

ADOPTED BUDGET

2016 - 2017



Lane Transit District

P: 541-682 - 6100

F: 541 - 682 - 6111

Url: ltd.org



Lane Transit District

Adopted Budget

Fiscal Year 2016-2017

Lane Transit District
P.O. Box 7070
Springfield, OR 97475-0470
541-682-6100 * 541-682-6111 (fax) * ltd.org

Table of Contents

	<u>Page</u>
BUDGET COMMITTEE MEMBERS	1
ANNUAL BUDGET CALENDAR	2
BUDGET MESSAGE	3
 ADOPTED BUDGET	
Budget Summary	11
General Fund	12
Department Summary	14
Executive Office Organizational Chart	16
Executive Office	17
Government Relations	18
Internal Audit	19
Administrative Services Organizational Chart	20
Human Resources	22
Finance	23
Information Technology	24
Insurance & Risk Services	25
Customer Services & Planning Organizational Chart	26
Customer Services	28
Accessible Services	29
Marketing	30
Planning & Development	31
Service Planning	32
Point2point	33
Facilities Management	34
Operations & Customer Satisfaction Organizational Chart	35
Transit Operations	36
Maintenance	37
Transit Training	38
Intelligent Transportation Systems	39
Accessible Services Fund	40
Medicaid Fund	44
Capital Projects Fund	47
 GENERAL INFORMATION	
Administrative Salary Schedule	49
Wage Rates – ATU	50
Operating Revenue and Cost Measurements – Fixed-Route System	51
Passenger Fares	52
Group Pass Programs	52
Passenger Revenues	53
Farebox Recovery Ratio	53
Payroll Tax Revenues	54
Historic Payroll Tax Rate	54
Covered Payroll	55
Covered Payroll by Sector	55

	<u>Page</u>
Personnel Services	56
Fuel Cost.....	57
Diesel Fuel Price per Gallon	57
Ridership, Service, and Service Area Population	58
Ride <i>Source</i> Service	59
Comparison of Operating Characteristics of Selected Transit Properties	60
Long-Range Financial Plan.....	61
Capital Improvements Program	62
 GLOSSARY OF TERMS.....	 88
 LEGAL PUBLICATIONS	
Oregon Department of Revenue.....	113
Form LB-1	116
Legal Notice Advertising	117



Lane Transit District

Fiscal Year 2016-2017 Adopted Budget

Budget Committee Members

LTD Board Member	Subdistrict	Citizen Member
Angelynn Pierce Term Expires: 12/31/16	1	Kim Thompson Term Expires: 01/1/19
Carl Yeh Term Expires: 12/31/16	2	Kathryn Bruebaker Term Expires: 01/1/17
Don Nordin Term Expires: 12/31/18	3	Scott Diehl Term Expires: 01/1/18
Ed Necker Term Expires: 12/31/17	4	Jody Cline Term Expires: 01/1/18
Gary Gillespie Term Expires: 12/31/17	5	Jennifer Smith Term Expires: 01/1/19
Gary Wildish Term Expires: 12/31/18	6	Jon Hinds Term Expires: 01/1/17
Julie Grossman Term Expires: 12/31/16	7	Dean Kortge Term Expires: 01/1/17

Annual Budget Calendar

July	New fiscal year begins. Preliminary year-end financial report for year ended June 30 to the Board of Directors. New fiscal year's Adopted Budget filed with the State.
August	Previous year's performance analyzed. Materials for independent audit prepared.
September/ October	Independent audit of previous fiscal year's financial activity conducted. New federal fiscal year begins. Comprehensive Annual Financial Report (CAFR) prepared for previous fiscal year.
December	CAFR with report of independent auditor presented to Board of Directors. Key issues from auditor's report reviewed with Board. Budget calendar for coming fiscal year prepared.
January	Personnel services budget model for next fiscal year prepared. Staff drafts Capital Improvements Program (CIP).
February	Capital Improvements Program (CIP) finalized. Board reviews service issues and proposed changes. Board reviews fare policy and proposed changes.
March	CIP published for public review. Initial budget revenue and expenditure projections completed by staff. Initial Materials & Services (M&S) requests completed by department directors. Staff drafts Long-Range Financial Plan (LRFP). LTD Board of Directors and LC hold strategic work session.
April	Board approves Long-Range Financial Plan. Board approves Capital Improvements Program.
May	Proposed budget finalized. Staff presents proposed budget to the Budget Committee. Budget Committee meets to discuss the proposed budget and make changes. Budget Committee approves budget and sends to the Board for adoption.
June	Board adopts budget for the new fiscal year that begins July 1.



Budget Message

Lane Transit District
Fiscal Year 2016-2017



May 18, 2016

TO: Lane Transit District Budget Committee

FROM: Aurora Jackson, General Manager
Roland Hoskins, Budget Officer

SUBJECT: Fiscal Year 2016-2017 Budget Message

The Great Recession had long and deep impacts across Lane County bringing record unemployment and a double-digit drop in the payroll tax revenues that support public transportation in our community. As a result, transit service was drastically cut, with buses running less often and to fewer destinations than before. The past year has shown significant economic growth, with seasonally adjusted unemployment hovering at or below 5 percent countywide. New employers, such as Avago Technologies and Winnebago, are entering our community and the local technology sector is burgeoning.

Growing employment, wages, and a slight increase in the payroll tax rate have afforded LTD enough revenue to continue restoring service that had been deeply cut during the recession. The proposed budget for Fiscal Year 2016-2017 (FY 16-17) reflects a cautiously optimistic outlook on the regional economy and recommends ongoing investments and assumptions that align around four principal values:

1. Invest in Our Community
2. Be Responsible and Efficient With Public Funds
3. Manage for Factors Beyond our Control
4. Accommodate Change Within the Agency

In today's political climate, trust in government is low and citizens deserve to see that their tax dollars are being spent in a way that returns the greatest value to the community. Over the past year, we have developed our budget values in response to feedback we received from our community, customers, stakeholders, advisory bodies, and the Board of Directors. Our recommended expenditures uphold these values and strive to bring the greatest return on investment. The following is a brief highlight of specific investments and approaches to budgeting that reflect our core values:

Invest in Our Community

- Continue promise to expand service by adding \$1.2 million in new, improved, and more frequent bus service. This investment adds an additional 14,000 hours of bus service along 16 bus routes and EmX.
- Purchase 23 new buses, including five 40-foot, zero-emission electric buses. Replacing vehicles at the end of their useful life will provide a more reliable, comfortable transit ride with a smaller environmental footprint and less noise on neighborhood streets.
- Continue construction of the West Eugene EmX that will increase frequency of service, decrease travel times, and improve the customer experience. Includes construction to improve safety for cyclists and pedestrians and six miles of new or improved roadway for automobiles.

- Create a safer customer environment by expanding contracted LTD Public Safety Mobile Patrol hours of coverage by 1.4 FTE.
- Construct two new covered bus stations at high-usage stops.
- Forgo \$175,000 in revenue to offer half-priced fare program through area nonprofit organizations.

Be Responsible and Efficient with Public Funds

- Thanks to LTD's award-winning safety program, the FY 16-17 budget reduces workers' compensation allocations for the fourth consecutive year. This represents a decrease of \$118,000 from FY 13-14 and a combined cost savings of nearly \$300,000 over three years.
- Investments in electric and hybrid-electric buses and low fuel costs allow a \$527,000 reduction in fuel costs from FY 15-16. This is the third consecutive year of reduced fuel costs.
- For the third consecutive year, leave passenger fares unchanged.
- Maintain a responsible working capital balance to avoid severe service reductions in future economic declines.

Manage for Factors Beyond Our Control

- To insulate against the fluctuations of an uncertain economic recovery, only assume payroll tax revenues will increase by the rate of taxation growth.
- LTD renegotiated its contract to broker nonemergency medical transportation services amidst double-digit utilization growth and flat reimbursement rates. LTD and Trillium Community Health Plan (Trillium) are in negotiations for a 12-month contract renewal and will focus jointly on utilization control, per-trip cost control, maintaining flat administration costs, and cost overage protections.
- While the legislature is thought to pursue a transportation package, the FY 16-17 budget assumes state funding remains flat.
- Students comprise more than half of LTD's ridership. With enrollment at Lane Community College at near-historic lows, transit ridership has also declined. Staff are analyzing changing transportation patterns and exploring ways to meet changed commuting habits to encourage greater transit usage.

Accommodate Change Within the Agency

- With the retirements of LTD's General Manager and the Director of Customer Services and Planning during FY 15-16, the organization will undergo substantial change in FY 16-17. The proposed budget maintains current programs and organizational structures to allow the agency to continue operations while reassessing needs.
- The Board of Directors has requested the agency produce short-, medium-, and long-range transportation plans and initial work to that end has begun. The proposed budget does not reflect any changes that may be needed to implement the plans and a supplemental budget may be required.
- The agency is in the process of an organizational restructure to align business needs and organizational structure. The proposed budget does not reflect those changes as they have not yet been determined. After completion of the restructure, the agency's organizational chart may be altered and a supplemental budget may also be required.

- Given the uncertainty surrounding the agency's organizational structure and future needs to achieve the short-, medium-, and long-range transportation plans, the budget relies on the existing Capital Improvements Program (CIP) and Long Range Financial Plan (LRFP). These documents should be updated after completion of the organizational restructure and transportation planning processes and can be adopted with a supplemental budget.

BUDGET DEVELOPMENT PROCESS

Budget development is a year-round activity. Almost as soon as a new budget is adopted, work begins on the components of the next one. The FY 16-17 budget was developed in an atypically abbreviated process. This was a necessary outcome of the significant organizational change that took place over the last two quarters of FY 15-16 including the hiring of a new general manager, transitions in the Finance Division, and other key retirements.

Typically, amendments to both the CIP and LRFP are made based on guidance of the Board of Directors given in the early spring. Given the transitions within the agency and directions from the Board to develop short-, medium-, and long-term transportation plans, the proposed FY 16-17 budget relies upon the existing approved CIP and LRFP.

Revision processes for both the CIP and LRFP are recommended after the organizational restructure and transportation plans are completed. Updating both plans will better align each document with the direction proscribed by the Board of Directors.

LEGISLATIVE CHANGES

A significant portion of LTD's funding comes from both the State of Oregon and the United States Federal Government. Changing laws, funding levels, and regulations can have a substantial impact on LTD's budget.

The 2015 and 2016 sessions of the Oregon Legislature did not produce a comprehensive transportation package. The Special Transportation Fund, which supports paratransit operations across the state, received a \$9.4 million appropriation, a slight decrease from the 2013-2015 biennium. No action was taken on LTD's proposed youth transit pass pilot program. In 2016, the Oregon Legislature approved a phased increase to the state's minimum wage, which is not expected to have a direct impact on LTD's operating budget.

In December 2015, Congress passed and the President signed the first long-term transportation reauthorization in nearly a decade. Titled the Fixing America's Surface Transportation (FAST) Act, the five year authorization slightly increased formula funding and restored the competitive bus and bus facilities grant program. LTD is expected to see a modest increase in formula funds for operations, preventive maintenance, and paratransit services. In addition, the restoration of the competitive bus and bus facilities grant program provides a possible funding source for future bus replacement purchases that would otherwise have been debt-financed or delayed.

FISCAL YEAR 2016-17 BUDGET ASSUMPTIONS

LTD's budget is comprised of four funds: the General Fund, Accessible Services Fund, Medicaid Fund, and Capital Projects Fund. Each fund maintains its own budget and balance sheet; however, the General Fund is the primary fund for LTD's day-to-day operations. Money is transferred from the General Fund to the other three funds to provide local match, cover unfunded mandates, or support vital services.

There are a number of key assumptions that underpin the FY 16-17 budget. This section will highlight key assumptions, explain the reasoning behind those assumptions, and describe how different areas have changed from the prior year's budget.

General Fund Revenue

Payroll and self-employment taxes comprise the single greatest source of revenue for the General Fund, followed by federal assistance and passenger fares. The General Fund also houses LTD's reserves and beginning working capital balances. General Fund Revenues for FY 16-17 are predicted to be \$51.7 million, a \$6.5 million increase from the prior year's budget.

- Payroll and self-employment taxes saw strong growth in FY 15-16, exceeding budgeted amounts by nearly \$6.3 million due to better-than-expected economic growth and early adoption of the payroll tax rate increase. In FY 16-17, payroll and self-employment taxes are projected to increase from year-end balances by \$257,400. This conservative forecast allows for revenue growth generated by the scheduled payroll tax rate increase of .001% (one one hundredth of one percent), but does not assume further growth.
- Operating revenues – including passenger fares, monthly passes, Group Pass Program, advertising, and special services – are forecast to increase to \$7.9 million, a \$100,000 increase from the prior year. Growth is predicted in Group Pass sales and advertising revenues.
- FAST Act formula funding increases are predicted to slightly increase available federal funding; however, significant growth is not expected.

General Fund Expense

LTD's General Fund is proposed to expend \$45.9 million for FY 16-17 operations with the largest investments coming in improved transit service and expanded hours of operations for LTD Public Safety Mobile Patrol.

The proposed budget includes a \$1.2 million service investment, which is part of a planned three-year, \$3 million service improvement plan. This investment will yield an additional 14,000 service hours on 16 local bus routes and EmX. Future investments will include the operation of the West Eugene EmX while maintaining existing feeder bus service and other needed improvements identified by short-range plans that are currently under development.

Another proposed increase is to invest \$155,000 to add 1.4 FTE to LTD's contracted Public Safety Mobile Patrol. The Mobile Patrol operates under LTD's Public Safety Division and provides mobile response services to public safety incidents, maintains a visible security presence across the system, and maintains safety and security for all passengers. The targeted expansion will increase daytime hours for a program that has been overwhelmingly successful in its current evening operations. LTD's unarmed public safety officers undergo training similar to that of police officers at the State of Oregon's Department of Public Safety Standards and Training.

Personnel Services

Personnel services are proposed at \$34.9 million for FY 16-17, a growth of \$3 million from the FY 15-16 budget. The growth is attributed to hiring more bus operators to increase service levels (20 FTE) and a contractually obligated cost-of-living adjustment (COLA) for represented employees. The FY 16-17 budget follows actuarial advice and proposes a one-time payment and increased agency contributions to the now-closed salaried employee pension plan.

- ATU Staff Changes
 - Add 20 FTE bus operator positions to provide increased service
 - 1.6% COLA for the first six months of FY 16-17 followed by an additional 1.75% COLA for the final six months of the fiscal year
- Nonrepresented Staff Changes
 - No change from prior year FTE
 - Pending approval from the Budget Committee, proposes 3% COLA for nonrepresented staff
 - Retain vacant Customer Services and Planning Director position pending outcome of the reorganizational process that is underway
- Health Insurance
 - Effective January 1, 2017, 10 percent increase in health insurance rates
 - Effective January 1, 2017, 5 percent increase in vision and dental insurance rates

Materials and Services

Materials and Services cover a wide range of expenditures, including, but not limited to, fuel, parts, advertising, and workers' compensation. These are the expenditures that, short of personnel, keep the agency running. Declining fuel prices allow a proposed reduction in the Materials and Services budget of nearly \$500,000 to \$9.1 million for FY 16-17.

- Fuel is the single largest materials and service purchase and is recommended at \$2.25 million, a \$527,000 reduction from the FY 15-16 budget.

General Fund Transfers

To meet its federal mandate to provide accessible transportation to individuals with disabilities, LTD will again transfer General Fund resources to the Accessible Services Fund. LTD also proposes transferring General Fund dollars to both the Medicaid and the Capital Projects Funds.

- Transfer \$2.5 million from the General Fund to the Accessible Services Fund to cover unfunded mandates and provide local match for grants.
- Transfer \$275,000 from the General Fund to the Medicaid Fund to support vital services.
- Transfer \$2.5 million from the General Fund to the Capital Projects Fund to provide local match for grants.

Accessible Services Fund

LTD is federally mandated to provide paratransit services to individuals with disabilities who are unable to ride fixed-route transit. Demand for this service grew sharply over the past ten years, with LTD now providing nearly twice as many paratransit service miles in FY 15-16 as it did in FY 04-05.

While LTD cannot limit demand for a federally mandated service, we can do things to manage for factors beyond our control. LTD utilizes a least-cost, most-appropriate model when booking paratransit rides, and our RideSource paratransit brokerage is operated out of a shared one-call center that arranges more than a dozen other transportation services. These strategies reduce trip costs and control overhead to help contain expenses.

We predict flat demand and no significant increase in administrative costs for paratransit services in FY 16-17. The proposed Accessible Services Fund budget is set at \$7 million, which is virtually unchanged from the prior year. All revenues are predicted to decrease by roughly 1 percent and the General Fund transfer is proposed to reduce by 3 percent under prior year.

Medicaid Fund

LTD is the contracted broker for Non-Emergency Medical Transportation (NEMT) services for Trillium's Medicaid clients. Medicaid costs have escalated as service demand outpaced enrollment increases. Due to the per-member/per-month funding model, revenue is based on enrollment and not utilization. To bring costs and revenue back into alignment, LTD and Trillium negotiated a 6-month contract expiring June 30, 2016. Both parties are in negotiations for a 12-month contract that includes greater cost containment tools and cost recovery models.

The proposed Medicaid Fund budget is \$12.1 million, a 26.6 percent increase over the prior year. The increase is attributed to enrollment growth, an increased reimbursement rate for services provided, and a modest increase in the General Fund transfer.

Capital Projects Fund

The Capital Projects Fund is home to all of LTD's construction, facility maintenance, and repair projects as well as significant hardware and software purchases. The largest project in the fund is the West Eugene EmX Extension; however, other investments are also planned to improve the customer experience. The proposed budget recommends transferring \$2.5 million from the General Fund to the Capital Projects Fund to serve as local match for federal and state grants.

LTD proposes a Capital Projects Fund budget of \$84 million for FY 16-17.

- \$40.6 million is programmed to fund the West Eugene EmX construction. It is necessary to appropriate the balance of the entire remaining project cost in order to meet local budget law requirements; however, the project will not require that amount in FY 16-17.
- \$9.9 million in grant funding is allocated to purchase 13 new buses (three 60-foot, hybrid-diesel buses; five 40-foot, hybrid-diesel buses; and five 40-foot, all-electric, zero-emissions buses). The Capital Improvements Program calls for purchasing an additional ten 40-foot buses if funding becomes available through grants or debt financing. All bus purchases will replace vehicles that have reached the end of their useful life.
- \$1 million of grant funding and local match is allocated to expand the bus lot to accommodate new and larger vehicles and install electric charging stations for zero-emission, all-electric buses.

CONCLUSION

The proposed budget for FY 16-17 provides much cause for optimism. Revenues are expected to increase and allow for continued investment in our community in both added transportation service and improved facilities. It appears that skyrocketing demand for paratransit service has levelled off, decreasing the amount of General Fund resources needed to cover an unfunded federal mandate. Costs and reimbursements for brokered NEMT rides through Medicaid are anticipated to be better aligned, reducing the need for General Fund transfers to maintain that service.

By being responsible and efficient with public funds, we have been able to reduce workers' compensation claims, decrease our materials and services costs, and maintain a responsible working capital balance to ensure continuity of service in the face of economic uncertainty. LTD has

done well to manage for factors beyond our control, consolidating programs, negotiating responsible contracts, and budgeting conservatively to ensure that our budget balances and we keep faith with the public.

We have proposed a budget that can accommodate change within the agency by investing in certain needs and leaving room to adjust to changing priorities as our future plans come into greater focus. The proposed FY 16-17 budget is a strong foundation from which we can continue to grow and evolve our agency to best serve the public and return as much value to our taxpayers as possible.

I would like to take this opportunity to thank the Board of Directors, Budget Committee, and LTD staff for their continued commitment to serving the public. The strong leadership and support from our Board, advisory bodies, and staff has helped LTD emerge as a leader in the transit industry and a public agency of which our community can be proud.

Sincerely,

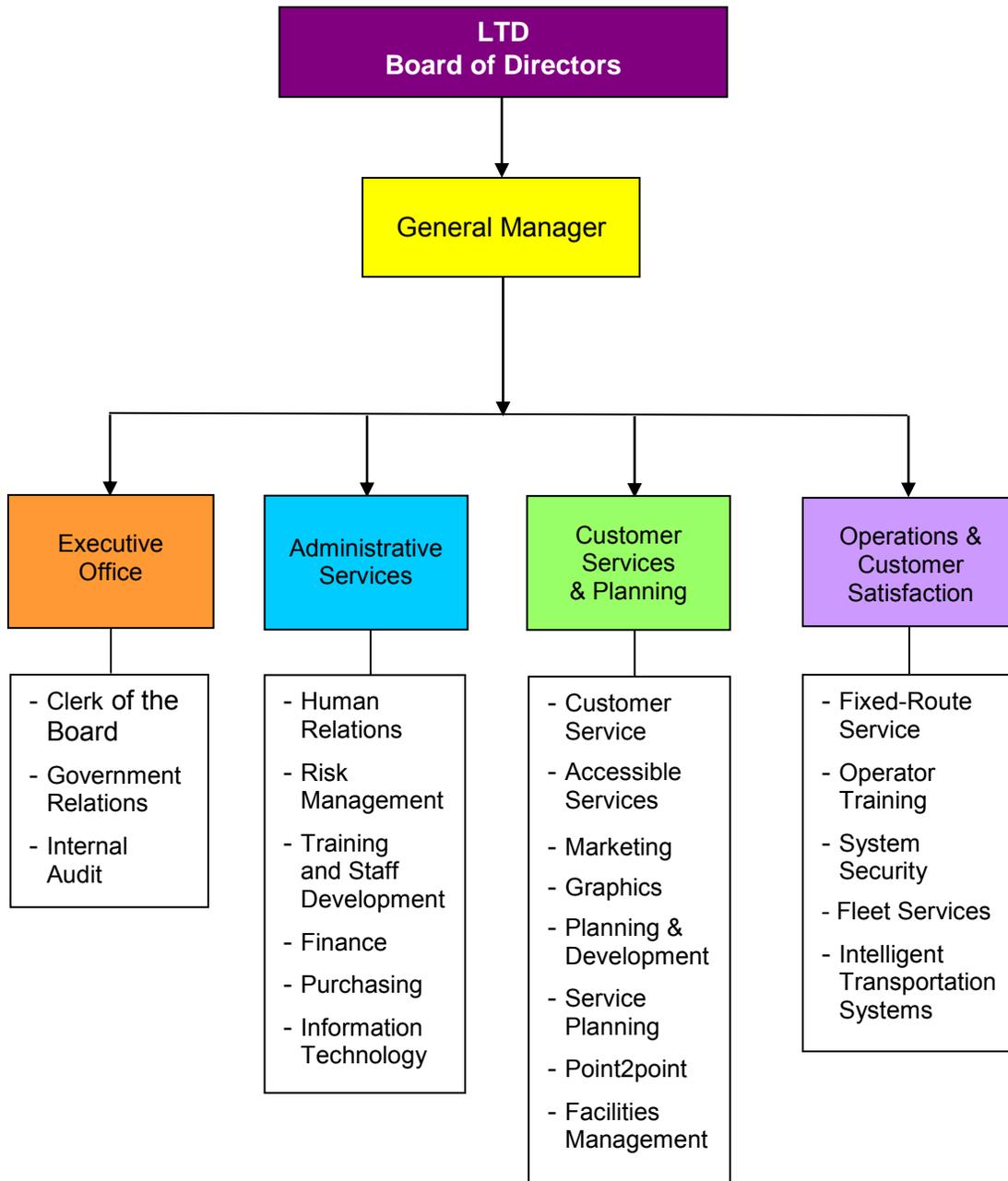


Aurora Jackson
General Manager



Roland Hoskins
Budget Officer

LTD Organizational Chart



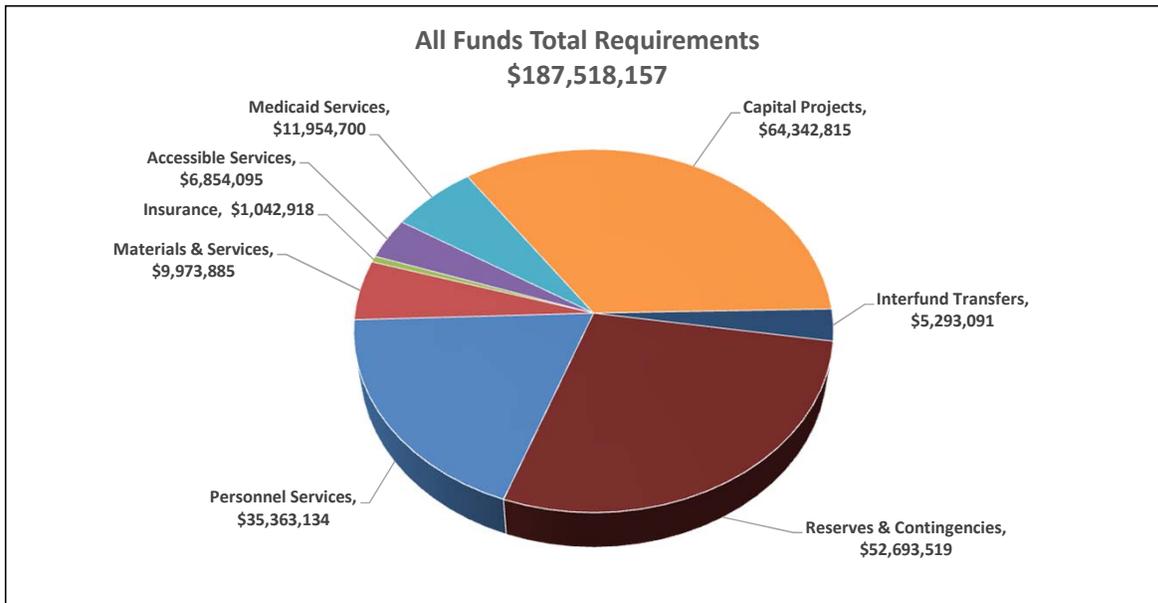
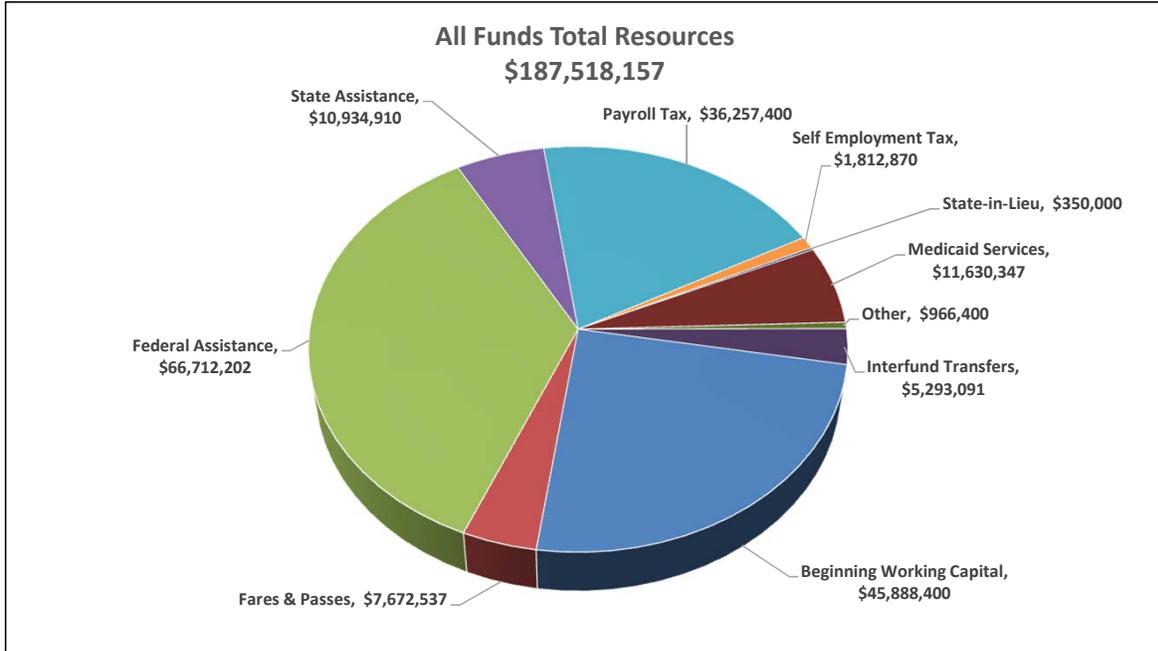


Adopted Budget

Lane Transit District
Fiscal Year 2016-2017

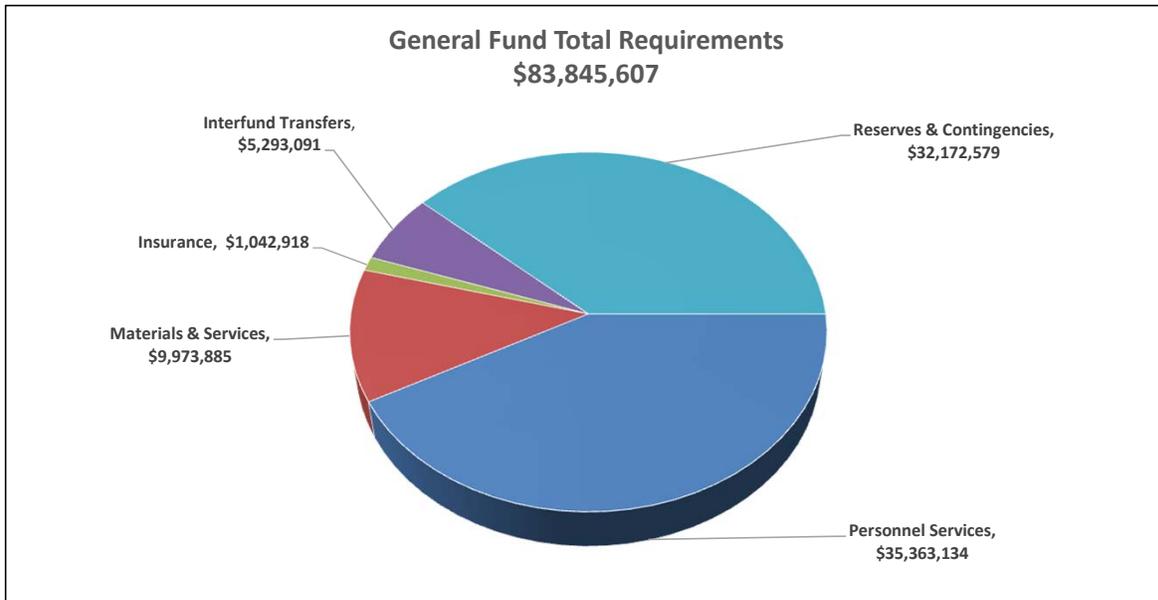
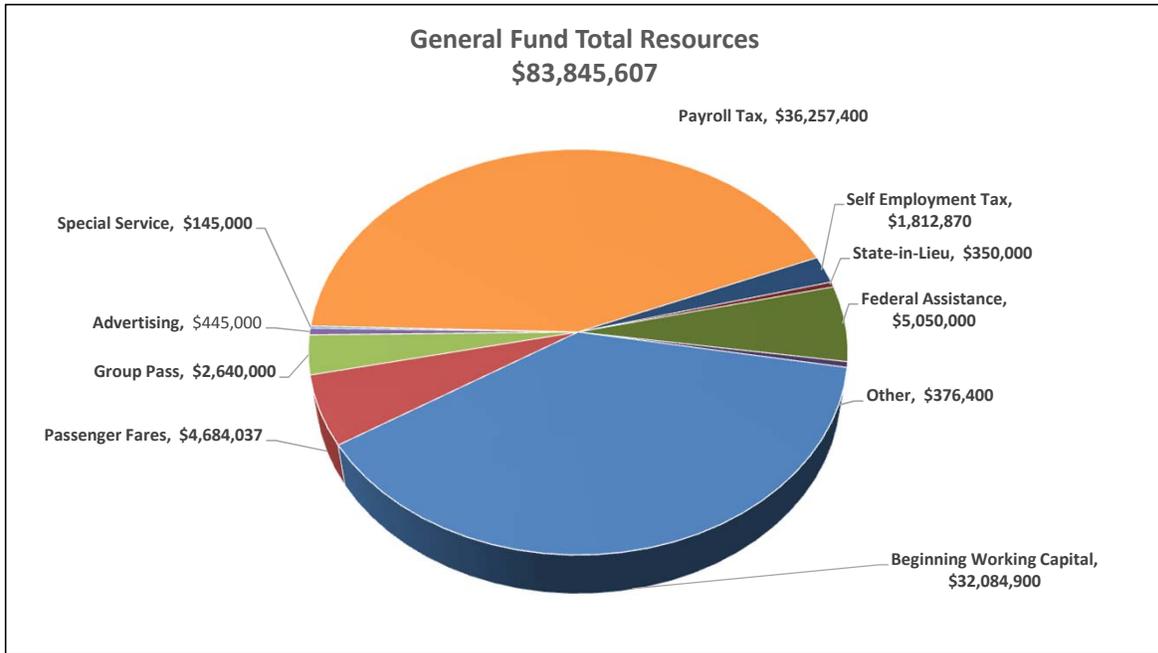


Lane Transit District





Lane Transit District





**Lane Transit District
General Fund
Fiscal Year 2016-2017**

Resources	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Beginning Working Capital	\$15,898,627	\$17,882,796	\$17,908,200	\$22,537,340	\$32,084,900	\$32,084,900	\$32,084,900
Operating Revenues							
Cash Fares & Passes	4,438,630	4,640,737	4,714,500	4,453,264	4,684,037	4,684,037	4,684,037
Group Passes	2,630,319	2,642,185	2,550,000	2,522,038	2,640,000	2,640,000	2,640,000
Advertising	460,000	437,950	437,000	443,887	445,000	445,000	445,000
Special Services	204,191	172,997	152,000	142,023	145,000	145,000	145,000
	\$7,733,140	\$7,893,869	\$7,853,500	\$7,561,212	\$7,914,037	\$7,914,037	\$7,914,037
Nonoperating Revenues							
Payroll Taxes	25,374,737	30,981,560	30,100,200	36,000,000	36,257,400	36,257,400	36,257,400
Self-employment Taxes	1,647,329	1,683,987	1,680,000	1,800,000	1,812,870	1,812,870	1,812,870
State-in-Lieu	1,914,665	609,979	200,000	340,172	350,000	350,000	350,000
Federal Assistance	5,069,829	4,837,633	5,050,000	5,437,966	5,050,000	5,050,000	5,050,000
State Assistance	723,888	2,161	0	0	0	0	0
Local Assistance	42,385	51,460	15,000	16,500	15,000	15,000	15,000
Miscellaneous	316,476	375,877	253,400	264,591	296,400	296,400	296,400
Interest	83,006	52,359	48,000	65,255	65,000	65,000	65,000
	\$35,172,315	\$38,595,016	\$37,346,600	\$43,924,484	\$43,846,670	\$43,846,670	\$43,846,670
Total Resources	\$58,804,082	\$64,371,681	\$63,108,300	\$74,023,036	\$83,845,607	\$83,845,607	\$83,845,607

Requirements	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Operating Requirements							
Personnel Services	27,662,504	28,380,093	31,626,600	28,002,957	34,893,193	35,893,193	35,893,193
Materials & Services	7,978,757	7,649,471	9,848,200	8,318,788	9,995,675	9,995,675	9,995,675
Insurance & Risk Services	1,071,977	967,223	1,108,300	955,100	1,053,718	1,053,718	1,053,718
	\$36,713,238	\$36,996,787	\$42,583,100	\$37,276,845	\$45,942,586	\$46,942,586	\$46,942,586
Transfers							
Transfer to Accessible Services Fund	2,252,912	1,214,451	2,586,900	1,733,596	2,508,791	2,508,791	2,508,791
Transfer to Medicaid Fund	162,436	272,000	195,000	1,260,127	275,000	275,000	275,000
Transfer to Capital Projects Fund	1,792,700	3,351,100	1,667,600	1,667,600	2,509,300	2,509,300	2,509,300
	\$4,208,048	\$4,837,551	\$4,449,500	\$4,661,323	\$5,293,091	\$5,293,091	\$5,293,091
Reserves							
Operating Contingency	0	0	1,000,000	0	1,000,000	1,000,000	1,000,000
Working Capital	0	0	14,075,700	0	30,609,930	29,609,930	29,609,930
Self-Insurance, Risk, and HRA Liability	0	0	1,000,000	0	1,000,000	1,000,000	1,000,000
	\$0	\$0	\$16,075,700	\$0	\$32,609,930	\$31,609,930	\$31,609,930
Total Requirements	\$40,921,286	\$41,834,338	\$63,108,300	\$41,938,168	\$83,845,607	\$83,845,607	\$83,845,607

Total FTE	313.27	313.27	322.52	322.52	342.52	342.52	342.52
------------------	--------	--------	--------	--------	--------	--------	--------

Percentage Change Analysis	FY 2014-15 Actual compared with FY 2013- 14 Actual	FY 2015-16 Estimate compared with FY 2014- 15 Actual	FY 2015-16 Estimate compared with FY 2014- 15 Actual	FY 2016-17 Proposed compared with FY 2015-16 Budget	FY 2016-17 Approved compared with FY 2015-16 Budget	FY 2016-17 Adopted compared with FY 2015-16 Budget
Total Resources	9.5%		15.0%	32.9%	32.9%	32.9%
Total Operating Revenues	2.1%		-4.2%	0.8%	0.8%	0.8%
Total Nonoperating Revenues	9.7%		13.8%	17.4%	17.4%	17.4%
Total Requirements	2.2%		0.2%	32.9%	32.9%	32.9%
Total Operating Requirements	0.8%		0.8%	7.9%	10.2%	10.2%
Total Transfers	15.0%		-3.6%	19.0%	19.0%	19.0%
Total Reserves				102.9%	96.6%	96.6%



**Lane Transit District
Department Summary
Fiscal Year 2016-2017**

Department Budget	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
EXECUTIVE OFFICE							
Executive Office							
Personnel Services	458,087	511,930	556,000	524,579	512,206	527,970	527,970
Materials & Services	116,105	154,426	175,100	154,080	200,015	200,015	200,015
	\$574,192	\$666,356	\$731,100	\$678,659	\$712,221	\$727,985	\$727,985
Government Relations							
Personnel Services	77,738	107,799	124,600	103,643	126,200	126,200	126,200
Materials & Services	128,903	138,338	147,500	132,380	188,750	188,750	188,750
	\$206,641	\$246,137	\$272,100	\$236,023	\$314,950	\$314,950	\$314,950
Internal Audit							
Personnel Services	0	117,109	129,700	106,093	128,900	128,900	128,900
Materials & Services	0	2,066	9,700	4,630	10,700	10,700	10,700
	\$0	\$119,175	\$139,400	\$110,723	\$139,600	\$139,600	\$139,600
ADMINISTRATIVE SERVICES							
Human Resources							
Personnel Services	693,877	711,666	736,000	653,750	764,000	805,042	805,042
Materials & Services	220,401	202,648	328,000	279,000	358,500	358,500	358,500
	\$914,278	\$914,314	\$1,064,000	\$932,750	\$1,122,500	\$1,163,542	\$1,163,542
Finance							
Personnel Services	1,147,338	934,694	954,000	846,900	1,015,900	1,043,950	1,043,950
Materials & Services	212,805	232,694	233,700	251,460	293,800	293,800	293,800
	\$1,360,143	\$1,167,388	\$1,187,700	\$1,098,360	\$1,309,700	\$1,337,750	\$1,337,750
Information Technology							
Personnel Services	677,725	394,932	598,300	437,150	536,900	551,523	551,523
Materials & Services	673,913	327,207	468,200	409,800	580,100	580,100	580,100
	\$1,351,638	\$722,139	\$1,066,500	\$846,950	\$1,117,000	\$1,131,623	\$1,131,623
Insurance & Risk Services							
Materials & Services	12,705	9,410	9,000	8,000	10,800	10,800	10,800
Insurance & Risk Services	1,071,977	967,223	1,108,300	955,100	1,053,718	1,053,718	1,053,718
	1,084,682	\$976,633	\$1,117,300	\$963,100	\$1,064,518	\$1,064,518	\$1,064,518
CUSTOMER SERVICES & PLANNING							
Customer Services							
Personnel Services	542,212	591,953	644,200	553,300	645,500	662,462	662,462
Materials & Services	16,721	28,142	42,800	17,048	31,270	31,270	31,270
	\$558,933	\$620,095	\$687,000	\$570,348	\$676,770	\$693,732	\$693,732
Accessible Services							
Personnel Services	89,511	105,397	93,900	140,430	123,400	136,827	136,827
Materials & Services	0	414	0	0	0	0	0
	\$89,511	\$105,811	\$93,900	\$140,430	\$123,400	\$136,827	\$136,827
Marketing							
Personnel Services	570,001	503,863	661,800	569,540	577,300	584,747	584,747
Materials & Services	293,858	375,410	592,800	527,300	592,800	592,800	592,800
	\$863,859	\$879,273	\$1,254,600	\$1,096,840	\$1,170,100	\$1,177,547	\$1,177,547
Planning & Development							
Personnel Services	315,687	311,228	269,700	307,350	319,200	335,671	335,671
Materials & Services	154,447	18,986	57,400	54,700	178,900	178,900	178,900
	\$470,134	\$330,214	\$327,100	\$362,050	\$498,100	\$514,571	\$514,571
Service Planning							
Personnel Services	551,216	418,760	527,900	450,050	538,900	556,676	556,676
Materials & Services	11,419	19,721	114,500	124,600	96,800	96,800	96,800
	\$562,635	\$438,481	\$642,400	\$574,650	\$635,700	\$653,476	\$653,476
Point2point							
Personnel Services	688,678	488,786	512,400	449,300	540,600	567,725	567,725
Materials & Services	499,613	421,506	662,500	439,100	455,550	455,550	455,550
	\$1,188,291	\$910,292	\$1,174,900	\$888,400	\$996,150	\$1,023,275	\$1,023,275
Facilities Management							
Personnel Services	686,616	822,932	988,300	905,746	1,093,100	1,166,590	1,166,590
Materials & Services	1,258,538	1,300,208	1,367,400	1,464,700	1,531,600	1,531,600	1,531,600
	\$1,945,154	\$2,123,140	\$2,355,700	\$2,370,446	\$2,624,700	\$2,698,190	\$2,698,190



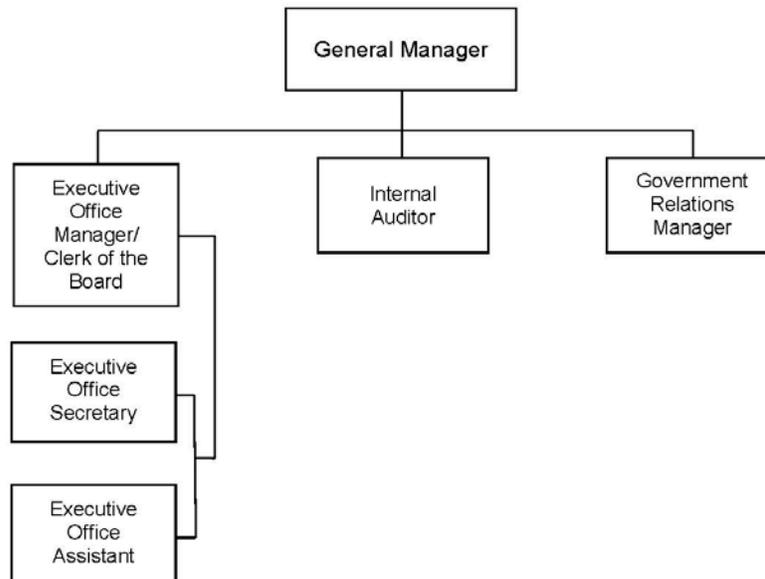
**Lane Transit District
Department Summary
Fiscal Year 2016-2017**

Department Budget	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
OPERATIONS & CUSTOMER SATISFACTION							
Transit Operations							
Personnel Services	16,854,100	17,473,529	19,830,000	17,278,900	22,596,687	23,156,108	23,156,108
Materials & Services	671,043	723,354	865,600	870,600	1,069,250	1,069,250	1,069,250
	\$17,525,143	\$18,196,883	\$20,695,600	\$18,149,500	\$23,665,937	\$24,225,358	\$24,225,358
Maintenance							
Personnel Services	4,078,038	4,422,434	4,576,700	4,181,400	4,836,900	4,977,579	4,977,579
Materials & Services	3,689,541	3,348,182	4,430,200	3,255,400	4,013,650	4,013,650	4,013,650
	\$7,767,579	\$7,770,616	\$9,006,900	\$7,436,800	\$8,850,550	\$8,991,229	\$8,991,229
Transit Training							
Personnel Services	231,680	259,234	219,800	267,176	228,400	239,924	239,924
Materials & Services	18,745	14,275	41,400	37,750	27,550	27,550	27,550
	\$250,425	\$273,509	\$261,200	\$304,926	\$255,950	\$267,474	\$267,474
Intelligent Transportation Systems							
Personnel Services	0	203,847	203,300	227,650	309,100	325,299	325,299
Materials & Services	0	332,484	302,400	288,240	355,640	355,640	355,640
	\$0	\$536,331	\$505,700	\$515,890	\$664,740	\$680,939	\$680,939
Total	\$36,713,238	\$36,996,787	\$42,583,100	\$37,276,845	\$45,942,586	\$46,942,586	\$46,942,586

Summary by Type	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Personnel Services	27,662,504	28,380,093	31,626,600	28,002,957	34,893,193	35,893,193	35,893,193
Materials & Services	7,978,757	7,649,471	9,848,200	8,318,788	9,995,675	9,995,675	9,995,675
Insurance & Risk Services	1,071,977	967,223	1,108,300	955,100	1,053,718	1,053,718	1,053,718
Total	\$36,713,238	\$36,996,787	\$42,583,100	\$37,276,845	\$45,942,586	\$46,942,586	\$46,942,586

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2015-16 Approved	FY 2015-16 Adopted
Executive Office	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Government Relations	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Internal Audit	1.10	1.10	1.00	1.00	1.00	1.00	1.00
Human Relations	6.30	6.30	6.40	6.40	6.40	6.40	6.40
Finance	9.10	9.10	9.10	9.10	9.00	9.00	9.00
Information Technology	5.30	5.30	5.30	5.30	5.40	5.40	5.40
Customer Services	6.60	6.60	6.60	6.60	6.60	6.60	6.60
Accessible Services	2.60	2.60	2.60	2.60	2.60	2.60	2.60
Marketing	7.30	8.30	8.30	8.30	7.30	7.30	7.30
Planning & Development	5.09	5.09	5.64	5.64	5.94	5.94	5.94
Service Planning	3.70	3.70	3.70	3.70	3.70	3.70	3.70
Point2point	6.08	5.08	4.78	4.78	4.48	4.48	4.48
Facilities Management	8.10	8.10	10.10	10.10	11.10	11.10	11.10
Transit Operations	201.00	200.40	206.40	206.40	226.40	226.40	226.40
Maintenance	43.00	43.40	44.40	44.40	44.40	44.40	44.40
Transit Training	1.00	1.10	1.10	1.10	1.10	1.10	1.10
Intelligent Transportation Services	2.00	2.10	2.10	2.10	2.10	2.10	2.10
Total Full Time Equivalent (FTE)	313.27	313.27	322.52	322.52	342.52	342.52	342.52

Executive Office



Executive Office

- Provide overall District leadership and direction.
- As principal liaison to Board of Directors, maintain appropriate systems for communication and effective working relationships.
- Communicate and advance District-wide vision, mission, goals, objectives, and strategies as established by the Board of Directors.
- Establish and maintain relationships with community business leaders, constituents, legislative bodies, public officials, professional organizations, and the general public.
- Ensure the transit system provides safe, reliable, and efficient mobility options to the public.
- Ensure adherence to state and federal rules and laws and Board-established policies and procedures.
- Ensure fiscal integrity of the system.

Government Relations

- Manage state and federal legislative agenda and strategy; analyze proposed legislation and engage District staff when appropriate for review.
- Assist the District in securing necessary funding for capital and other projects.
- Aid District in developing constructive relationships with local, state, and federal government; and business and civic partners.

Internal Audit

- Manage internal audit program.



Executive Office

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	462,755	513,748	559,100	524,720	515,306	531,070	531,070
Capital-Related Payroll	(4,668)	(1,818)	(3,100)	(141)	(3,100)	(3,100)	(3,100)
	\$458,087	\$511,930	\$556,000	\$524,579	\$512,206	\$527,970	\$527,970

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	14,712	14,713	24,200	17,130	23,665	23,665	23,665
Office/Computer Supplies	3,908	6,185	8,100	5,250	8,100	8,100	8,100
Fuel-Administrative Vehicles	5,937	4,747	6,500	6,000	6,500	6,500	6,500
Professional Services	30,979	86,357	79,600	77,200	95,750	95,750	95,750
Training & Travel	17,179	18,197	18,500	14,000	22,500	22,500	22,500
Telecom & Network	4,481	4,180	2,900	600	1,200	1,200	1,200
Board of Directors Expenses	38,909	20,047	35,300	33,900	42,300	42,300	42,300
	\$116,105	\$154,426	\$175,100	\$154,080	\$200,015	\$200,015	\$200,015

General Administration Total	\$574,192	\$666,356	\$731,100	\$678,659	\$712,221	\$727,985	\$727,985
Percent Change		16.1%		1.8%	-2.6%	-0.4%	-0.4%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Executive Office Manager/Clerk of the Board	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Executive Office Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Executive Office Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	4.00	4.00	4.00	4.00	4.00	4.00	4.00



Government Relations

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	78,315	107,875	125,300	103,643	126,900	126,900	126,900
Capital-Related Payroll	(577)	(76)	(700)	0	(700)	(700)	(700)
	\$77,738	\$107,799	\$124,600	\$103,643	\$126,200	\$126,200	\$126,200

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	58,113	61,921	67,000	59,200	66,770	66,770	66,770
Office/Computer Supplies	711	0	1,300	400	600	600	600
Project/Event Supplies	0	0	0	800	0	0	0
Professional Services	59,528	64,181	61,000	58,980	105,480	105,480	105,480
Training & Travel	9,714	11,335	18,000	13,000	15,900	15,900	15,900
Telecom & Network	837	901	200	0	0	0	0
	\$128,903	\$138,338	\$147,500	\$132,380	\$188,750	\$188,750	\$188,750

Government Relations Total	\$206,641	\$246,137	\$272,100	\$236,023	\$314,950	\$314,950	\$314,950
Percent Change		18.8%		-4.1%	15.7%	15.7%	15.7%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Government Relations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00	1.00	1.00



Internal Audit

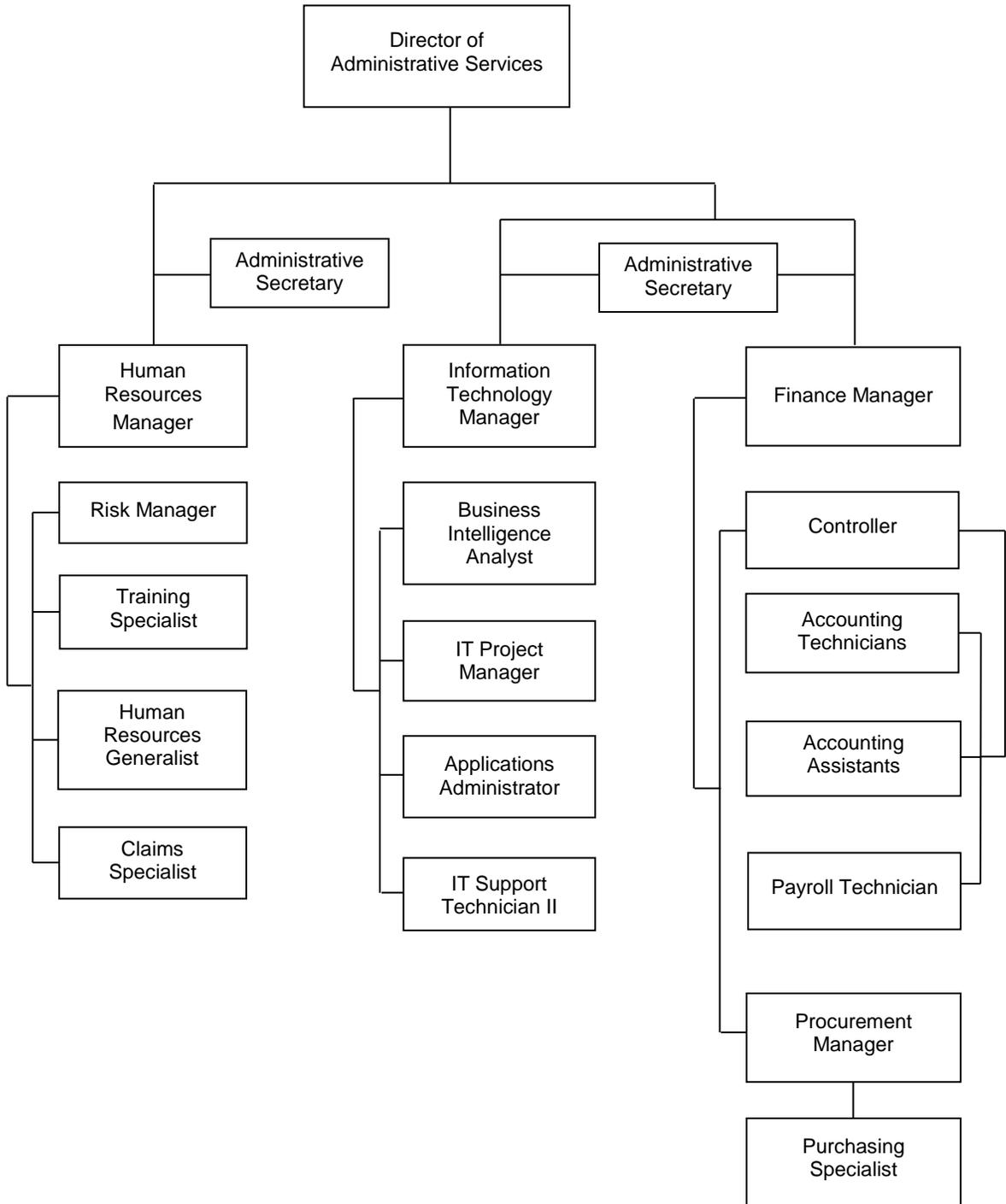
Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	0	117,109	129,700	106,093	128,900	128,900	128,900
	\$0	\$117,109	\$129,700	\$106,093	\$128,900	\$128,900	\$128,900

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	0	215	1,200	630	700	700	700
Training & Travel	0	1,700	8,500	4,000	10,000	10,000	10,000
Telecom & Network	0	151	0	0	0	0	0
	\$0	\$2,066	\$9,700	\$4,630	\$10,700	\$10,700	\$10,700

Internal Audit Total	\$-	\$119,175	\$139,400	\$110,723	\$139,600	\$139,600	\$139,600
Percent Change		0.0%		-7.1%	0.1%	0.1%	0.1%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Administrative Services	0.10	0.00	0.00	0.00	0.00	0.00	0.00
Internal Auditor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	1.10	1.00	1.00	1.00	1.00	1.00	1.00

Administrative Services



Human Resources

- Manage labor relations.
- Provide information and support services related to employee compensation and benefits, recruitment and selection, and employee relations.
- Manage the District's risk exposure.
- Manage organization-wide training.
- Administer the District's drug and alcohol testing program.
- Administer the District's pension trusts and deferred compensation programs.

Finance

- Provide financial and accounting support services to the organization.
- Manage and support the District's procurement of goods and services.
- Manage grants.

Information Technology

- Provide technology-related support to the organization, including the following:
 - The District's corporate network, including e-mail, Intranet, storage, virtual/physical desktops, servers, databases, wireless, internal/external perimeter security, etc.
 - Analytical support for the District's data.
- Provide support and lead new technology development and key technology initiatives.



Human Relations

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	693,877	711,666	736,000	653,750	764,000	805,042	805,042
	\$693,877	\$711,666	\$736,000	\$653,750	\$764,000	\$805,042	\$805,042

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	7,163	12,378	9,100	8,100	11,900	11,900	11,900
Office/Computer Supplies	1,592	3,074	4,000	3,700	5,000	5,000	5,000
Professional Services	46,735	28,924	49,000	33,000	60,000	60,000	60,000
Training & Travel	35,298	33,754	67,000	52,000	74,000	74,000	74,000
Employee Programs	36,639	46,026	85,700	71,200	79,700	79,700	79,700
Recruitment Expenses	21,786	34,477	53,000	66,000	22,000	22,000	22,000
Screening/Medical	17,214	22,235	26,800	29,000	34,900	34,900	34,900
Employee Relations	50,577	17,669	31,000	16,000	71,000	71,000	71,000
Telecom & Network	3,397	4,111	2,400	0	0	0	0
	\$220,401	\$202,648	\$328,000	\$279,000	\$358,500	\$358,500	\$358,500

Human Relations Total	\$914,278	\$914,314	\$1,064,000	\$932,750	\$1,122,500	\$1,163,542	\$1,163,542
Percent Change		0.0%		2.0%	5.5%	9.4%	9.4%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Administrative Services	0.30	0.40	0.40	0.40	0.40	0.40	0.40
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Training Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Claims Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	6.30	6.40	6.40	6.40	6.40	6.40	6.40



Finance

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	1,180,912	961,780	981,100	867,200	1,042,900	1,070,950	1,070,950
Capital-Related Payroll	(33,574)	(27,086)	(27,100)	(20,300)	(27,000)	(27,000)	(27,000)
	\$1,147,338	\$934,694	\$954,000	\$846,900	\$1,015,900	\$1,043,950	\$1,043,950

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	8,800	6,303	9,400	17,250	7,700	7,700	7,700
Office/Computer Supplies	4,542	10,085	13,300	10,300	10,900	10,900	10,900
Professional Services	180,278	206,958	194,600	217,400	250,700	250,700	250,700
Training & Travel	13,863	5,689	14,500	5,700	23,500	23,500	23,500
Telecom & Network	4,455	3,087	700	10	0	0	0
General Maintenance/Repair	867	572	1,200	800	1,000	1,000	1,000
	\$212,805	\$232,694	\$233,700	\$251,460	\$293,800	\$293,800	\$293,800

Finance Total	\$1,360,143	\$1,167,388	\$1,187,700	\$1,098,360	\$1,309,700	\$1,337,750	\$1,337,750
Percent Change		-14.2%		-5.9%	10.3%	12.6%	12.6%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Administrative Services	0.30	0.30	0.30	0.30	0.30	0.30	0.30
Finance Manager/Chief Financial Officer	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Controller	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Finance Manager	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Purchasing Manager	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Procurement Manager	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.90	0.90	0.90
Accounting Assistant	0.80	0.80	0.80	0.80	0.80	0.80	0.80
Total FTE	9.10	9.10	9.10	9.10	9.00	9.00	9.00



Information Technology

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	845,350	587,291	772,700	572,150	713,100	727,723	727,723
Capital-Related Payroll	(167,625)	(192,359)	(174,400)	(135,000)	(176,200)	(176,200)	(176,200)
	\$677,725	\$394,932	\$598,300	\$437,150	\$536,900	\$551,523	\$551,523

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	633	2,034	3,000	1,000	3,000	3,000	3,000
Office/Computer Supplies	30,768	6,634	12,400	11,300	11,800	11,800	11,800
Shop & Facility Supplies	882	956	3,000	3,000	3,000	3,000	3,000
Professional Services	43,051	22,613	85,000	75,000	85,000	85,000	85,000
Training & Travel	4,412	17,171	20,000	20,000	26,800	26,800	26,800
Telecom & Network	97,875	16,133	23,800	26,100	25,500	25,500	25,500
Computer Hardware Support	485,505	246,776	297,600	250,000	395,000	395,000	395,000
Website Support	1,221	1,364	2,000	2,000	5,000	5,000	5,000
Equipment Service Contracts	9,566	13,526	21,400	21,400	25,000	25,000	25,000
	\$673,913	\$327,207	\$468,200	\$409,800	\$580,100	\$580,100	\$580,100

Information Technology Total	\$1,351,638	\$722,139	\$1,066,500	\$846,950	\$1,117,000	\$1,131,623	\$1,131,623
Percent Change		-46.6%		17.3%	4.7%	6.1%	6.1%

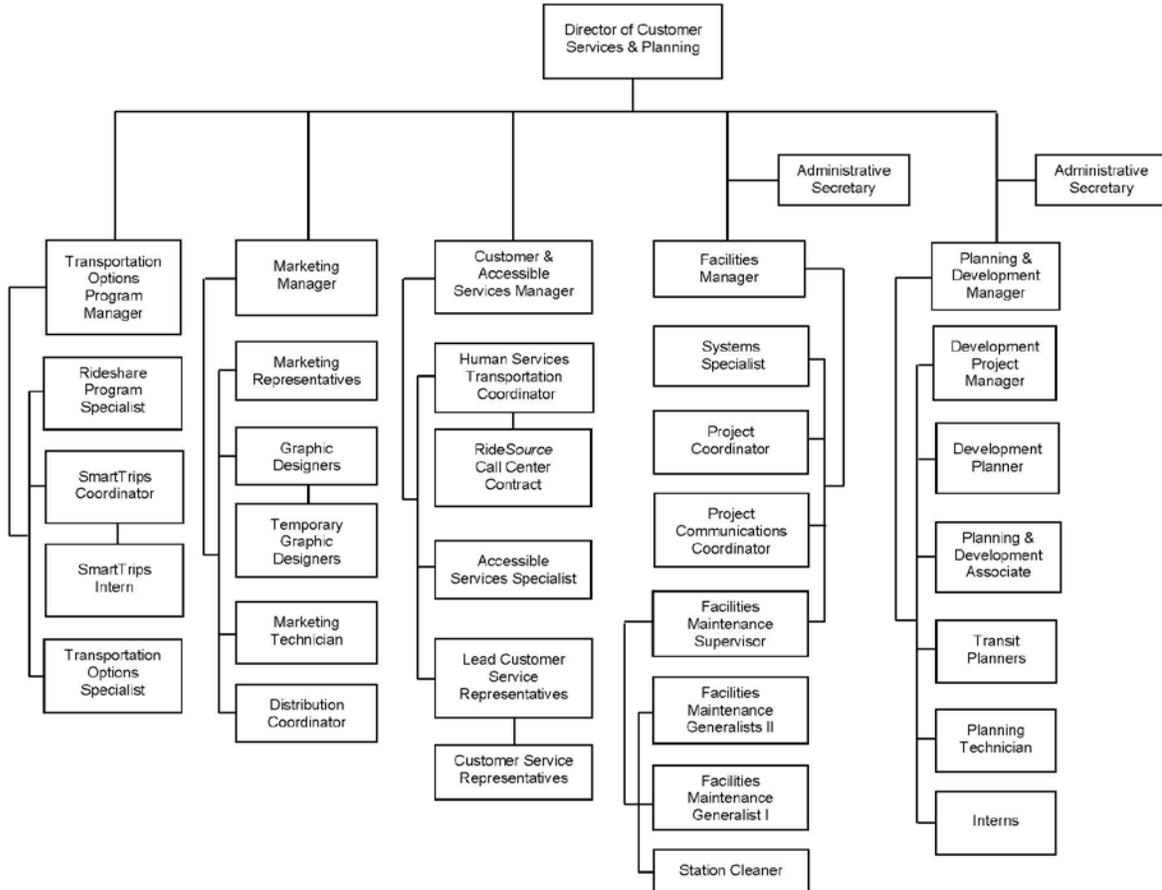
Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Administrative Services	0.30	0.30	0.30	0.30	0.30	0.30	0.30
Information Technology Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Business Intelligence Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Applications Analyst	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Business Analyst	1.00	0.00	1.00	1.00	0.00	0.00	0.00
Applications Administrator	0.00	0.00	0.00	0.00	1.00	1.00	1.00
IT Project Manager	0.00	1.00	1.00	1.00	1.00	1.00	1.00
IT Support Technician II	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.00	0.00	0.10	0.10	0.10
Total FTE	5.30	4.30	5.30	5.30	5.40	5.40	5.40



Insurance & Risk Services

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Payroll-Related Costs	714,922	674,909	701,500	640,000	677,010	677,010	677,010
Safety	12,705	9,410	9,000	8,000	10,800	10,800	10,800
Vehicle Liability	260,215	192,619	274,600	219,800	250,500	250,500	250,500
General Insurance Premiums	96,840	99,695	132,200	95,300	126,208	126,208	126,208
	\$1,084,682	\$976,633	\$1,117,300	\$963,100	\$1,064,518	\$1,064,518	\$1,064,518
Insurance & Risk Services Total	\$1,084,682	\$976,633	\$1,117,300	\$963,100	\$1,064,518	\$1,064,518	\$1,064,518
Percent Change		-10.0%		-1.4%	-4.7%	-4.7%	-4.7%

Customer Services & Planning



Customer Services

- Provide telephone and face-to-face trip planning for customers.
- Act as the primary sales outlet for District fare sales.
- Manage customer programs, including the EZ Access Honored Rider and Half-fare programs and lost and found.

Accessible Services

- Manage ADA paratransit and rural service (i.e., Diamond Express, Rhody Express).
- Manage coordinated transportation brokerage (i.e., Medicaid transport, mental health, etc.).
- Advocate for universally accessible public transit policies.

Marketing

- Lead awareness, education, and marketing of the District and its diverse services and programs.
- Create and maintain all customer and service information materials.
- Support design and production of external and internal District communications.
- Administer District's [website](#), mobile site, social media, and digital communications.
- Support public and stakeholder engagement and community relations.
- Support media relations and strategic communications.

Planning & Development

- Provide for short- and long-term needs assessments, planning, and implementation in the areas of transit services and alternative transportation programs.
- Collaborate and coordinate with agency partners on metropolitan planning efforts.
- Conduct corridor analysis including public engagement and technical analysis.
- Conduct environmental analysis as needed for LTD's corridor investments.
- Conduct policy and strategic analysis as needed to support LTD's strategic initiatives.
- Prepare and update LTD's Long-Range Transit Plan.
- Assist in development of LTD's Capital Improvements Program.

Service Planning

- Monitor and evaluate ongoing service issues and make appropriate adjustments, generate operating statistics to inform future development and planning decisions, and determine placement of bus stops and amenities within the District's system.
- Conduct Annual Route Review to assess needs for service changes.
- Manage bid process.
- Perform several runcuts and measure results compared to the desired outcome; provide statistics to help understand the costs and impacts of potential changes to service.
- Manage service policy adherence.

Point2point

- Develop and lead transportation options programs and projects for the District and Lane Metropolitan Planning Organization.
- Lead effort with local employers, schools, and the local community conducting outreach education on transportation options services.
- Coordinate efforts with regional and state transportation options partners.

Facilities Management

- Provide a safe, healthy, and functional environment for the public and employees.
- Use a life-cycle methodology that encompasses planning, design, construction, renovation, operation, and maintenance of all LTD facilities and right-of-way infrastructure.
- Implement sustainable practices.



Customer Services

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	58,270	85,168	91,800	79,350	86,600	92,036	92,036
Amalgamated Transit Union	483,942	506,785	552,400	473,950	558,900	570,426	570,426
	\$542,212	\$591,953	\$644,200	\$553,300	\$645,500	\$662,462	\$662,462

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	2,031	2,952	7,000	6,455	4,320	4,320	4,320
Office/Computer Supplies	2,692	9,191	6,800	4,093	5,150	5,150	5,150
Program Supplies	6,925	5,763	12,000	1,800	7,800	7,800	7,800
Uniforms	757	1,943	5,000	2,000	3,000	3,000	3,000
Training & Travel	65	4,103	7,000	2,700	11,000	11,000	11,000
Telecom & Network	4,251	4,190	5,000	0	0	0	0
	\$16,721	\$28,142	\$42,800	\$17,048	\$31,270	\$31,270	\$31,270

Customer Services Total	\$558,933	\$620,095	\$687,000	\$570,348	\$676,770	\$693,732	\$693,732
Percent Change		10.9%		-8.0%	-1.5%	1.0%	1.0%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Customer & Accessible Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Lead Customer Service Representative	1.00	1.00	1.00	1.00	2.00	2.00	2.00
Customer Service Representative	5.00	5.00	5.00	5.00	4.00	4.00	4.00
Total FTE	6.60	6.60	6.60	6.60	6.60	6.60	6.60



Accessible Services

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	235,439	281,908	306,700	278,430	321,700	335,127	335,127
Capital-Related Payroll	(145,928)	(176,511)	(212,800)	(138,000)	(198,300)	(198,300)	(198,300)
	\$89,511	\$105,397	\$93,900	\$140,430	\$123,400	\$136,827	\$136,827

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Grant Funded	(33,670)	(38,559)	(87,800)	(54,470)	(68,890)	(68,890)	(68,890)
General Business Expenses	4,402	5,421	11,400	3,600	5,200	5,200	5,200
Office/Computer Supplies	0	0	5,000	3,200	5,000	5,000	5,000
Program Supplies	134	51	5,000	0	5,000	5,000	5,000
Training & Travel	6,908	11,927	10,000	10,000	12,000	12,000	12,000
Telecom & Network	22,226	21,574	56,400	37,670	41,690	41,690	41,690
	\$0	\$414	\$0	\$0	\$0	\$0	\$0

Accessible Services Total	\$89,511	\$105,811	\$93,900	\$140,430	\$123,400	\$136,827	\$136,827
Percent Change		18.2%		32.7%	31.4%	45.7%	45.7%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Customer & Accessible Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Human Services Transportation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	2.60	2.60	2.60	2.60	2.60	2.60	2.60



Marketing

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	640,673	665,043	817,600	581,740	702,800	710,247	710,247
Capital-Related Payroll	(70,672)	(161,180)	(155,800)	(12,200)	(125,500)	(125,500)	(125,500)
	\$570,001	\$503,863	\$661,800	\$569,540	\$577,300	\$584,747	\$584,747

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	60,216	60,037	85,800	78,800	85,800	85,800	85,800
Office/Computer Supplies	7,129	11,822	41,000	31,000	41,000	41,000	41,000
Printed Passenger Information	27,160	39,542	68,800	57,800	68,800	68,800	68,800
Program Supplies	44,613	47,100	65,500	60,500	65,500	65,500	65,500
Project/Event Supplies	28,786	27,789	41,000	26,000	41,000	41,000	41,000
Professional Services	21,960	62,988	65,500	65,500	65,500	65,500	65,500
Telecom & Network	4,289	6,084	2,700	2,700	2,700	2,700	2,700
Advertising Agency Fees	12,902	53,114	37,500	80,000	37,500	37,500	37,500
Advertising Media	70,558	42,315	150,000	90,000	150,000	150,000	150,000
Market Research & Information	2,812	10,545	15,000	9,000	15,000	15,000	15,000
	\$293,858	\$375,410	\$592,800	\$527,300	\$592,800	\$592,800	\$592,800

Marketing Total	\$863,859	\$879,273	\$1,254,600	\$1,096,840	\$1,170,100	\$1,177,547	\$1,177,547
Percent Change		1.8%		24.7%	-6.7%	-6.1%	-6.1%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.30	0.30	0.30	0.30	0.30	0.30	0.30
Marketing Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Marketing Representative	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Project Communications Coordinator	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Graphic Designer	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Marketing Technician	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Distribution Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	7.30	7.30	8.30	8.30	7.30	7.30	7.30



Planning & Development

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	591,930	552,516	651,500	515,350	627,200	643,671	643,671
Capital-Related Payroll	(276,243)	(241,288)	(381,800)	(208,000)	(308,000)	(308,000)	(308,000)
	\$315,687	\$311,228	\$269,700	\$307,350	\$319,200	\$335,671	\$335,671

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	4,721	4,079	8,000	6,300	6,900	6,900	6,900
Office/Computer Supplies	20	893	1,200	1,200	1,200	1,200	1,200
Professional Services	135,121	2,500	37,500	39,000	157,500	157,500	157,500
Training & Travel	9,788	7,437	7,500	8,200	13,300	13,300	13,300
Telecom & Network	4,797	4,077	3,200	0	0	0	0
	\$154,447	\$18,986	\$57,400	\$54,700	\$178,900	\$178,900	\$178,900

Planning & Development Total	\$470,134	\$330,214	\$327,100	\$362,050	\$498,100	\$514,571	\$514,571
Percent Change		-29.8%		9.6%	52.3%	57.3%	57.3%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Planning & Development Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Senior Project Manager	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Development Project Manager	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Development Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning & Development Associate	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning Technician	0.00	0.00	0.45	0.45	0.75	0.75	0.75
Administrative Secretary	0.90	1.00	1.00	1.00	1.00	1.00	1.00
Intern	0.59	0.59	0.59	0.59	0.59	0.59	0.59
Total FTE	5.09	5.19	5.64	5.64	5.94	5.94	5.94



Service Planning

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	556,196	418,501	534,600	449,750	547,700	565,476	565,476
Amalgamated Transit Union	655	1,227	2,500	600	0	0	0
Capital-Related Payroll	(5,635)	(968)	(9,200)	(300)	(8,800)	(8,800)	(8,800)
	\$551,216	\$418,760	\$527,900	\$450,050	\$538,900	\$556,676	\$556,676

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	157	869	1,100	1,100	1,100	1,100	1,100
Office/Computer Supplies	103	905	1,000	1,000	1,000	1,000	1,000
Professional Services	5,328	12,121	103,000	115,000	87,000	87,000	87,000
Training & Travel	2,030	3,740	7,500	7,500	7,700	7,700	7,700
Telecom & Network	3,801	2,086	1,900	0	0	0	0
	\$11,419	\$19,721	\$114,500	\$124,600	\$96,800	\$96,800	\$96,800

Service Planning Total	\$562,635	\$438,481	\$642,400	\$574,650	\$635,700	\$653,476	\$653,476
Percent Change		-22.1%		31.1%	-1.0%	1.7%	1.7%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Planning & Development Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Senior Transit Planner	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Transit Planner	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Total FTE	3.70	3.70	3.70	3.70	3.70	3.70	3.70



Point2point

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	587,517	468,026	512,400	413,900	505,200	532,325	532,325
Capital-Related Payroll	101,161	20,760	0	35,400	35,400	35,400	35,400
	\$688,678	\$488,786	\$512,400	\$449,300	\$540,600	\$567,725	\$567,725

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	8,085	37,349	50,000	44,200	44,825	44,825	44,825
Office/Computer Supplies	8,688	15,242	20,000	17,600	15,400	15,400	15,400
Program Supplies	2,519	21,536	16,600	16,600	30,800	30,800	30,800
Professional Services	13,550	184,183	14,300	30,000	13,000	13,000	13,000
Training & Travel	24,686	7,668	6,500	9,000	10,625	10,625	10,625
Telecom & Network	6,460	4,632	3,100	2,900	3,600	3,600	3,600
Computer Hardware Support	6,200	6,510	6,600	4,000	4,000	4,000	4,000
Website Support	110	9,400	11,500	11,500	6,500	6,500	6,500
Advertising Media	1,100	3,734	13,300	2,800	16,800	16,800	16,800
Market Research & Information	0	4,681	180,500	180,500	195,000	195,000	195,000
Transportation Demand Management	428,215	126,571	340,100	120,000	115,000	115,000	115,000
	\$499,613	\$421,506	\$662,500	\$439,100	\$455,550	\$455,550	\$455,550

Point2point Total	\$1,188,291	\$910,292	\$1,174,900	\$888,400	\$996,150	\$1,023,275	\$1,023,275
Percent Change		-23.4%		-2.4%	-15.2%	-12.9%	-12.9%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Transportation Options Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Employer Program Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Rideshare Program Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Options Coordinator	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Transportation Options Specialist	0.00	1.00	1.00	1.00	1.00	1.00	1.00
SmartTrips Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
School Programs Coordinator	0.60	0.60	0.30	0.30	0.00	0.00	0.00
Intern	0.38	0.38	0.38	0.38	0.38	0.38	0.38
Total FTE	6.08	5.08	4.78	4.78	4.48	4.48	4.48



Facilities Management

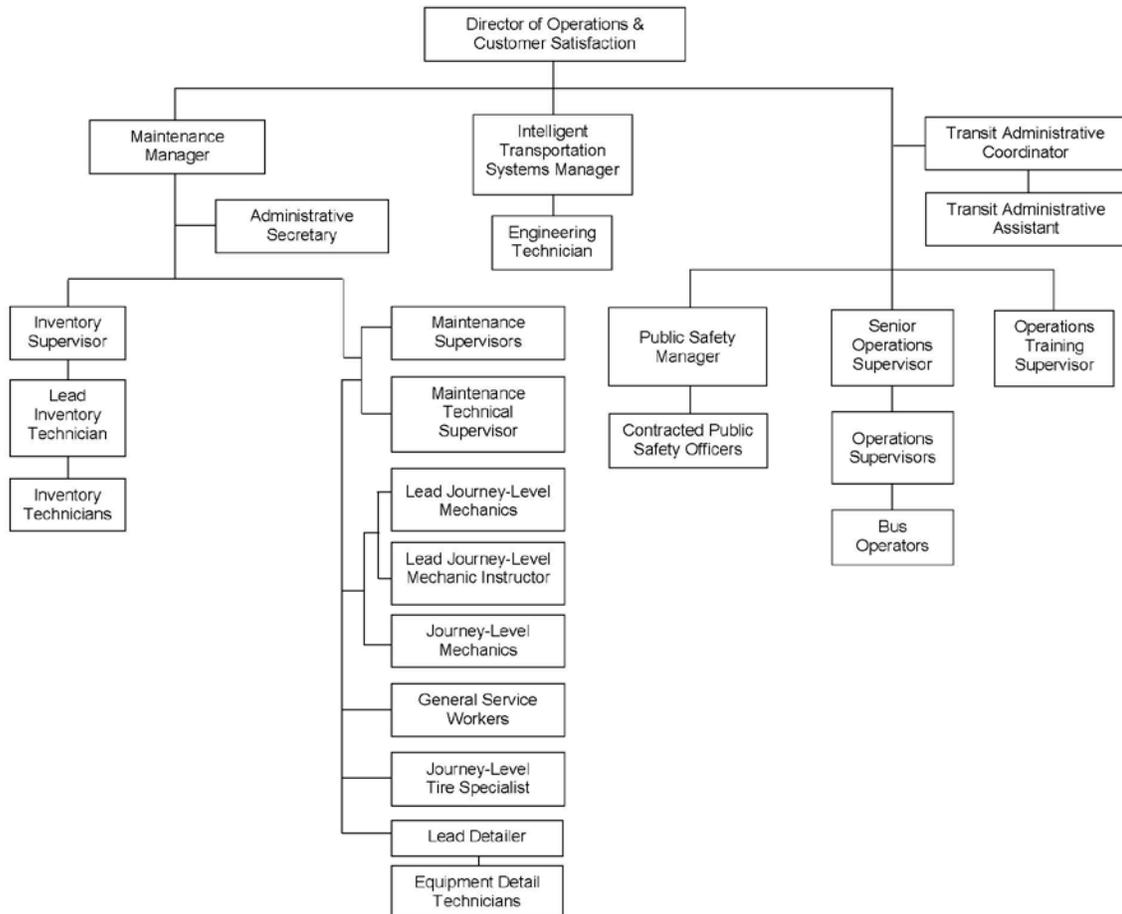
Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	775,263	835,285	1,048,800	1,024,050	1,208,700	1,280,292	1,280,292
Amalgamated Transit Union	72,777	70,184	80,100	70,526	83,100	84,998	84,998
Capital-Related Payroll	(161,424)	(82,537)	(140,600)	(188,830)	(198,700)	(198,700)	(198,700)
	\$686,616	\$822,932	\$988,300	\$905,746	\$1,093,100	\$1,166,590	\$1,166,590

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Grant Funded	(23,939)	(53,913)	(67,000)	(55,600)	(97,400)	(97,400)	(97,400)
General Business Expenses	20,272	14,851	15,100	21,250	17,100	17,100	17,100
Office/Computer Supplies	3,989	3,362	5,000	5,200	7,500	7,500	7,500
Uniforms	330	2,609	500	100	500	500	500
Fuel-Administrative Vehicles	6,799	5,885	7,000	5,000	6,000	6,000	6,000
Shop & Facility Supplies	36,286	31,340	37,100	40,100	42,900	42,900	42,900
Professional Services	97,805	66,036	91,000	184,000	139,000	139,000	139,000
Training & Travel	15,114	9,708	8,000	13,000	13,000	13,000	13,000
Telecom & Network	9,116	8,626	3,000	2,900	3,400	3,400	3,400
Utilities	342,526	373,772	405,400	390,000	438,900	438,900	438,900
Cleaning	536,834	542,550	601,000	613,700	679,000	679,000	679,000
General Maintenance/Repair	164,408	240,056	201,600	184,500	221,700	221,700	221,700
Facility Skilled Trades	42,537	42,620	49,700	39,800	48,000	48,000	48,000
Equipment Service Contracts	6,461	12,706	10,000	20,750	12,000	12,000	12,000
	\$1,258,538	\$1,300,208	\$1,367,400	\$1,464,700	\$1,531,600	\$1,531,600	\$1,531,600

Facilities Management Total	\$1,945,154	\$2,123,140	\$2,355,700	\$2,370,446	\$2,624,700	\$2,698,190	\$2,698,190
Percent Change		9.2%		11.6%	11.4%	14.5%	14.5%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Customer Services & Planning	0.10	0.10	0.10	0.10	0.10	0.10	0.10
Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Project Coordinator	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Systems Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Project Communications Coordinator	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Facilities Maintenance Generalist II	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Facilities Maintenance Generalist I	0.00	0.00	1.00	1.00	1.00	1.00	1.00
Station Cleaner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	8.10	9.10	10.10	11.10	11.10	11.10	11.10

Operations & Customer Satisfaction



Maintenance

- Provide public with clean, safe, and dependable transportation services through efficient management and maintenance of bus fleet.

Intelligent Transportation Systems

- Provide technology features that make using LTD's services safe, convenient, and efficient for our customers.

Transit Operations

- Provide operators, supervisors, and support services necessary to implement Board-approved, fixed-route service schedules.
- Provide bus operator training.
- Provide system security functions.



Transit Operations

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	2,015,075	2,078,170	2,155,100	2,003,800	2,287,300	2,442,930	2,442,930
Amalgamated Transit Union	14,840,371	15,395,359	17,674,900	15,275,100	20,309,387	20,713,178	20,713,178
Capital-Related Payroll	(1,346)	0	0	0	0	0	0
	\$16,854,100	\$17,473,529	\$19,830,000	\$17,278,900	\$22,596,687	\$23,156,108	\$23,156,108

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	34,576	29,651	39,100	39,500	54,650	54,650	54,650
Office/Computer Supplies	1,555	4,339	6,600	8,300	9,500	9,500	9,500
Printed Transportation Supplies	98	765	1,100	1,100	2,200	2,200	2,200
Program Supplies	3,028	8,544	8,200	8,200	8,200	8,200	8,200
Uniforms	26,932	58,568	42,900	48,600	50,300	50,300	50,300
Fuel-Administrative Vehicles	16,419	15,040	16,000	18,000	20,000	20,000	20,000
Bus Wash & Cleaning Supplies	2,573	2,543	3,200	3,200	3,200	3,200	3,200
Safety	1,040	429	600	600	700	700	700
Contracted Security/Professional Services	523,697	546,729	657,500	677,500	834,600	834,600	834,600
Training & Travel	23,229	17,470	33,000	29,000	46,300	46,300	46,300
Employee Programs	10,102	11,909	37,500	26,200	28,600	28,600	28,600
Telecom & Network	27,794	27,367	19,900	10,400	11,000	11,000	11,000
	\$671,043	\$723,354	\$865,600	\$870,600	\$1,069,250	\$1,069,250	\$1,069,250

Transit Operations Total	\$17,525,143	\$18,196,883	\$20,695,600	\$18,149,500	\$23,665,937	\$24,225,358	\$24,225,358
Percent Change		3.8%		-0.3%	14.4%	17.0%	17.0%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Operations & Customer Satisfaction	0.00	0.40	0.40	0.40	0.40	0.40	0.40
Director of Transit Operations	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Security Manager	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Public Safety Manager	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Senior Operations Supervisor	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Operations Supervisor	13.00	12.00	12.00	12.00	12.00	12.00	12.00
Transit Administrative Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transit Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Bus Operator	184.00	184.00	190.00	190.00	210.00	210.00	210.00
Total FTE	201.00	200.40	206.40	206.40	226.40	226.40	226.40



Maintenance

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	947,517	1,130,596	1,048,800	910,800	1,049,900	1,117,795	1,117,795
Amalgamated Transit Union	3,178,314	3,325,963	3,568,600	3,279,800	3,827,700	3,900,484	3,900,484
Capital-Related Payroll	(47,793)	(34,125)	(40,700)	(9,200)	(40,700)	(40,700)	(40,700)
	\$4,078,038	\$4,422,434	\$4,576,700	\$4,181,400	\$4,836,900	\$4,977,579	\$4,977,579

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	1,475	2,414	3,200	1,650	3,500	3,500	3,500
Office/Computer Supplies	1,517	2,898	5,700	5,050	7,100	7,100	7,100
Uniforms	28,692	30,343	37,000	45,000	50,000	50,000	50,000
Fuel & Lubricants-Buses	2,676,846	2,127,470	2,878,500	1,864,500	2,348,500	2,348,500	2,348,500
Fuel-Administrative Vehicles	6,635	3,711	4,100	3,000	4,100	4,100	4,100
Parts & Tires	877,775	991,795	1,085,900	960,900	1,163,900	1,163,900	1,163,900
Bus Wash & Cleaning Supplies	9,249	11,557	12,000	11,800	14,500	14,500	14,500
Shop & Facility Supplies	36,764	41,955	41,400	39,200	48,300	48,300	48,300
Professional Services	0	215	234,000	174,000	199,000	199,000	199,000
Training & Travel	11,909	15,652	22,000	6,000	25,000	25,000	25,000
Telecom & Network	7,754	8,100	5,700	500	750	750	750
General Maintenance/Repair	1,576	0	0	0	0	0	0
Equipment Service Contracts	11,123	11,341	12,000	9,000	15,000	15,000	15,000
Maintenance Contract Services-Revenue Vehicles	52,952	70,399	71,500	93,100	111,000	111,000	111,000
Warranty/Rebuilds	(34,726)	30,332	17,200	41,700	23,000	23,000	23,000
	\$3,689,541	\$3,348,182	\$4,430,200	\$3,255,400	\$4,013,650	\$4,013,650	\$4,013,650

Maintenance Total	\$7,767,579	\$7,770,616	\$9,006,900	\$7,436,800	\$8,850,550	\$8,991,229	\$8,991,229
Percent Change		0.0%		-4.3%	-1.7%	-0.4%	-0.4%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Operations & Customer Satisfaction	0.00	0.40	0.40	0.40	0.40	0.40	0.40
Director of Maintenance	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Manager	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Technical Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inventory Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Journey-Level (Journeyman) Mechanic Instru	1.00	1.00	1.00	1.00	3.00	3.00	3.00
Lead Journey-Level (Journeyman) Mechanic	3.00	3.00	3.00	3.00	4.00	4.00	4.00
Journey-Level (Journeyman) Mechanic	17.00	17.00	18.00	18.00	15.00	15.00	15.00
Journey-Level (Journeyman) Tire Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
General Service Worker	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Lead Inventory Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inventory Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Lead Detailer	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Detail Technician	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Total FTE	43.00	43.40	44.40	44.40	44.40	44.40	44.40



Transit Training

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	105,334	136,030	139,800	122,176	148,400	159,924	159,924
Amalgamated Transit Union	126,346	123,204	80,000	145,000	80,000	80,000	80,000
	\$231,680	\$259,234	\$219,800	\$267,176	\$228,400	\$239,924	\$239,924

Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	1,573	1,323	2,700	1,700	1,800	1,800	1,800
Program Supplies	0	575	600	650	500	500	500
Professional Services	5,229	3,360	9,700	8,000	1,000	1,000	1,000
Training & Travel	11,943	9,017	28,400	27,400	24,250	24,250	24,250
	\$18,745	\$14,275	\$41,400	\$37,750	\$27,550	\$27,550	\$27,550

Transit Training Total	\$250,425	\$273,509	\$261,200	\$304,926	\$255,950	\$267,474	\$267,474
Percent Change		9.2%		11.5%	-2.0%	2.4%	2.4%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Operations & Customer Satisfaction	0.00	0.10	0.10	0.10	0.10	0.10	0.10
Operations Training Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.10	1.10	1.10	1.10	1.10	1.10



Intelligent Transportation Systems

Personnel Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Administration	0	204,314	204,800	231,650	313,600	329,799	329,799
Capital-Related Payroll	0	(467)	(1,500)	(4,000)	(4,500)	(4,500)	(4,500)
	\$0	\$203,847	\$203,300	\$227,650	\$309,100	\$325,299	\$325,299

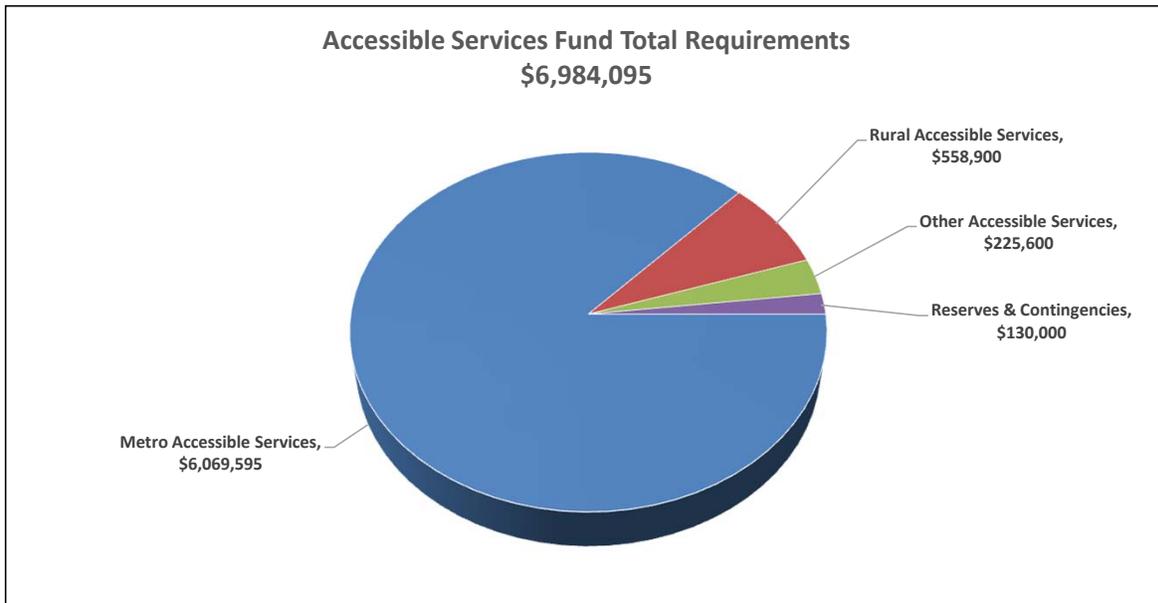
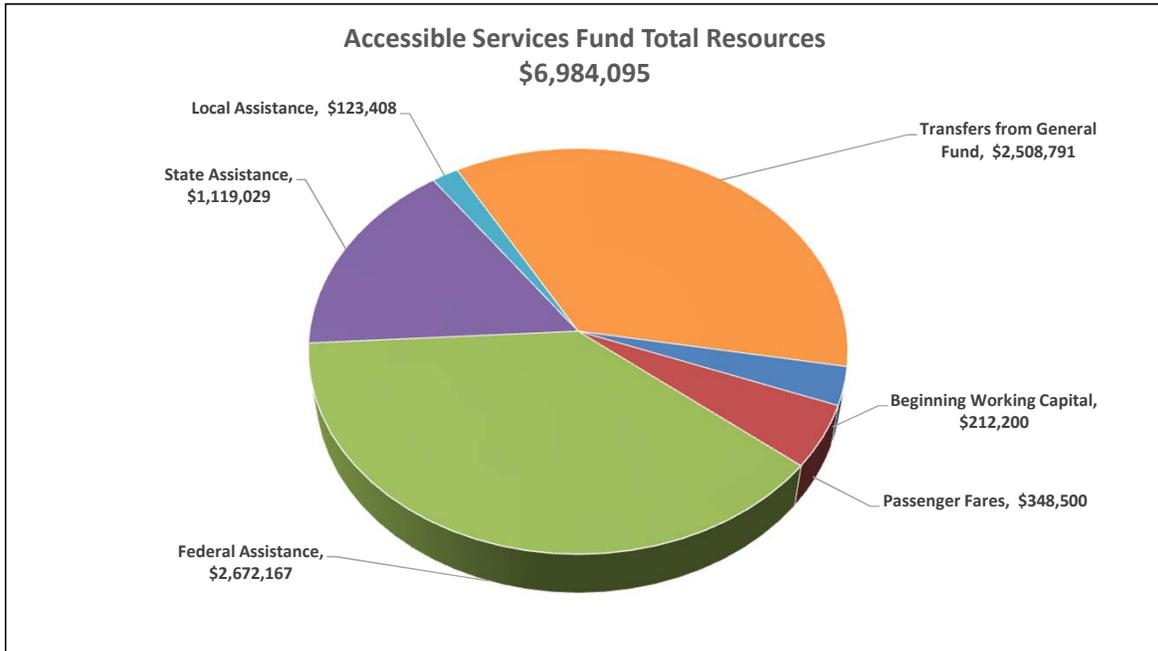
Materials & Services	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
General Business Expenses	0	0	1,200	400	700	700	700
Office/Computer Supplies	0	0	100	60	60	60	60
Parts & Tires	0	1,424	7,400	5,780	7,800	7,800	7,800
Shop & Facility Supplies	0	926	2,700	13,500	2,700	2,700	2,700
Professional Services	0	3,354	35,000	9,800	35,000	35,000	35,000
Training & Travel	0	4,817	7,400	5,300	8,700	8,700	8,700
Telecom & Network	0	91,183	139,400	144,200	169,980	169,980	169,980
Computer Hardware Support	0	230,780	109,200	109,200	130,700	130,700	130,700
	\$0	\$332,484	\$302,400	\$288,240	\$355,640	\$355,640	\$355,640

Intelligent Transportation Systems Total	\$-	\$536,331	\$505,700	\$515,890	\$664,740	\$680,939	\$680,939
Percent Change		0.0%		-3.8%	31.4%	34.7%	34.7%

Personnel Profile	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Director of Operations & Customer Satisfaction	0.00	0.10	0.10	0.10	0.10	0.10	0.10
Intelligent Transportation Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	2.00	2.10	2.10	2.10	2.10	2.10	2.10



Lane Transit District



Accessible Services

Through LTD's Accessible Services Fund, the District administers federal, state, and local resources to provide transportation services to older adults and people with disabilities living within Lane County. The RideSource Call Center is the focal point for access to a variety of transportation programs. Accessible Services oversees the following metro and rural services:

Metro Area Services

- **ADA Paratransit.** Paratransit service is curb-to-curb service for people who are unable to use fixed-route service because of a disabling condition and who need to travel within LTD's core service area (excluding rural routes). RideSource meets Americans with Disabilities Act (ADA) requirements for "complementary paratransit" and is operated by Special Mobility Services, a nonprofit agency.
- **ADA Shopper.** The Shopper is a once-a-week neighborhood shopping shuttle serving Eugene and Springfield. The driver assists people with their groceries and packages. The Shopper operates five days a week servicing two different neighborhoods each day.
- **Transit Training and Hosts.** LTD contracts with Alternative Work Concepts (AWC) to provide one-on-one training for people who need assistance in using The Bus! AWC has Transit Hosts who assist passengers with pre-scheduled transfers and support training activities, and who provide ride and schedule information out of the downtown Eugene Station each weekday. The agency also provides Transportation Coordination services through in-person assessments.
- **Special Transport.** White Bird Clinic arranges transportation for people who are unable to use traditional public transportation due to mental health issues, primarily for treatment and other essential activities.

Rural Services

- **Diamond Express.** The Diamond Express is operated by Special Mobility Services. It makes three runs each weekday between Oakridge and the metro area as an intercity connection and is open to the general public. It is supported by the Intercity Passenger Program that connects communities with a population of 2,500 to the next larger market economy and to other transportation services.
- **Rhody Express.** The Rhody Express is a local fixed-route service within the City of Florence that is operated by River Cities Taxi. Service is available weekdays between 10:00 a.m. and 6:00 p.m. and is open to the general public. It is supported by the Rural General Public Program for areas with a population less than 50,000.
- **South Lane Services.** The nonprofit agency, South Lane Wheels, provides local Dial-a-Ride services that are open to the general public in Cottage Grove, Creswell, and surrounding rural areas. The agency also operates a local shuttle supported by the Rural General Public Program and takes people into Eugene and Springfield for medical appointments.

Lane County Service

- **Escort.** Door-through-door service for people who are in need of more assistance than being picked up and dropped off at curbside. Special Mobility Services, Senior & Disabled Services' Senior Connections Program, and the Senior Companion Program all participate in the support and recruitment of volunteers. Volunteer drivers receive a per mile reimbursement for trips provided to and from appointments. The program serves older adults and people with disabilities throughout Lane County.

- **Transportation Assessments.** LTD contracts with Senior & Disabled Services, Alternative Work Concepts, and White Bird Clinic to provide comprehensive transportation assessments and services using in-person interviews.
- **RideSource Call Center.** LTD oversees the RideSource Call Center, providing a one-call number for a network of human service transportation needs. Coordination of many programs shares overhead costs while providing a high level of convenience to consumers who can call just one number to potentially access a range of transportation alternatives. Eligible transportation may be provided on RideSource vehicles or one of 29 different qualified private providers, on the bus, and even through volunteers.



**Lane Transit District
Accessible Services Fund
Fiscal Year 2016-2017**

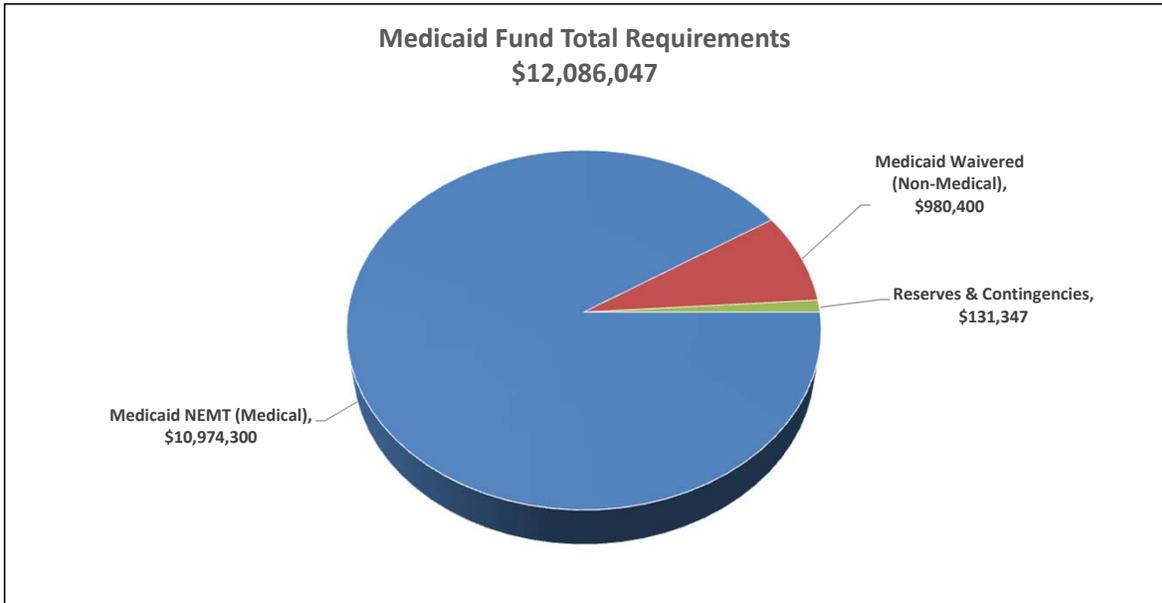
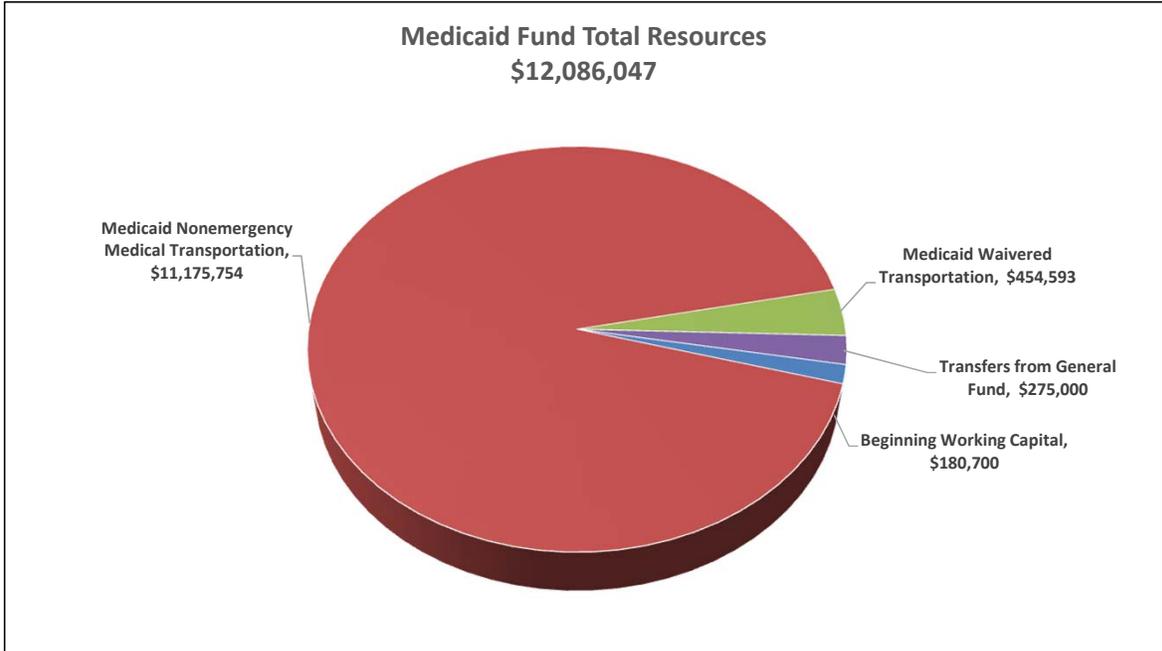
Resources	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Beginning Working Capital	\$255,018	\$215,226	\$215,200	\$212,330	\$212,200	\$212,200	\$212,200
Operating Revenues							
Passenger Fares	335,367	355,814	362,200	337,246	348,500	348,500	348,500
Federal Assistance	2,560,098	2,853,991	2,697,400	2,660,461	2,672,167	2,672,167	2,672,167
State Assistance	597,270	1,343,441	1,076,300	1,035,446	1,119,029	1,119,029	1,119,029
Local Assistance	103,220	109,944	123,200	123,400	123,408	123,408	123,408
Miscellaneous	743	200	0	50	0	0	0
	\$3,596,698	\$4,663,390	\$4,259,100	\$4,156,603	\$4,263,104	\$4,263,104	\$4,263,104
Other Sources							
Transfer from General Fund	2,252,912	1,214,451	2,586,900	1,733,596	2,508,791	2,508,791	2,508,791
	\$2,252,912	\$1,214,451	\$2,586,900	\$1,733,596	\$2,508,791	\$2,508,791	\$2,508,791
Total Resources	\$6,104,628	\$6,093,067	\$7,061,200	\$6,102,529	\$6,984,095	\$6,984,095	\$6,984,095

Requirements	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Operating Requirements							
Eugene/Springfield Services							
ADA RideSource	4,932,371	4,922,226	5,823,800	4,949,645	5,819,400	5,819,400	5,819,400
Transit Training and Hosts	122,517	112,086	144,400	114,030	149,695	149,695	149,695
Special Transport	92,739	99,806	99,900	117,872	100,500	100,500	100,500
	\$5,147,627	\$5,134,118	\$6,068,100	\$5,181,547	\$6,069,595	\$6,069,595	\$6,069,595
Rural Lane County Services							
South Lane	123,435	129,157	124,900	128,104	126,200	126,200	126,200
Florence	165,379	183,134	193,800	186,265	199,600	199,600	199,600
Oakridge	217,625	203,189	243,800	209,587	233,100	233,100	233,100
	\$506,439	\$515,480	\$562,500	\$523,956	\$558,900	\$558,900	\$558,900
Other Services							
Mobility Management	165,784	128,130	175,000	117,407	150,000	150,000	150,000
Crucial Connections	1,193	3,319	5,300	2,805	5,300	5,300	5,300
Veterans Transportation	13,819	20,893	20,300	8,081	10,300	10,300	10,300
Lane County Coordination	54,540	78,801	100,000	56,525	60,000	60,000	60,000
	\$235,336	\$231,143	\$300,600	\$184,818	\$225,600	\$225,600	\$225,600
Total Operating Requirements	\$5,889,402	\$5,880,741	\$6,931,200	\$5,890,321	\$6,854,095	\$6,854,095	\$6,854,095
Transfer to Capital Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$130,000	\$0	\$130,000	\$130,000	\$130,000
Total Requirements	\$5,889,402	\$5,880,741	\$7,061,200	\$5,890,321	\$6,984,095	\$6,984,095	\$6,984,095

Percentage Change Analysis	FY 2014-15 Actual compared with FY 2013-14 Actual	FY 2015-16 Estimate compared with FY 2014-15 Actual	FY 2016-17 Proposed compared with FY 2015-16 Budget	FY 2016-17 Approved compared with FY 2015-16 Budget	FY 2016-17 Adopted compared with FY 2015-16 Budget
Total Resources	-0.2%	0.2%	-1.1%	-1.1%	-1.1%
Transfer from General Fund	-46.1%	42.7%	-3.0%	-3.0%	-3.0%
Total Requirements	-0.1%	0.2%	-1.1%	-1.1%	-1.1%



Lane Transit District



Medicaid

The Medicaid program provides transportation services to individuals who qualify for Oregon Health Plan medical coverage. With the opening of the RideSource Call Center on May 19, 2008, Lane Transit District became the countywide broker for all Medicaid nonemergency medical transportation (NEMT) trips. These are trips that qualified recipients take to and from medical services that are covered through their Medicaid benefits when they have no other means of transportation. Trip requests are taken by the Call Center and are then scheduled with the least costly, most appropriate contracted transportation provider. Trips are provided door to door in most cases.

On July 1, 2013, Lane Transit District became one of two pilot project areas to work with Coordinated Care Organizations (CCO) as a part of the State of Oregon's HealthCare Transportation Program. The local CCO for Lane County is Trillium Community Health Plans. NEMT services and payments are now integrated into the CCO system along with behavioral and dental health care services allowing a more holistic view of the customer's needs. LTD now works directly with Trillium to provide trips for individuals served under their health plan as a part of the Oregon Health Plan. For those individuals eligible for NEMT but not served through Trillium, LTD continues to work directly with the Oregon Health Authority's Department of Medical Assistance Programs.

On January 1, 2014, with the start of services under the Affordable Care Act (ACA), the RideSource Call Center saw a 30 percent increase in service requests for NEMT. This is due to the Medicaid Expansion under the ACA in which Oregon participates. As Medicaid does not have a specific open enrollment period, it is anticipated that this growth in service requests will continue to increase over the fiscal year. In addition, Trillium is encouraging their members to use the transportation benefit as a method to increase access to healthcare.

On January 1, 2015, Medicaid payments from the CCO changed from a lump sum payment to a per-member per-month (PMPM) payment. This represents a change in how Medicaid transportation has been paid for in the past. The District will work closely with the contractor who provides operations for this service to ensure that costs do not go over the allocated PMPM for the service.

In addition to trips to medical services, a second program provides transportation services across Lane County to Medicaid recipients who have a qualifying care plan that is managed by their Senior and Disabled Services Case Manager. Local transportation is one benefit that allows people to continue to stay in their homes or other community residential setting rather than moving into a nursing care facility. Through a cost-sharing arrangement between LTD and the Department of Human Services, individuals are allowed to take trips that help keep them connected to their local community. This expands their transportation options.

There are strict guidelines a transportation provider must follow in order to provide services for the RideSource Call Center. These include specific levels of training for drivers, maintaining operational and safety standards for all vehicles, motor vehicle and criminal background checks of all drivers, specific levels of insurance coverage, and unscheduled quality assurance inspections in the field. Providers who have met these requirements and are currently registered to offer these services in Lane County include Special Mobility Services, South Lane Wheels, River Cities Taxi, and many of the local taxi and medical transport companies.



**Lane Transit District
Medicaid Fund
Fiscal Year 2016-2017**

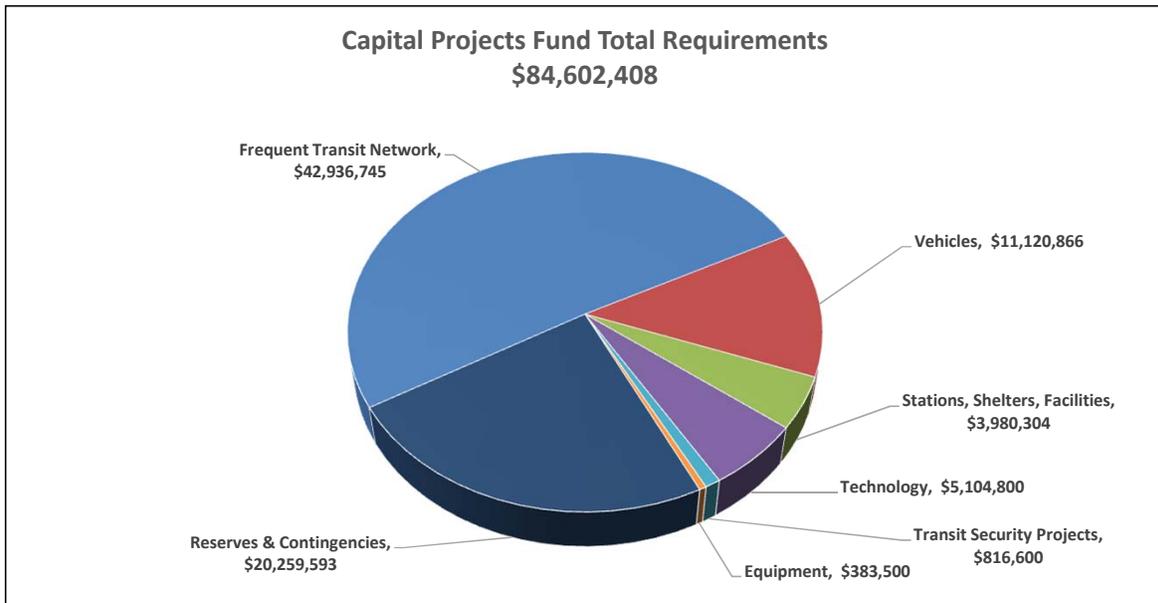
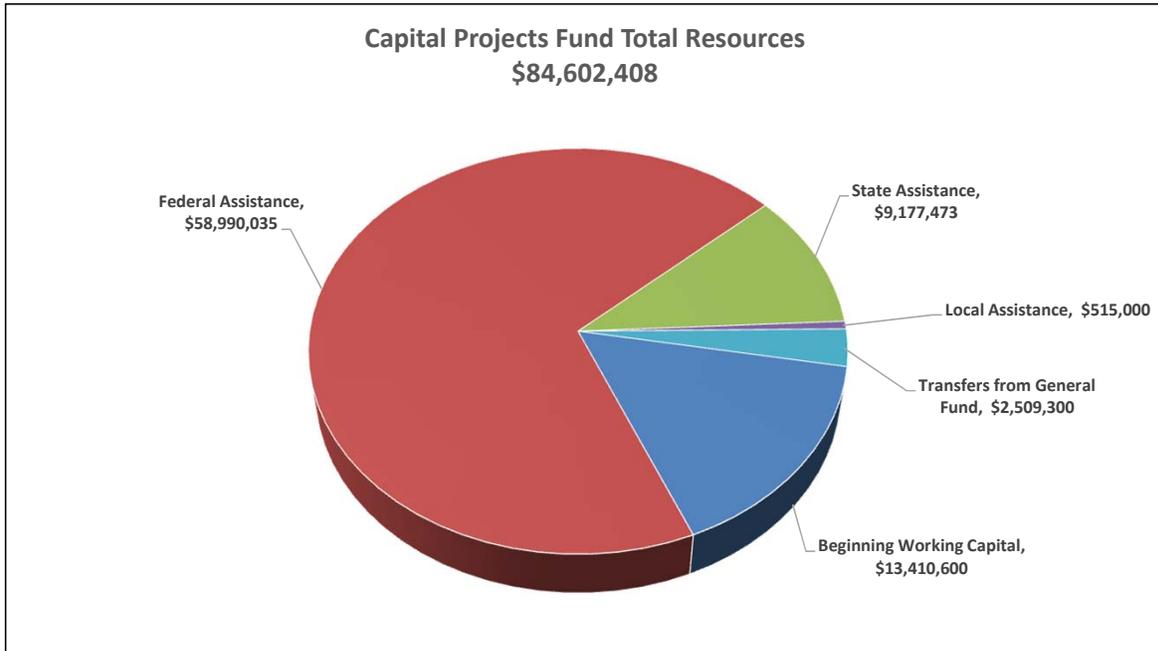
Resources	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Beginning Working Capital	\$132,739	\$134,154	\$134,200	\$178,690	\$180,700	\$180,700	\$180,700
Operating Revenues							
Medicaid Nonemergency Medical Transportation	5,796,208	7,861,688	8,578,000	9,150,700	11,175,754	11,175,754	11,175,754
Medicaid Waivered Transportation	465,617	648,172	638,600	430,987	454,593	454,593	454,593
State Assistance	0	0	0	0	0	0	0
Interest	1,870	0	0	0	0	0	0
	\$6,263,695	\$8,509,860	\$9,216,600	\$9,581,687	\$11,630,347	\$11,630,347	\$11,630,347
Other Sources							
Transfer from General Fund	162,436	272,000	195,000	1,260,127	275,000	275,000	275,000
	\$162,436	\$272,000	\$195,000	\$1,260,127	\$275,000	\$275,000	\$275,000
Total Resources	\$6,558,870	\$8,916,014	\$9,545,800	\$11,020,504	\$12,086,047	\$12,086,047	\$12,086,047

Requirements	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Operating Requirements							
Medicaid Medical Services							
Services	4,675,695	6,613,501	7,197,500	8,302,300	9,247,600	9,247,600	9,247,600
Mobility Management	66,042	111,162	123,300	63,100	66,300	66,300	66,300
Program Administration	1,054,926	1,182,111	1,257,200	1,581,400	1,660,400	1,660,400	1,660,400
	\$5,796,663	\$7,906,774	\$8,578,000	\$9,946,800	\$10,974,300	\$10,974,300	\$10,974,300
Medicaid Non-Medical (Waivered) Services							
Services	331,704	595,635	608,600	619,089	690,000	690,000	690,000
Mobility Management	22,975	40,922	38,600	53,303	56,000	56,000	56,000
Program Administration	74,318	3,726	4,200	3,393	4,400	4,400	4,400
Grant Program Match Requirements	199,056	190,265	182,200	217,174	230,000	230,000	230,000
	\$628,053	\$830,548	\$833,600	\$892,959	\$980,400	\$980,400	\$980,400
Contingency	\$0	\$0	\$134,200	\$0	\$131,347	\$131,347	\$131,347
Total Requirements	\$6,424,716	\$8,737,322	\$9,545,800	\$10,839,759	\$12,086,047	\$12,086,047	\$12,086,047

Percentage Change Analysis	FY 2014-15 Actual compared with FY 2013-14 Actual	FY 2015-16 Estimate compared with FY 2014-15 Actual	FY 2016-17 Proposed compared with FY 2015-16 Budget	FY 2016-17 Approved compared with FY 2015-16 Budget	FY 2016-17 Adopted compared with FY 2015-16 Budget
Total Resources	35.9%	23.6%	26.6%	26.6%	26.6%
Total Requirements	36.0%	24.1%	26.6%	26.6%	26.6%



Lane Transit District





**Lane Transit District
Capital Projects Fund
Fiscal Year 2016-2017**

Resources	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Beginning Working Capital	\$3,394,719	\$3,549,896	\$5,356,800	\$1,794,230	\$13,410,600	\$13,410,600	\$13,410,600
Grants							
Federal Assistance	9,399,106	17,051,329	78,379,700	36,210,849	58,990,035	58,990,035	58,990,035
State Assistance	23,154	3,033,762	15,483,000	15,312,915	9,177,473	9,177,473	9,177,473
Local Assistance	73,762	0	0	0	515,000	515,000	515,000
	\$9,496,022	\$20,085,091	\$93,862,700	\$51,523,764	\$68,682,508	\$68,682,508	\$68,682,508
Other Sources							
Transfer from General Fund	1,792,700	3,351,100	1,667,600	1,667,600	2,509,300	2,509,300	2,509,300
Transfer from Accessible Services Fund	0	0	0	0	0	0	0
	\$1,792,700	\$3,351,100	\$1,667,600	\$1,667,600	\$2,509,300	\$2,509,300	\$2,509,300
Total Resources	\$14,683,441	\$26,986,087	\$100,887,100	\$54,985,594	\$84,602,408	\$84,602,408	\$84,602,408

Requirements	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Budget	FY 2015-16 Estimate	FY 2016-17 Proposed	FY 2016-17 Approved	FY 2016-17 Adopted
Capital Outlay							
Frequent Transit Network							
West Eugene EmX Extension	7,446,141	15,573,516	72,740,000	36,641,368	40,744,200	40,744,200	40,744,200
Gateway EmX Extension	853,424	10,371	0	250	12,000	12,000	12,000
Main Street-McVay Transportation Study	187,865	530,155	1,850,000	152,413	590,000	590,000	590,000
MovingAhead	8,047	370,309	0	950,561	1,590,545	1,590,545	1,590,545
	\$8,495,477	\$16,484,351	\$74,590,000	\$37,744,592	\$42,936,745	\$42,936,745	\$42,936,745
Other Projects							
Revenue Vehicles - Fixed Route	74,317	2,865,601	6,930,000	16,380	9,995,866	9,995,866	9,995,866
Revenue Vehicles - Accessible Services	138,815	126,644	0	880,628	875,000	875,000	875,000
Support Vehicles	102,075	78,371	100,000	143,025	250,000	250,000	250,000
Stations, Shelters & Facilities	1,240,181	4,131,269	2,421,800	815,304	3,980,304	3,980,304	3,980,304
Computer Hardware & Software	933,505	1,335,475	5,145,600	593,887	1,573,500	1,573,500	1,573,500
Intelligent Transportation Systems	10,862	6,252	698,000	165,890	3,531,300	3,531,300	3,531,300
Transit Security Projects	32,222	9,939	715,000	1,000,000	816,600	816,600	816,600
Communications Equipment	0	41,723	439,700	197,991	199,500	199,500	199,500
Shop Equipment	27,845	107,134	75,000	17,302	64,000	64,000	64,000
Miscellaneous Equipment	78,246	5,103	816,600	0	120,000	120,000	120,000
	\$2,638,068	\$8,707,511	\$17,341,700	\$3,830,407	\$21,406,070	\$21,406,070	\$21,406,070
Total Capital Outlay	\$11,133,545	\$25,191,862	\$91,931,700	\$41,574,999	\$64,342,815	\$64,342,815	\$64,342,815
Reserves	\$0	\$0	\$8,955,400	\$0	\$20,259,593	\$20,259,593	\$20,259,593
Total Requirements	\$11,133,545	\$25,191,862	\$100,887,100	\$41,574,999	\$84,602,408	\$84,602,408	\$84,602,408



General Information

Lane Transit District
Fiscal Year 2016-2017



Lane Transit District
FY 2016-2017 Adopted Salary Schedule

<u>Job Classification</u>	<u>Grade</u>	<u>Salary Range</u>	
Director of Administrative Services	21	97,188	129,584
Director of Customer Services & Planning	21	97,188	129,584
Director of Operations & Customer Satisfaction	21	97,188	129,584
Finance Manager	19	84,887	113,182
Government Relations Manager	19	84,887	113,182
Human Resources Manager	19	84,887	113,182
Information Technology Manager	19	84,887	113,182
Intelligent Transportation Systems Manager	19	84,887	113,182
Maintenance Manager	19	84,887	113,182
Planning & Development Manager	19	84,887	113,182
Facilities Manager	18	79,332	105,776
Business Intelligence Analyst	17	74,142	98,856
Controller	17	74,142	98,856
Internal Auditor	17	74,142	98,856
Procurement Manager	17	74,142	98,856
Applications Administrator	15	64,761	86,348
Customer & Accessible Services Manager	15	64,761	86,348
Development Project Manager	15	64,761	86,348
IT Project Manager	15	64,761	86,348
Marketing Manager	15	64,761	86,348
Public Safety Manager	15	64,761	86,348
Senior Operations Supervisor	15	64,761	86,348
Transportation Options Program Manager	15	64,761	86,348
Engineering Technician	14	60,524	80,698
Systems Specialist	14	60,524	80,698
Facilities Maintenance Supervisor	14	60,524	80,698
Maintenance Supervisor	14	60,524	80,698
Maintenance Technical Supervisor	14	60,524	80,698
Inventory Supervisor	14	60,524	80,698
Risk Manager	14	60,524	80,698
Development Planner	14	60,524	80,698
Operations Supervisor	14	60,524	80,698
Transit Planner	14	60,524	80,698
Executive Office Manager/Clerk of the Board	13	56,565	75,419
Facilities Project Coordinator	13	56,565	75,419
Operations Training Supervisor	13	56,565	75,419
Human Services Transportation Coordinator	12	52,865	70,486
Planning & Development Associate	12	52,865	70,486
Training Specialist	12	52,865	70,486
Claims Specialist	11	49,407	65,875
Human Resources Generalist	11	49,407	65,875
IT Support Technician II	11	49,407	65,875
Marketing Representative	11	49,407	65,875
Project Communications Coordinator	11	49,407	65,875
Rideshare Program Specialist	11	49,407	65,875
Accessible Services Specialist	10	46,173	61,564
Facilities Maintenance Generalist II	9	43,154	57,538
Payroll Technician	9	43,154	57,538
Planning Technician	9	43,154	57,538
Purchasing Specialist	9	43,154	57,538
Transportation Options Specialist	9	43,154	57,538
Graphic Designer	8	40,332	53,776
Facilities Generalist I	8	40,332	53,776
SmartTrips Coordinator	8	40,332	53,776
Transit Administrative Coordinator	8	40,332	53,776
Accounting Technician	7	37,693	50,257
Administrative Secretary	7	37,693	50,257
Executive Office Secretary	7	37,693	50,257
Marketing Technician	7	37,693	50,257
Executive Office Assistant	6	35,229	46,971
Transit Administrative Assistant	6	35,229	46,971
Distribution Coordinator	4	30,769	41,025
Accounting Assistant	3	28,757	38,342



Lane Transit District
Wage Rates - Amalgamated Transit Union, Local 757

ATU-Represented Pay Table July 1, 2016, through December 31, 2016

Transit Operations	1st	Next	2nd	3rd	4th	
	12 Months	9 Months	9 Months	9 Months	9 Months	Thereafter
Bus Operator	\$ 18.46	\$ 19.69	\$ 20.89	\$ 22.11	\$ 23.35	\$ 24.57
Fleet Services						
Lead Journey-Level Mechanic	\$ 22.70	\$ 24.15	\$ 25.61	\$ 27.09	\$ 28.55	\$ 30.34
Journey-Level Mechanic	\$ 21.59	\$ 23.01	\$ 24.42	\$ 25.80	\$ 27.23	\$ 28.91
Journey-Level Tire Specialist	\$ 21.59	\$ 23.01	\$ 24.42	\$ 25.80	\$ 27.23	\$ 28.91
General Service Worker	\$ 18.09	\$ 19.27	\$ 20.47	\$ 21.69	\$ 22.86	\$ 24.37
Lead Detailer	\$ 18.40	\$ 19.62	\$ 20.84	\$ 22.03	\$ 23.25	\$ 24.47
Equipment Detail Technician	\$ 17.56	\$ 18.70	\$ 19.86	\$ 21.00	\$ 22.12	\$ 23.31
Lead Inventory Technician	\$ 19.67	\$ 20.91	\$ 22.21	\$ 23.54	\$ 24.84	\$ 26.45
Inventory Technician	\$ 18.74	\$ 19.93	\$ 21.17	\$ 22.45	\$ 23.64	\$ 25.20
Customer Service						
Lead Customer Service Representative	\$ 18.40	\$ 19.62	\$ 20.84	\$ 22.03	\$ 23.25	\$ 24.47
Customer Service Representative	\$ 17.56	\$ 18.70	\$ 19.86	\$ 21.00	\$ 22.12	\$ 23.31
Facilities Management						
Station Cleaner	\$ 18.40	\$ 19.62	\$ 20.84	\$ 22.03	\$ 23.25	\$ 24.47

ATU-Represented Pay Table January 1, 2017, through June 30, 2017

Transit Operations	1st	Next	2nd	3rd	4th	
	12 Months	9 Months	9 Months	9 Months	9 Months	Thereafter
Bus Operator	\$ 18.78	\$ 20.03	\$ 21.26	\$ 22.50	\$ 23.76	\$ 25.00
Fleet Services						
Lead Journey-Level Mechanic	\$ 23.10	\$ 24.57	\$ 26.06	\$ 27.56	\$ 29.05	\$ 30.87
Journey-Level Mechanic	\$ 21.97	\$ 23.41	\$ 24.85	\$ 26.25	\$ 27.71	\$ 29.42
Journey-Level Tire Specialist	\$ 21.97	\$ 23.41	\$ 24.85	\$ 26.25	\$ 27.71	\$ 29.42
General Service Worker	\$ 18.41	\$ 19.61	\$ 20.83	\$ 22.07	\$ 23.26	\$ 24.80
Lead Detailer	\$ 18.72	\$ 19.96	\$ 21.20	\$ 22.42	\$ 23.66	\$ 24.90
Equipment Detail Technician	\$ 17.87	\$ 19.03	\$ 20.21	\$ 21.37	\$ 22.51	\$ 23.72
Lead Inventory Technician	\$ 20.01	\$ 21.28	\$ 22.60	\$ 23.95	\$ 25.27	\$ 26.91
Inventory Technician	\$ 19.07	\$ 20.28	\$ 21.54	\$ 22.84	\$ 24.05	\$ 25.64
Customer Service						
Lead Customer Service Representative	\$ 18.72	\$ 19.96	\$ 21.20	\$ 22.42	\$ 23.66	\$ 24.90
Customer Service Representative	\$ 17.87	\$ 19.03	\$ 20.21	\$ 21.37	\$ 22.51	\$ 23.72
Facilities Management						
Station Cleaner	\$ 18.72	\$ 19.96	\$ 21.20	\$ 22.42	\$ 23.66	\$ 24.90



Lane Transit District Operating Revenue & Cost Measurements - Fixed-Route System

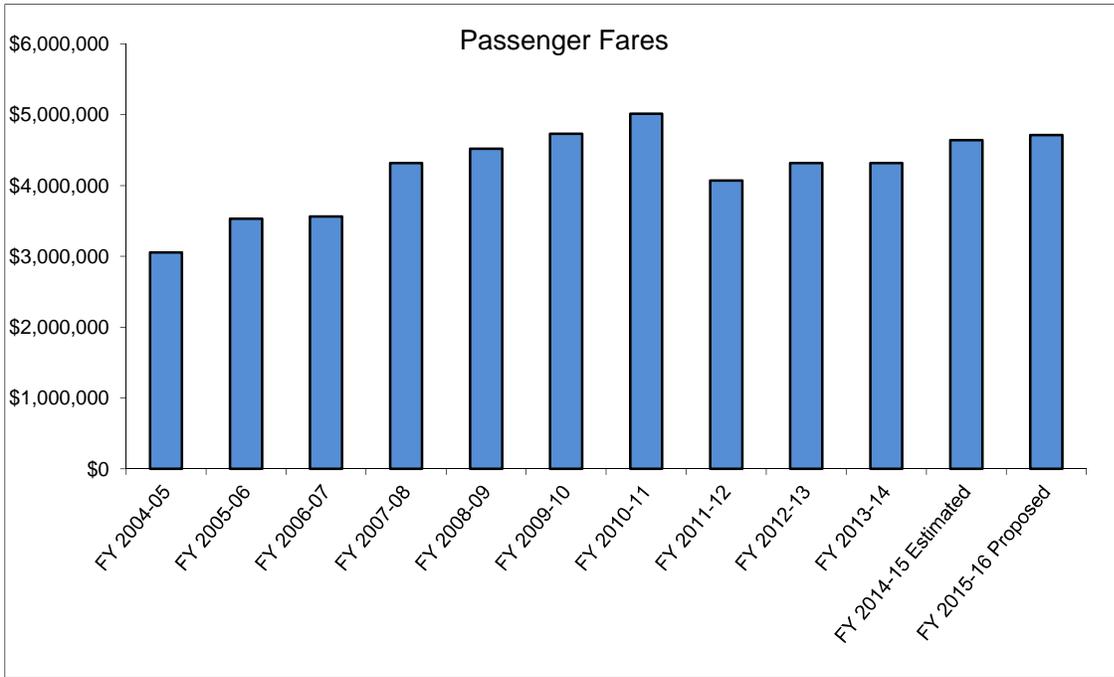
Fiscal Year	Operating* Revenues	Operating* Expenses	Revenue Margin	Revenue Hours	Percent Change	Operating Revenue / Service Hour	Percent Change	Operating Expenses / Revenue Hour	Percent Change
2014-15	\$ 7,893,869	\$ 38,541,017	20.5%	254,779	3.0%	\$30.98	-0.9%	\$151.27	2.0%
2013-14	7,733,140	36,660,628	21.1%	247,286	0.0%	31.27	1.2%	148.25	2.4%
2012-13	7,640,918	35,813,713	21.3%	247,303	-0.1%	30.90	0.5%	144.82	4.1%
2011-12	7,608,840	34,411,349	22.1%	247,480	0.4%	30.75	-7.0%	139.05	1.2%
2010-11	8,150,969	33,880,028	24.1%	246,556	-11.7%	33.06	16.4%	137.41	10.3%
2009-10	7,933,611	34,792,955	22.8%	279,241	-2.6%	28.41	5.4%	124.60	7.8%
2008-09	7,723,787	33,118,646	23.3%	286,654	0.1%	26.94	5.3%	115.54	3.5%
2007-08	7,320,990	31,952,517	22.9%	286,226	2.3%	25.58	14.9%	111.63	5.8%
2006-07	6,226,293	29,498,214	21.1%	279,688	7.6%	22.26	-2.9%	105.47	1.7%
2005-06	5,961,498	26,968,032	22.1%	259,985	-1.3%	22.93	15.1%	103.73	8.0%

Fiscal Year	Employees	Revenue Hours / Employees	Percent Change	Passenger Fares	Passenger Boardings	Passenger Fares / Boarding	Operating Expenses / Boarding	Percent Change	Revenue Hours / Trip
2014-15	312	816.60	3.4%	\$ 7,200,332	10,644,718	0.68	3.62	10.5%	0.024
2013-14	313	790.05	-1.0%	6,948,609	11,192,854	0.62	3.28	3.1%	0.022
2012-13	310	797.75	-2.3%	6,914,308	11,276,282	0.61	3.18	5.8%	0.022
2011-12	303	816.77	-1.3%	6,738,397	11,463,124	0.59	3.00	-0.3%	0.022
2010-11	298	827.37	-7.0%	7,393,034	11,253,628	0.66	3.01	-1.8%	0.022
2009-10	314	889.30	4.2%	7,032,027	11,349,579	0.62	3.07	8.5%	0.025
2008-09	336	853.14	1.9%	6,602,497	11,718,189	0.56	2.83	0.9%	0.024
2007-08	342	836.92	0.8%	6,122,561	11,406,316	0.54	2.80	-7.3%	0.025
2006-07	337	829.93	0.2%	5,213,706	9,757,984	0.53	3.02	4.4%	0.029
2005-06	314	827.98	-0.4%	5,078,340	9,309,528	0.55	2.90	-4.5%	0.028

Fiscal Year	Miles	Operating Expenses / Mile	Percent Change	Fleet Maintenance Costs	Fleet Maintenance Cost / Mile	Percent Change	Fuel Cost	Fuel Cost / Mile	Percent Change
2014-15	3,554,759	10.842	4.5%	\$ 5,740,550	1.615	10.1%	\$ 2,030,066	0.571	-21.8%
2013-14	3,534,864	10.371	1.7%	5,186,756	1.467	3.0%	2,580,822	0.730	-1.4%
2012-13	3,512,473	10.196	5.2%	5,002,973	1.424	-1.5%	2,601,015	0.741	-7.8%
2011-12	3,549,802	9.694	2.6%	5,134,802	1.447	3.0%	2,850,255	0.803	15.1%
2010-11	3,587,553	9.444	10.1%	5,040,041	1.405	11.7%	2,502,026	0.697	45.7%
2009-10	4,054,883	8.581	6.2%	5,100,175	1.258	6.5%	1,941,476	0.479	-9.3%
2008-09	4,097,838	8.082	3.1%	4,837,587	1.181	3.7%	2,162,213	0.528	-22.6%
2007-08	4,076,093	7.839	7.1%	4,638,977	1.138	7.1%	2,778,672	0.682	37.6%
2006-07	4,029,581	7.320	6.1%	4,281,047	1.062	0.2%	1,996,335	0.495	6.3%
2005-06	3,909,576	6.898	3.5%	4,145,377	1.060	4.3%	1,821,552	0.466	36.9%

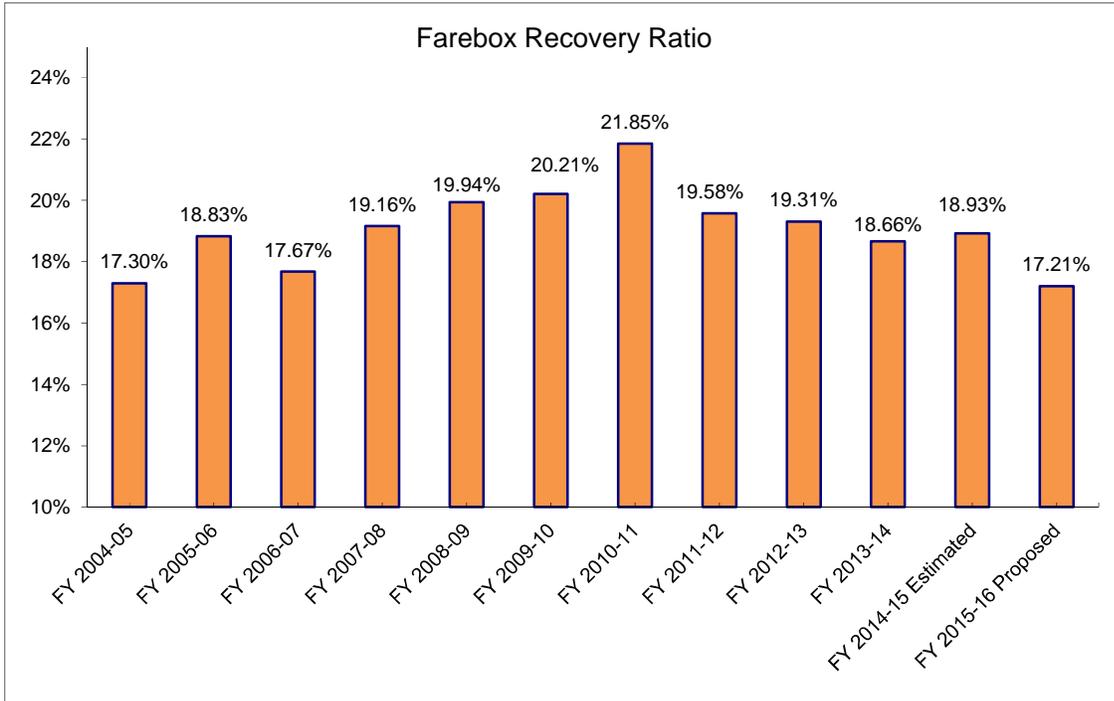
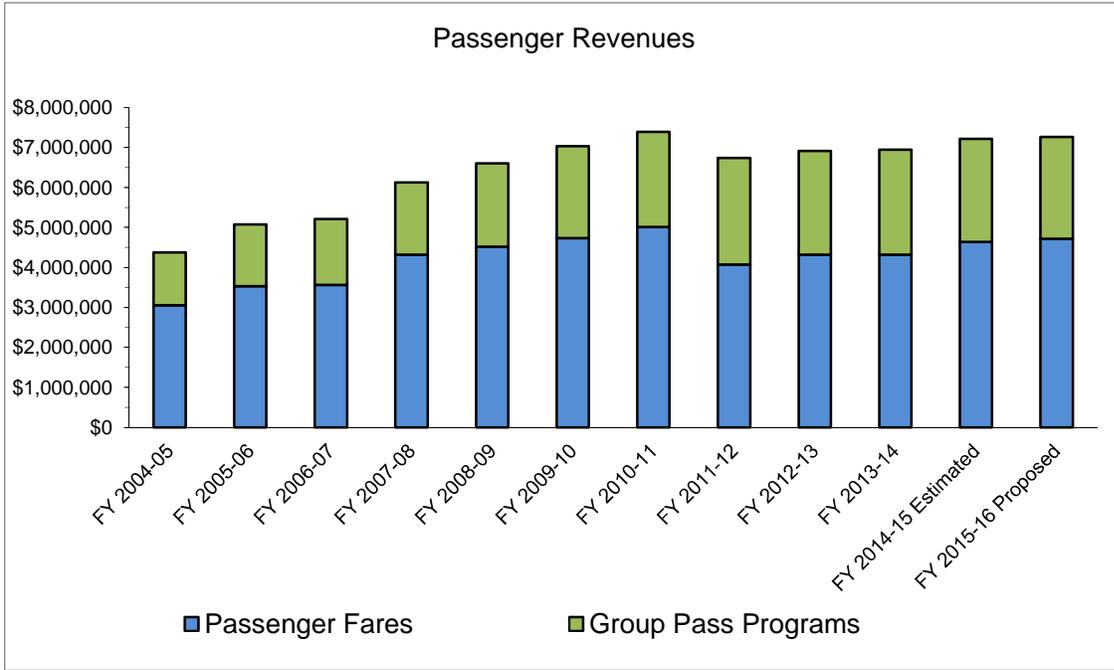


Lane Transit District



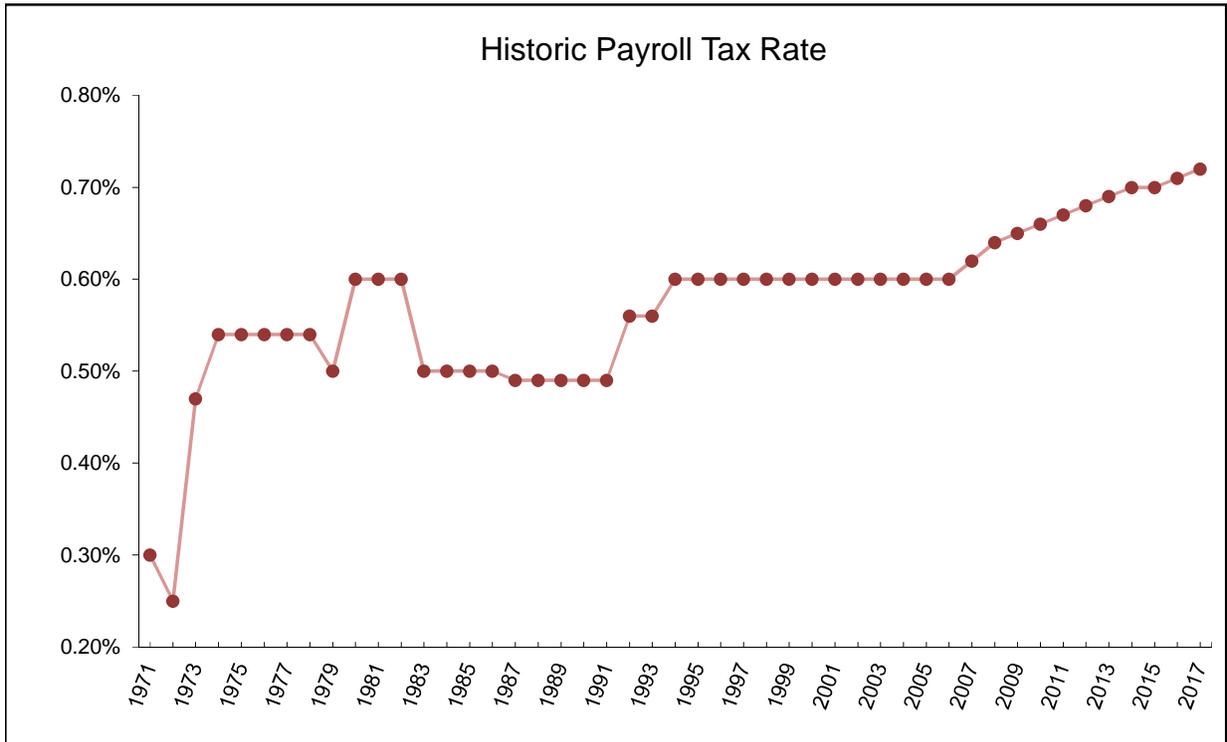
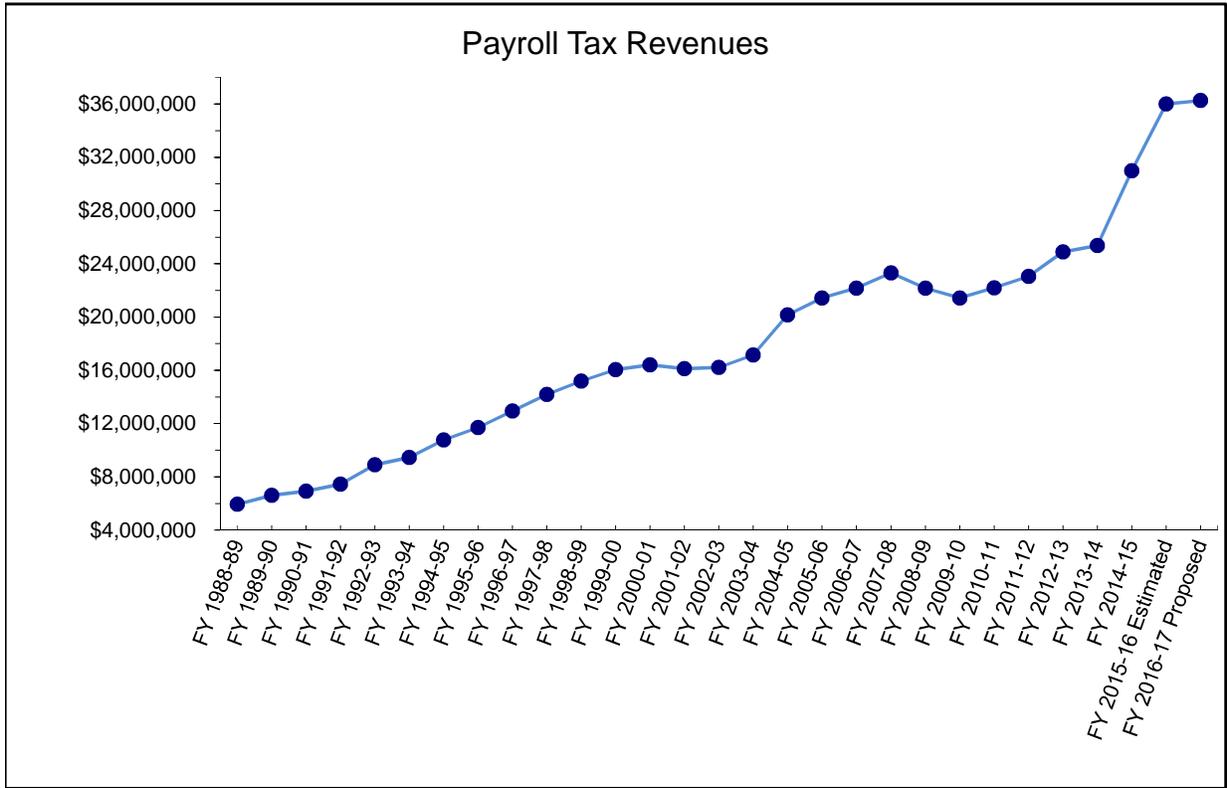


Lane Transit District



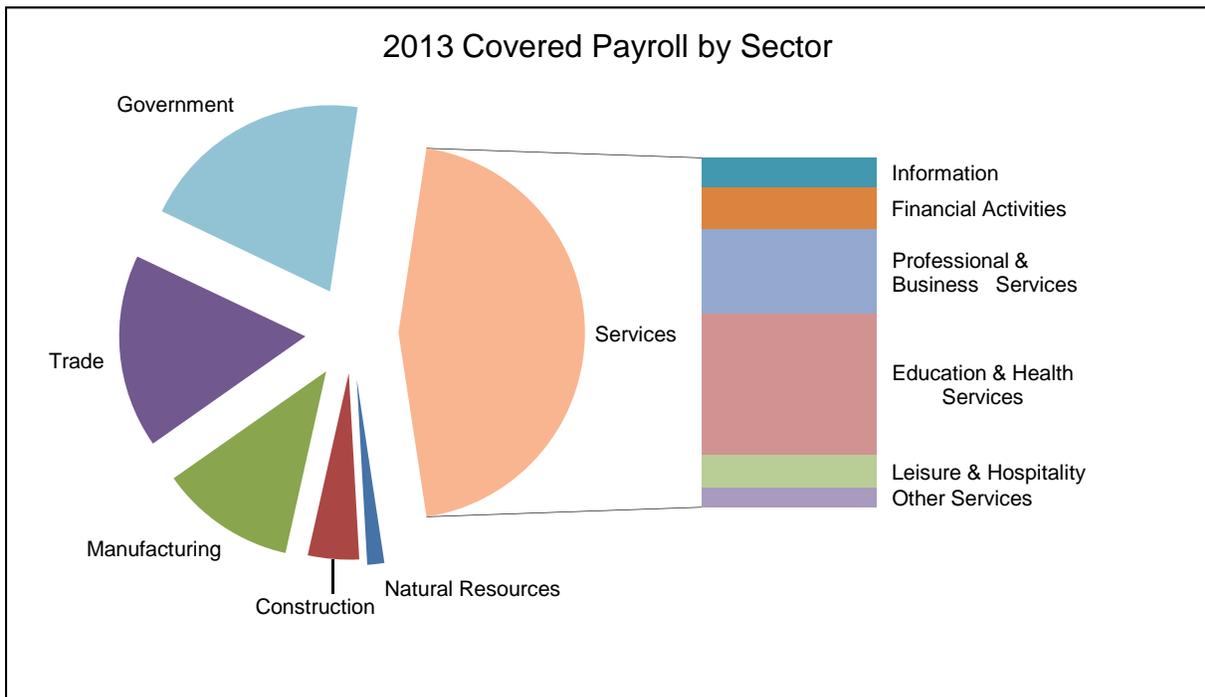
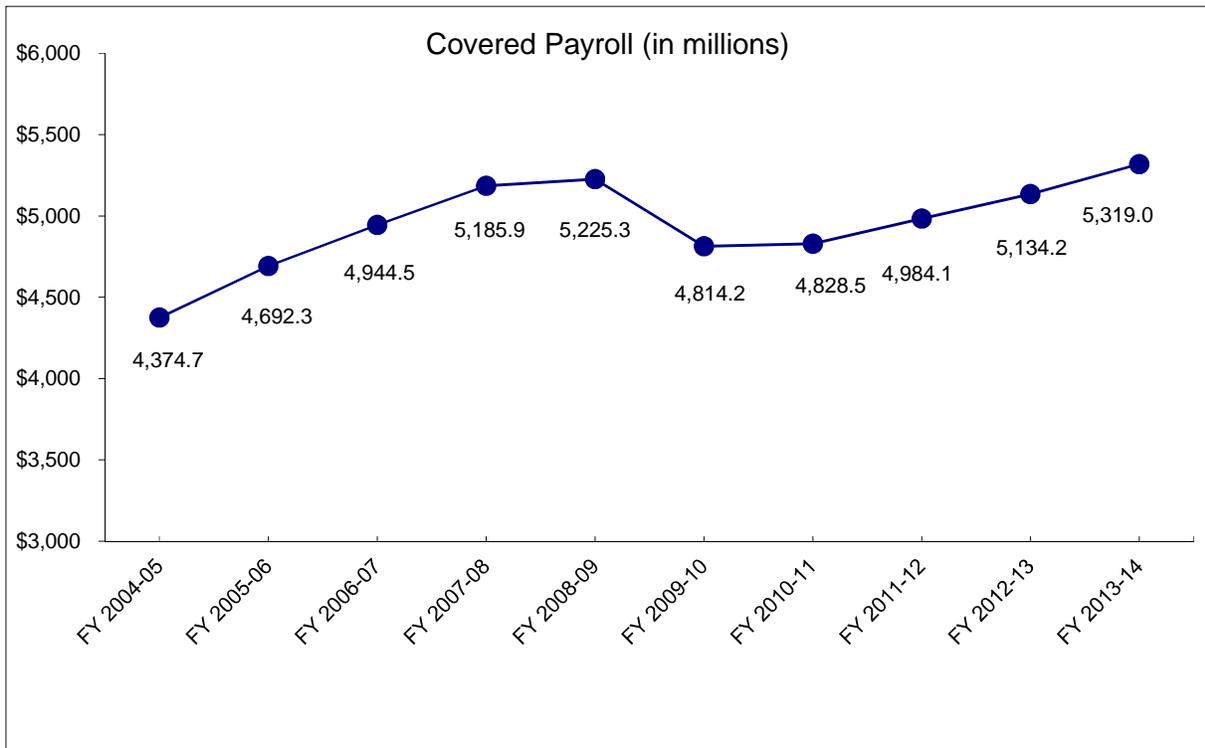


Lane Transit District



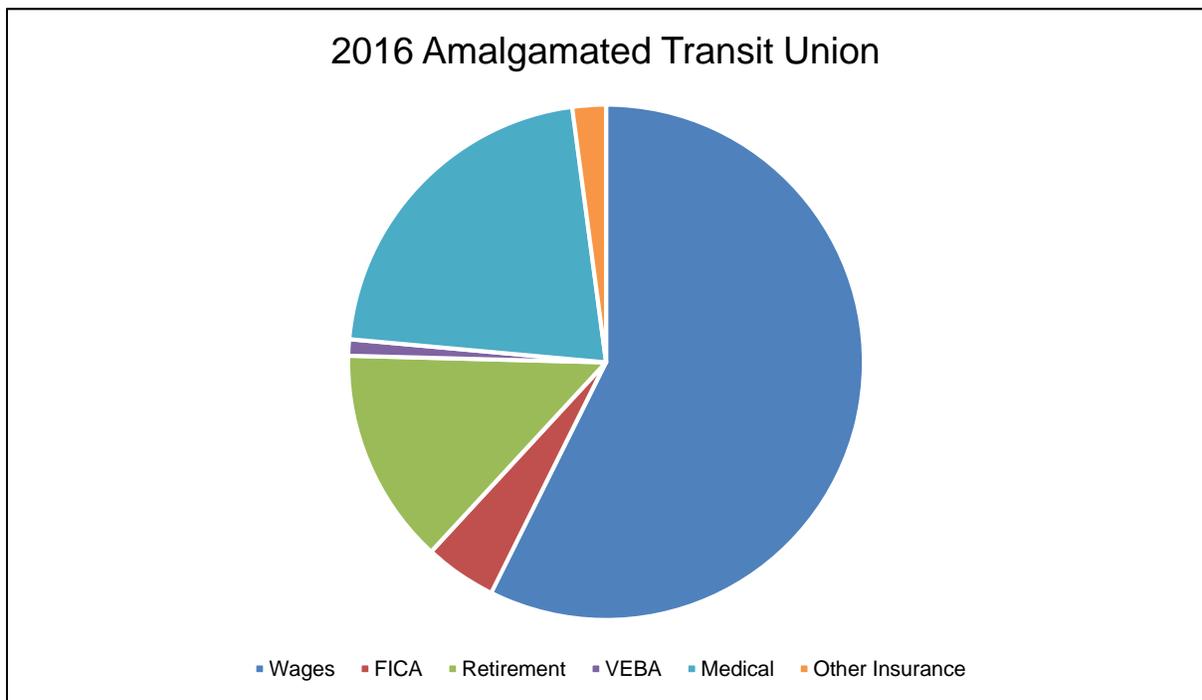
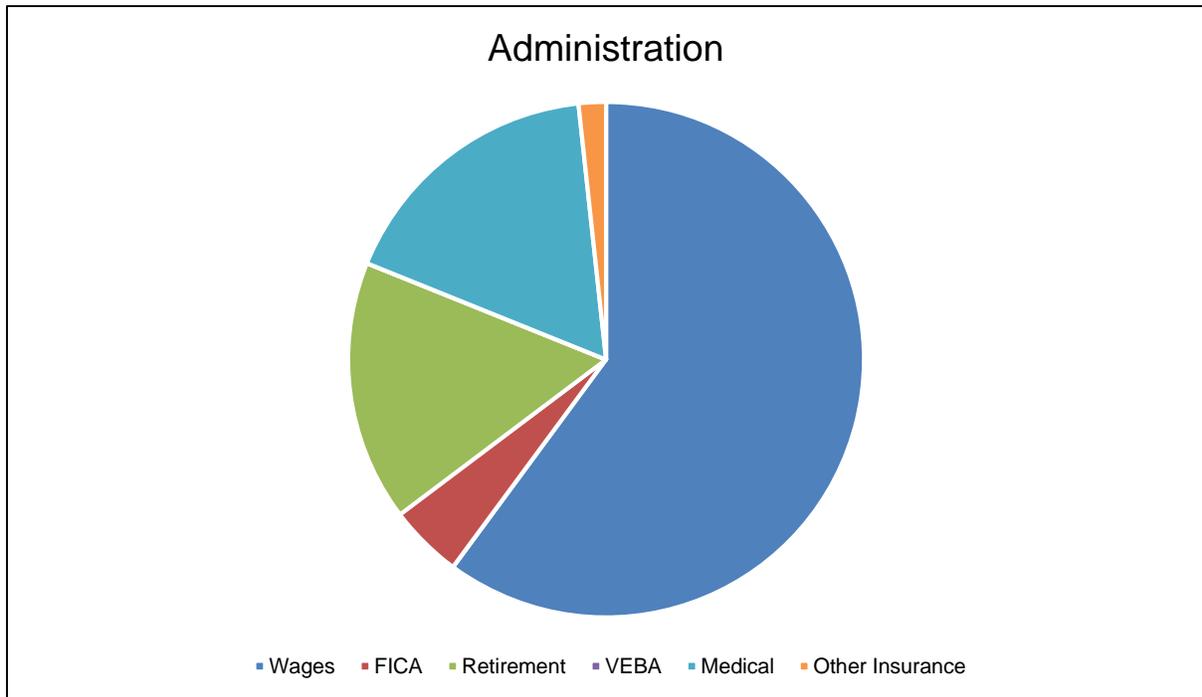


Lane Transit District



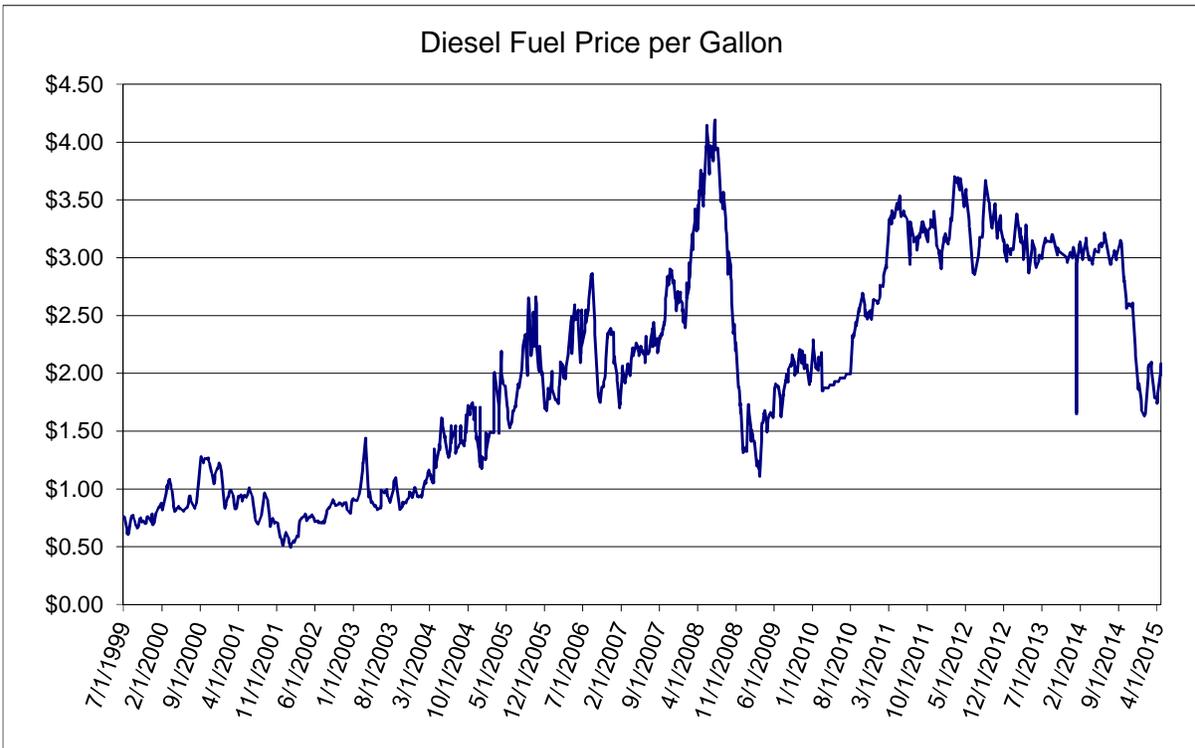
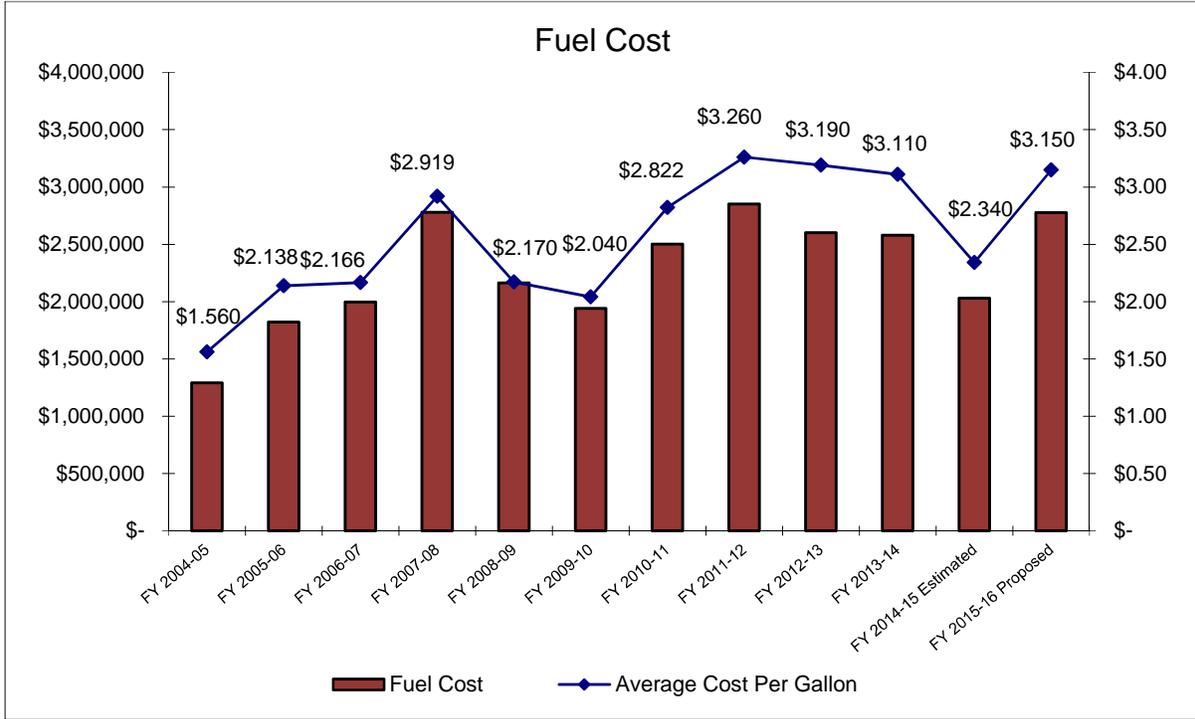


Lane Transit District Personnel Services



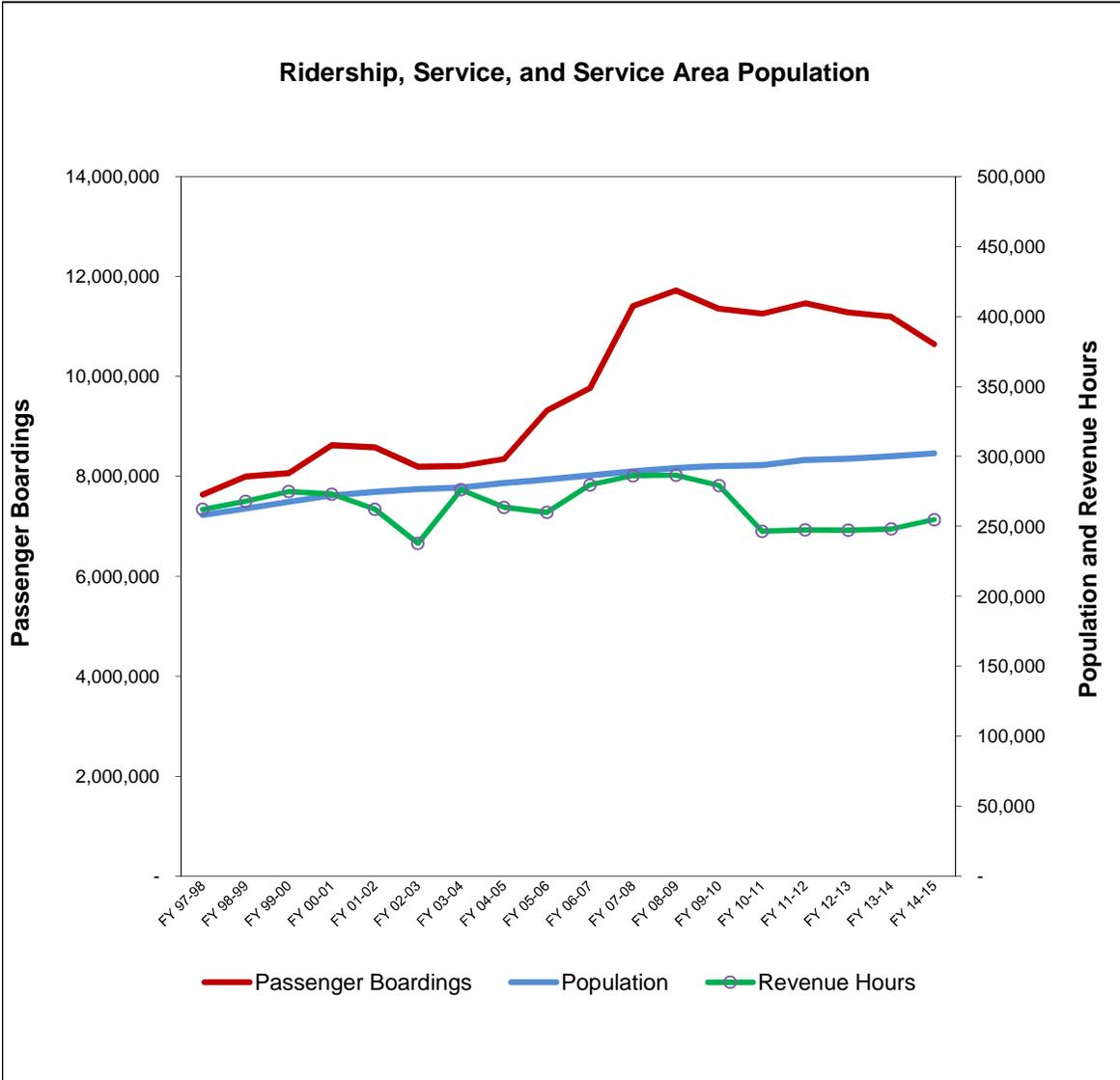


Lane Transit District



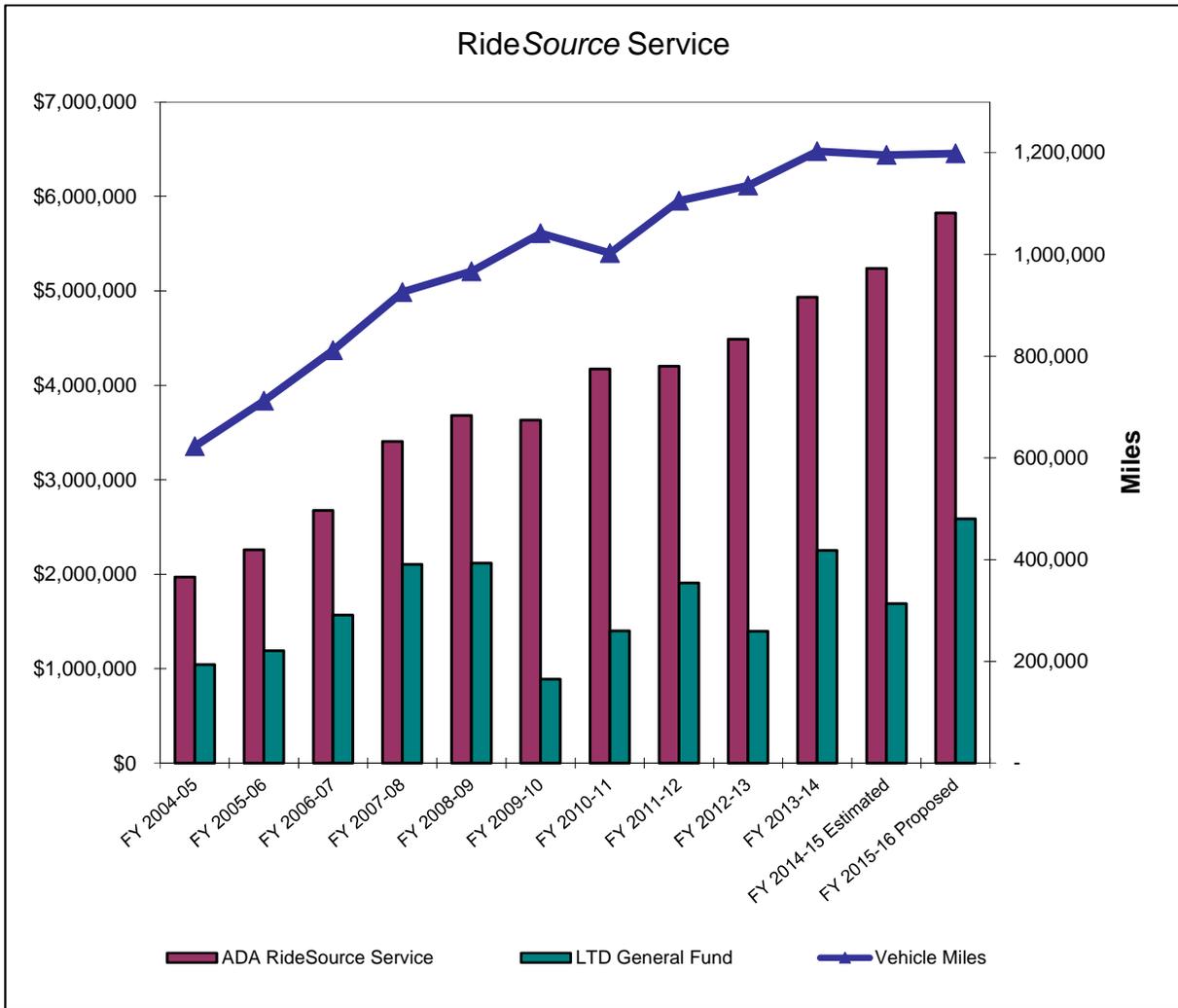


Lane Transit District





Lane Transit District





**Comparison of Operating Characteristics of Selected Transit Properties *
National Transit Database (NTD) Report Year 2013**

System	Service Area Population	Revenue Hours	Annual Boardings	Passenger Miles	Fare Revenue	Peak Buses	Total Employees	Operating Expenses	Capital Exp. (Avg per Yr)	per Service Area Population:		Operating Expenses per:		Boardings per Rev Hr	Pass Miles per Rev Hr	Fare Recovery
										Rev Hrs	Boardings	Rev Hr	Boarding			
Ann Arbor, MI	212,492	197,644	6,428,724	20,057,619	\$4,312,055	66	229	\$23,713,945	\$5,311,423	0.93	30	\$119.98	\$3.69	32.5	101.5	18%
Bakersfield, CA	479,501	296,066	6,174,932	20,264,334	\$4,816,882	70	303	\$23,658,837	\$4,892,171	0.62	13	\$79.91	\$3.83	20.9	68.4	20%
Bellingham, WA	205,618	130,117	5,677,806	15,833,752	\$1,859,314	44	146	\$15,627,243	\$3,740,777	0.63	28	\$120.10	\$2.75	43.6	121.7	12%
Colorado Spr., CO	496,755	108,441	2,669,265	14,697,332	\$2,390,730	30	***	\$9,737,824	\$4,555,299	0.22	5	\$89.80	\$3.65	24.6	135.5	25%
Fort Collins, CO	143,986	78,742	2,236,027	7,242,628	\$1,047,966	30	119	\$7,676,289	\$1,663,492	0.55	16	\$97.49	\$3.43	28.4	92.0	14%
Livermore, CA	197,289	124,635	1,727,085	8,407,168	\$2,309,008	51	***	\$12,333,360	\$5,157,042	0.63	9	\$98.96	\$7.14	13.9	67.5	19%
Olympia, WA	161,000	183,863	4,222,385	14,322,880	\$2,463,042	50	206	\$21,294,504	\$4,148,087	1.14	26	\$115.82	\$5.04	23.0	77.9	12%
Reno, NV	327,768	236,998	8,008,678	27,565,692	\$5,880,392	56	***	\$23,793,017	\$9,356,735	0.72	24	\$100.39	\$2.97	33.8	116.3	25%
Salem, OR	236,632	154,056	3,413,873	11,060,948	\$2,358,925	54	181	\$19,555,613	\$3,193,403	0.65	14	\$126.94	\$5.73	22.2	71.8	12%
Santa Cruz, CA	254,538	194,512	5,015,612	23,804,449	\$7,098,139	69	242	\$30,974,977	\$7,563,250	0.76	20	\$159.24	\$6.18	25.8	122.4	23%
Vancouver, WA	372,634	221,572	5,458,859	29,110,059	\$3,920,025	54	245	\$26,310,863	\$5,637,969	0.59	15	\$118.75	\$4.82	24.6	131.4	15%
Mean (average)	282,143	181,406	5,193,807	19,580,238	\$3,784,115	55	219	\$20,802,515	\$5,643,145	0.69	18	\$113.92	\$4.36	28.2	106.4	18%
Lane Transit	297,500	250,229	11,292,441	42,595,998	\$6,952,902	85	305	\$34,953,904	\$12,498,087	0.84	38	\$139.69	\$3.10	45.1	170.2	20%
Portland, OR **	1,489,796	1,620,908	58,662,016	230,817,729	\$63,818,606	505	1,668	\$239,125,561	\$34,036,576	1.09	39	\$147.53	\$4.08	36.2	142.4	27%

* Properties were selected based on providing a level of service comparable to LTD or providing service to a local university.
 ** Portland, Oregon, statistics are not included in the mean and are provided for information purposes only. Data is for fixed-route bus service only (light rail is not included).
 *** Fixed-route service is contracted service. No employee counts are reported to NTD for contracted services.

Lane Transit District
FY 2016-25 Long-Range Financial Plan Approved 4/15/2015
 Payroll Tax Base: 5% Annual Increase

	FY 2014-15 Estimated Current Year	Year 1 Projected FY 2015-16	Year 2 Projected FY 2016-17	Year 3 Projected FY 2017-18	Year 4 Projected FY 2018-19	Year 5 Projected FY 2019-20	Year 6 Projected FY 2020-21	Year 7 Projected FY 2021-22	Year 8 Projected FY 2022-23	Year 9 Projected FY 2023-24	Year 10 Projected FY 2024-25
1 Beginning Working Capital	17,234,700	16,732,300	14,479,200	11,955,100	9,383,600	7,344,400	5,861,600	4,556,900	3,815,000	3,433,300	3,821,100
2 General Fund Revenues											
3 Passenger Fare Operating Revenues	7,267,000	7,382,000	7,751,200	8,138,700	8,545,600	8,972,900	9,421,600	9,892,700	10,387,300	10,906,600	11,451,900
4 Advertising	310,000	310,000	319,300	328,900	338,800	348,000	358,000	370,300	381,400	392,800	404,600
5 Purchased Service	161,300	161,300	169,400	177,900	186,800	196,100	205,900	216,200	227,000	238,400	250,300
6 Total Operating Revenues	7,738,300	7,853,300	8,239,900	8,645,500	9,071,200	9,518,000	9,987,000	10,479,200	10,995,700	11,537,800	12,106,800
7 Payroll/Self-Employment Taxes (.007)	29,731,000	31,780,200	33,369,200	35,037,700	36,789,600	38,629,000	40,560,500	42,588,500	44,718,000	46,953,900	49,301,600
8 Payroll/Self-Employment Taxes (Rate Increase 1/1/2017)	-	-	225,600	713,900	1,250,100	1,837,600	2,479,800	3,180,600	3,943,700	4,778,300	5,684,500
9 Payroll/Self-Employment Tax Total	29,731,000	31,780,200	33,594,800	35,751,600	38,039,700	40,466,600	43,040,300	45,769,100	48,661,700	51,732,200	54,986,100
10 State In Lieu	570,000	200,000	206,000	212,200	218,600	225,200	232,000	239,000	246,200	253,600	261,200
11 Preventive Maintenance (Federal 5307)	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000
12 Point2point Funding (STP & STP-U)	726,100	411,100	411,100	411,100	411,100	411,100	411,100	411,100	411,100	411,100	411,100
13 Other Operating Grants	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
14 Total Grants	4,951,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100	4,636,100
15 Miscellaneous	263,600	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
16 Interest	84,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
17 Total General Fund Revenues	43,338,000	44,669,600	46,876,800	49,445,400	52,165,600	55,045,900	58,095,400	61,323,400	64,739,700	68,359,700	72,190,200
18 General Fund Expenditures											
19 Fixed-Route Services											
20 Personnel Services	28,862,600	30,849,000	32,417,300	33,850,000	35,385,900	37,005,300	38,731,000	40,568,800	42,528,900	44,621,700	46,855,700
21 Materials and Services less Fuel	2,600,000	3,000,000	3,150,000	3,307,500	3,472,900	3,645,500	3,828,800	4,020,200	4,221,200	4,432,300	4,653,900
22 Insurance	1,064,800	1,100,000	1,122,000	1,144,400	1,167,300	1,190,600	1,214,400	1,238,700	1,263,500	1,288,800	1,314,600
23 Total Fixed-Route Operating Costs Before Adjustments	39,113,200	41,866,400	43,541,000	45,290,600	47,154,600	49,114,500	51,190,700	53,392,500	55,729,700	58,213,200	60,855,000
24 FY 2016 Community Investment	-	666,700	833,900	870,800	910,300	952,400	996,400	1,043,700	1,094,100	1,147,900	1,205,400
25 FY 2017 Community Investment	-	-	579,200	720,600	753,300	787,800	824,500	863,600	905,300	946,800	997,400
26 West Eugene EMX Service & Other Community Investments	-	-	-	916,700	1,141,600	1,193,900	1,249,500	1,308,800	1,372,000	1,439,500	1,511,700
27 Transfer to Accessible Services Fund	1,500,000	2,750,000	2,956,300	3,104,100	3,259,300	3,422,300	3,593,400	3,773,100	3,961,800	4,159,900	4,367,900
28 Transfer to Medicaid Fund	172,000	172,000	177,200	182,500	188,000	193,600	199,400	205,400	211,600	217,900	224,400
29 Transfer to Capital Projects Fund	3,055,200	1,667,600	1,313,300	931,600	797,700	684,600	1,346,200	1,478,200	1,846,900	1,843,700	1,826,900
30 Total General Fund Expenditures	43,840,400	46,922,700	49,400,900	52,016,900	54,204,800	56,528,700	59,400,100	62,065,300	65,121,400	67,971,900	70,965,700
31 Ending Working Capital	16,732,300	14,479,200	11,955,100	9,383,600	7,344,400	5,861,600	4,556,900	3,815,000	3,433,300	3,821,100	5,022,600

LANE TRANSIT DISTRICT



2016 - 2025

Capital Improvements Program

Lane Transit District

CAPITAL IMPROVEMENTS PROGRAM
APPROVED MAY 20, 2015
AMENDED JUNE 17, 2015

TABLE OF CONTENTS

TABLE OF CONTENTS	1
SECTION 1: CONTEXT FOR LTD'S CAPITAL INVESTMENTS	2
Capital Improvements Framework.....	2
Capital Investment Priorities	2
CIP Development and Review Process	3
Project Funding Decisions.....	4
Project Classification	5
SECTION 2: MASTER LIST OF ALL PROJECTS	6
SECTION 3: CAPITAL IMPROVEMENTS PROGRAM MAP	10
SECTION 4: FUNDING SUMMARY	11
SECTION 5: APPENDICES	12
Appendix A: Guiding Documents.....	12
Appendix B: Funding Sources.....	17
Appendix C: Project Descriptions.....	20
.....	22

SECTION 1: CONTEXT FOR LTD'S CAPITAL INVESTMENTS

CAPITAL IMPROVEMENTS FRAMEWORK

In everything Lane Transit District (LTD) does, we carry the community and its aspirations forward. Public Transportation services enable the residents of our community to connect to jobs, school, doctor's appointments, shopping, family and friends, and much more. Public transportation makes a significant contribution towards establishing a community identity, supporting vibrant commercial and social exchanges, improving physical health, and guiding sustainable neighborhood and regional development. In that context, we take responsibility for joining with our regional partners to create a livable community.

Capital investments allow LTD to meet operational and long-term goals. Those goals are aligned with the vision presented in the *LTD Road Map*, Lane Transit District's strategic plan. The *LTD Road Map* explains the agency's vision through a series of why, how, and what statements. LTD believes in providing people the independence to achieve their goals, creating a more vibrant, sustainable, and equitable community. How we do this includes serving the community with respect, collaborating internally and externally, and caring for our customers, employees, and business partners. What we do includes providing safe and accessible vehicles, services, and facilities; practicing sound fiscal and sustainability management; delivering reliable, public transportation services; offering services that reduce dependency on the automobile; and providing leadership for the community's transportation needs.

Coordinating and collaborating with our partners enables us to better leverage the significant investments we make in our service and capital infrastructure. As Eugene, Springfield, and surrounding communities continue to grow and regional transportation demands diversify, there is a need for LTD to connect effectively to the economic development, social equity, and environmental stewardship goals of the broader community. Integrating LTD's plans for growth and development with the goals of the communities that we serve ensures that we fully leverage our investments and are contributing most effectively to the growth and prosperity of the region's residents.

The Capital Improvements Program (CIP) is a 10-year framework that provides direction and guidance for LTD's capital investments. Annual revisions of the CIP consider new projects and reflect updates to the LTD Road Map and Long-Range Transit Plan.

CAPITAL INVESTMENT PRIORITIES

LTD capital projects vary in scale in terms of size, cost, and community benefit. Some of these projects maintain existing systems, while others redefine the services provided by LTD. LTD is committed to maintaining current infrastructure while purposefully investing in new projects that allow for the District to meet the changing needs of our riders and community and to accomplish the goals outlined in our Long-Range Transit Plan.

The CIP has two fundamental objectives: 1) to facilitate the efficient use of LTD's limited financial resources, and 2) to implement regional priorities that anticipate the need for public transportation in the future. LTD's Long-Range Transit Plan, the Transportation Systems Plans (TSP) of the Cities of Eugene and Springfield, and the Central Lane MPO Regional Transportation Plan (RTP) are examples of local and regional planning mechanisms that are supported by the CIP. A complete description of these and other guiding documents are found in Appendix A. LTD's projects using federal funds are programmed into the Metropolitan Transportation

Improvement Program (MTIP) list of expenditures for approval by the Central Lane Metropolitan Planning Organization (MPO).¹

The FY 2016-25 CIP totals approximately \$279 million in projects with funding secured or identified and \$18.2 million in projects with funding not identified. Sections 2 and 3 summarize all CIP projects included in the 10-year program.

CIP DEVELOPMENT AND REVIEW PROCESS

The CIP is reviewed and adopted annually. Staff create the draft CIP that is submitted to the public for a 30-day comment period. The public can submit in writing any comments or questions about the program and testify at a public hearing that is scheduled within the comment period. Once the public comment period is concluded, all comments or questions along with staff responses are submitted to the LTD Board of Directors. Staff then present a revised draft program to the Board for adoption.

The first year of the program becomes the basis for the next year's Capital Projects Fund budget. As the budget is developed, minor adjustments are made to the CIP to account for projects that will continue into the next fiscal year or have small changes to cost or funding. Since these changes to the CIP are minor in nature, they are submitted to the Board for approval as an administrative amendment when the Board considers the budget for adoption.

Development and Review Schedule

July 1	Fiscal year begins
July – June	Staff track progress of projects and funding
January – February	Staff develop draft CIP
April	Submit CIP to public for 30-day comment period
April Board Meeting	Public hearing on CIP
May Board Packet	Public comments/staff responses published
May Board Meeting	Board adopts CIP
April – May	Staff develop budget with CIP informing Capital Projects Fund proposed budget
May	Budget Committee presented proposed budget and approves a budget
June	Board of Directors adopts a budget and approved CIP administrative amendment

¹ Metropolitan Transportation Improvement Program. <http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

PROJECT FUNDING DECISIONS

There are two types of projects in the CIP: 1) State of Good Repair, and 2) Community Investment. State of Good Repair projects are projects that keep the District's assets in good working order to continue providing high-quality service to the community. These include vehicle replacement, maintenance and upgrades to technology and facilities, and other projects intended to keep our current service quality high. Community Investment projects increase the investments in the community adding additional service and/or user benefits. These can include frequent transit network projects, fare management, and large technology and facility upgrades that increase benefits to the community.

Projects are reviewed by staff, and six criteria are considered when making final project funding decisions. The first three criteria are considered for all projects (State of Good Repair and Community Investment):

- 1) Project Deferral Implication – To what extent will deferring a project create unsafe conditions and/or cause noticeable disruption to the level of service or user benefits?
- 2) Feasibility of Implementation – What is the likelihood that the project will be completed within the requested budget and schedule?
- 3) Operating Budget Impact – What impact will the project have on the operating budget of the District?

Community Investment projects have three additional criteria that are considered:

- 4) Ridership/Quality of Service Delivery – What impact will this project have on ridership, quality of service delivery, and benefits to the community?
- 5) Economic Impact – How will a project increase the District's revenue, create jobs, and/or improve the local economy?
- 6) Environmental Impact – How will a project preserve the natural environment, conserve natural resources, reduce pollution, or otherwise contribute to a sustainable community?

Following the staff review process, projects are organized into three tiers based on the availability of funding. For the purposes of this plan, LTD has documented projects that are ongoing from the previous year and are currently in design and/or construction.

Funding tiers include the following:

Tier I: Full funding identified.

Tier II: Projects contingent upon adequate available revenue. The availability of these revenue sources could impact the ability to move Tier II projects forward.

Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

LTD's final decision to commit funds occurs through the annual capital budget process. Although the CIP is the starting point for the annual budget, the projects actually budgeted each year can vary somewhat from those proposed in the CIP. Projects proposed in the CIP reflect the full budget for any open contract. A multi-year project will reflect the full amount budgeted in the current year. The budget for the current state of a project may change between CIP adoption and project implementation.

PROJECT CLASSIFICATION

Projects are sorted by the following major classifications:

Frequent Transit Network (FTN): These projects encompass the planning, design, and construction of service that increases capacity along major transportation corridors. The FTN strengthens regional connectivity by tying service and investment decisions to the level of development along corridors.

Fleet: These are projects related to the addition, replacement, and overhaul of service and support vehicles and equipment.

Facilities: These are projects that fund the design, purchase, installation, construction, or improvement/rehabilitation of service, maintenance, and administrative facilities.

Technology Infrastructure and Support Systems: These projects deal with the acquisition, implementation, and enhancement of technology infrastructure, communications equipment, and computer hardware and software.

Safety and Security: These projects deal with the acquisition, implementation, and enhancement of security and safety programs that support the delivery of transportation service.

Other: These projects include other programs funded with grant funds including Accessible Services, Transportation Options, preventive maintenance, and other miscellaneous purchases.

SECTION 2: MASTER LIST OF ALL PROJECTS

Community Investment Projects		Project #	Funding Tier *	Estimate	Future Year Projections						Ten-Year Total
					FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	
Frequent Transit Network				\$13,400,000	\$35,525,000	\$27,750,000	\$15,000,000	\$0	\$0	\$0	\$78,275,000
EmX Vehicle Docking System		1	III			2,000,000					2,000,000
Franklin Boulevard Phase 1 Transit Stations		2	I		935,000						935,000
Main-McVay Transit Study		5	I	500,000	200,000						200,000
MovingAhead Project		50	I	500,000	1,650,000	750,000					2,400,000
West Eugene EmX Extension		8	I	12,400,000	32,740,000	25,000,000	15,000,000				72,740,000
Fleet				\$150,000	\$466,600	\$300,000	\$0	\$0	\$0	\$0	\$766,600
Fleet Building		20	I			300,000					300,000
Security Cameras on ADA Vehicles		51	I		366,600						366,600
Snow Vehicle/Equipment		53	I	150,000	100,000						100,000
Facilities				\$530,000	\$480,000	\$1,370,000	\$1,195,000	\$2,155,000	\$4,405,000	\$14,775,000	\$24,380,000
18th & Oak Patch Traffic Signal		49	III		225,000	50,000					275,000
Administration/Operations Building		17	I		100,000		40,000				140,000
Bus Stops		18	I	100,000	30,000	30,000	30,000	30,000	30,000	150,000	300,000
Eugene Station		19	I	150,000		75,000					75,000
Glenwood Campus		22	I	5,000	390,000						390,000
Glenwood Campus		22	III		700,000						700,000
Glenwood Facility Renovation/Expansion		23	III				1,000,000	2,000,000	1,000,000	8,000,000	12,000,000
Miscellaneous Improvements		24	I	125,000	125,000	125,000	125,000	125,000	125,000	625,000	1,250,000
Neighborhood Stations		25	III						250,000		250,000
RideSource Facility Improvements		47	I	150,000							150,000
RideSource Facility Improvements		47	III						2,500,000		2,500,000
RideSource Parking Expansion		26	III						500,000		500,000
River Road Station		27	II						6,000,000		6,000,000

Community Investment Projects	Project #	Funding Tier *	Estimate	Future Year Projections					Ten-Year Total		
				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019		FY 2020	FY 2021-2025
Technology Infrastructure & Systems			\$2,065,500	\$3,287,000	\$2,167,000	\$0	\$0	\$0	\$425,000	\$5,879,000	
Communications & Network Infrastructure	29	I	148,000	150,000						150,000	
Computer Hardware	30	I	25,500								
Computer Software	31	I	187,000	217,000	2,167,000					2,384,000	
Disaster Recovery/Secondary Data Center	36	I	725,000								
Fare Management System	37	I		2,900,000					425,000	3,325,000	
ITS Upgrades	52	I		20,000						20,000	
RideSource Call Center Software Replacement	48	I	1,000,000								
Other			\$542,800	\$544,550	\$546,300	\$548,175	\$550,050	\$551,925	\$2,792,985	\$5,533,985	
Miscellaneous Improvements	24	I	45,000	46,750	48,500	50,375	52,250	54,125	303,985	555,985	
Transportation Options	44	I	497,800	497,800	497,800	497,800	497,800	497,800	2,489,000	4,378,000	

State of Good Repair Projects	Project #	Funding Tier *	Estimate	Future Year Projections							Ten-Year Total
				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021-2025	
Fleet			\$908,900	\$7,105,000	\$1,085,000	\$16,801,050	\$2,101,000	\$18,646,000	\$45,476,473	\$91,214,523	6,950,000
Accessible Services Vehicles	41	I	908,900		875,000	750,000	425,000	780,000	4,120,000		150,000
Fleet Building	20	I		150,000							300,000
Miscellaneous Equipment	42	I				300,000					560,000
Preventive Maintenance	43	I		160,000	25,000	25,000	25,000	50,000	275,000		6,695,000
Revenue Vehicle Replacement 2016	56	I		6,695,000							28,225,050
Revenue Vehicle Replacement 2018	11	I				15,633,050	1,576,000	1,576,000	9,440,000		25,156,500
Revenue Vehicle Replacement 2020	54	I						16,135,000	9,021,500		11,012,132
Revenue Vehicle Replacement 2021	12	I								11,012,132	
Revenue Vehicle Replacement 2022	55	I								11,202,841	
Shop Equipment	13	I		25,000	45,000	18,000					88,000
Support Vehicles	14	I		75,000	140,000	75,000	75,000	105,000	405,000		875,000
Facilities			(\$565,239)	\$1,645,239	\$0	\$200,000	\$100,000	\$0	\$1,100,000	\$3,045,239	935,239
Administration/Operations Building	17	I	(605,239)	835,239		100,000					150,000
Eugene Station	19	I	40,000	150,000							1,300,000
Fleet Building	20	I		600,000		100,000	100,000		500,000		600,000
Glenwood Campus	22	I									10,000
Miscellaneous Equipment	42	I		10,000							50,000
Miscellaneous Improvements	24	I		50,000							116,200
Technology Infrastructure & Systems			\$792,900	\$2,161,070	\$1,176,458	\$822,985	\$1,010,375	\$1,006,960	\$6,182,481	\$12,360,339	1,327,500
Communications & Network Infrastructure	29	I	42,000	38,500	77,700						3,510,500
Computer Hardware	30	I	230,000	292,500	120,000	35,000	165,000	200,000	515,000		500,000
Computer Software	31	I	226,500	405,000	364,500	357,000	314,500	387,000	1,682,500		500,000
Computer Workstations & Peripherals	32	I	50,000	50,000	50,000	50,000	50,000	50,000	250,000		150,000
Copiers/Printers/Scanners	33	I	100,000			25,000			125,000		500,000
Fare Management System	37	I							500,000		6,256,139
ITS Upgrades	52	I	144,400	1,375,070	564,258	355,985	480,875	369,960	3,109,991		

State of Good Repair Projects	Project #	Funding Tier *	Estimate	Future Year Projections						Ten-Year Total
				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	
Safety & Security										
Bus Security System Upgrades	39	I	\$12,500	\$1,165,041	\$419,066	\$645,335	\$569,413	\$595,659	\$3,436,050	\$6,330,564
Facilities Security System Upgrades	40	I	12,500	816,600	101,600	101,600	101,600	101,600	508,000	1,731,000
Facilities Security System Upgrades	40	II		348,441	317,466	100,000			2,928,050	3,693,957
					443,735	467,813	494,059			1,405,607
Other			\$5,125,000	\$5,300,000	\$5,250,000	\$5,250,000	\$5,250,000	\$5,250,000	\$26,250,000	\$52,550,000
Miscellaneous Equipment	42	I		50,000						50,000
Preventive Maintenance	43	I	5,125,000	5,250,000	5,250,000	5,250,000	5,250,000	5,250,000	26,250,000	52,500,000
Project Total			\$ 22,980,361	\$ 57,679,500	\$ 40,063,824	\$ 40,462,545	\$ 11,735,838	\$ 30,455,544	\$ 100,437,999	\$ 280,835,250

* Funding Tiers: Tier I: Full funding identified.
Tier II: Projects contingent upon adequate available resources. The availability of these resources could impact the ability to move Tier II projects forward.
Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

SECTION 3: CAPITAL IMPROVEMENTS PROGRAM MAP



Note: This map is illustrative and should be used for reference only. The map depicts approximate locations of existing and proposed transportation facilities as of the date of this plan. Many LTD capital projects are not site specific and are, therefore, not referenced in this map. For descriptions of these projects, refer to Appendix C. Alignments are subject to change when project-level planning is undertaken. April 2015

SECTION 4: FUNDING SUMMARY

Funding Source	Funding Tier*	Estimate	Future Year Projections							Ten-Year Total
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021-2025	
Federal		\$19,272,849	\$39,371,755	\$30,400,619	\$21,473,956	\$8,938,230	\$9,205,995	\$62,105,421	\$171,495,976	
5307 Urbanized Area Formula Program/5339 Bus and Bus Facilities Program	I	6,631,129	12,426,080	9,202,819	8,021,188	7,726,180	7,688,948	55,980,421	101,045,616	
5309 Bus & Bus Facilities Program-Veterans Transportation & Community Living Initiative	I	918,400	120,000						120,000	
5309 Small Starts	I	9,600,000	25,740,000	20,000,000	12,000,000				57,740,000	
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	I		700,000	700,000	600,000	340,000	624,000	3,636,000	5,900,000	
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	II	0	0	700,000	954,988	714,250	1,019,247	3,636,000	7,024,485	
5310 Ladders of Opportunity	I	725,520	293,280						293,280	
5339 Alternatives Analysis Program	I	400,000	160,000						160,000	
STP-U Surface Transportation Program-Urban	I	997,800	632,395	497,800	497,800	497,800	497,800	2,489,000	5,112,595	
State		\$2,800,000	\$9,135,000	\$5,600,000	\$3,000,000	\$0	\$0	\$0	\$17,735,000	
ConnectOregon	I		935,000						935,000	
State Lottery Funds	I	2,800,000	7,000,000	5,000,000	3,000,000				15,000,000	
STIP Enhanced	I		1,200,000	600,000					1,800,000	
Local		\$887,512	\$2,252,745	\$1,313,205	\$931,539	\$797,608	\$864,549	\$14,341,605	\$20,501,251	
Lane Transit District	I	887,512	2,252,745	1,313,205	842,792	704,045	765,737	8,341,605	14,220,129	
Lane Transit District	II				88,747	93,563	98,812		281,122	
Lane Transit District	III									
Other Local Funds	II	887,512	2,252,745	1,313,205	931,539	797,608	864,549	8,341,605	14,501,251	
Debt Financing		\$0	\$6,695,000	\$0	\$14,057,050	\$0	\$16,135,000	\$15,990,973	\$52,878,023	
Debt Financing	I		6,695,000		14,057,050		16,135,000	15,990,973	52,878,023	
Unidentified		\$0	\$225,000	\$2,750,000	\$1,000,000	\$2,000,000	\$4,250,000	\$8,000,000	\$18,225,000	
Unidentified	III		225,000	2,750,000	1,000,000	2,000,000	4,250,000	8,000,000	18,225,000	
Funding Total		\$22,960,361	\$57,679,500	\$40,063,824	\$40,462,545	\$11,735,838	\$30,455,544	\$100,437,999	\$280,835,250	

* Funding Tiers: Tier I: Full funding identified.

Tier II: Projects contingent upon adequate available resources. The availability of these resources could impact the ability to move Tier II projects forward.

Tier III: Projects where a need exists but where no revenue source is currently identified. Should revenue sources be identified through federal, state, and local processes, these projects could move up to Tier I or Tier II.

SECTION 5: APPENDICES

APPENDIX A: GUIDING DOCUMENTS

There are various federal, state, regional, and internal planning mechanisms that guide and influence land use and transportation planning. Existing planning mechanisms include federal regulations, state legislation, and local and internal plans and policies. Guiding documents already in existence have support from state authorities and regional policy makers. The Lane Transit District CIP, therefore, includes a range of adopted and budgeted projects that are consistent with other existing plans and policies. Implementing CIP projects that complement existing planning mechanisms increases the likelihood of public support and maximizes the region's resources.

All capital investments implemented by LTD and other regional and state partners must be consistent with economic, social, and environmental regulations established by federal regulatory bodies, including the United States Department of Transportation (U.S. DOT), Federal Transit Administration (FTA), and the Federal Highway Administration (FHWA).

The following are a summarization of legislation, regulations, and plans currently influencing LTD transportation planning and services.

STATE

Oregon Transportation Plan

The Oregon Transportation Plan (OTP) is the state's long-range multimodal transportation plan. The OTP considers all modes of Oregon's transportation system as a single system and addresses the future needs of airports, bicycle and pedestrian facilities, highways and roadways, public transportation, and railroads through 2030.²

<http://www.oregon.gov/ODOT/TD/TP/pages/otp.aspx>

Statewide Transportation Strategy

The Statewide Transportation Strategy (STS) is a long-term vision to reduce transportation-related greenhouse gas (GHG) emissions and increase our region's energy security through integrated transportation and land use planning through 2050. The STS is neither directive nor regulatory, but rather points to promising approaches that should be further considered by policymakers at the state, regional, and local levels.³

The STS was developed through extensive research and technical analysis, as well as policy direction and technical input from local governments, industry representatives, metropolitan planning organizations (MPOs), state agencies, and others.

<http://www.oregon.gov/ODOT/TD/OSTI/Pages/STS.aspx>

Statewide Transportation Improvement Program

The Statewide Transportation Improvement Program (STIP) is Oregon's four-year transportation capital improvements program. It is the document that identifies the funding for, and scheduling of, transportation projects and programs. It includes projects on the federal, state, city, and county transportation systems,

² Oregon Transportation Plan, "Policies and Plans," Oregon.gov, <http://www.oregon.gov/LCD/TGM/Pages/policies.aspx>.

³ Oregon Sustainable Transportation Initiative, Oregon.gov, <http://www.oregon.gov/ODOT/TD/OSTI/Pages/index.aspx>.

multimodal projects (highway, passenger rail, freight, public transit, bicycle and pedestrian), and projects in the National Parks, National Forests, and Indian tribal lands.⁴

<http://www.oregon.gov/ODOT/TD/STIP/Pages/about.aspx>

Transportation Planning Rule

The Transportation Planning Rule (TPR), adopted in 1991, seeks to improve the livability of urban areas by promoting changes in land use patterns and transportation systems that make it more convenient for people to drive less to meet their daily needs.⁵

The TRP mandates consistency between the various state, regional, and local community transportation plans:

- Requires the Oregon Department of Transportation (ODOT) to prepare a state transportation system plan (TSP) and identify a system of transportation facilities and services adequate to meet identified state transportation needs;
- Directs counties and metropolitan organizations to prepare regional transportation system plans that are consistent with the state TSP; and
- Requires counties and cities to prepare local transportation system plans that are consistent with the regional plans.

http://www.oregon.gov/LCD/Pages/Rulemaking_TPR_2011.aspx

LOCAL

TransPlan

The Eugene-Springfield Metropolitan Area Transportation Plan (TransPlan) guides regional transportation system planning and development in the Eugene-Springfield metropolitan area over a 20-year planning horizon.⁶ TransPlan establishes the framework upon which all public agencies can make consistent and coordinated planning decisions regarding inter- and intra-jurisdictional transportation. The regional planning process ensures that the planning activities and investments of the local jurisdictions are coordinated in terms of intent, timing, and effect.

Regional Transportation Plan

The Regional Transportation Plan (RTP) guides planning and development of the transportation system within the Central Lane Transportation Management Area (TMA). The federally required RTP includes provisions for meeting the transportation demand of residents over at least a 20-year planning horizon while addressing transportation issues and making changes that can contribute to improvements in the region's quality of life and economic vitality.

The regional planning process thus ensures that the planning activities and investments of the local jurisdictions are coordinated in terms of intent, timing, and effect. Projects in the RTP are initiated at the local and state level (i.e., within the planning processes of the cities of Eugene, Springfield, and Coburg; Lane Transit District; Lane County; and the Oregon Department of Transportation).⁷

<http://www.lcog.org/DocumentCenter/View/693>

⁴ Statewide Transportation Improvement Program, Oregon.gov, <http://www.oregon.gov/odot/td/stip/Pages/default.aspx>, accessed February 15, 2013.

⁵ Transportation Planning Rule, "Policies and Plans," Oregon.gov, <http://www.oregon.gov/LCD/TGM/Pages/policies.aspx>.

⁶ Lane Council of Governments, TransPlan, <http://www.lcog.org/564/Regional-Transportation-Planning>.

⁷ Regional Transportation Plan, <http://www.lcog.org/DocumentCenter/View/693>.

Regional Transportation System Plan

The Regional Transportation System Plan (RTSP) includes policies, projects, and strategies that guide regionally significant transportation investments within the Central Lane MPO. The effort will help put into practice policies and actions to address the future needs of a growing population, while improving safety and efficiency.

The development of this plan will involve the communities of Coburg, Eugene, and Springfield, including citizens, staff, and elected officials. It also will involve Lane Transit District, Point2point, Oregon Department of Transportation, Lane County, and Lane Council of Governments.⁸ The plan is currently undergoing an update.

Metropolitan Transportation Improvement Program

The Metropolitan Transportation Improvement Program (MTIP) is a set of transportation improvements and projects that are scheduled to occur within the Central Lane Metropolitan Planning Organization (MPO) area over a four-year time period. The MTIP lists anticipated expenditures for significant local projects drawn from the capital improvement programs of Eugene, Springfield, Coburg, Lane County, Lane Transit District, and the Oregon Department of Transportation. All MTIP projects are determined by the transportation needs identified in the area's long-range transportation plan, the Regional Transportation Plan (RTP).

Federal legislation requires that the Metropolitan Planning Organization, in cooperation with the State and with transit operators, develop an MTIP that is updated and approved at least every four years. All projects within the MTIP are included in the Oregon Statewide Transportation Improvement Program (STIP).

<http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

Unified Planning Work Program

The Unified Planning Work Program (UPWP) is a federally required certification document describing the transportation planning activities to be undertaken in the Central Lane metropolitan area for a specific fiscal year or years. Development of the UPWP provides local agencies with an opportunity to identify transportation needs, objectives, and products. The UPWP sets priorities for regional transportation planning activities that are responsive to the goals set by the regional transportation plan and the federal mandates of the current transportation funding bill within the guidelines set by the U.S. Department of Transportation.

<http://www.lcog.org/707/Unified-Planning-Work-Program>

Transportation System Plans

Transportation System Plans (TSPs) are a requirement of state land use law and are in place at the county level as well as cities within LTD's service area. The City of Eugene is currently developing its individual TSP to meet the long-term (20-year) transportation needs of residents, businesses, and visitors throughout the city. The City of Springfield adopted its TSP in 2014. The TSPs identify improvements for all modes of transportation, including the roadway, bicycle and pedestrian, transit, and rail networks.

These planning initiatives closely consider public input and local, regional, and state policies, plans and rules; including the Eugene Bike and Pedestrian Plan⁹, Oregon Highway Plan, the Regional Transportation System Plan (RTSP), and the Eugene-Springfield Metropolitan Area General Plan (Metro Plan).¹⁰ Once both TSPs are adopted, these plans will inform the RTSP being prepared by Lane Council of Governments (LCOG).¹¹

⁸ Central Lane Metropolitan Planning Organization Transportation System Plan. <http://www.centallanertsp.org/>.

⁹ City of Eugene Transportation System Plan. <http://www.centallanertsp.org/EugeneTSP>.

¹⁰ "City of Springfield Transportation System Plan," <http://www.centallanertsp.org/SpringfieldTSP/Home>.

¹¹ Ibid.

City of Eugene TSP:

<http://www.centrallanertsp.org/EugeneTSP>

City of Springfield TSP:

<http://www.centrallanertsp.org/SpringfieldTSP>

Capital Improvement Program(s)

The City of Eugene, City of Springfield, Lane County, and other surrounding communities' Capital Improvement Programs (CIP) identify needs for construction of capital projects or improvements to the cities' or county's infrastructure based on various adopted long-range plans, goals, and policies. These CIPs seek to improve the safety, utility, and efficiency of the existing road network, accommodate future growth in traffic volumes, reduce maintenance costs, conserve fuel, accommodate alternative transportation modes, and promote economic development.¹² As noted in Eugene's CIP, "A balanced CIP is the provision of funds to preserve or enhance existing facilities and provide new assets that will aid response to service needs and community growth."¹³

City of Eugene CIP:

<http://www.eugene-or.gov/index.aspx?NID=371>

City of Springfield CIP:

<http://www.ci.springfield.or.us/Pubworks/CIP.htm>

Lane County CIP:

<http://www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx>

INTERNAL

Strategic Plan

The *LTD Road Map* serves as LTD's strategic plan and includes LTD's vision and mission statements, core values, the basis of LTD's brand (Our Position, Our Personality, and Our Promise), and strategic goals. The strategic plan sets forth short- and long-term strategies that provide tactical direction to guide the District's activities and programs in order to achieve the desired goals and objectives. It is currently undergoing an update.

<http://www.ltd.org/pdf/aboutus/The%20LTD%20Road%20Map%202009-02-12.pdf>

The Lane Coordinated Public Transit-Human Services Transportation Plan

The Lane Coordinated Public Transit-Human Services Transportation Plan, also referred to as the Lane Coordinated Plan, supports transportation and connections for people who depend on public transportation services in Lane County. The plan satisfies federal requirements enacted through the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for User (SAFETEA-LU), retained under Moving Ahead for Progress in the 21st Century (MAP-21).

<https://www.ltd.org/pdf/accessibility/FINAL%202013%20transportation%20coordinated%20plan%20update.pdf>

Long-Range Transit Plan

The Long-Range Transit Plan takes stock of LTD's current conditions, considers implications of the future, and identifies short- and long-term goals that can help LTD adapt to future changes and uncertainties. Traditionally, agency plans pinpoint a future goal and methodically lay out the steps to get there. Because of

¹² Lane County, "Capital Improvement Program," www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx.

¹³ "City of Eugene Capital Improvement Program," <http://www.eugene-or.gov/index.aspx?NID=371>.

the current uncertainties, this long-range transit plan takes a different tack. It lays the foundation for future decisions by identifying the strategies for responding to specific trends. Recognizing that reality will likely be different than predictions, the plan also establishes a process for revisiting decisions and recalibrating actions to fulfill LTD's vision.

http://www.ltd.org/pdf/reports%20and%20publications/LTD_L RTP_Final.pdf

System Safety Program Plan

The System Safety Program Plan (SSPP) serves as a guideline for the establishment of technical and managerial safety strategies to identify, assess, prevent, and control hazards to transit customers, employees, the public, and others who may come into contact with the system. This SSPP describes the policies, procedures, and requirements to be followed by management, maintenance, and operations personnel in order to create a safe environment. This plan is currently under revision.

Point2point Strategic Plan

The Point2point Strategic Plan is a blueprint to strengthen our area's ability to curtail the growth in vehicle miles traveled and the use of single-occupancy vehicles through innovative transportation programs and services. The plan is based upon the premise that a comprehensive, cross-jurisdictional approach to managing the demand for road use will result in more effective and innovative planning and services.

This plan highlights a course of action to further advance opportunities for commitment and collaboration from community partners. The result of these partnerships, if the course is taken, will enhance the regional transportation options network to move more people, more efficiently, in fewer vehicles. This plan is currently under revision.

APPENDIX B: FUNDING SOURCES

Capital investments presented in the CIP are funded by a variety of sources. The following are a summarization of federal, state, and local capital investment funding programs.

FEDERAL FUNDING PROGRAMS

Federal funding programs are enacted through a series of transportation bills. In 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU guaranteed funding for highways, highway safety, and public transportation and represented the largest surface transportation investment in our nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the nation's changing transportation needs. SAFETEA-LU enhanced these existing programs by supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.¹⁴

SAFETEA-LU addressed many challenges facing our transportation system—such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment. SAFETEA-LU established the framework for future transportation bills, preceding the current large-scale transportation bill: Moving Ahead for Progress in the 21st Century Act (MAP-21).

Moving Ahead for Progress in the 21st Century Act

The Moving Ahead for Progress in the 21st Century Act (MAP-21) funds surface transportation programs at more than \$105 billion for fiscal years 2013 and 2014. MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.

<http://www.fhwa.dot.gov/map21/summaryinfo.cfm>

Programs under MAP-21:

- **Surface Transportation Program**

The Federal Surface Transportation Program (STP) is a block grant program replacing federal-aid systems and is available for all roads not functionally classified as local or rural minor collector. Transit capital projects and bicycle-pedestrian projects also are eligible under this program.¹⁵

A sub-program, Surface Transportation Program – Urban (STP-U) appropriates funds for Metropolitan Planning Organizations (MPO) of more than 200,000. These funds are allocated by the Central Lane MPO and must be matched with local or other non-federal funds at a minimum ratio of 10.27 percent of the total funding. Current estimates indicate that the Central Lane MPO can anticipate approximately \$3 million per year. The overall purpose is to fund the MPO's priorities to implement the long-range Regional Transportation Plan (RTP). STP and STP-U funding is federal

¹⁴ Federal Highway Administration, "A Summary of Highway Provisions in SAFETEA-LU," www.fhwa.dot.gov/safetealu/summary.htm.

¹⁵ Lane Council of Governments, Metropolitan Transportation Improvement Program, 2012.

funding with local discretion, and may be permitted for use as flex funds for Federal Transit Administration-related projects.¹⁶

- **FTA Section 5307 Funds**

Section 5307 funds are distributed on a statutory formula basis to support capital, operating, and planning expenditures for publicly owned transit systems. LTD anticipates receipt of some funding from this program in the next few years. When used for capital or planning projects, Section 5307 funds have a funding ratio of 80 percent federal and 20 percent local; when used for operations, the maximum federal percentage is 50 percent.¹⁷

- 5307 URBANIZED AREA FORMULA FUNDS: Section 5307 Urbanized Area Formula Funds makes funds available to urbanized areas and to states for transit capital and operating assistance in urbanized areas, and for transportation-related planning. Eligible activities include planning, engineering design and evaluation of transit projects, capital investments in bus and bus-related activities, and capital investments in new and existing fixed-guideway systems.¹⁸
- 5307 AMERICAN RECOVERY AND REINVESTMENT ACT: Section 5307 American Recovery and Reinvestment Act implements tax cuts, funding for entitlement programs and federal contracts, grants, and loans. The Act seeks to (1) create new jobs and save existing ones, (2) spur economic activity and invest in long-term growth, and (3) foster unprecedented levels of accountability and transparency in government spending.¹⁹

- **FTA Section 5309 Funds**

Section 5309 funds are available for transit capital improvements. Funds are administered by the FTA regional office and are granted on a project-by-project basis. Lane Transit District (LTD) anticipates receiving some Section 5309 funds during the next five years. Should these funds be available, they will be used to finance one-time capital improvements. The funding ratio for these funds is 80 percent federal and 20 percent local.²⁰

- 5309 BUS AND BUS FACILITIES: Section 5309 Bus and Bus Facilities provides capital assistance for three primary activities: (1) new and replacement buses and facilities, (2) modernization of existing rail systems, and (3) new fixed-guideway systems.²¹
- 5309 SMALL STARTS: Section 5309 Small Starts Program provides grant funds for capital costs associated with new fixed- and non-fixed (e.g., bus rapid transit) guideway systems, extensions, and bus corridor improvements. Requests must be for under \$75 million in Small Starts funds, and total project costs must be under \$250 million.²²

- **FTA Section 5310**

5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES: Section 5310 provides funding to enhance the mobility of seniors and persons with disabilities. The funds are allocated to ODOT for all areas under 200,000 in population and to Lane Transit District as a direct recipient for the Eugene-Springfield Urbanized Area. The funds may go to private, nonprofit organizations or to

¹⁶Central Lane Metropolitan Planning Organization, "Metropolitan Transportation Improvement Program," <http://www.lcog.org/709/Metropolitan-Transportation-Improvement->

¹⁷ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

¹⁸ Federal Transit Administration. Urbanized Area Formula Program (5307), http://www.fta.dot.gov/grants/13093_3561.html.

¹⁹ The Recovery Act, <https://www.whitehouse.gov/recovery>.

²⁰ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

²¹ Federal Transit Administration, "Bus and Bus Facilities (5309, 5318)," http://www.fta.dot.gov/grants/13094_3557.html.

²² Federal Transit Administration, "Capital Investment Program: New Starts, Small Starts and Core Capacity Improvement Projects," <http://www.fta.dot.gov/12304.html>.

public bodies that coordinate service. ODOT is currently recommending an allocation formula based on operating miles and population. The Oregon Transportation Commission (OTC) will make a decision on the allocation formula for the funds to be distributed for all areas under 200,000 in population when it adopts the transit section of the ODOT Transportation Improvement Program (STIP).²³

- **FTA Section 5339**

5339 BUS AND BUS FACILITIES FORMULA: Section 5339 Bus and Bus Facilities Formula, is a fairly new MAP-21 program providing capital funding to replace, rehabilitate and purchase buses and related equipment, and to construct bus-related facilities.²⁴

STATE FUNDING PROGRAMS

Statewide Transportation Improvement Program—Enhance

Statewide Transportation Improvement Program—Enhance funds are available for environmental programs such as pedestrian and bicycle activities and mitigation of water pollution due to highway runoff. The Enhance program receives 24 percent of the statewide funding programmed in the Statewide Transportation Improvement Program (STIP).²⁵

Enhance projects must have a direct relationship to the intermodal transportation system and go beyond what is customarily provided as environmental mitigation. Requests for Enhance funds will be submitted to the Oregon Department of Transportation (ODOT) and the Oregon Transportation Commission (OTC) as part of the metropolitan planning process.

Two committees within our area--the Metropolitan Policy Committee (MPC) of the Central Lane Metropolitan Planning Organization (MPO) and the Lane Area Commission on Transportation (LaneACT)--make recommendations to ODOT regarding prioritization of STIP funds and each body considers public comments submitted by e-mail and at public hearings.

<http://www.oregon.gov/odot/td/stip/Pages/default.aspx>

Oregon State Lottery Funds

Oregon State Lottery funds are awarded for various public services throughout the state of Oregon. Oregonians vote to approve the broad categories that receive Oregon Lottery funds. Over the years, voters have approved constitutional amendments allowing lottery funds to be used for economic development (1984), public education (1995), and natural resources (1998). Some funds are constitutionally dedicated by voters. Then, every two years, Oregon's Legislature and Governor appropriate the remainder of lottery funds within those categories approved by voters.

<http://www.oregonlottery.org/>

²³ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

²⁴ Federal Transit Administration, "MAP-21," http://www.fta.dot.gov/documents/MAP-21_Fact_Sheet_-_Bus_and_Bus_Facilities.pdf.

²⁵ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

APPENDIX C: PROJECT DESCRIPTIONS

Frequent Transit Network	
EmX Vehicle Docking System (1)	Funding Tier(s): III
LTD is currently involved in a demonstration project for vehicle automated assistance technology. This technology allows for automated guidance of the bus that will allow for precision docking at EmX stations. This project is for the purchase and installation of this technology.	
Franklin Boulevard Phase 1 Transit Stations (2)	Funding Tier(s): I
The City of Springfield is currently planning to redevelop Franklin Boulevard from Interstate 5 to Old Franklin Road. This project is for the redevelopment of EmX service within this project area.	
Main-McVay Transit Study (5)	Funding Tier(s): I
A feasibility study is currently being performed along Main Street to Thurston in Springfield and from Springfield Station to Lane Community College. If a need is identified, a Locally Preferred Alternative (LPA) will be selected. After the selection of the LPA, this project would include environmental work required by the National Environmental Policy Act (NEPA), design, and construction of improvements along the corridor. Design and construction will occur only after NEPA approval by the Federal Transit Administration (FTA).	
MovingAhead Project (50)	Funding Tier(s): I
MovingAhead is a cooperative effort of the city of Eugene, Lane transit district, regional partners in the community to determine what improvements are needed on some of our most important transportation corridors. This effort will be carried out through multiple phases over the next several years. The first phase of effort will lead to the identification up to 4 priority corridors which would then undergo further development work leading to capital investments related to the transit system as well as other modes of travel.	
West Eugene EmX Extension (8)	Funding Tier(s): I
Design, engineering, construction, and the purchase of vehicles for the West Eugene EmX Extension. This extension of the EmX Green Line from the Eugene Station to West 11th Avenue west of Commerce Street is scheduled to open for service in 2017.	
Fleet	
Accessible Services Vehicles (41)	Funding Tier(s): I
The purchase of replacement and expansion vehicles for the provision of accessible services such as American with Disabilities Act complementary paratransit service.	
Fleet Building (20)	Funding Tier(s): I
Improvements to the Fleet Building located on the LTD Glenwood campus. Improvements include roof replacement and energy upgrades.	
Miscellaneous Equipment (42)	Funding Tier(s): I
The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment.	

Fleet (cont'd)	
Preventive Maintenance (43)	Funding Tier(s): I
The maintenance of LTD assets to keep those assets in a state of good repair.	
Revenue Vehicle Replacement 2016 (56)	Funding Tier(s): I
The purchase of 10 new hybrid-electric, 40-foot buses to replace aging vehicles that have exceeded their useful life.	
Revenue Vehicle Replacement 2018 (11)	Funding Tier(s): I
The purchase of 14 new hybrid-electric, 40-foot buses and 3 new hybrid-electric, 60-foot buses. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307).	
Revenue Vehicle Replacement 2020 (54)	Funding Tier(s): I
The purchase of 20 new hybrid-electric, 40-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307).	
Revenue Vehicle Replacement 2021 (12)	Funding Tier(s): I
The purchase of six new BRT hybrid-electric, 60-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307).	
Revenue Vehicle Replacement 2022 (55)	Funding Tier(s): I
The purchase of six new hybrid-electric, 60-foot buses to replace aging vehicles that have exceeded their useful life. These hybrid-electric buses will provide lower emissions and better fuel economy. These buses are scheduled to be purchased using debt financing that will be repaid using Urbanized Area Formula Funds (5307).	
Security Cameras on ADA Vehicles (51)	Funding Tier(s): I
Install security cameras on vehicles used for ADA complementary paratransit service.	
Shop Equipment (13)	Funding Tier(s): I
Purchase of equipment to service vehicles to keep them in a state of good repair.	
Snow Vehicle/Equipment (53)	Funding Tier(s): I
Purchase equipment to better manage snow events to provide safer service to the community.	
Support Vehicles (14)	Funding Tier(s): I
The purchase of vehicles used to support operations including vehicles used for operations supervision, facilities services, and other operations and administrative requirements.	

Facilities	
18th & Oak Patch Traffic Signal (49)	Funding Tier(s): III
Construct new traffic signal at 18th Avenue and Oak Patch Road to enable service in that area to safely make left turns from Oak Patch to 18th. Facilitates increased service to areas north and south of 18th Avenue.	
Administration/Operations Building (17)	Funding Tier(s): I
Improvements at the Glenwood Administration/Operations Building to keep the building functional and in a state of good repair. This building is 23 years old and many materials and systems need to be updated. Improvements include roof replacement, updating HVAC systems and controls, and energy upgrades.	
Bus Stops (18)	Funding Tier(s): I
Improvements to bus stops including the installation of shelters and bus stop sign/pole replacements, and curb and sidewalk repair.	
Eugene Station (19)	Funding Tier(s): I
Improvements at the Eugene Station located at 11th Avenue and Willamette Street in downtown Eugene. Improvements include the modification of the exterior doors, accessibility improvements, and updates at the Customer Service Center to improve the customer experience.	
Fleet Building (20)	Funding Tier(s): I
Improvements to the Fleet Building located on the LTD Glenwood campus. Improvements include roof replacement and energy upgrades.	
Glenwood Campus (22)	Funding Tier(s): I,III
Improvements to facilities on the Glenwood campus not related to the Administration/Operations or Fleet Buildings. Improvements include security improvements, office configuration updates, and bus lot expansion.	
Glenwood Facility Renovation/Expansion (23)	Funding Tier(s): III
Major renovation/expansion of the Glenwood Administrative/Operations Building.	
Miscellaneous Equipment (42)	Funding Tier(s): I
The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment.	
Miscellaneous Improvements (24)	Funding Tier(s): I
Miscellaneous transit enhancements and improvements to passenger boarding and other facilities that are currently unidentified. This money is programmed to enable LTD to more nimbly respond to needs as they arise.	

Facilities (cont'd)	
Neighborhood Stations (25)	Funding Tier(s): III
Improvements at stations other than the primary Eugene and Springfield stations. Improvements include roof replacement at Amazon Station, improvements at River Road and Lane Community College stations, and the installation of electric charging stations at Park & Ride facilities.	
RideSource Facility Improvements (47)	Funding Tier(s): I,III
Remodel and/or expansion of the RideSource facility located on Garfield Street.	
RideSource Parking Expansion (26)	Funding Tier(s): III
Expansion of the parking lot at the RideSource Facility on Garfield Street to accommodate more vehicles.	
River Road Station (27)	Funding Tier(s): II
The acquisition, design, and construction of a new River Road Station that may be sited farther north along the River Road travel corridor.	

Technology Infrastructure & Systems	
Communications & Network Infrastructure (29)	Funding Tier(s): I
Purchase and installation of communications and network systems/equipment that support transmission of electronic signals/data necessary to perform business and operations functions. This infrastructure includes fiber optic cable plants, copper cable plants, private radio voice and data networks, cellular radio networks, telephone systems, microwave links, and external communications services from public and private partnerships.	
Computer Hardware (30)	Funding Tier(s): I
Purchase and installation of servers and related equipment that supports core data processing functions.	
Computer Software (31)	Funding Tier(s): I
Purchase and installation of computer software for data center functions (operating systems, database systems, diagnostic, management and monitoring systems, IT security systems), enterprise-grade solutions related to business and service delivery functions (financial management, human resources management, service planning/scheduling management, operations work assignments management, computer assisted dispatching, fleet maintenance management, facilities maintenance management, facilities systems management, facility and vehicle security management, operational data collection), office productivity solutions (word processing, spreadsheets, presentations, voice, video and text-based communications, contact management, data analysis tools, reporting tools), GIS data management tools, and other software that supports the delivery of transportation services.	
Computer Workstations & Peripherals (32)	Funding Tier(s): I
Purchase and installation of computer workstations and peripherals (monitors, keyboards, etc.).	

Technology Infrastructure & Systems (cont'd)

Copiers/Printers/Scanners (33)

Funding Tier(s): I

Purchase and installation of copiers, printers, and scanners.

Disaster Recovery/Secondary Data Center (36)

Funding Tier(s): I

The purchase and installation of systems at the RideSource facility that will provide data center services for business units at this location while providing a secondary data center and disaster recovery location for Lane Transit District separate from the Glenwood facility.

Fare Management System (37)

Funding Tier(s): I

Purchase and installation of a fare management system to implement advances in fare media and payment collection. The intent of implementing a fare management system is to simplify the purchase, verification, and accounting of fares.

ITS Upgrades (52)

Funding Tier(s): I

Purchase and installation of Intelligent Transportation System software and equipment. ITS systems include automated vehicle location/automatic passenger counting system, traveler information, and fare management systems.

RideSource Call Center Software Replacement (48)

Funding Tier(s): I

The purchase and installation of replacement software for the RideSource Call Center. Funds for this project were provided by the Federal Transit Administration's Veterans Transportation and Community Living Initiative (VTCLI), which funds improvements at one call/one ride call centers that support transportation for veterans.

Safety & Security

Bus Security System Upgrades (39)

Funding Tier(s): I

The purchase and installation of bus security upgrades including video/audio surveillance systems.

Facilities Security System Upgrades (40)

Funding Tier(s): I,II

The purchase and installation of facilities security upgrades including fixed-base video/audio surveillance, access control systems, and ID badge systems.

Other

Miscellaneous Equipment (42)

Funding Tier(s): I

The purchase of miscellaneous equipment required for the administration/operation of transportation services. This could include replacement of office furniture and non-computer equipment.

Other (cont'd)

Miscellaneous Improvements (24)

Funding Tier(s): I

Miscellaneous transit enhancements and improvements to passenger boarding and other facilities that are currently unidentified. This money is programmed to enable LTD to more nimbly respond to needs as they arise.

Preventive Maintenance (43)

Funding Tier(s): I

The maintenance of LTD assets to keep those assets in a state of good repair.

Transportation Options (44)

Funding Tier(s): I

Point2point at Lane Transit District offers transportation demand management services to the region, promoting options to the use of single-occupancy vehicles and addressing regional congestion. Point2point accomplishes this through targeted strategic outreach, education, programming, and individualized marketing within the Central Lane Metropolitan Planning Organization (CLMPO) area.



Glossary

Lane Transit District
Fiscal Year 2016-2017

Glossary of Terms

A

Accessible Services	An LTD program that encompasses policy development and compliance with the requirements of the Americans with Disabilities Act of 1990 (ADA) for both fixed-route and paratransit services; administration of the Special Transportation Fund (STF) for the Elderly & Disabled and other grant funded services; technical assistance through grant writing and contract management; program development for services throughout Lane County; and oversight of the RideSource Call Center. Primary focus is transportation for older adults, people with disabilities, and persons with low incomes.
ACES	<i>Accessible and Customer Services (LTD)</i> – An LTD work group.
ACH	<i>Automated Clearing House</i> – The process/organization/institute that electronic payments (paperless checks) go through before being transmitted to a vendor’s bank account.
ACT	<i>Area Commission on Transportation</i> – Advisory body chartered by the Oregon Transportation Commission (OTC) addressing all aspects of transportation (surface, marine, air, and transportation safety) with primary focus on the state transportation system.
ADA	<i>Americans with Disabilities Act of 1990</i> - Federal civil rights legislation for people with disabilities; requires accessibility features and practices on public transit systems and the provision of a “complementary paratransit service” for persons unable to use regularly scheduled fixed-route services due to a disability.
ADAAA	<i>Americans with Disabilities Act Amendments Act of 2008</i> – Effective January 1, 2009, the amendments to the ADA clarifies and reiterates who is covered by the law’s civil rights protections and revises the definition of “disability” to more broadly encompass impairments that substantially limit a major life activity. The law also states that mitigating measures, including assistive devices, auxiliary aids, accommodations, medical therapies, and supplies have no bearing in determining whether a disability qualifies under the law.
Adopted Budget	Final version of the budget formally adopted by Resolution by the LTD Board of Directors.
Alternative Fuels	Low-polluting fuels that are used to propel a vehicle instead of high-sulfur diesel or gasoline. Examples include methanol, ethanol, propane or compressed natural gas, liquid natural gas, ultra-low-sulfur or “clean” diesel, and electricity.
Approved Budget	Version of the budget agreed upon by the Budget Committee that is presented to the Board of Directors for adoption.

APTA	<i>American Public Transportation Association</i> - A national, nonprofit trade association representing the public transit industry. APTA members include more than 400 public transit systems, as well as state and local departments of transportation and planning agencies, manufacturers and suppliers of transit equipment, consultants, contractors, and universities.
Arbitration	A method of settling disputes where labor and management present their case to an impartial third party, called an arbitrator, who has the responsibility to decide the case.
ARR	<i>Annual Route Review</i> – A yearly process where staff consider changes to bus service. The changes can include service additions or deletions; adjustments; or redesign of current service.
ARRA	<i>American Recovery and Reinvestment Act of 2009</i> – Law to create jobs, restore economic growth, and strengthen America’s middle class through measures that modernize the nation’s infrastructure, enhance America’s energy independence, expand educational opportunities, preserve and improve affordable health care, provide tax relief, and protect those in greatest need.
ARRC	<i>Accident Route Review Committee</i>
Articulated Bus	A bus, usually 55 feet or more in length, with two connected passenger compartments that bend at the connecting point when the bus turns a corner.
ASUO	<i>Associated Students of the University of Oregon</i> – A nonprofit organization funded by the University of Oregon. Its purpose is to provide for the social, cultural, educational, and physical development of its members, and for the advancement of their individual and collective interests both within and without the University. The ASUO is the student government, is run by students for students, and works on campus, city, state, and federal-level campaigns. Membership consists of all students at the University of Oregon who have paid the current term or semester student incidental fee.
ATC	<i>Accessible Transportation Committee</i> - A long-standing consumer-based committee that provides guidance on transportation topics of interest to older adults and people with disabilities covering matters pertaining to both fixed-route and paratransit service.
ATU	<i>Amalgamated Transit Union</i> – A major labor union representing workers in the transit industry; membership is limited to operators, mechanics, and other non-supervisory employees of the transit industry.
AVL/APC	<i>Automated Vehicle Location System/Automated Passenger Count System</i> – An ITS system that provides current and immediately available data on actual ridership, including on and off counts by stop and trip length in miles.

AWC *Alternative Work Concepts* – A local nonprofit agency specializing in vocational services and provides in-person transportation eligibility assessments.

B

BAT Lanes *Business Access and Transit Lanes* – Lanes that are reserved for transit or vehicles intending to turn at the next intersection (or beforehand, into a business driveway) and for those vehicles merging left or right after turning into a designated BAT lane.

Bid A process (and resulting work assignments) in which bus operators pick the runs they will be driving on a weekly basis. Major bids are fall, winter, and summer.

Bi-directional Lane A single lane that uses block signaling to allow transit vehicles to travel in both directions.

Binding Arbitration Arbitration with a final and binding award, which is often enforceable in the courts.

Block A block links trips together and varies from 2 hours to 19 hours in duration. A specific vehicle is assigned to each block.

Block Signaling Technology to control vehicle access in bi-directional lane segments.

Boardings A boarding, or unlinked trip, occurs every time a customer boards a bus. A trip requiring a transfer would count as two boardings.

BRT *Bus Rapid Transit* — A bus system based on light-rail transit principles, which utilizes buses rather than trains and track, and requires much lower capital investment. Key elements include exclusive right-of-way; signal priority; increased service frequency; low-floor, multiple-door buses; and a prepaid fare mechanism.

C

CAC *Citizens Advisory Committee* – Representative stakeholders who meet regularly to discuss issues of common concern, such as transportation, and to advise sponsoring agency officials. These groups effectively interact between citizens and their government.

CAFR *Comprehensive Annual Financial Report* (sometimes referred to as audited financial statements) – An annual financial report on assets, liabilities, revenues, and expenditures prepared in a standardized format that must conform to the Government Accounting Standards Board (GASB) accounting and financial reporting standards. The CAFR describes what actually was spent and the status of assets and liabilities at the end of the fiscal year.

Categorical Exclusion	A category of actions that do not individually or cumulatively have a significant effect on the human environment and that have been found to have no such effect in procedures adopted by a federal agency in implementation of these regulations and for which, therefore, neither an environmental assessment nor an environmental impact statement is required.
Call Center	(see Medicaid Transportation Brokerage and RideSource Call Center)
Carpool/Vanpool Program	A Transportation Options program that encourages commuters to share rides by providing matching services and incentives. (Also known as Rideshare)
CCO	<i>Coordinated Care Organization</i> – A network of all types of health care providers who have agreed to work together in their local communities for people who receive health care coverage under the Oregon Health Plan (Medicaid).
Certificate of Excellence	An award issued by the Governmental Finance Officers Achievement Association (GFOA) to organizations such as LTD whose for comprehensive annual financial reports (CAFRs) achieve in Financial the highest standards in government accounting and Reporting financial reporting.
CFR	<i>Code of Federal Regulations</i> – The codification of the general and permanent rules and regulations published in the <i>Federal Register</i> by the executive departments and agencies of the federal government.
CIP	<i>Capital Improvements Program</i> – A ten-year plan to identify improvement projects and relevant funding sources that may result in major capital expenditures.
CLMPO	<i>Central Lane Metropolitan Planning Organization</i> – Formal name for the Eugene-Springfield metropolitan area MPO. (See MPO.)
CNG	<i>Compressed Natural Gas</i> – A clean-burning alternative fuel for vehicles.
COLA	<i>Cost of Living Adjustment (Allowance)</i> – An increase or decrease in employees' wages or salaries made on the basis of changes in agreed-upon economic indices, usually the Consumer Price Index (CPI).
Community Events	Community events are defined as both one-time events, such as the 2012 U.S. Track and Field Olympic Trials at UO's Hayward Field, and annual or recurring events, such as the Butte to Butte.
ConnectOregon	<i>ConnectOregon</i> is a lottery-bond-based initiative (\$42 million) approved by the Oregon Legislative Assembly to invest in air, rail, marine, bicycle, pedestrian, and transit infrastructure to ensure Oregon's transportation system is strong, diverse, and efficient.

Coverage	Coverage is used to describe the design of a bus route. Coverage is often measured as the percentage of households that are within one-quarter mile of a bus stop.
CPI	<i>Consumer Price Index</i> – An economic index created by the federal government to track inflationary changes in the cost of a market basket of goods and services.
CM/GC	<i>Construction Manager/General Contractor</i> - A construction delivery method where the construction manager acts as the general contractor with schedule and cost risk. The CM/GC provides design phase assistance in evaluating costs, schedule, and implications of systems and materials during design.
CMP	<i>Congestion Mitigation Program</i> – Implementation of programs and services to increase the use of transportation options during and after major infrastructure projects in our area.
CSC	<i>Customer Service Center</i> – Located at the Eugene Station for the purpose of providing route and schedule information, and the sale of fare instruments.
CSR	<i>Comprehensive Service Redesign</i> – Evaluation and restructuring of the entire service system.
CTAA	<i>Community Transportation Association of America</i> – A national member association promoting effective public and community transportation services focusing on rural, small city, and community transit. CTAA acts as a legislative advocate, provider of funding to rural transportation, and direct technical assistance and information to public, community, and human service transportation providers.
CUSP	<i>Customer Services & Planning Department</i> – An LTD work group.

D

D&A	<i>Drug and Alcohol</i>
DAS	<i>Department of Administrative Services (State of Oregon)</i>
DBE	<i>Disadvantaged Business Enterprise</i> – A business owned and operated by one or more socially and economically disadvantaged individuals.
DCE	<i>Documented Categorical Exclusion</i> - Environmental analysis where a project may qualify as a categorical exclusion (CE) but requires additional documentation demonstrating that the specific conditions or criteria for the CEs are satisfied and that significant effects will not result.

DD	<i>Developmentally Disabled</i> - A physical and/or mental impairment that occurs before a person is 22 years old. The impairment has continued or can be expected to continue indefinitely and is likely to create barriers to the ability of the individual to function independently.
Deadhead	The movement of a transit vehicle without passengers aboard; often to and from a garage or to and from one route to another.
Defined Benefit Plan	A type of pension plan in which an employer promises a specified monthly benefit on retirement that is predetermined by a formula based on the employee's earnings history, tenure of service and age, rather than depending on investment returns.
Defined Contribution Plan	A type of retirement plan in which the amount of the employer's annual contribution is specified. Individual accounts are set up for participants and benefits are based on the amounts credited to these accounts (through employer contributions and, if applicable, employee contributions) plus any investment earnings on the money in the account.
DEIS	<i>Draft Environment Impact Statement</i> - A document required by the National Environmental Policy Act for federal government agency actions "significantly affecting the quality of the human environment." A tool for decision making, an EIS describes the positive and negative environmental effects of proposed agency action and cites alternative actions.
Demand Response	Service on demand, often referred to as Dial-a-Ride or paratransit. Unlike a fixed-route system, there is no regular schedule and typically requires riders to schedule in advance. May offer a door-to-door or curb-to-curb assistance. Often used in reference to "complementary paratransit" services required under the Americans with Disabilities Act.
DHS	<i>Department of Human Services</i> (State of Oregon)
Diamond Express	Service introduced in March 2003 that makes an intercity connection between Oakridge and Eugene-Springfield three times each weekday with curb-to-curb service on the mid-day run. Coordinated through Accessible Services and funded with grants from federal Section 5311 Intercity Passenger Program, Special Transportation Fund, and local contribution.
DMAP	<i>Division of Medical Assistance Programs</i> (State of Oregon) - DMAP, part of the Oregon Health Authority (OHA), determines policy and Oregon Administrative Rules for medical assistance programs. It is responsible for Title XIX and Title XXI State Plans, informs clients and providers about policy and rule changes that affect OHA services, and pays claims and contracted payments for covered health care services.
DOL	<i>Department of Labor</i> (Federal)

DOR	<i>Department of Revenue (State of Oregon)</i>
DOT	<i>Department of Transportation (Federal) – A cabinet-level agency with responsibility for highways, mass transit, aviation, and ports; headed by the Secretary of Transportation. The DOT includes the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Federal Aviation Administration (FAA), among others.</i>
Dwell Time	Length of time a bus is stopped to load and unload passengers.

E

EA	<i>Environmental Assessment – A public document that analyzes a proposed federal action for the possibility of significant environmental impacts. The analysis is required by the National Environmental Policy Act of 1969 (NEPA). If the environmental impacts will be significant, the federal agency must then prepare an environmental impact statement.</i>
EC	<i>Employee Council – A group that represents the administrative employees of the District.</i>
ECC	<i>Equity and Community Consortium – An information and resource sharing and coordination forum for agencies and jurisdictions that provide governmental and public services in the Eugene-Springfield metropolitan area. The ECC reaffirms, renews, and expands the purpose, goals, and efforts embodied in the 2008 Diversity and Human Rights Consortium.</i>
Economic Indicator	Statistical representation used in tracking the health of the economy. Examples include the Consumer Price Index and the Unemployment Rate.
EFT Payment	<i>Electronic Funds Transfer for Payments – Payments that are transferred from LTD’s bank account to a vendor’s bank account via an electronic file transmission on the bank’s website; another name for paperless checks.</i>
EHRC	<i>Eugene Human Rights Commission</i>
EIS	<i>Environmental Impact Statement – An analysis, conducted for federally funded or approved projects per the National Environmental Policy Act of 1969 (NEPA), of the environmental impacts of proposed land development and transportation projects.</i>
ERH	<i>Emergency Ride Home - A program sponsored and funded by the Point2point program that provides emergency rides to employees who have commuted to work by means other than driving alone.</i>

EmX (pronounced “MX”)	The name given to LTD’s bus rapid transit system; short for Emerald Express.
EmX Green Line	The pilot bus rapid transit corridor that links downtown Eugene and downtown Springfield, traveling primarily on Franklin Boulevard. Additional phases of the project include the Gateway EmX Extension and the West Eugene EmX Extension.
EPA	<i>Environmental Protection Agency</i> – The U.S. government agency founded to "protect human health and to safeguard the natural environment--air, water, and land--upon which life depends."
ES	<i>Eugene Station</i> – LTD’s main transit hub.
ESMS	<i>Environmental & Sustainability Management System</i> – Set of management processes and procedures that allow an organization to analyze, control, and reduce the environmental impact of its activities, products, and services and operate with greater efficiency and control. The system implements the standards outlined in ISO 14001.
ETC Program	<i>Employee Transportation Coordinators Program</i> - Training and support offered to ETCs from worksites throughout the region.
Extra Board	Bus operators who bid to work a schedule that changes daily based on specific work rules. Extra Board operators receive their work assignments for the next day at 4:45 p.m. and are guaranteed 80 hours per pay period.
EZ Access	LTD products, information, and transportation services for older adults and people with disabilities; includes Honored Rider free fare for persons age 65 and half fare for persons under age 65 who have a disability.

F

Fall Bid	The term “bid” refers to the selection of work by bus operators. Operators bid based upon their seniority in the union. LTD has three bids per year: fall, winter, and summer. Service adjustments are timed with the bids.
Fare Instrument	Ticket or pass purchased in advance that is used as payment for a transit ride.
Farebox Recovery Ratio	Also known as farebox-to-operating cost ratio, this measures the percentage of the operating cost paid by customers. It is computed as the total farebox revenue (including sale of passes) divided by the total operating cost.
FAST Act	<i>Fixing America's Surface Transportation Act</i> – Bipartisan, bicameral, five-year legislation signed into law December 2015 to improve the Nation’s surface transportation infrastructure, including roads,

bridges, transit systems, and passenger rail network. In addition to authorizing programs to strengthen this vital infrastructure, the FAST Act also enhances federal safety programs for highways, public transportation, motor carrier, hazardous materials, and passenger rail.

Federal Grants:

ARRA (see ARRA)

Section 5307 (Formula) *Urbanized Area Formula Program* -- Federal grant funds allocated based on a set formula given a district's population and ridership.

Section 5308 (Clean Fuels) *Clean Fuels Grant Program* -- Federal grant funds allocated to support emerging clean fuel and advanced propulsion technologies for transit buses and markets for those technologies.

Section 5309 (Discretionary) Capital investment program for the Federal Transit Administration under 49 USC 5309. Allows federal grant funds to be allocated based on congressional discretion to finance New Starts, Small Starts, and Core Capacity projects.

Section 5310 *Elderly and Persons with Disabilities Formula Program* -- Federal grant program that provides capital assistance primarily for transportation for the elderly and people with disabilities.

Section 5311 *Rural General Public Program* -- Federal grant program that provides formula funding to states for the purpose of supporting public transportation in areas of less than 50,000 in population. Funding may be used for capital, operating, state administration, and project administration expenses.

Section 5311 (f) *Intercity Passenger Program* -- Federal grant program that promotes intercity passenger services, connecting rural communities through incentive funding, information and equipment to make vehicles accessible. Emphasis is placed on connecting communities of 2,500 or more with the next larger market economy and connecting bus, rail and air.

Section 5316 *Job Access and Reverse Commute (JARC) Program* -- Federal program aimed at supporting the development and maintenance of job access projects designed to transport eligible low-income individuals to and from jobs and activities related to their employment, and for reverse commute projects designed to transport residents of urbanized and other areas to suburban employment opportunities.

Section 5317 *New Freedom Program* -- Federal program that provides formula funding for new transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act to assist persons with disabilities.

Section 5339	<i>Alternative Analysis Program</i> – Provides funding for new fixed guideway investment alternatives analyses.
Fixed Guideway	A public transportation facility using and occupying a separate right-of-way for the exclusive use of public transportation.
Fixed-Route Service	Fixed-route is the traditional term for bus service that operates on a specific schedule and along a consistent route. An alternative to fixed-route service would be demand-responsive service where routing and scheduling are created daily based upon the individual needs of riders.
Fleet Capacity	Maximum amount of service that can be delivered using all available buses in the fleet, excluding a minimum number of spare buses held in reserve for bus replacement in case of a breakdown, maintenance, and operator training.
FMO	<i>Financial Management Oversight</i> – A periodic review of a transit district’s financial policy, procedures, and internal related controls performed by independent consultants and paid for by the FTA.
FONSI	<i>Finding of No Significant Impact</i> - A National Environmental Policy Act of 1969 (NEPA) compliance document that affirms that an environmental assessment found that alternatives were evaluated and a proposed action would have no significant impact on the human environment.
Franklin EmX Corridor	An EmX route from downtown Eugene to downtown Springfield.
Frequency of Service	The number of transit vehicles in a given period passing by any given point on a route.
FSA	<i>Flexible Spending Account</i> – A benefit offered to an employee by an employer that allows a fixed amount of pre-tax wages to be set aside for qualified expenses. Qualified expenses may include child care or uncovered medical expenses. The amount set aside must be determined in advance and employees lose any unused dollars in the account at year-end.
FTA	<i>Federal Transit Administration</i> – An administration in the U.S. Department of Transportation that assists in developing improved mass transportation methods, techniques, facilities, and equipment; encourages planning and establishment of urban mass transportation systems; and assists states and local governments and their authorities in financing urban mass transportation systems.
FTN	<i>Frequent Transit Network</i> – Projects encompass the planning, design, and construction of service that increases capacity along major transportation corridors. The FTN strengthens regional connectivity by tying service and investment decisions to the level of development along corridors.

G

G4S	Contractor for Lane Transit District that provides public safety and physical security services at District facilities, stations, and stops and aboard fixed-route buses. G4S also performs fare inspections on EmX routes.
GASB	<i>Governmental Accounting Standards Board</i> – An accounting industry organization, part of the Financial Accounting Foundation, that issues Statements of Financial Accounting Standards that define and govern generally accepted accounting principles (GAAP) for state and local government entities in the United States.
Gateway EmX Extension	An extension of the EmX Green Line that connects downtown Springfield with the Gateway area.
Gateway Transportation Program	Assistance supplied by Point2point to reduce congestion, coordinate information and educational services, and work with businesses, property owners, and agency representatives to implement a variety of Transportation Option strategies in the Gateway area.
Geographic Coverage	Geographic coverage is the measure of how close transit service comes to where residents live. It will often be referred to as the percentage of households within a quarter-mile walking distance to a transit route.
GFOA	<i>Government Finance Officers Association</i> – A national group responsible for issuance of the Certificate of Achievement for Excellence in Financial Reporting.
Gillig Corporation	Manufacturer of transit buses, located in Hayward, California.
GPP	<i>Group Pass Program</i> - Program designed for organizations to allow bulk purchase of transit passes for all members of the group at a significant cost savings.
GPS	<i>Global Positioning System</i> – Satellite-based information system required for real-time automated vehicle location system and passenger information system.
Guideway	Transit-only lane with curbs; used interchangeably with “transitway.”

H

Headway	Time interval between vehicles moving in the same direction on a particular route.
---------	--

HOV	<i>High-Occupancy Vehicle</i> – A vehicle that can carry two or more persons. Examples of high occupancy vehicles are a bus, vanpool, and carpool. These vehicles sometimes have exclusive traffic lanes called HOV lanes, busways, transitways, or commuter lanes.
HIPPA	<i>Health Insurance Portability and Accountability Act</i> -- A U.S. law designed to provide privacy standards to protect patients' medical records and other health information provided to health plans, doctors, hospitals, and other health care providers.
HR	<i>Human Relations and Risk Management Department</i> – An LTD work group.
HRA	<i>Health Reimbursement Account</i> – A tax-deferred arrangement (account) that is paid for solely by the employer, which reimburses the employee for medical care expenses incurred by the employee, employee spouse, and dependents. Amounts not used in a calendar year can be rolled over into consecutive calendar years, and therefore accumulate over time.
Hybrid	Abbreviation for hybrid-electric – Vehicle propulsion systems that are a combination of gas or diesel and electricity. EmX vehicles and Prius automobiles are examples in the LTD fleet.



Intermodal	The ability to connect, and the connections between, modes of transportation.
ISO	<i>International Organization for Standardization</i> – Developer of voluntary international standards that give specifications for products, services, and good practice to improve efficiency and effectiveness.
ISO 14001	Refers to ISO 14001:2004, which is an international standard that sets out the criteria for an environmental management system. It can be used to improve resource efficiency, reduce waste, and drive down costs and can provide assurance to company management, employees, and external stakeholders that environmental impact is being measured and improved.
IT	<i>Information Technology (LTD)</i> – An LTD work group.
ITS	<i>Intelligent Transportation Systems</i> -- Advanced technologies systems like signal priority and automated vehicle locating that foster the use of advanced technologies to improve the safety, reliability, and efficiency of public transportation systems.

J

JARC

Job Access and Reverse Commute Program - Federal program aimed at supporting the development and maintenance of job access projects designed to transport eligible low-income individuals to and from jobs and activities related to their employment, and for reverse commute projects designed to transport residents of urbanized and other areas to suburban employment opportunities. (Also noted as Section 5316.)

L

LaneACT

Lane Area Commission on Transportation -- An advisory body established to provide a forum for stakeholders to collaborate on transportation issues affecting Lane County and to strengthen state/local partnerships in transportation.

LC

Leadership Council – LTD’s management team, which consists of the Strategic Team and managers of groups of employees. This group addresses issues of the day.

LCC

Lane Community College

LCOG

Lane Council of Governments – A voluntary organization of local governments that strives for comprehensive, regional planning.

Livability Initiative

A joint venture of the U.S. Department of Transportation (DOT), U.S. Department of Housing and Urban Development (HUD), and U.S. Environmental Protection Agency (EPA) to promote livable communities, improve the quality of life for more Americans, and create more transportation choices that serve the needs of individual communities.

LOC

Local Organizing Committee

Local Budget Law

State of Oregon statutory requirements governing the budget process, as detailed in Oregon Revised Statutes (ORS) 294.305-565.

LPA

Locally Preferred Alternative -- A federal term for the preferred design for a project.

M

MAP-21

“Moving Ahead for Progress in the 21st Century” - Transportation authorization, signed by President Obama, effective October 1, 2012, to restructure federal investments of surface transportation.

Mark-off	Mark-off time is time that is paid to bus operators for doing duties other than their regular assignment, e.g., committee work, proofreading, etc.
Medicaid Fund	A fund within LTD's budget that includes transactions for transportation services provided under Medicaid for eligible participants.
Medicaid Transportation Brokerage	A centralized access point to provide transportation services. LTD contracts with the Oregon Department of Human Services Department of Medical Assistance Programs (DMAP). A <i>broker</i> provides call taking, eligibility verification, scheduling, and quality assurance for Non-Emergent Medical Transportation and Non-medical transportation for eligible clientele.
Medicaid Transportation Brokerage	A centralized access point to provide transportation services. LTD contracts with the Oregon Health Authority (OHA). A <i>broker</i> provides call taking, eligibility verification, scheduling, and quality assurance for Non-Emergent Medical Transportation and community (non-medical) transportation for eligible clientele.
Medicaid Waivered Non-medical	Transportation for Medicaid recipients who have a qualifying care plan managed by a Senior and Disabled Services Case Manager under a Medicaid waiver. A certain amount of local transportation supports people staying in their homes or other community setting rather than residing in a nursing care facility. Also called community-based transportation within the RideSource Call Center and is one of the services offered.
Mini-Extra Board	Same as Extra Board except that Mini-Extra Board bus operators are guaranteed 60 hours per pay period instead of 80 hours.
Mobility Management	Making innovative use of the transit resources to respond to the demands of customers, which may include: providing non-traditional services such as vanpool, ride-share, or demand-responsive services; implementing technologies that increase travel options or convenience; providing information on all modes and ridesharing at a single call center; or influencing land use in favor of transit.
Modal Split	Percentage of the total participants using a particular method of transportation to an activity or event.
Mode	A specific form of transportation, such as automobile, subway, bus, rail, or air.
MovingAhead	A cooperative effort of the City of Eugene, Lane Transit District, and regional partners in the community to determine what improvements are needed on some of our most important transportation corridors. This effort will be carried out through multiple phases over the next several years. The first phase of effort will lead to the identification up to four priority corridors which would then undergo further development work leading to

capital investments related to the transit system as well as other modes of travel.

- MPC *Metropolitan Policy Committee* – An intergovernmental committee created for problem solving and to resolve intergovernmental disagreements between the Cities of Eugene and Springfield, and Lane County.
- MTIP *Metro Transportation Improvement Program* – A federally mandated planning document that lists highway and transit projects for the region, approved by the MPC, and submitted to the state for inclusion in the State Transportation Improvement Program (STIP).
- MPO *Metropolitan Planning Organization* – A federally required transportation planning body responsible for the regional transportation plan and the MTIP in its region: Lane Council of Governments (LCOG) is the designated MPO for this region.
- Multimodal A trip involving several types of transportation, such as both rail and bus.
- MXB *Mini-Extra Board* – Same as Extra Board except that Mini-Extra Board bus operators are guaranteed 60 hours per pay period instead of 80 hours.

N

- NEMT *Non-Emergent Medical Transportation* – Trips provided through the RideSource Call Center for persons qualified for Oregon Health Plan Plus (OHP+) and who have no other reliable means of getting to and from Medicaid-covered medical services.
- NEPA *National Environmental Policy Act of 1969* – An act to establish a national policy for the environment, to provide for the establishment of a Council on Environmental Quality, and for other purposes.
- New Freedom Program A federal program that provides formula funding for new transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act to assist persons with disabilities. (Also noted as Section 5317.)
- New Starts Program A category of the Federal Transit Administration Capital Investment Program (49 USC 5309) that is used to fund new fixed-guideway systems, or an extension to an existing fixed-guideway system such as rail and potentially bus rapid transit.
- NOFA *Notification of Funding Availability*
- Northwest Natural Privately owned natural gas provider for the District.
- NTD *National Transit Database* – The system through which the Federal Transit Administration (FTA) collects uniform transit data needed by

the Secretary of Transportation to administer department programs. The data consist of selected financial and operating data that describe public transportation characteristics. Recipients of FTA Urbanized Area Formula Program (Section 5307) and Nonurbanized Area Formula Program (Section 5311) are required by statute to submit data to the NTD.

NTI	<i>National Transit Institute</i> -- Training, education, and clearinghouse services in support of public transportation in the United States.
<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">O</div>	
OAA	<i>Older Americans Act</i> – The Older American's Act of 1965 established the Administration on Aging, a national agency to oversee the development of services and opportunities for older people in every community across the nation.
OAR	<i>Oregon Administrative Rules</i> – A compilation of the administrative rules of Oregon state agencies, compiled, indexed, and published by the Secretary of State's Office.
ODOT	<i>Oregon Department of Transportation</i> – A department of the Oregon state government responsible for systems of transportation.
OHP+	<i>Oregon Health Plan Plus</i> – A state medical health plan provided to children and adults who are eligible for traditional Medicaid programs or for the Children's Health Insurance Program (CHIP).
OMB	<i>Office of Management and Budget</i> – The office within the executive branch of the federal government that prepares the President's annual budget, develops the federal government's fiscal program, oversees administration of the budget and reviews government regulations.
OPEB	<i>Other Post-Employment Benefits</i> – Benefits received by an employee when he or she begins retirement, including health care and life insurance premiums, and deferred compensation. It does not include pension benefits.
Operating Revenues:	
<i>Cash fares</i>	Revenues from cash fares and daily, monthly, and three-month passes.
<i>Group pass</i>	Revenues from group pass programs with businesses such as ASUO and Symantec.
Ops	<i>Transit Operations Department (LTD)</i> – An LTD work group.
ORS	<i>Oregon Revised Statutes</i> – The codified laws of the State of Oregon, which is published every two years to incorporate each legislative session's new laws.

OSHA	<i>Occupational Safety and Health Administration</i> – Agency responsible for promulgating rules, setting health and safety standards, and overseeing enforcement, whether by direct federal effort or by relying on state enforcement programs.
OTA	<i>Oregon Transit Association</i> – Created to assist members in the development and improvement of efficient, safe, and convenient transportation services, techniques and methods, facilities, and equipment.
OTC	<i>Oregon Transportation Commission</i> - Establishes state transportation policy and guides the planning, development, and management of a statewide integrated transportation network. The governor appoints five commissioners, ensuring that different geographic regions of the state are represented. One member must live east of the Cascade mountain range; no more than three can belong to one political party.
OTP	<i>Oregon Transportation Plan</i> – The comprehensive, long-range plan for a multimodal transportation system for the state, which encompasses economic efficiency, orderly economic development, safety, and environmental quality.

Other Revenues:

<i>Special services</i>	Revenues for contracted transit services (e.g., additional service for the University of Oregon and additional frequency of service to Lane Community College).
<i>Payroll taxes</i>	Revenues generated from tax imposed on employers within the transit district based on the employer's payroll.
<i>Self-employment taxes</i>	Revenues generated from tax imposed on self-employed individuals within the transit district based on the individual's non-excluded federal Schedule SE income.
<i>State-in-lieu taxes</i>	Revenues from the State of Oregon in lieu of payment of employer payroll taxes.
<i>Other operating grants</i>	Revenues from grants for non-capital expenditures such as TDM and preventive maintenance.

P

P&D	<i>Planning and Development Division (LTD)</i> – An LTD work group.
P-card	<i>Purchasing Card</i> – A charge card issued to employees that works in a similar way to credit cards and can be used to purchase goods or services.
Paratransit	Alternatives to traditional modes of public transit such as bus and rail. Often refers to flexibly scheduled and routed transportation services

	using small buses or minivans. LTD's paratransit services are coordinated under the RideSource Call Center.
Park & Ride Program	A program funded by Point2point to maintain existing sites and identify potential new sites where drivers can park their cars and either take a bus, walk, ride a bike, or meet a carpool.
Passenger Boarding	Occurs when a customer boards the bus.
Passenger Miles	The total number of miles traveled by passengers on transit vehicles; calculated by accumulating the total for all trip segments resulting from multiplying the number of passengers determined to be on board for each trip segment by the length of the trip segment.
PBI	<i>Passenger Boarding Improvements</i> – Capital improvements to aid passengers in boarding and deboarding transit vehicles. These may include improvements to transit stations, shelters, stops, and bus stop signs, among others.
PCE	<i>Progressive Corridor Enhancement</i> – A program to implement incrementally various transit enhancements along a corridor. Typical enhancements include signal priority, improved stops and stations, through-routing, improved service frequency, and queue- jump lanes. Improvements could eventually lead to implementation of an EmX level of service.
Peak Service (peak assignments)	Describes the point of time during the day when the District has the maximum number of buses operating. It is often described as the a.m. peak and the p.m. peak.
PM	<i>Preventive Maintenance</i> – The maintenance of LTD assets to keep those assets in a state of good repair.
PMP	<i>Project Management Plan</i> - Guiding document for the management and administration of the West Eugene EmX Extension (WEEE) project.
PMOC	<i>Project Management Oversight Contractor</i> -- Informs FTA's determination regarding the adequacy of the Grantee's legal, administrative and technical capacity and capability to effectively and efficiently execute the project in all of its aspects, including planning, design, construction, testing, and revenue operations.
P2P	<i>Point2point</i> -- A grant-funded program housed at Lane Transit District charged with the coordination and implementation of many of the region's Transportation Options strategies.
PP	<i>Pioneer Parkway</i> – A street in Springfield chosen for part of the second EmX route.

Proposed Budget Version of the budget presented by management to the Budget Committee.

Q

Queue Jumpers A transit-priority technique that allows a bus to use an exclusive lane to bypass a queue of cars to reach a signalized intersection.

R

RAMP *Real Estate Acquisition Management Program*

Reduced Fare Program A federally mandated program that requires transit districts to charge older adults and persons with disabilities one half the adult cash fare during off-peak hours.

Report Time The time an operator is allotted to perform safety pre-check of vehicles prior to going out for the day.

Revenue Hours The period of time a bus is in service, boarding and deboarding customers.

Rhody Express A local public transit service operating in Florence coordinated through Accessible Services. Funded under Section 5311 Rural General Public Program, Special Transportation Fund, and City of Florence.

Rideshare Program A program funded by Point2point to promote sharing of one vehicle by two or more commuters. (See Carpool/Vanpool.)

RideSource ADA Service LTD paratransit services for people with disabilities who are unable to use regular fixed-route services as mandated under the Americans with Disabilities Act of 1990.

RideSource Call Center LTD-administered call center that integrates human services and public transportation for older adults, people with disabilities and person of low income using a single telephone number. Provides integrated call taking, billing, scheduling, and dispatch services.

RIS *Regional Information System of Lane County* – A regional service provider that offers information and technology sharing among governmental agencies.

RTOP *Regional Transportation Options Plan* – A plan to both broaden and focus the definition and application of the Transportation Demand Management (TDM) elements of our local and regional transportation plans.

RTP *Regional Transportation Plan* – Required by federal regulation, implemented by Lane Council of Governments.

RTSP *Regional Transportation System Plan* – Required by Oregon law. Includes policies, projects, and strategies that guide regionally significant transportation investment within the Central Lane MPO. The development of this plan will involve the communities of Coburg, Eugene, and Springfield, including citizens, staff, and elected officials.

Run Cut A run, also known as a duty, is a piece of work handled by bus operators. A block is how a bus is assigned to its daily activities. A block may be up to 19 hours long. The planners use software to cut the blocks efficiently into pieces of work called runs. Bus operators choose their runs during the bid process.



S&DS *Senior and Disabled Services* - A division of the Lane Council of Governments.

SAC *Service Advisory Committee* -- Employee representatives who meet as needed to discuss service issues and advise Service Planning and Marketing staff about bus service planning and operations. This group effectively interacts among employees and Service Planning and Marketing staff.

SAFETEA-LU *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* – Enacted in August 2005, authorizes the federal surface transportation programs for highways, highway safety, and transit through FY 2009.

SBPG *Standard Bus Procurement Guidelines* – Guidelines developed through an open and inclusive industry consensus process, funded by the Transit Cooperative Research Association (TCRP) and under the guidance of the American Public Transportation Association (APTA).

Schedule Hours This is the sum of all revenue and non-revenue service hours the bus is in operation. This includes prep time, deadhead time (traveling to the beginning of a route), and layovers.

Scheduled Free Time Paid time to individual operators to bring scheduled hours worked up to contractual minimums.

Scheduled Split Time Thirty minutes of paid time for all scheduled runs with a split of more than 59 minutes from the end of the first piece of work to the start of the second piece of work.

Scheduled Travel Time Bus operators are often required to begin their run/duty at a location out in the system. Travel time is the time paid to get the operator to the starting point of the run/duty.

SDS *Senior and Disabled Services* - A division of the Lane Council of Governments.

Service Hours	Total time a bus is in operation, including non-revenue service travel time between the garage and the start and end of route service.
Signal Pre-emption	Guarantees a green light at an intersection; available for emergency vehicles only.
Signal Priority	Provides priority for transit vehicles at signalized intersections.
SMS	<i>Special Mobility Services, Inc.</i> – A nonprofit agency that operates RideSource and other ancillary services under contract with LTD.
SmartTrips	An individualized marketing program that promotes available transportation options to households and businesses living within a target neighborhood or geographic boundary.
Small Starts	A new category within the New Starts program for a fixed-guideway project with a total cost of less than \$250 million and a maximum cost of \$75 million New Starts grant funding.
Smart Ways to School Program	A program to implement transportation options programs and measure the effectiveness of efforts at selected school sites in the region.
SOV	<i>Single-Occupant Vehicle</i> – A vehicle with one occupant, the driver, who is sometimes referred to as a “drive alone.”
SP	<i>Service Planning</i> (LTD) – An LTD work group.
Span of Service	The time between the first bus trip in the morning and the last bus trip at night.
<i>Special services</i>	Revenues for contracted transit services (e.g., event shuttles to fairs and sporting events) and purchased charter services (e.g., shuttles for a private group).
SRTS	<i>Safe Routes to School</i> - A nationwide program model implemented in the Eugene, Springfield, and Bethel school districts to increase the number of students walking and biking to school.
SSD or SSI	<i>Social Security Disability and Supplemental Security Income</i> (based on disability) – LTD offers half-price fares to current eligible recipients under the EZ Access program.
STF	<i>Special Transportation Fund Program for the Elderly and People with Disabilities</i> – State of Oregon program funded by a tax on tobacco products and other state resources.
Stimulus Funding	(see ARRA)
STIP	<i>Statewide Transportation Improvement Plan</i> – Outlines the state’s transportation capital improvement program, listing proposed construction projects for a four-year period. The STIP meets the requirements of MAP-21, the federal act providing funds to states for

transportation projects. The STIP is not a planning document. It is a project prioritization and scheduling document.

STP	<i>Surface Transportation Program</i> -- Federal flexible funding that allocates a share of federal highway funds to state and local governments for road and transit-related projects.
STP-U	<i>Surface Transportation Program - Urban</i> – STP funds specifically allocated to the Eugene-Springfield urbanized area.
STS	<i>Statewide Transportation Strategy</i> – A long-term vision to reduce transportation-related greenhouse gas (GHG) emissions and increase the region’s energy security through integrated transportation and land use planning through 2050.
Strategic Team	LTD leadership team consisting of the general manager, three directors, chief financial officer, government relations manager, internal auditor, and planning manager. This group’s focus is strategic issues of the District.
STRR	<i>Surface Transportation Reauthorization & Reform Act (State)</i> - Authorizes funds for federal-aid highways, highway safety programs, and transit programs, and for other purposes.
Summer Bid	The term “bid” refers to the selection of work by bus operators. Operators bid based upon their seniority in the union. LTD has three bids per year: fall, winter, and summer. Service adjustments are timed with the bids.
Supplemental Budget	A requirement of Oregon Budget Law when a proposed change to an adopted budget in expenditure appropriation is 10 percent or more in a fund. A Supplemental Budget requires published notification to citizens as to the date and time of a public hearing on the proposed changes.

T

T4America	(See Transportation for America)
TCRP	<i>Transit Cooperative Research Association</i> – A nonprofit educational and research arm of the American Public Transportation Association (APTA). The TCRP undertakes applied research and technical activities focusing on the needs of transit operating agencies. Research is conducted in all areas of public transportation, including operations, policy, planning, service configuration, engineering of vehicles and facilities, maintenance, human resources, and administration.
TDM	<i>Transportation Demand Management</i> – Refers to various strategies that change travel behavior (how, when, and where people travel) in order to increase transport system efficiency and achieve specific planning objectives.

TGM	<i>Transportation Growth Management</i>
TIGER	<i>Transportation Investment Generating Economic Recovery</i> - The American Recovery and Reinvestment Act of 2009 appropriated \$1.5 billion in discretionary grant funds to be awarded by the U.S. Department of Transportation for capital investments in surface transportation infrastructure. Grants are awarded for transportation investments that have a significant impact on the nation, a metropolitan area, or a region.
TIGGER	<i>Transit Investments in Greenhouse Gas and Energy Reduction</i> - The American Recovery and Reinvestment Act of 2009 (ARRA) provided \$100 million to be distributed as discretionary grants to public transit agencies for capital investments that will assist in reducing the energy consumption or greenhouse gas emissions of public transportation systems.
TIP	<i>Transportation Improvement Plan (local or regional)</i> – A program for transportation projects, developed by a metropolitan planning organization, in conjunction with the state.
TMA	<i>Transportation Management Area</i> – An area designated by the U.S. Secretary of Transportation, having an urbanized area population of over 200,000, or upon special request from the Governor and the metropolitan planning organization (MPO), or under special circumstances designated for the area.
TOGO	<i>Transportation Options Group of Oregon</i> – TOGO was formed to promote transportation options and balanced transportation systems. TOGO's goal is to create a greater awareness of transportation options and to provide a format for transportation options professionals and/or other interested entities or individuals to exchange and distribute information at the local/regional level. Transportation options include but are not limited to: transit (bus and light rail), car/vanpooling, walking, bicycling, teleworking, use of telecenters, car sharing, close-to-home commuting, park and rides, creative work schedules, commuter rail, and train.
TPC	<i>Transportation Planning Committee</i> – A Lane Council of Governments committee that undertakes the technical activities necessary for the continuing comprehensive and cooperative transportation planning process in the Central Lane Metropolitan Planning Organization (CLMPO) area, as described in the Unified Planning Work Program (UPWP).
Transit Lane	Traffic lane reserved for transit-only use.
Transit Training & Hosts	LTD program operated under contract to provide assistance with transfers and riding information at the Eugene Station and conduct one-on-one travel training for people with disabilities who desire to learn to use the bus. Promotes and supports the use of fixed-route service as an alternative to using RideSource paratransit.

Transitway	Transit-only lane with curbs; used interchangeably with guideway.
Transportation Disadvantaged	Persons who must rely on public transit or paratransit services for most of their transportation. Typically refers to individuals of age without access to or ability to legally operate a personal vehicle.
Transportation for America	A growing, national coalition committed to creating a new national transportation program that will take America into the 21st Century by building a modernized infrastructure and healthy communities where people can live, work and play.
Transportation Options	A grant-funded program housed at Lane Transit District charged with the coordination and implementation of many of the region's transportation options.
Triennial Review	FTA audit of LTD policies, procedures, and internal controls required every three years.
TransPlan	The Eugene and Springfield Area Transportation Plan consists of long-range projects and policies addressing optimal ways that cars, buses, bicycles, and pedestrians can travel in the Eugene- Springfield region. TransPlan serves as the regional transportation plan (RTP) for the Eugene-Springfield metropolitan area.
TSP	<i>Transportation System Plan</i> – A requirement of Oregon law, which governs plans at the county level as well as cities within LTD's service area. The TSPs identify improvements for all modes of transportation including roadway, bicycle and pedestrian, transit, and rail networks.

U

Unemployment Rate	Economic indicator that calculates the percentage of unemployed workers as compared to total employment.
United Front	A coalition of local governments in the Eugene-Springfield area supporting a broad, collective federal agenda.
UPWP	<i>Unified Planning Work Program</i> – A federally required certification document developed for the Central Lane MPO that describes the transportation planning activities to be undertaken in and surrounding the Central Lane metropolitan area.
UZA	<i>Urbanized Area</i> – A U.S. Bureau of Census designed area of 50,000 or more inhabitants consisting of a central city or two adjacent cities plus surrounding densely settled territory, but excluding the rural portion of cities.

V

Vacation Bid	Process by which bus operators choose their vacation time in seniority order based on a limited number of slots available each week.
Vanpool	Program to coordinate intercity commuter transit utilizing a 7- to 15-passenger van driven by one of the commuters.
VEBA	<i>Voluntary Employee Beneficiary Association</i> – Employer-paid union employee benefit to assist with co-pays, deductibles, and other health care related costs incurred by the employee.
VMT	<i>Vehicle Miles Traveled</i> – Total number of miles traveled by all the vehicles on the road or road system for a given period of time. The more cars there are on the road at the same time in the same area, the higher the VMT and the worse congestion will be. Reducing WMT can help ease traffic congestion.

W

WEEE	<i>West Eugene EmX Extension</i> - A planned extension of the EmX Green Line that connects downtown Eugene and the West 11 th Avenue area. This extension is currently in the engineering phase.
Winter Bid	The term “bid” refers to the selection of work by bus operators. Operators bid based upon their seniority in the union. LTD has three bids per year: fall, winter, and summer. Service adjustments are timed with the bids.

X

XB	<i>Extra Board</i> – Operators who bid to work a schedule that changes daily based on specific work rules. Extra Board operators receive their work assignments for the next day at 4:45 p.m.
----	---



Legal Publications

Lane Transit District
Fiscal Year 2016-2017



June 23, 2016

Property Tax Division
Oregon Department of Revenue
955 Center Street, NE
Salem, OR 97309-5075

RE: Lane Transit District Fiscal Year 2016-2017 Budget

To Whom It Concerns:

Pursuant to Oregon Local Budget Law and Administrative Rules, enclosed please find a copy of a Resolution of the Board of Directors of Lane Transit District adopting the budget for FY 2016-2017 and making appropriations. It is our understanding that this submittal is required for jurisdictions not imposing a property tax.

Please call me at 541-682-6100 if you have any questions or concerns.

Sincerely,

Roland Hoskins
Director of Administrative Services

crt

Enclosures

Q:\Reference\Budget\FY 16-17\Adopted Budget\ODR Resolution Submittal FY 16-17.doc



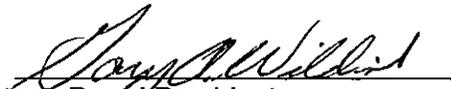
LANE TRANSIT DISTRICT RESOLUTION NO. 2016-06-15-022

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for Fiscal Year 2016-2017 in the total combined fund sum of \$187,518,157 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown below, are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Transit Services	\$46,942,586
<u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Accessible Services Fund	2,508,791
Transfer to Medicaid Fund	275,000
Transfer to Capital Projects Fund	2,509,300
Operating Contingency	1,000,000
Other Contingency	29,609,930
Self-Insurance Contingency	<u>1,000,000</u>
Total Non-operating	<u>36,903,021</u>
Total General Fund	<u>83,845,607</u>
<u>ACCESSIBLE SERVICES FUND</u>	
Transit Services	6,854,095
Operating Contingency	<u>130,000</u>
Total Accessible Services Fund	<u>6,984,095</u>
<u>MEDICAID FUND</u>	
Transit Services	11,954,700
Operating Contingency	<u>131,347</u>
Total Medicaid Fund	<u>12,086,047</u>
<u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	64,342,815
Capital Reserve	<u>20,259,593</u>
Total Capital Projects Fund	<u>84,602,408</u>

June 15, 2016
Date Adopted


Board President



Lane Transit District
P. O. Box 7070
Springfield, Oregon 97475
(541) 682-6100
Fax: (541) 682-6111

CERTIFICATION

The undersigned duly qualified and acting Executive Office Manager/Clerk of the Board of the Lane Transit District (LTD) certifies that the foregoing is a true and correct copy of LTD Resolution No. 2016-06-15-022, as adopted at a legally convened meeting of the Board of Directors held on June 15, 2016.



Signature of Recording Officer

Executive Office Manager/
Clerk of the Board
Title of Recording Officer

June 15, 2016
Date

Q:\ATEAM\BOARD\certified copy.doc

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Lane Transit District Board of Directors will be held on June 15, 2016, at 5:30 p.m. at LTD's Administrative Office, 3500 East 17th Avenue, Eugene, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016, as approved by the Lane Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at LTD's Administrative Office, 3500 East 17th Avenue, Eugene, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. or online at https://www.ltd.org/file_viewer.php?id=1938. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Roland Hoskins Telephone: 541-682-3238 E-mail: roland.hoskins@ltd.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2014-15	This Year 2015-16	Next Year 2016-17
Beginning Fund Balance/Net Working Capital	21,782,078	23,614,400	45,888,400
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	8,249,683	8,215,700	8,262,537
Federal, State, and all Other Grants, Gifts, Allocations, and Donations	37,793,581	112,041,200	89,292,459
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	4,837,551	4,449,500	5,293,091
All Other Resources Except Current-Year Property Taxes	33,703,962	32,281,650	38,781,670
Current-Year Property Taxes Estimated to be Received	0	0	0
Total Resources	106,366,855	180,602,450	187,518,157

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	28,380,091	31,626,600	35,893,193
Materials and Services	23,234,757	27,563,500	30,119,535
Capital Outlay	25,191,862	91,931,700	64,342,815
Debt Service	0	0	0
Interfund Transfers	4,837,551	4,449,500	5,293,091
Contingencies	0	25,031,100	51,869,523
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	0	0	0
Total Requirements	81,644,261	180,602,400	187,518,157

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program	FTE for that unit or program		
Transit Services	81,644,261	180,602,400	187,518,157
FTE	313	323	343
FTE			
Not Allocated to Organizational Unit or Program			
FTE			
Total Requirements	81,644,261	180,602,400	187,518,157
Total FTE	313	323	343

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
 LTD is expanding service hours for FY 2016-17. This increase adds an additional 14,000 hours of service and will require an additional 20 bus operators. The service increase represents an investment of \$1.2 million. Personnel costs will increase about 10% compared to the FY 2015-16 budget as a result of the additional operators, a contractual COLA, and increased retirement contribution and other employee benefit expenses. The improving local economy has provided strong payroll tax revenue in FY 2015-16. The budget for FY 2016-17 payroll tax revenue has increased by 20% over the current budget, and just under 1% compared to current year actuals, due to higher-than-expected collections in FY 2015-16 and to a .0001 mid-year increase in the tax rate. Fare prices will remain the same.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
	20__-__	This Year 20__-__	Next Year 20__-__
Permanent Rate Levy (rate limit _____ per \$1,000)			
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings		
Total		

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

GUARD PUBLISHING COMPANY

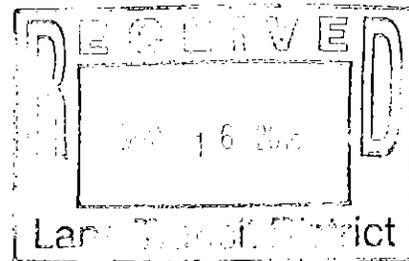
3500 CHAD DRIVE PHONE (541) 485-1234
EUGENE, OREGON 97408

Legal Notice 6622840

Legal Notice Advertising

LANE TRANSIT DISTRICT
CHRIS THRASHER
PO BOX 7070
SPRINGFIELD, OR 97475-0470

#A-16893



AFFIDAVIT OF PUBLICATION

STATE OF OREGON, }
COUNTY OF LANE, } ss.

I, **Wendy Raz**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Committee Meeting** printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper for **two** successive and consecutive **Week(s)** in the following issues:

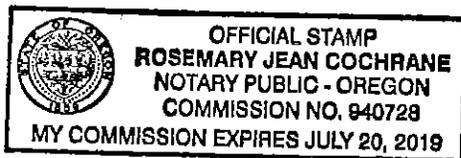
May 03, May 13, 2016

NOTICE OF BUDGET COMMITTEE MEETINGS
A public meeting of the Lane Transit District Budget Committee, to discuss the budget for the fiscal year July 1, 2016, to June 30, 2017, will be held at 6:00 p.m. on Wednesday, May 18, 2016. The purpose of the meeting is to receive and consider the budget message and budget proposal for Fiscal Year 2016-2017. Included will be a review of proposed revenues and expenditures for the LTD budget for FY 2016-2017. Any person may appear at the meeting to discuss the budget proposal in whole or in part. The budget proposal can be viewed at the Lane Transit District office located at 3500 E. 17th Avenue, Eugene (off Glenwood Blvd.), between the hours of 8 a.m. and 5 p.m. Monday through Friday, and on LTD's website at www.ltd.org beginning May 13, 2016. The Budget Committee also has scheduled May 19, 2016 (if needed) to continue budget deliberations and approve the budget for final adoption by the Board of Directors.
All meetings will be held in the LTD Board Room at 3500 E. 17th Avenue, Eugene (in Glenwood). Members of the public are invited to attend. Alternative formats of printed material and/or a sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, call 541-682-6100 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).
No. 6622840 - May 13, 2016

Subscribed and affirmed to before me this May 13, 2016

Notary Public of Oregon

Account #: 1000160
INVOICE 6622840
Case: May 18, 2016
Ad Price: \$200.0



LTD Adopted Budget
FY 2016-2017
Page 117

GUARD PUBLISHING COMPANY

3500 CHAD DRIVE PHONE (541) 485-1234
EUGENE, OREGON 97408

Legal Notice 6649458

Legal Notice Advertising

LANE TRANSIT DISTRICT
CHRIS THRASHER
PO BOX 7070
SPRINGFIELD, OR 97475-0470

#

AFFIDAVIT OF PUBLICATION

STATE OF OREGON, }
COUNTY OF LANE, } ss.

I, **Wendy Raz**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Budget Hearing** printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issues:

June 06, 2016

RECEIVED

JUN - 9 2016

Lane Transit District

Wendy Raz

Subscribed and affirmed to before me this June 07, 2016

Rosemary Jean Cochrane
Notary Public of Oregon

NOTICE OF BUDGET HEARING
A public meeting of the Lane Transit District Board of Directors will be held on June 15, 2016, at 5:30 p.m. at LTD's Administrative Office, 3500 East 17th Avenue, Eugene, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2016, as approved by the Lane Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at LTD's Administrative Office, 3500 East 17th Avenue, Eugene, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. or online at https://www.ltd.org/file_vlewer.php?id=1938. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.
Contact: Roland Hoskins Telephone: 541-682-3238 E-mail: roland.hoskins@ltd.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS			
	Actual Amount 2014-15	Adopted Budget This Year 2015-16	Approved Budget Next Year 2016-17
Beginning Fund Balance/Net Working Capital	21,782,078	23,614,400	45,888,400
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	8,249,683	8,215,700	8,262,537
Federal, State, and all Other Grants, Gifts, Allocations, and Donations	37,793,581	112,041,200	89,292,459
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	4,837,551	4,449,500	5,293,091
All Other Resources Except Current-Year Property Taxes	33,703,962	32,281,650	38,781,670
Current-Year Property Taxes Estimated to be Received	0	0	0
Total Resources	106,366,855	180,602,450	187,518,157
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	28,380,091	31,626,600	35,893,193
Materials and Services	23,234,757	27,563,500	30,119,535
Capital Outlay	25,191,862	91,931,700	64,342,815
Interfund Transfers	4,837,551	4,449,500	5,293,091
Contingencies	0	25,031,100	51,869,523
Total Requirements	81,644,261	180,602,400	187,518,157
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program	FTE for that unit or program		
Transit Services	81,644,261	180,602,400	187,518,157
FTE	313	323	343
Not Allocated to Organizational Unit or Program			
FTE			
Total Requirements	81,644,261	180,602,400	187,518,157
Total FTE	313	323	343

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *
LTD is expanding service hours for FY 2016-17. This increase adds an additional 14,000 hours of service and will require an additional 20 bus operators. The service increase represents an investment of \$1.2 million. Personnel costs will increase about 10% compared to the FY 2015-16 budget as a result of the additional operators, a contractual COLA, and increased retirement contribution and other employee benefit expenses. The improving local economy has provided strong payroll tax revenue in FY 2015-16. The budget for FY 2016-17 payroll tax revenue has increased by 20% over the current budget, and just under 1% compared to current year actuals, due to higher-than-expected collections in FY 2015-16 and to a .0001 mid-year increase in the tax rate. Fare prices will remain the same.

No. 6649458 - June 6, 2016

Account #: 1000160
INVOICE 6649458
Case: June 15, 2016
Ad Price: \$300.0

