

SOUTHERN CALIFORNIA RAPID TRANSIT DISTRICT

Minutes of Regular Meeting of
the Board of Directors of the District

April 16, 1968

Upon notice duly given, the Directors of the Southern California Rapid Transit District met at a regular meeting in the District Board Room, 1060 South Broadway, Los Angeles, California, at 10:00 a.m. on April 16, 1968, at which time President Don C. McMillan called the meeting to order.

Directors Kermit M. Bill, Charles E. Compton, A. J. Eyraud, Jr., Gordon R. Hahn, H. Lee Hale, David K. Hayward, Herbert H. Krauch, Michael E. Macke, Don C. McMillan, Douglas A. Newcomb and Norman Topping were present.

Also present were General Manager Dale W. Barratt; Assistant General Manager Jack R. Gilstrap; Manager of Operations R. W. Gareau; Chief Engineer Richard Gallagher; Director of Rapid Transit Planning John Curtis; Secretary Virginia L. Rees; and the public.

Former President A. J. Eyraud, Jr., Presentation of Plaque

President McMillan presented to former President A. J. Eyraud, Jr. a plaque in appreciation of his services to the District, reading as follows:

INASMUCH AS he has with sensitivity and perception guided the destinies of SCRTD during his incumbency as President of the District,

AND

INASMUCH AS he has devoted tireless hours and ceaseless energies to the pursuit of that mission,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors and the Staff of Southern California Rapid Transit District do jointly and severally commend President

A. J. EYRAUD, Jr.

and express to him their sincere appreciation and gratitude.

Former Vice-President Kermit M. Bill, Presentation of Plaque

Vice-President Krauch presented to former Vice-President Kermit M. Bill a plaque in appreciation of his services to the District, reading as follows:

INASMUCH AS he has selflessly and with dedication served SCRTD during his term of office as Vice-President of the District,

AND

INASMUCH AS he has devoted tireless hours and ceaseless energies to that end,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors and the Staff of Southern California Rapid Transit District do jointly and severally commend Vice-President

KERMIT M. BILL

and express to him their sincere appreciation and gratitude.

Approval of Minutes

The Minutes of the Regular Meeting held April 2, 1968 were approved.

Temporary Route Diversions

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the temporary route diversions affecting Lines 3, 51, 101, 102, 113 and 114, as described in report dated April 9, 1968 filed with the Secretary, be and the same are hereby ratified and approved.

Changes of Bus Stop Zones

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the report dated April 8, 1968 relating to bus stop changes, filed with the Secretary, be and the same is hereby ratified and approved.

Report of Purchasing Agent - Statement of Material and Supplies Account

Pursuant to Section 8.3 D of the Rules and Regulations, the Purchasing Agent's Statement of Material and Supplies Account for the month of February, 1968 was presented to the meeting and was ordered "Received and Filed." A copy of the Statement is on file with the Secretary.

Report of Purchasing Agent - Statement of Purchases over \$99.99, Except Routine Stock Supplies, Repairs and Prior Authorized Approvals

Pursuant to Section 8.2 of the Rules and Regulations,

the Purchasing Agent's Statement of Purchases over \$99.99, Except Routine Stock Supplies, Repairs and Prior Authorized Approvals, dated April 1, 1968 was presented to the meeting and was ordered "Received and Filed." A copy of the Statement is on file with the Secretary.

Report of Purchasing Agent - Sales of Surplus, Obsolete or Used Material, Supplies or Equipment

Pursuant to Section 9.8 of the Rules and Regulations, the Purchasing Agent submitted a Report of Sales of Surplus, Obsolete or Used Material, Supplies or Equipment for the quarter ended March 31, 1968, which Report was ordered "Received and Filed." A copy of the Report is on file with the Secretary.

Approval of Route Change - Line No. 60-G

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the General Manager be and he hereby is authorized to make the changes in route in the City of West Covina on Line No. 60-G, as discussed at this meeting and as described in report dated April 10, 1968 filed with the Secretary, effective as of April 21, 1968; subject to the prior approval of the Consulting Engineer;

RESOLVED FURTHER, that the General Manager be and he hereby is authorized to make appropriate revisions in the Official Route Authorizations of the District as adopted November 5, 1964 to reflect the above changes in route description.

Approval of Route Change - Line No. 31

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the General Manager be and he hereby is authorized to make the changes in route in the City of Pasadena on Line No. 31, as discussed at this meeting and as described in report dated April 11, 1968 filed with the Secretary, effective as of April 21, 1968; subject to the prior approval of the Consulting Engineer;

RESOLVED FURTHER, that the General Manager be and he hereby is authorized to make appropriate revisions in the Official Route Authorizations of the District as adopted November 5, 1964 to reflect the above changes in route description.

Loyalty Oath - Administration of

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the resolution adopted November 2, 1966 by the Southern California Rapid Transit District under the heading "Loyalty Oath - Administration of," be and the same is hereby rescinded;

RESOLVED FURTHER, that pursuant to Section 3104 of the Government Code of the State of California, the following named persons be and they are hereby appointed as authorized to administer the oath prescribed by Section 3 of Article 20 of the Constitution of California, for and on behalf of the Southern California Rapid Transit District:

<u>Name</u>	<u>Address</u>
W. C. Scholl Director of Industrial Relations	1060 South Broadway Los Angeles, California
Melvin F. Marquardt Assistant Director of Industrial Relations	1060 South Broadway Los Angeles, California
William D. Kendall Employment Supervisor	1060 South Broadway Los Angeles, California
Dorothy M. Tarazon Employment Interviewer	1060 South Broadway Los Angeles, California

Approval of Printing of Map-Fold Summary of Final Report

Director Krauch, Chairman of the Legislative and Public Information Committee, reported that the Committee had considered and recommended that the printing of the map-fold summary of Final Report at a cost not to exceed \$5,000 be authorized.

After discussion, upon motion of Director Krauch, seconded and unanimously carried, it was

RESOLVED, that the printing of the map-fold summary of the Final Report at a cost not to exceed \$5,000 (to be charged against A.F.E. 101H) be and the same is hereby authorized.

Approval of Amendment to January 13, 1968 Contract - Day & Zimmermann, Inc.

Director Topping, Chairman of the Rapid Transit Planning & Finance Committee, reported that the Committee had considered amendment of contract dated January 13, 1968 between the District and Day & Zimmermann, Inc., Consultants, to provide for an increase in the fee for the work to be performed in order to include additional work due to route realignment by the District to complete the project, and recommended its approval.

After discussion, upon motion of Director Topping, seconded and unanimously carried, it was

RESOLVED, that the General Manager be and he hereby is authorized to execute on behalf of the District an amendment to contract dated January 13, 1968 between the District and Day & Zimmermann, Inc., Consultants, to provide for an increase in the contract fee from \$20,000.00 to \$24,000.00 for the work to be performed in order to include additional work due to route realignment by the Dis-

trict to complete the project; form of contract subject to approval of the General Counsel.

Calling of Special Meeting to be Held May 1, 1968 at 10:00 a.m.
in the Board Room, 1060 South Broadway, Los Angeles -
Adoption of Final Report

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that a Special Meeting of the Board of Directors of the Southern California Rapid Transit District be and hereby is called to be held on Wednesday, May 1, 1968, at 10:00 a.m. in the Board Room, 1060 South Broadway, Los Angeles, California, to consider:

- a. Adoption of the Final Report prepared by the Transit District pursuant to Section 30636 of the District Law.
- b. Direction of the General Manager to serve written notice of the Final Report to each affected city or county that it may on or before July 1, 1968 request a public hearing, on the Final Report and to include in such written notice a statement that the District will hold a public hearing, if requested to do so by the governing body of the affected city or county, within 30 days following receipt of such request by the District.
- c. Direction of the General Manager to call a public hearing on the Final Report, after public notice is given, on July 18, 1968 upon the District's own motion, at which time and place all persons including official bodies and other organizations interested in the Final Report shall be afforded an opportunity to be heard.

Operating Report - Month of March, 1968

The Operating Report for the month of March, 1968 was presented to the meeting and was ordered "Received and Filed." A copy of the Report is filed with the Secretary.

Re-Bid of Construction of Radio-Dispatcher's Building,
Report of Manager of Operations on

Manager of Operations Gareau reported that, pursuant to the Board's action on April 2, 1968 in rejecting all bids received on the construction of the Radio-Dispatcher's Building, invitations were again sent out to the same bidders' list; that four of the original bidders bid the second time; that, as a result of the second bid, the award was made to the low bidder, Ted Tyler Construction Company, at a price of \$85,430, or \$3,000 less than the previous low bid, and that the construction work was now in progress.

Reports of Operations & Budget Committee Meetings - April 2,
and April 16, 1968

Director Compton, Chairman of the Operations & Budget Committee, reported that the Committee had met on April 2, 1968 and on April 16, 1968, and requested Manager of Operations Gareau to read the report of the meeting held April 2, 1968.

Mr. Gareau thereupon read to the meeting "Report of the Operations and Budget Committee Meeting of April 2, 1968 to the Board of Directors," as follows:

"Members of the Operations and Budget Committee, whose meeting was scheduled in Room 1025 of the Transit District Building, met in Room 205 immediately following the regular Board of Directors' meeting on April 2, 1968.

The Committee discussed at length the policy of requiring minimum prices to be outlined in invitations to bid for the disposal of surplus material, principally, rolling stock. It was the sense of the meeting that by specifying minimum prices which would be accepted in the invitation to bid, there can be instances where no bids will be received and where prospective bidders could have been willing to bid amounts close to the minimum as outlined in the invi-

"tation to bid. The Committee further felt that this practice, in some instances, leads to conditions which preclude the receiving of necessary information to ascertain the ability of the market to bear the District's minimum price standards in the commodity being advertised for disposal.

The Committee felt that by allowing all bids to be submitted, the District Board could still reserve the right to establish the minimum price it would accept for the disposal of any particular asset. It further felt that it would then have available for review a full cross section of bids as submitted by all prospective purchasers. The Committee, therefore, after discussion, upon motion duly made, seconded and unanimously carried

RESOLVED, that the policy outlining minimum price of acceptance in invitations to bid to prospective purchasers of rolling stock and other assets be discontinued, however, that the minimum price for which rolling stock or other property may be disposed still be approved by the District Board prior to consummation.

Upon the General Manager's recommendation, discussion was held on a proposed 5% general cost of living increase to be granted to all Non-Contract and Management employees effective April 28, 1968. The total cost of said increase will be \$215,800 annually on the basis of present employment and provisions were made in the acceptance of the 1968 budget to provide for said increased costs. After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the Southern California Rapid Transit District Position Classification and Salary Plan adopted by the District on November 5, 1964 be and hereby is amended effective April 28, 1968, by increasing the schedule of rates thereunder by 5% and that the schedule of rates of the Management group positions be also increased 5%; said increases to be made in accordance with the District's Rules and Regulations and subject to the discretion of the General Manager."

After discussion, upon motion of Director Hayward, seconded and unanimously carried, it was

RESOLVED, that the policy of the District in outlining minimum price of acceptance in invitations to bid to prospective purchasers of rolling stock and other assets be and hereby is discontinued, but that the price for which rolling stock or other property may be disposed of shall be approved by this Board of Directors prior to the consummation of any sale of such property;

RESOLVED FURTHER, that Article IX - Sales of Property, of the Rules and Regulations be amended in the form attached hereto as Exhibit 1 to carry out such policy change.

After discussion, upon motion duly made, seconded and unanimously carried, the recommendation of the Operations & Budget Committee as contained in Report of April 2, 1968 Committee meeting, read to this meeting and quoted above, relating to the granting of a 5% general cost of living increase to all Non-Contract and Management Group employees, effective as of April 28, 1968, was concurred in.

Director Compton thereupon requested General Manager Barratt to read to the meeting the "Report of the Operations and Budget Committee Meeting of April 16, 1968 to the Board of Directors," which is quoted as follows:

"Members of the Operations and Budget Committee met today in Room 1025. The Committee reviewed the Report of Examination of Financial Statements for the year ended December 31, 1967, and the unaudited income statements for the three-month period ending March 31, 1968.

Net income for the three-month period ending March 31, 1968 was \$1,017,790 after provisions for all charges. In reviewing operating revenues, it concluded that the concept of prepaid transportation as advanced in August of 1967 by the institution of the \$12 monthly pass and the \$9 Senior Citizen monthly pass, contributed substantially to the increases in total operating revenues as well as the report of net income.

"The Committee believes that the prepaid transportation concept has been accepted by RTD customers. Nearly 30,000 monthly passes were sold in April, 1968. It is felt that further usage of the prepaid transportation concept and its related economies can be developed by offering a 2¢ reduction in the basic 30¢ cash fare by promoting token usage. The Committee developed with the staff a proposal wherein tokens would be made available to the public at a 2¢ reduction when sold in quantities of 25. The price for 25 tokens would be \$7 and said tokens would be available through the District's commissioned agencies and operating locations.

The Committee feels that this step will further increase the concept of prepaid transportation and make it available for those passengers whose riding habits do not warrant the \$12 monthly pass. This will further tend to reduce the number of cash transactions on RTD buses reducing change requirements of RTD drivers and enhance improved operation. In light of this background the Operations and Budget Committee unanimously adopted the following:

RESOLVED, that the Board of Directors authorize all things necessary to institute a tariff change effective June 1, 1968, providing for the sale of 25 tokens for \$7.

The Committee further recommends that effective the same date, June 1, 1968, any blind disabled citizen identified by white cane, be allowed to ride on RTD vehicles free of charge subject to final approval by the Board at its May 7, 1968 meeting and the Trustee for the bond indenture."

After discussion, upon motion of Director Eyraud, the recommendations of the Operations & Budget Committee, as set forth in Report of April 16, 1968 read to this meeting and quoted above, relating to the sale of twenty-five (25) tokens for \$7.00 and permitting of blind disabled persons identified by a white cane to ride on the District's vehicles free of charge, effective as of June 1, 1968, subject to the final approval of the Board of Directors at its May 7, 1968 Regular

Meeting and subject to the approval of the Consulting Engineer, were unanimously adopted.

Report of Personnel & Administrative Procedures Committee of its Meeting of April 2, 1968 - 5% Salary Increase to Non-Contract Employees and Management Group Employees

Director Hahn, Chairman of the Personnel & Administrative Procedures Committee, requested General Manager Barratt to read to the meeting the Report of the Personnel & Administrative Procedures Committee of its Meeting of April 2, 1968 to the Board of Directors, which is quoted as follows:

"The members of the Personnel and Administrative Procedures Committee met on April 2, 1968 in Room 205 of the Transit District Building. Discussion was held on the General Manager's recommendation of a 5% general salary increase for Non-Contract and Management group employees.

The Operations and Budget Committee had at their meeting approved appropriation of the funds for said increase subject to approval of the Personnel and Administrative Procedures Committee and finally full Board action.

The General Manager's recommendations were made on the basis of these increases being consistent with past increases and required to maintain general relationship between Non-Contract and Contract employees. It was pointed out that the increases recommended were less than contract percentage increases which had been incurred in the previous year. After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the Southern California Rapid Transit District Position Classification and Salary Plan adopted by the District on November 5, 1964 be and hereby is amended effective April 28, 1968, by increasing the schedule of rates thereunder by 5% and that the schedule of rates of the Management group positions be also increased by 5%; said increases to be made in accordance with the District's Rules and Regulations and subject to the discretion of the General Manager.

"The Committee further discussed the General Manager's recommendations for the abolishment of the Service Inspector II, Range 17, at a rate of \$568-702 per month, and the establishment in its place of Service Inspector I, Range 16, at a rate of \$539-667. The purpose of the change was recommended since the new position will not require the Service Inspector in question to instruct other Service Inspectors as in the past. The Committee, after discussion, upon motion duly made, seconded and unanimously carried

RESOLVED, to abolish the position of Service Inspector II, Job No. 39KDO3, Range 17, and establish the position of Service Inspector I, Job No. 39KE10, Range 16."

After discussion, upon motion of Director Hahn, seconded and unanimously carried, it was

RESOLVED, that the Southern California Rapid Transit District Position Classification and Salary Plan adopted November 5, 1964, as amended, be and hereby is further amended effective as of April 28, 1968, by increasing the schedule of rates thereunder by 5%; said increases to be made in accordance with the District's Rules and Regulations and subject to the discretion of the General Manager;

RESOLVED FURTHER, that the position of Service Inspector II, Job No. 39KDO3, Range 17, under the Position Classification and Salary Plan be and hereby is abolished;

RESOLVED FURTHER, that the position of Service Inspector I, Job No. 39KE10, Range 16, under the Position Classification and Salary Plan be and hereby is established;

RESOLVED FURTHER, that the schedule of salary rates of the Management Group positions be and hereby is increased by 5% effective as of April 28, 1968; said increase to be made in accordance with the District Rules and Regulations and subject to the discretion of the General Manager.

Upon motion of Director Hayward, seconded and unanimously carried, the General Manager was directed to address a letter to the League of Women Voters expressing the Board's appreciation for the excellent presentation made by Mrs. H. Thomas Wilson in support of A.B. 101 before the League of California Cities at its April meeting in the Rodger Young Auditorium.

Approval of Sale of Eight (8) TDH-5103 GMC 48-Passenger Diesel Coaches

Upon approval of the eleven Directors present, consideration of the sale of eight used surplus Model TDH-5103 GMC coaches was added to the agenda.

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the offer submitted to this meeting to purchase eight (8) used surplus Model TDH-5103 GMC 48-passenger coaches, numbered 2733, 2745, 2753, 2756, 2758, 2761, 2767 and 2768, as is - where is, less tires, at a price of \$2,500.00 per coach, be and the same is hereby accepted.

Next Regular Meeting

After discussion, upon motion duly made, seconded and unanimously carried, it was

RESOLVED, that the next Regular Meeting of the District be held at the District's Board Room in the Transit District Building, 1060 South Broadway, Los Angeles, California, on Tuesday, May 7, 1968, at 10:00 a.m.

There being no further business, the meeting adjourned.


Secretary

Rules and Regulations

IX. Sales of District Property

- 9.1 Responsibility of Purchasing Agent. It is the policy of the District that the disposition or sale of all surplus, obsolete or used materiel, supplies or equipment belonging to the District shall be the responsibility of the Purchasing Agent. Upon determination by any Department that any such property is no longer needed by it, the Purchasing Agent shall determine initially whether to hold such property for the present or future use of the District, or to dispose of it. If the Purchasing Agent deems it in the best interests of the District to dispose of such property, he shall adhere to the appropriate procedure described below, or request the Board of Directors for any modifications therein required in a particular case.
- 9.2 Estimate of Value. The Purchasing Agent shall estimate the probable value of each item or unit of property to be sold, and shall set forth in his records the supporting data for his estimate.
- 9.3 Approval by Consulting Engineer. The approval of the Consulting Engineer for the sale of such property as no longer being necessary to the District and the System shall be obtained by the Purchasing Agent in each instance, except as provided in 9.6 below.

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9.4 Approval by Board of Directors. A request for authorization to sell such property shall be submitted by the Purchasing Agent to the Board of Directors, except as provided in 9.6 below. The determination by the Consulting Engineer that the property to be sold is not necessary to the District and the System may be obtained prior to submission of this request, and, in any event, prior to any sale being completed. The Board of Directors, by authorizing the sale, thereby automatically determines that such property is not necessary to the District and the System.

9.5 Sale Procedure - Substantial Property.

A. Property Valued at \$25,000 or more. This procedure shall apply to the sale of an item, or aggregate of like items, of property having a total estimated probable value, as approved by the Board of Directors, of \$25,000 or more.

1. Notice of the sale shall be published at least once in one or more daily newspapers of general circulation in the County of Los Angeles.

2. The Purchasing Agent shall mail notice of the sale to all dealers and other interested parties whose names appear on the list of purchasers and dealers maintained by the Purchasing Agent or who

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have made known to the Purchasing Agent their interest in purchasing property of the kind being sold.

3. Sale will be made by sealed bids, to be opened in public and read aloud at a time and place specified in the notice of sale. Bids shall be tabulated and a report made by the Purchasing Agent to the Board in writing as to the highest responsible bidder or bidders, as the case may be, fully complying with the terms and conditions of the bid invitation. Such terms and conditions shall be prescribed by the Purchasing Agent in the best interest of the District and in accordance with the normal procedures of public agencies, and shall in each instance include a reservation of the right of the Board to reject all bids. A record of all bids shall be kept on file in the office of the Purchasing Agent.

- B. Property Valued at \$250 up to \$25,000. This procedure shall apply to the sale of an item or aggregate of like items, of property having an estimated probable value, as approved by the Board of Directors, of \$250 up to \$25,000.

1. The Purchasing Agent shall mail notice of the sale to all dealers and interested parties whose names appear on the list of purchasers and dealers maintained by the Purchasing Agent or who have made known to the

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Purchasing Agent their interest in purchasing property of the kind being sold.

2. Sale will be made by sealed bids, to be opened in public and read aloud at a time and place specified in the notice of sale. Bids shall be tabulated and a report made by the Purchasing Agent to the Board in writing as to the highest responsible bidder or bidders, as the case may be, fully complying with the terms and conditions of the bid invitation. Such terms and conditions shall be prescribed by the Purchasing Agent in the best interest of the District and in accordance with the normal procedures of public agencies, and shall in each instance include a reservation of the right of the Board to reject all bids. A record of all bids shall be kept on file in the office of the Purchasing Agent.

- C. Notice of Minimum Bid Requirement and Rules and Regulations. The notice of sale may, if deemed prudent, contain as one of its terms and conditions a requirement that to be considered a bid must be above a stated minimum amount. The notice shall also provide that the sale is made subject to the District's Rules and Regulations.
- D. No Bids. If no qualified bids which meet a minimum bid requirement, if any, are received by the specified opening time, the Purchasing Agent shall have authority to

