim Task Force on Regional Metropolitan Government for submission with their legislative package to the 1989 session. This action is consistent with the Council's prior submission of proposed financing legislation to the Task Force. Attached is the Draft Resolution No. 88-980 and a copy of Dick Waker's August 17 memo as "Attachment 1".

3. Item No. 3 - Discussion/Worksession on Possible Bills for Inclusion in Metro's 1989 Legislative Package

This is a preliminary discussion, in response to a number of Councilors' comments, about potential items which may be included in Metro's package for the 1989 Legislative Session. Greg McMurdo will discuss work that he has done so far to pull together possible bills and will review general timeframes surrounding development of Metro's package.

This worksession is the first step towards determining Metro's bills to go before the 1989 session and outlining a schedule for pulling together Metro's legislative package. Mr. McMurdo noted to Council staff that he will have a written report prepared for the Committee's review at its next regularly scheduled meeting, Tuesday, September 27, 1988 at 5:30.

If you have any questions or would like additional information regarding the September 13 meeting items, please do not hesitate to contact me at x-138.

JPM a:\IGR913