

ADOPTED BUDGET

2017 - 2018



LTD | Lane Transit District

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LTD.org



Lane Transit District

Adopted Budget

Fiscal Year 2017-2018

Lane Transit District
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Lane Transit District

Fiscal Year 2017-2018
Adopted Budget

Budget Committee Members

LTD Board Member	Subdistrict	Citizen Member
Vacant	1	Kim Thompson Term Expires: 1/1/19
Carl Yeh Term Expires: 12/31/21	2	Kathryn Bruebaker Term Expires: 1/1/20
Don Nordin Term Expires: 12/31/18	3	Scott Diehl Term Expires: 1/1/18
Ed Necker Term Expires: 12/31/17	4	Jody Cline Term Expires: 1/1/18
Gary Gillespie Term Expires: 12/31/17	5	Jennifer Smith Term Expires: 1/1/19
Gary Wildish Term Expires: 12/31/18	6	Dean Kortge Term Expires: 1/1/20
Kate Reid Term Expires: 12/31/21	7	Vacant

Annual Budget Calendar

July	New fiscal year begins. New fiscal year's Adopted Budget filed with the State.
August	Previous year's performance analysis begins. Preparation of materials for independent audit begins. Capital Improvements Program preparations begin.
September	Preliminary year-end financial report for year ended June 30 to the Board of Directors.
September/ October	Previous year's performance analyzed. Materials for independent audit prepared. Independent audit of previous fiscal year's financial activity conducted. New federal fiscal year begins. Capital Improvements Program (CIP) finalized. CIP published for public review. Comprehensive Annual Financial Report (CAFR) prepared for previous fiscal year.
December	Board approves Capital Improvements Program. 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.
February	Board reviews service issues and proposed changes. Board reviews fare policy and proposed changes.
March	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).
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. Board approves Long-Range Financial Plan. Board adopts budget for the new fiscal year that begins July 1.



Budget Message

Lane Transit District
Fiscal Year 2017-2018



May 2, 2017

TO: Lane Transit District Budget Committee

FROM: Aurora Jackson, General Manager
Christina Shew, Budget Officer

SUBJECT: Fiscal Year 2017-2018 Budget Message

It is with pride that we present you the proposed Fiscal Year 2017-2018 (FY17-18) Budget. This budget proposal seeks to fulfill the community's values by investing directly in service, keeping customer costs down, improving efficiency, and providing for the District's long-term financial stability.

In the coming year, LTD will launch its third line of EmX bus rapid transit service in west Eugene, completing a project that has been a decade in the making and with it will initiate one of the single largest service changes in recent history. Routes in west Eugene have been optimized to improve frequency, decrease travel times, and improve connections. With the new and improved service, more than 15,000 hours of new transit service will be offered to travelers heading to and from west and north Eugene.

Economically, the prior fiscal year saw Lane County at one of its strongest points. Unemployment hovered around four percent for most of the year and wages slowly began to increase. Economic indicators remain strong and the budget proposal provided to you today anticipates with caution that the economy will remain relatively stable over the coming year.

There also are a number of factors that pose significant risk. State funding for transportation for seniors and people with disabilities is predicted to decline in the coming biennium, and as such, the district will need to increase local funding for paratransit services. Uncertain federal funding for large capital projects could challenge future expansion, and the results of a statewide transportation package are unknown at this point.

This year's budget has been crafted around three core agency values: invest in the community, be responsible and efficient with public funds, and manage for factors beyond the Districts control. These values reflect feedback the agency has received from customers, stakeholders, community members, and the Board of Directors. The FY17-18 budget seeks to uphold these values with targeted investments and sound financial management. The following is a brief highlight of specific investments that reflect these values:

Invest in the Community

- Fulfill promised three year investment in new transit service that has yielded more than 30,000 hours of restored bus service, investing more than 15,000 hours of new service in FY17-18 alone
- Leave fares unchanged for the fourth consecutive year
- Expand equity and access for low-income riders by increasing annual investment in non-profit half-price fare program by roughly 15 percent

- Receive five new zero emission all-electric buses to reduce fuel consumption and pollution, and increase reliability and passenger comfort

Be Responsible and Efficient with Public Funds

- The proposed budget expands headcount only to fill necessary front line positions required to deliver expanded service and does not include a cost of living adjustment (COLA) for the non-unionized workforce
- Initiate a comprehensive operations analysis to find efficiencies and improve service to meet customer demands and evolving travel patterns
- Restructure service to improve connectivity, decrease travel times, and increase ridership
- Maintain a responsible working capital balance to prepare for emergencies or significant economic declines

Manage for Factors Beyond the Districts Control

- To insulate against the fluctuations of economic uncertainty, limited minimal increases in payroll and self-employment tax revenues beyond the rate of taxation growth
- Assume fuel costs above maximum paid in FY16-17 to guard against uncertainty in fuel markets
- Continue contractual arrangement with Trillium Community Health Plans to provide brokered non-emergency medical transportation services
- Invest in targeted marketing to grow ridership and increase fare box revenues

FISCAL YEAR 17-18 BUDGET ASSUMPTIONS

LTD's budget is comprised of five funds: the General Fund, Accessible Services Fund, Medicaid Fund, Capital Projects Fund, and the Point2point 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 four funds to provide local match, cover unfunded mandates, and support vital services.

There are a number of key assumptions that underpin the FY17-18 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 FY17-18 are budgeted at \$51.4 million, compared to \$46.7 million predicted for FY16-17.

- Payroll and self-employment taxes are predicted to grow as a result of a .001 percent rate increase, which will take effect January 2018 and moderate sustained economic growth
- Passenger fares are budgeted to increase by \$396,000, largely due to increased ridership on EmX West
- Federal FAST Act formula funding is expected to increase slightly in accordance with the program's parameters

General Fund Expense

LTD's General Fund is proposed to expend \$52.4 million in FY17-18 compared to a predicted expenditure of \$47.6 million in FY16-17.

- Several full time positions were held vacant for many months in FY16-17, but will be fully staffed in FY17-18
- Health insurance costs are budgeted to increase by \$1.5 million
- Fuels and lubricants, LTD's single largest material expenditure line item, is budgeted to increase in cost by \$1.1 million due to increased service and conservative cost modeling
- \$400,000 of grant funding will be spent to expand offerings of the Safe Routes to Schools Program
- Vehicle liability is budgeted to increase as a result of increased service and increased value of new buses
- Increase General Fund transfer to Accessible Services Fund by \$453,000 to account for reduced state funding
- Reduce General Fund transfer to Capital Projects Fund by \$4.1 million as EmX West construction concludes, vehicle purchases are completed, and other large construction projects conclude

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

Paratransit costs are predicted to hold relatively constant, with an \$82,000 reduction, while rural service costs will escalate slightly. The proposed Accessible Services Fund budget is proposed at \$7.4 million compared to an estimated \$7.1 million expenditure for FY16-17.

The biggest change from FY16-17 to FY17-18 is a proposed increase in General Fund Transfer of more than \$450,000 to cover reductions in state support. State budgets have not been finalized at the time of LTD's budget action and it remains a possibility that state funding reductions could be avoided, thus reducing the need for General Fund transfer.

Medicaid Fund

LTD is the contracted broker for non-emergency medical transportation (NEMT) services for Trillium's Medicaid clients. Medicaid costs have stabilized relative to last year as cost-saving and efficiency measures have been implemented. Further, contract changes transitioning to a cost-of-service reimbursement model were implemented in FY16-17 that have minimized LTD's risk.

The proposed FY17-18 budget for the Medicaid Fund is \$10.1 million, a reduction of \$1.9 million over the projection for FY 16-17. This fund is subject to significant uncertainty as Congress and President Donald Trump's administration work to roll back the Affordable Care Act, which significantly expanded Medicaid eligibility. Potential changes to the program could reduce the number of program participants or alter the transportation requirements included in the Medicaid program. Any changes could impact the demand for brokered NEMT services and impact budget projections.

Capital Projects Fund

The Capital Projects Fund is home to all of LTD's construction, facility maintenance, and repair projects. The proposed FY17-18 budget for the Capital Projects Fund is \$20.7 million compared to the projected FY16-17 expenditure of \$37.7 million, a \$17 million reduction. This reduction is due, in large part, to the completion of the EmX West project in September 2017.

Point2point Fund

LTD houses the region's transportation options program, known as Point2point. The program offers various services including vanpools, carpool schemes, Safe Routes to School, and administers the annual Business Commute Challenge. Most of the Point2point budget is comprised of federal funds allocated by the Metropolitan Policy Council (MPC), the governing body of the region's Metropolitan Policy Organization (MPO). Several regional partners, including LTD provide local funds to match federal dollars in the Point2point fund. The proposed FY17-18 Point2point Fund budget is \$1.2 million of which, \$922,000 comes from state and federal grants.

CONCLUSION

The proposed FY17-18 budget is an optimistic look to the future of LTD. Expanded transit service will increase connectivity and enhance the transportation options of our region. Sound financial management has allowed the agency to adapt to a changing workforce and many new challenges that were faced over the past 12 months. The district is in strong financial health and this budget will serve as a blueprint to continue strengthening the district for the future.

While there still remain several uncertainties, there also is cause for hope that legislators in Salem will succeed in efforts to develop a transportation package and state support for transit will increase. Investments in efficiency will allow LTD to be leaner and provide greater service to meet the evolving transportation needs of the community.

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 LTD's Board, advisory bodies, partners, and customers has helped LTD emerge as a leader in the transit industry and a public agency of which the community can be proud.

Sincerely,

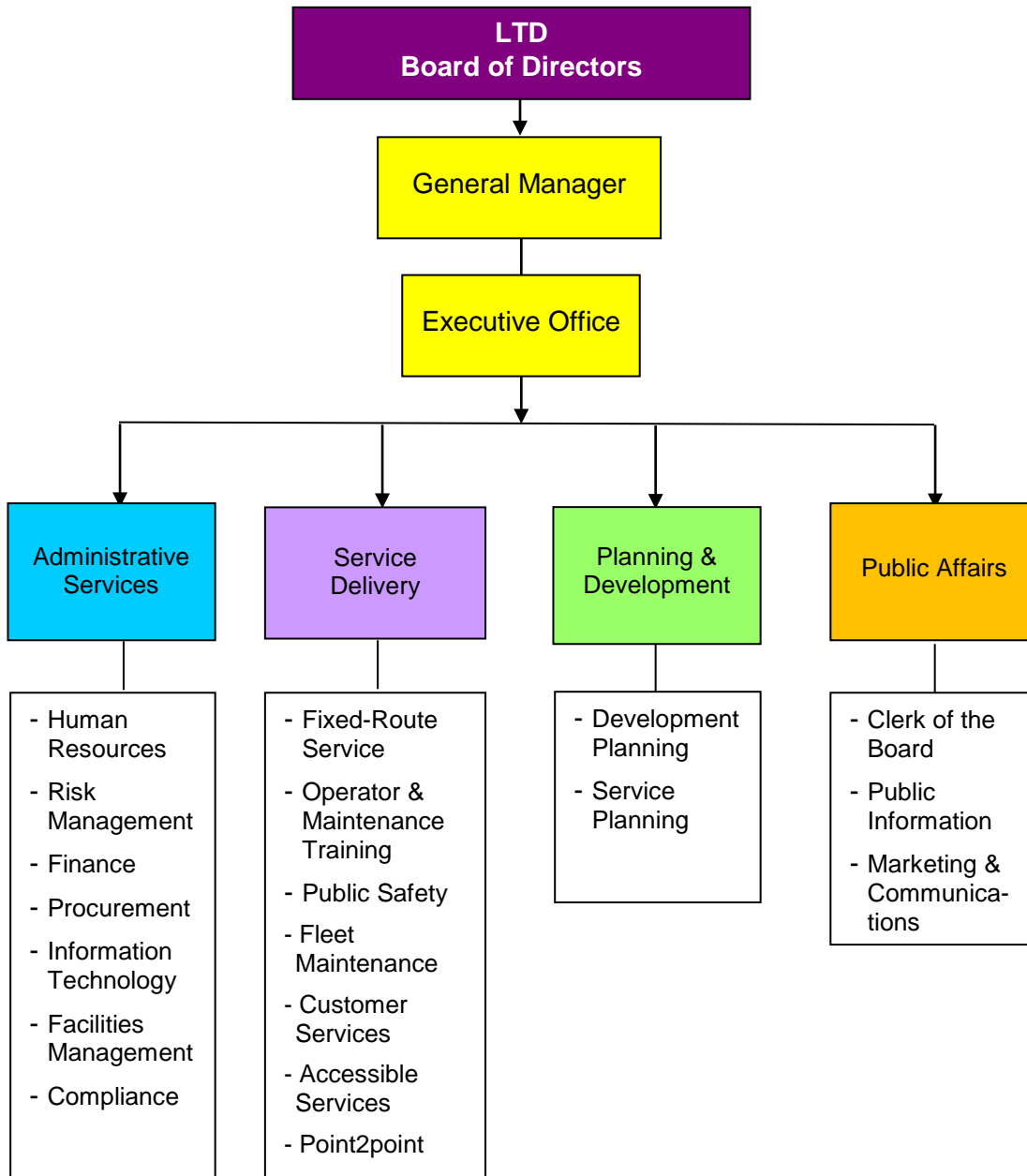


Aurora Jackson
General Manager



Christina Shew
Budget Officer

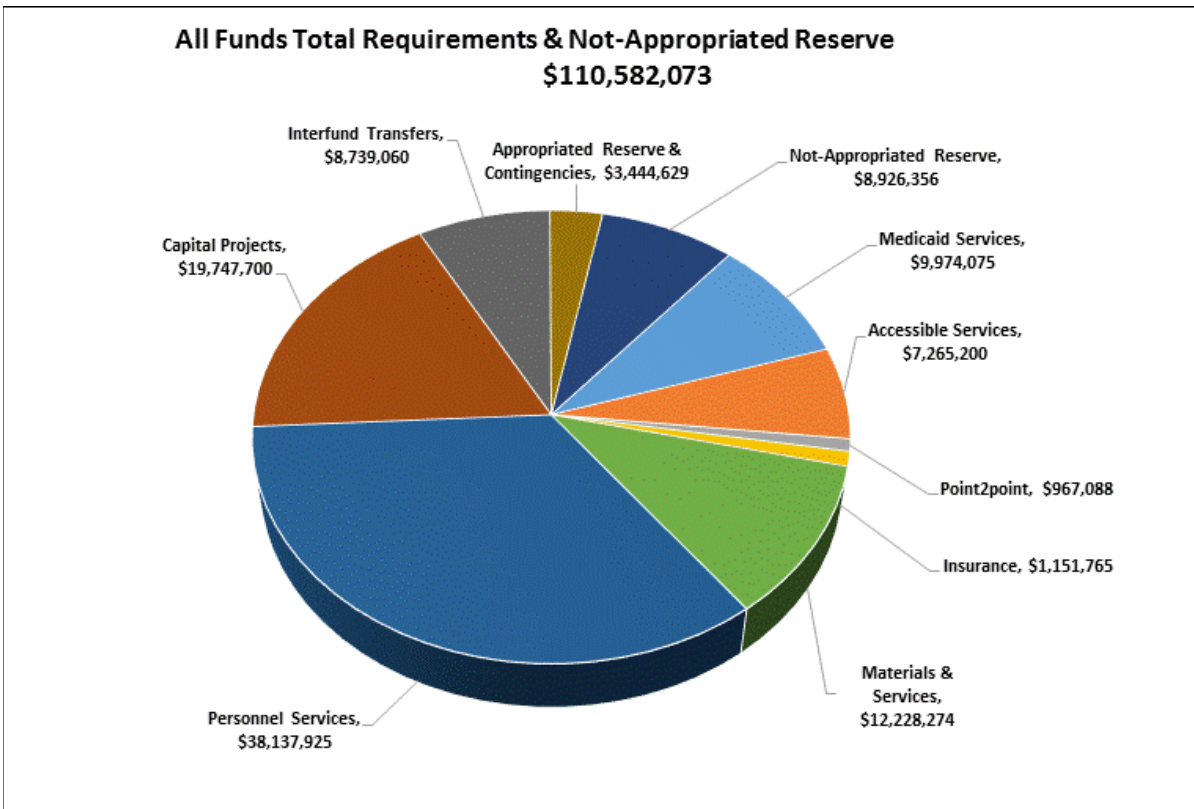
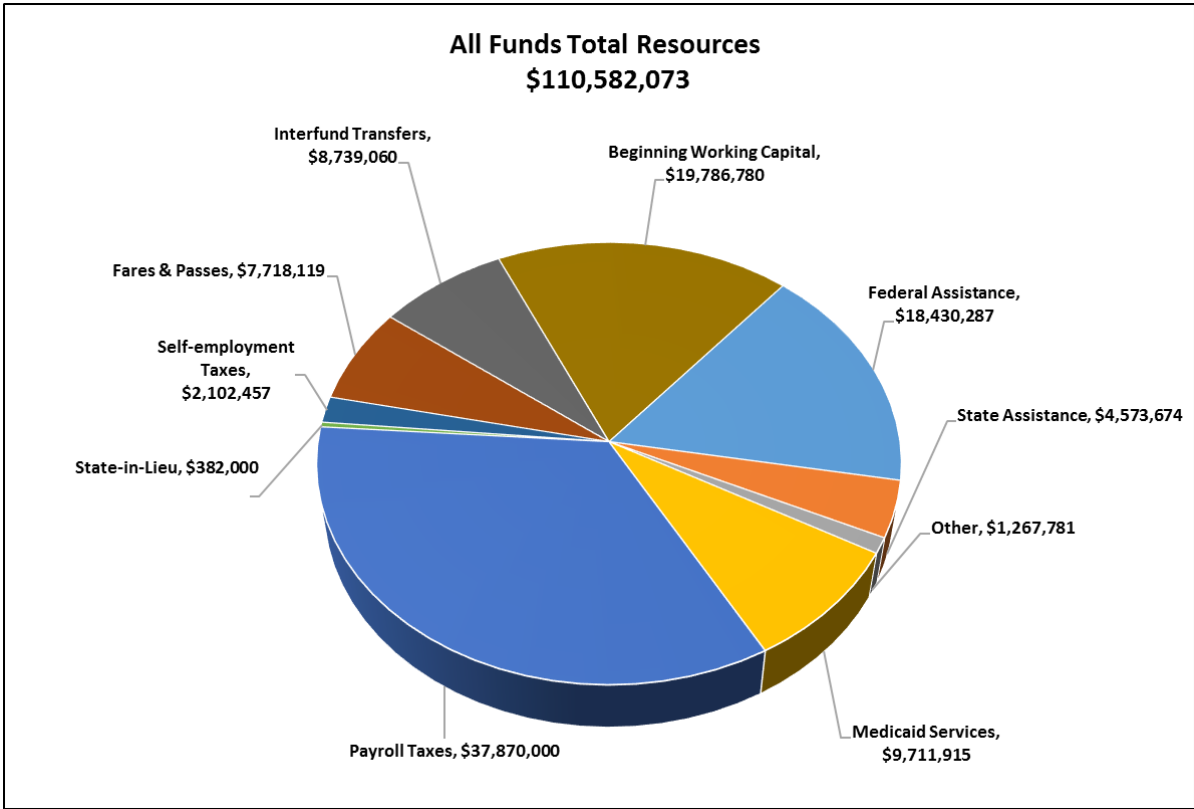
LTD Organizational Chart

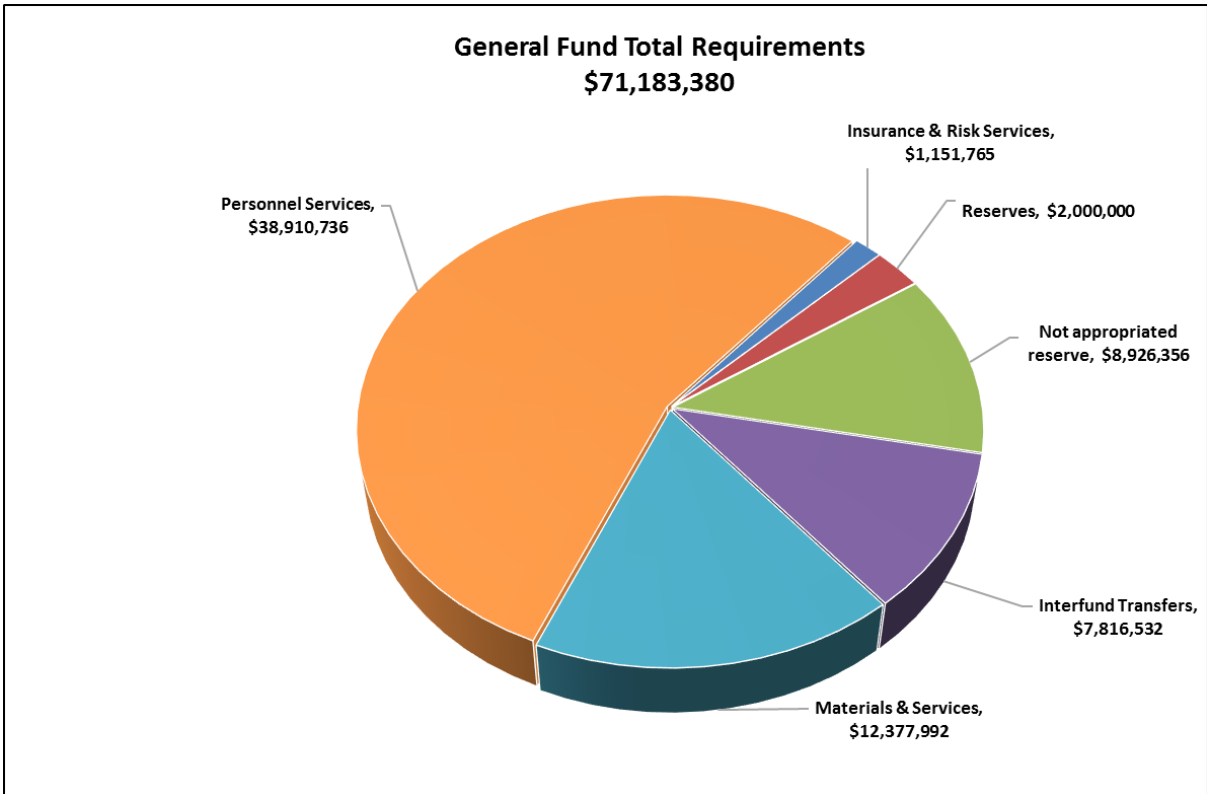
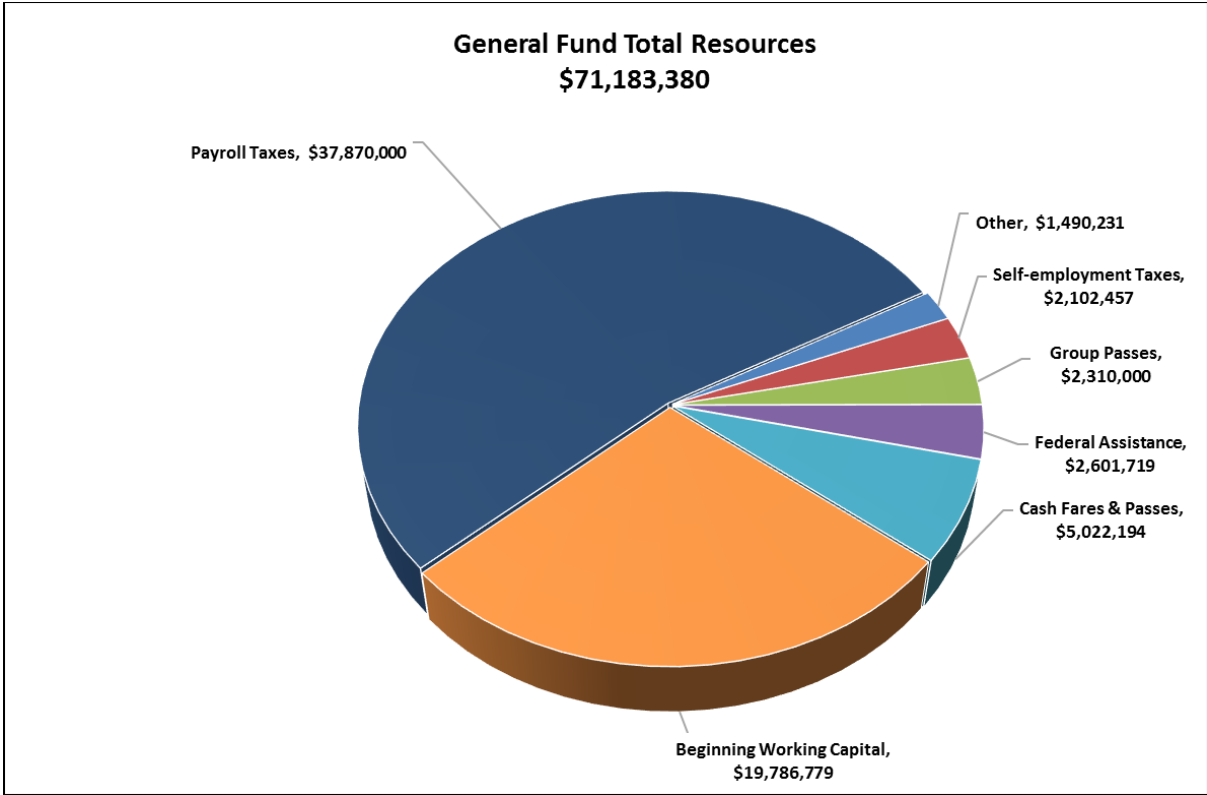




Adopted Budget

Lane Transit District
Fiscal Year 2017-2018







**Lane Transit District
General Fund
Fiscal Year 2017-2018**

Resources	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Beginning Working Capital	\$27,197,740	\$30,839,996	\$32,619,610	\$19,786,780	\$19,786,780
Operating Revenues					
Cash Fares & Passes	4,554,169	4,572,037	4,626,003	5,022,194	5,022,194
Group Passes	2,565,681	2,640,000	2,300,000	2,310,000	2,310,000
Advertising	443,887	445,000	447,087	447,087	447,087
Special Services	243,928	257,000	235,728	264,744	264,744
	\$7,807,665	\$7,914,037	\$7,608,818	\$8,044,025	\$8,044,025
Nonoperating Revenues					
Payroll Taxes	34,394,558	36,257,400	36,257,400	37,870,000	37,870,000
Self-employment Taxes	1,902,866	2,012,870	2,012,870	2,102,457	2,102,457
State-in-Lieu	400,795	412,000	320,772	382,000	382,000
Federal Assistance	4,736,708	850,000	84,297	2,601,719	2,601,719
State Assistance	0	0	0	0	0
Local Assistance	17,500	15,000	18,059	0	0
Miscellaneous	260,802	296,400	233,469	294,400	294,400
Interest	99,207	65,000	154,136	102,000	102,000
	\$41,812,436	\$39,908,670	\$39,081,003	\$43,352,576	\$43,352,576
Total Resources	\$76,817,841	\$78,662,703	\$79,309,431	\$71,183,381	\$71,183,381

Requirements	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operating Requirements					
Personnel Services	32,257,958	37,198,131	37,351,604	38,910,736	38,910,736
Materials & Services	7,961,494	10,220,677	9,162,268	12,377,992	12,377,992
Insurance & Risk Services	937,038	1,102,708	1,083,700	1,151,765	1,151,765
	\$41,156,490	\$48,521,516	\$47,597,572	\$52,440,493	\$52,440,493
Transfers					
Transfer to Accessible Services Fund	1,578,290	2,506,458	2,428,849	2,879,338	2,879,338
Transfer to Medicaid Fund	657,537	275,000	275,000	394,160	394,160
Transfer to Point2point Fund	(0)	0	0	192,000	192,000
Transfer to Capital Projects Fund	1,667,600	18,487,923	9,343,413	5,273,562	5,273,562
Contra-charges out of the General Fund	(861,685)	(320,120)	(122,183)	(922,529)	(922,529)
	\$3,041,741	\$20,949,261	\$11,925,079	\$7,816,531	\$7,816,531
Reserves					
Operating Contingency	0	748,462	0	1,000,000	1,000,000
Self-Insurance, Risk, and HRA Liability	0	1,000,000	0	1,000,000	1,000,000
	\$0	\$1,748,462	\$0	\$2,000,000	\$2,000,000
Total Requirements	\$44,198,231	\$71,219,239	\$59,522,651	\$62,257,024	\$62,257,024

Not Appropriated (Board Required Operating Reserve) **	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operating Reserve					
Working Capital	32,619,610	7,443,464	19,786,779	8,926,357	8,926,357
Requirements & Working Capital	\$76,817,841	\$78,662,703	\$79,309,430	\$71,183,381	\$71,183,381

** - Not appropriated Board required operating reserves cannot be used without Board approval

Percentage Change Analysis	FY 2015-16 Actual compared with FY 2014-15 Actual	FY 2016-17 Estimate compared with FY 2015-16 Actual	FY 2017-18 Proposed compared with FY 2016-17 Budget	FY 2017-18 Adopted compared with FY 2015-16 Budget
Total Resources	11.1%	3.2%	-9.5%	-9.5%
Total Operating Revenues	-1.1%	-2.5%	1.6%	1.6%
Total Nonoperating Revenues	8.3%	-6.5%	8.6%	8.6%
Total Requirements	5.4%	34.7%	-12.6%	-12.6%
Total Operating Requirements	10.9%	15.7%	8.1%	8.1%
Total Transfers	-37.1%	292.0%	-62.7%	-62.7%
Total Reserves	19.9%	-39.3%	19.9%	19.9%



**Lane Transit District
General Fund
Fiscal Year 2017-2018**

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	11,664,696	12,420,856	13,270,134	14,025,677	14,025,677
Amalgamated Transit Union	20,593,262	24,777,274	24,081,470	24,885,058	24,885,058
Total Personnel Services	\$32,257,958	\$37,198,131	\$37,351,604	\$38,910,736	\$38,910,736

Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Advertising Agency Fees	92,562	120,000	85,000	113,000	113,000
Advertising Media	100,183	87,800	100,000	144,575	144,575
Bus Wash & Cleaning Supplies	28,784	28,700	31,200	30,000	30,000
Cleaning	550,981	672,000	672,000	791,000	791,000
Computer Hardware Support	319,791	567,590	480,530	1,319,066	1,319,066
Contracted Security/Professional Services	679,847	221,024	225,525	199,050	199,050
Employee Programs	88,698	99,100	102,800	109,100	109,100
Employee Relations	8,558	68,400	66,000	71,000	71,000
Equipment Service Contracts	130,626	75,200	74,700	103,500	103,500
Facility Skilled Trades	120,877	154,800	148,500	140,500	140,500
Fuel & Lubricants - Buses	1,885,173	2,386,475	2,062,600	3,195,500	3,195,500
Fuel - Administrative Vehicles	16,777	19,000	25,000	0	0
General Business Expenses	287,845	367,580	339,068	389,563	389,563
General Insurance Premiums	88,743	111,208	111,200	111,505	111,505
General Maintenance/Repair	91,856	224,700	169,577	251,150	251,150
Grant Funded	(35,258)	(40,670)	(40,670)	0	0
Maintenance Contract Services - Revenue Vehicles	86,760	198,000	39,000	75,000	75,000
Market Research & Information	135,637	210,500	175,000	2,250	2,250
Office/Computer Supplies	74,901	146,060	125,260	151,572	151,572
Operating Contingencies Transfers to Other Funds	0	0	0	0	0
Parts & Tires	1,033,990	1,180,000	1,159,800	1,595,150	1,595,150
Payroll-Related Costs	622,325	741,000	722,000	720,160	720,160
Printed Passenger Information	46,698	72,300	69,500	70,250	70,250
Printed Transportation Supplies	570	2,200	2,200	3,400	3,400
Professional Services	828,880	1,620,249	1,451,985	1,337,680	1,337,680
Program Supplies	82,832	182,960	117,260	138,950	138,950
Project/Event Supplies	8,972	21,000	21,000	6,750	6,750
Rebuilds	31,009	74,000	68,000	80,000	80,000
Recruitment Expenses	68,840	53,010	36,000	28,000	28,000
Safety	7,371	11,500	10,800	445,133	445,133
Screening/Medical	30,557	38,400	33,900	34,640	34,640
Shop & Facility Supplies	83,792	106,400	86,000	98,100	98,100
Shop Tooling/Equipment	19,771	30,000	27,500	45,000	45,000
Telecom & Network	218,171	220,335	205,525	236,755	236,755
Training & Travel	236,879	325,164	309,008	403,358	403,358
Transportation Demand Management	94,380	125,000	125,000	133,700	133,700
Uniforms	108,100	124,700	129,600	136,000	136,000
Utilities	383,992	422,700	419,600	486,500	486,500
Vehicle Liability	225,970	250,500	250,500	320,100	320,100
Warranty	(5,584)	(10,000)	(3,000)	0	0
Website Support	17,676	14,500	11,500	12,800	12,800
Total Material & Services	\$8,898,531	\$11,323,385	\$10,245,968	\$13,529,757	\$13,529,757
Total	\$41,156,490	\$48,521,516	\$47,597,572	\$52,440,493	\$52,440,493



**Lane Transit District
Department Summary
Fiscal Year 2017-2018**

Department Budget *	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
EXECUTIVE OFFICE					
Executive Office					
Personnel Services	560,210	762,747	653,600	946,866	946,866
Materials & Services	147,080	221,540	187,642	231,550	231,550
	\$707,290	\$984,287	\$841,242	\$1,178,416	\$1,178,416
Internal Audit					
Personnel Services	120,480	128,900	126,800	0	0
Materials & Services	7,135	9,200	3,150	0	0
	\$127,615	\$138,100	\$129,950	\$0	\$0
Government Relations					
Personnel Services	116,133	0	0	0	0
Materials & Services	133,373	0	0	0	0
	\$249,505	\$0	\$0	\$0	\$0
Public Affairs					
Personnel Services	0	420,580	278,500	562,412	562,412
Materials & Services	0	179,543	187,835	250,945	250,945
	\$0	\$600,123	\$466,335	\$813,357	\$813,357
Marketing					
Personnel Services	612,391	673,525	577,200	703,396	703,396
Materials & Services	404,989	667,720	534,900	557,820	557,820
	\$1,017,380	\$1,341,245	\$1,112,100	\$1,261,216	\$1,261,216
Planning & Development					
Personnel Services	540,763	1,218,926	1,053,700	1,150,260	1,150,260
Materials & Services	56,144	210,030	151,600	339,800	339,800
	\$596,907	\$1,428,956	\$1,205,300	\$1,490,060	\$1,490,060
ADMINISTRATIVE SERVICES					
Human Resources					
Personnel Services	720,757	748,208	710,600	709,248	709,248
Materials & Services	226,269	362,010	342,250	367,140	367,140
	\$947,026	\$1,110,218	\$1,052,850	\$1,076,388	\$1,076,388
Finance					
Personnel Services	935,612	1,096,492	985,500	760,259	760,259
Materials & Services	359,400	829,516	784,159	439,500	439,500
	\$1,295,011	\$1,926,008	\$1,769,659	\$1,199,759	\$1,199,759
Procurement					
Personnel Services	0	0	0	658,507	658,507
Materials & Services	0	0	0	173,100	173,100
	\$0	\$0	\$0	\$831,607	\$831,607
Information Technology					
Personnel Services	633,336	685,115	716,500	914,801	914,801
Materials & Services	349,524	573,300	478,300	1,723,361	1,723,361
	\$982,860	\$1,258,415	\$1,194,800	\$2,638,162	\$2,638,162
Facilities Management					
Personnel Services	1,196,445	1,365,001	1,379,800	1,198,414	1,198,414
Materials & Services	1,412,062	1,697,299	1,665,349	1,922,000	1,922,000
	\$2,608,507	\$3,062,300	\$3,045,149	\$3,120,414	\$3,120,414
Insurance & Risk Services					
Materials & Services	4,839	10,800	10,100	10,800	10,800
Insurance & Risk Services	937,038	1,102,708	1,083,700	1,151,765	1,151,765
	\$941,876	\$1,113,508	\$1,093,800	\$1,162,565	\$1,162,565
SERVICE DELIVERY					
Customer Services					
Personnel Services	601,606	780,332	722,999	721,166	721,166
Materials & Services	25,697	27,270	25,070	52,100	52,100
	\$627,303	\$807,602	\$748,069	\$773,266	\$773,266
Accessible Services					
Personnel Services	300,550	319,528	351,000	379,365	379,365
Materials & Services	18,545	26,220	15,605	66,350	66,350
	\$319,094	\$345,748	\$366,605	\$445,715	\$445,715
Service Planning					
Personnel Services	480,539	0	0	0	0
Materials & Services	167,893	0	0	0	0
	\$648,431	\$0	\$0	\$0	\$0
Public Safety					
Personnel Services	0	685,372	316,100	806,988	806,988
Materials & Services	0	270,724	270,724	100,000	100,000
	\$0	\$956,096	\$586,824	\$906,988	\$906,988



**Lane Transit District
Department Summary
Fiscal Year 2017-2018**

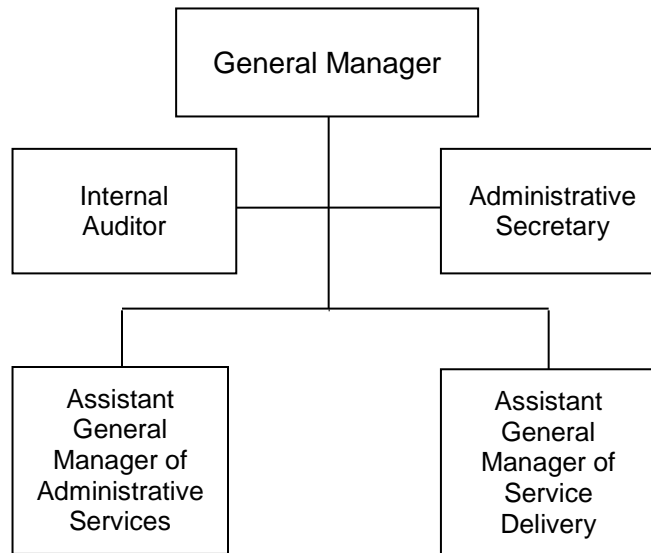
Department Budget *	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Point2point					
Personnel Services	453,533	522,372	471,900	383,972	383,972
Materials & Services	366,120	471,050	404,700	644,841	644,841
	\$819,654	\$993,422	\$876,600	\$1,028,813	\$1,028,813
Intelligent Transportations Systems					
Personnel Services	272,430	314,390	392,092	0	0
Materials & Services	196,597	354,340	279,480	0	0
	\$469,028	\$668,730	\$671,572	\$0	\$0
Transit Training					
Personnel Services	289,829	228,641	350,500	217,860	217,860
Materials & Services	28,718	53,640	53,940	47,075	47,075
	\$318,547	\$282,281	\$404,440	\$264,935	\$264,935
Transit Operations					
Personnel Services	18,949,672	22,284,596	22,299,000	23,281,782	23,281,782
Materials & Services	876,079	201,950	223,514	176,710	176,710
	\$19,825,751	\$22,486,546	\$22,522,514	\$23,458,492	\$23,458,492
Maintenance					
Personnel Services	4,501,708	4,963,407	4,936,600	4,428,978	4,428,978
Materials & Services	3,181,030	4,054,525	3,543,950	5,274,900	5,274,900
	\$7,682,739	\$9,017,932	\$8,480,550	\$9,703,878	\$9,703,878
Non-Departmental					
Personnel Services	971,964	0	1,029,213	1,086,462	1,086,462
Materials & Services	0	0	0	0	0
	\$971,964	\$0	\$1,029,213	\$1,086,462	\$1,086,462
Total	\$41,156,490	\$48,521,516	\$47,597,572	\$52,440,493	\$52,440,493

* Transfers out and contra payroll are excluded to provide a better actual cost picture.

Summary by Type	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Proposed
Personnel Services	32,257,958	37,198,131	37,351,604	38,910,736	38,910,736
Materials & Services	7,961,494	10,220,677	9,162,268	12,377,992	12,377,992
Insurance & Risk Services	937,038	1,102,708	1,083,700	1,151,765	1,151,765
Total	\$41,156,490	\$48,521,516	\$47,597,572	\$52,440,493	\$52,440,493

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Proposed
Executive Office	4.00	5.00	5.00	6.00	6.00
Internal Audit	1.00	1.00	1.00	0.00	0.00
Government Relations	1.00	0.00	0.00	0.00	0.00
Public Affairs	0.00	4.00	4.00	4.00	4.00
Planning & Development	5.19	10.34	10.34	10.34	10.34
Human Resources	6.40	6.00	6.00	6.00	6.00
Finance	9.10	9.70	9.70	7.70	7.70
Procurement	0.00	0.00	0.00	6.00	6.00
Information Technology	4.30	5.00	5.00	6.00	6.00
Facilities Management	9.10	10.00	10.00	10.00	10.00
Customer Services	6.60	9.00	9.00	9.00	9.00
Accessible Services	2.60	2.00	2.00	2.00	2.00
Marketing	7.30	7.50	7.50	7.50	7.50
Service Planning	3.70	0.00	0.00	0.00	0.00
Public Safety	0.00	13.50	13.50	13.50	13.50
Point2point	5.08	4.38	4.38	4.38	4.38
Transit Training	1.00	2.00	2.00	2.00	2.00
Intelligent Transportation Services	2.10	2.00	2.00	0.00	0.00
Operations	200.40	222.00	238.00	238.00	238.00
Maintenance	43.40	44.00	44.00	41.00	41.00
Total Full-Time Equivalent (FTE)	312.27	357.42	373.42	373.42	373.42

Executive Office



Executive Office

- Provide overall District leadership and direction.
- 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.

Administrative Services

- Oversee the Human Resources, Finance, Information Technology, Facilities Management, Procurement, and Compliance Divisions of the District.

Service Delivery

- Oversee the Maintenance, Transit Operations, Operations and Maintenance Training, Public Safety, Customer Services, Accessible Services, and Point2point Divisions of the District.

Internal Audit

- Manage internal audit program.



Executive Office

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	560,210	762,747	653,600	946,866	946,866
Amalgamated Transit Union	0	0	0	0	0
Total	\$560,210	\$762,747	\$653,600	\$946,866	\$946,866
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	82,101	143,475	123,475	112,000	112,000
Training & Travel	31,075	34,000	28,384	71,000	71,000
General Business Expenses	24,592	34,765	25,583	42,050	42,050
Office/Computer Supplies	4,872	8,100	4,000	6,500	6,500
Fuel - Administrative Vehicles	4,175	6,500	5,000	0	0
Telecom & Network	266	(5,300)	1,200	0	0
Total	\$147,080	\$221,540	\$187,642	\$231,550	\$231,550
Percent Change				23%	23%

Total	\$707,290	\$984,287	\$841,242	\$1,178,416	\$1,178,416
Percent Change				40%	40%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
General Manager	1.00	1.00	1.00	1.00	1.00
Assistant General Manager - Service Delivery		1.00	1.00	1.00	1.00
Assistant General Manager - Administrative Services		1.00	1.00	1.00	1.00
Compliance Manager		1.00	1.00	1.00	1.00
Executive Office Manager/Clerk of the Board	1.00	0.00	0.00	0.00	0.00
Internal Auditor/TransitStat Manager		0.00	0.00	1.00	1.00
Executive Office Secretary	1.00	1.00	1.00	1.00	1.00
Executive Office Assistant	1.00	0.00	0.00	0.00	0.00
Total FTE	4.00	5.00	5.00	6.00	6.00



Internal Audit

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	120,480	128,900	126,800	0	0
Amalgamated Transit Union	0	0	0	0	0
Total	\$120,480	\$128,900	\$126,800	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Training & Travel	6,462	8,500	3,000	0	0
General Business Expenses	672	700	150	0	0
Telecom & Network	0	0	0	0	0
Total	\$7,135	\$9,200	\$3,150	\$0	\$0
Percent Change				N/A	N/A

Total	\$127,615	\$138,100	\$129,950	\$0	\$0
Percent Change				N/A	N/A

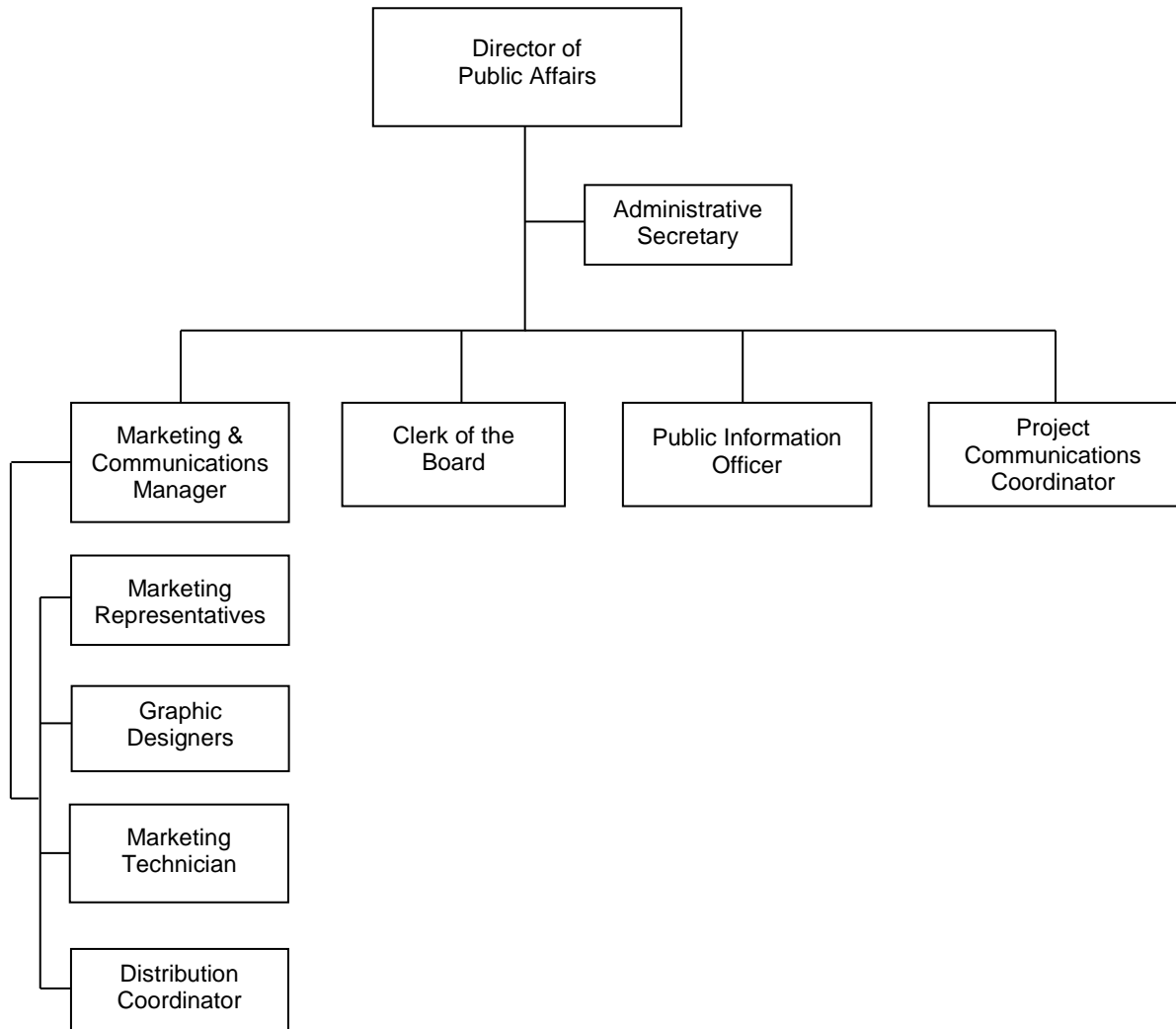
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Internal Auditor/TransitStat Manager	1.00	1.00	1.00	0.00	0.00
Total FTE	1.00	1.00	1.00	0.00	0.00



Government Relations

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	116,133	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0
Total	\$116,133	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	58,980	0	0	0	0
General Business Expenses	59,988	0	0	0	0
Training & Travel	12,648	0	0	0	0
Office/Computer Supplies	1,718	0	0	0	0
Project/Event Supplies	0	0	0	0	0
Telecom & Network	38	0	0	0	0
Total	\$133,373	\$0	\$0	\$0	\$0
Percent Change				N/A	N/A
Total	\$249,505	\$0	\$0	\$0	\$0
Percent Change				N/A	N/A
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Government Relations Manager	1.00	0.00	0.00	0.00	0.00
Total FTE	1.00	0.00	0.00	0.00	0.00

Public Affairs



Public Affairs

- 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.

Marketing & Communications

- 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.

Clerk of the Board

- As principal liaison to Board of Directors, maintain appropriate systems for communication and effective working relationships.



Public Affairs

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	0	420,580	278,500	562,412	562,412
Amalgamated Transit Union	0	0	0	0	0
Total	\$0	\$420,580	\$278,500	\$562,412	\$562,412
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services		83,634	94,980	107,580	107,580
General Business Expenses		70,270	67,716	107,615	107,615
Training & Travel		23,539	23,539	33,650	33,650
Office/Computer Supplies		2,100	1,600	2,100	2,100
Project/Event Supplies		0	0	0	0
Telecom & Network		0	0	0	0
Total	\$0	\$179,543	\$187,835	\$250,945	\$250,945
Percent Change				34%	34%

Total	\$0	\$600,123	\$466,335	\$813,357	\$813,357
Percent Change				74%	74%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Public Affairs	0.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	1.00	1.00	1.00	1.00
Clerk of the Board	0.00	1.00	1.00	1.00	1.00
Public Information Officer	0.00	1.00	1.00	1.00	1.00
Government Relations Manager	0.00	0.00	0.00	0.00	0.00
Total FTE	0.00	4.00	4.00	4.00	4.00



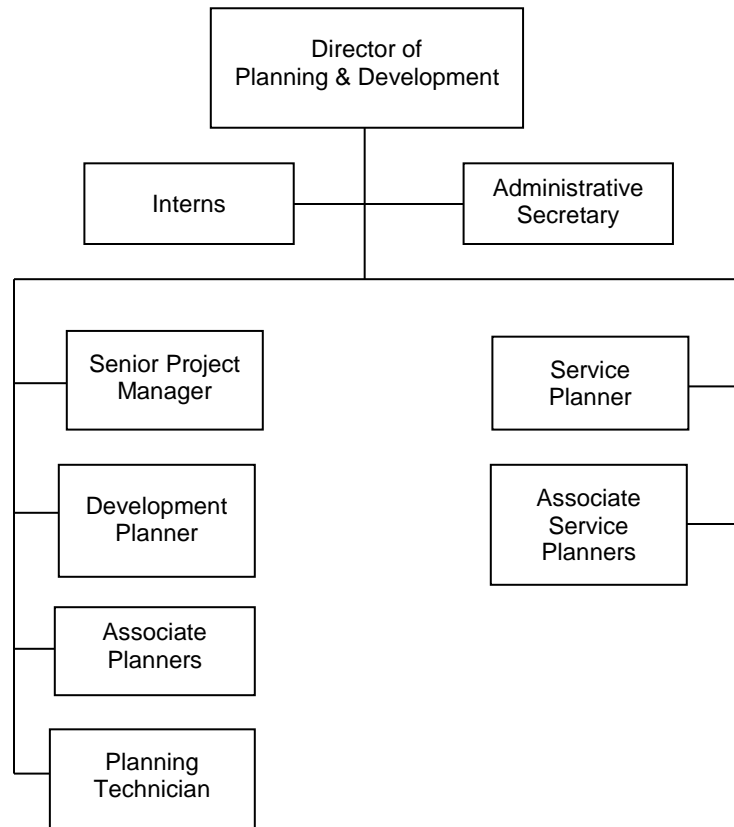
Marketing

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	612,391	673,525	577,200	703,396	703,396
Amalgamated Transit Union	0	0	0	0	0
Total	\$612,391	\$673,525	\$577,200	\$703,396	\$703,396
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Advertising Media	92,439	80,000	91,000	135,000	135,000
General Business Expenses	61,263	80,800	75,700	41,670	41,670
Printed Passenger Information	46,698	72,300	69,500	70,250	70,250
Professional Services	17,228	108,820	67,000	62,900	62,900
Program Supplies	45,341	132,100	75,000	74,000	74,000
Office/Computer Supplies	12,198	43,000	43,000	46,000	46,000
Project/Event Supplies	8,972	21,000	21,000	5,000	5,000
Advertising Agency Fees	92,562	120,000	85,000	113,000	113,000
Training & Travel	22,974	7,000	5,000	10,000	10,000
Market Research & Information	5,067	0	0	0	0
Telecom & Network	247	2,700	2,700	0	0
Total	\$404,989	\$667,720	\$534,900	\$557,820	\$557,820
Percent Change				4%	4%

Total	\$1,017,380	\$1,341,245	\$1,112,100	\$1,261,216	\$1,261,216
Percent Change				13%	13%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.30	0.00	0.00	0.00	0.00
Marketing & Communications Manager	1.00	1.00	1.00	1.00	1.00
Marketing Representative	1.00	2.00	2.00	2.00	2.00
Project Communications Coordinator	1.00	1.00	1.00	1.00	1.00
Graphic Designer	2.00	1.50	1.50	1.50	1.50
Marketing Technician	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.00	0.00	0.00
Distribution Coordinator	1.00	1.00	1.00	1.00	1.00
Total FTE	7.30	7.50	7.50	7.50	7.50

Planning & Development



Development Planning

- 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.
- Conduct Title VI analysis as needed for service changes.



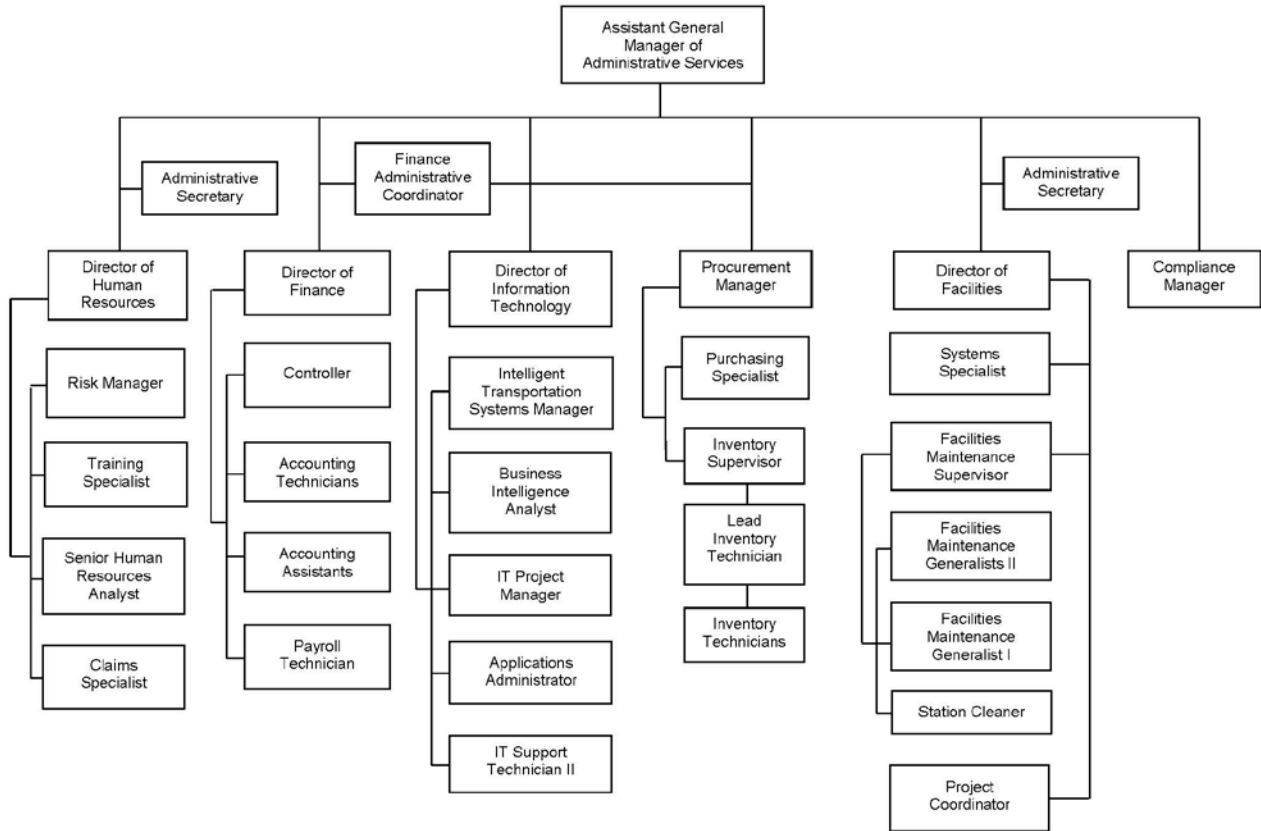
Planning & Development

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	540,763	1,218,926	1,052,900	1,150,260	1,150,260
Amalgamated Transit Union	0	0	800	0	0
Total	\$540,763	\$1,218,926	\$1,053,700	\$1,150,260	\$1,150,260
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	40,850	184,830	127,000	288,500	288,500
Training & Travel	9,484	15,000	16,500	0	0
General Business Expenses	4,937	7,900	6,500	50,300	50,300
Office/Computer Supplies	824	2,300	1,600	1,000	1,000
Telecom & Network	50	0	0	0	0
Total	\$56,144	\$210,030	\$151,600	\$339,800	\$339,800
Percent Change				124%	124%

Total	\$596,907	\$1,428,956	\$1,205,300	\$1,490,060	\$1,490,060
Percent Change				24%	24%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00
Director of Planning & Development	0.00	1.00	1.00	1.00	1.00
Planning & Development Manager	0.50	0.00	0.00	0.00	0.00
Senior Project Manager	1.00	1.00	1.00	1.00	1.00
Development Project Manager	0.00	0.00	0.00	0.00	0.00
Service Planner		1.00	1.00	1.00	1.00
Development Planner	1.00	1.00	1.00	1.00	1.00
Planning & Development Associate	1.00	0.00	0.00	0.00	0.00
Associate Planner		1.00	1.00	1.00	1.00
Associate Service Planner		2.00	2.00	2.00	2.00
Planning Technician	0.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Interns	0.59	1.34	1.34	1.34	1.34
Total FTE	5.19	10.34	10.34	10.34	10.34

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

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.

Procurement

- Manage and support the District’s procurement of goods and services.

Compliance

- Promote and assist the District to maintain an organizational culture that supports LTD’s commitment to maintain the highest level of integrity and ethical standards in the conduct of its operations.
- Manage and support efforts to comply with applicable laws, regulations, and policies.
- Develop policies and deliver education to LTD stakeholders.
- Enable reporting to governmental authorities having jurisdiction over LTD’s activities and operations.
- Monitor processes and actions implemented by leadership.
- Inform LTD’s Board of Directors of compliance activities and implement policies as required and requested.



Human Resources

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	720,757	748,208	710,600	709,248	709,248
Amalgamated Transit Union	0	0	0	0	0
Total	\$720,757	\$748,208	\$710,600	\$709,248	\$709,248
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Employee Programs	51,560	78,500	74,200	74,700	74,700
Training & Travel	38,058	64,000	75,000	90,000	90,000
Employee Relations	8,558	68,400	66,000	71,000	71,000
Professional Services	19,926	40,000	40,000	54,000	54,000
Screening/Medical	30,557	38,400	33,900	34,640	34,640
Recruitment Expenses	68,840	53,010	36,000	28,000	28,000
General Business Expenses	6,612	13,800	13,250	11,800	11,800
Office/Computer Supplies	2,085	5,900	3,900	3,000	3,000
Telecom & Network	72	0	0	0	0
Total	\$226,269	\$362,010	\$342,250	\$367,140	\$367,140
Percent Change				7%	7%

Total	\$947,026	\$1,110,218	\$1,052,850	\$1,076,388	\$1,076,388
Percent Change				2%	2%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Administrative Services	0.40	0.00	0.00	0.00	0.00
Director of Human Resources & Risk Management	0.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	0.00	0.00	0.00	0.00
Risk Manager	1.00	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	0.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	1.00	1.00	1.00	1.00
Claims Specialist	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	0.00	0.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Total FTE	6.40	6.00	6.00	6.00	6.00



Finance

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	935,612	1,096,492	985,500	760,259	760,259
Amalgamated Transit Union	0	0	0	0	0
Total	\$935,612	\$1,096,492	\$985,500	\$760,259	\$760,259
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	328,609	793,916	753,546	398,200	398,200
Training & Travel	4,199	14,500	14,500	22,100	22,100
Office/Computer Supplies	9,703	10,900	6,100	1,200	1,200
General Business Expenses	16,310	9,200	9,436	17,000	17,000
General Maintenance/Repair	573	1,000	577	1,000	1,000
Telecom & Network	5	0	0	0	0
Total	\$359,400	\$829,516	\$784,159	\$439,500	\$439,500
Percent Change				-44%	-44%

Total	\$1,295,011	\$1,926,008	\$1,769,659	\$1,199,759	\$1,199,759
Percent Change				-32%	-32%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Administrative Services	0.30	0.00	0.00	0.00	0.00
Finance Manager/Chief Financial Officer	1.00	0.00	0.00	0.00	0.00
Director of Finance	0.00	1.00	1.00	1.00	1.00
Controller	1.00	1.00	1.00	1.00	1.00
Finance Manager	0.00	0.00	0.00	0.00	0.00
Purchasing Manager	1.00	0.00	0.00	0.00	0.00
Procurement Manager	0.00	1.00	1.00	0.00	0.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	0.00	0.00
Grants Analyst	0.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	0.00	0.00	0.00	0.00
Administrative Coordinator	0.00	1.00	1.00	1.00	1.00
Accounting Assistant	0.80	0.70	0.70	0.70	0.70
Total FTE	9.10	9.70	9.70	7.70	7.70



Procurement

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	0	0	0	402,526	402,526
Amalgamated Transit Union	0	0	0	255,981	255,981
Total	\$0	\$0	\$0	\$658,507	\$658,507
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	0	0	0	147,900	147,900
Training & Travel	0	0	0	12,500	12,500
Office/Computer Supplies	0	0	0	4,672	4,672
General Business Expenses	0	0	0	7,578	7,578
General Maintenance/Repair	0	0	0	450	450
Total	\$0	\$0	\$0	\$173,100	\$173,100
Percent Change				N/A	N/A

Total	\$0	\$0	\$0	\$831,607	\$831,607
Percent Change				N/A	N/A

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Procurement Manager	0.00	0.00	0.00	1.00	1.00
Purchasing Specialist	0.00	0.00	0.00	1.00	1.00
Inventory Supervisor	0.00	0.00	0.00	1.00	1.00
Lead Inventory Technician	0.00	0.00	0.00	1.00	1.00
Inventory Technician	0.00	0.00	0.00	2.00	2.00
Total FTE	0.00	0.00	0.00	6.00	6.00



Information Technology

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	633,336	685,115	716,500	914,801	914,801
Amalgamated Transit Union	0	0	0	0	0
Total	\$633,336	\$685,115	\$716,500	\$914,801	\$914,801
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Computer Hardware Support	214,644	392,000	345,000	1,319,066	1,319,066
Professional Services	7,707	85,000	40,000	115,000	115,000
Training & Travel	14,534	20,000	20,000	30,950	30,950
Telecom & Network	80,334	25,500	25,500	191,745	191,745
Equipment Service Contracts	11,229	25,000	25,000	25,000	25,000
Office/Computer Supplies	10,367	11,800	11,800	15,000	15,000
Parts	0	0	0	10,800	10,800
Website Support	6,441	8,000	5,000	6,300	6,300
General Business Expenses	4,307	3,000	3,000	3,800	3,800
Shop & Facility Supplies	(39)	3,000	3,000	5,700	5,700
Total	\$349,524	\$573,300	\$478,300	\$1,723,361	\$1,723,361
Percent Change				260%	260%

Total	\$982,860	\$1,258,415	\$1,194,800	\$2,638,162	\$2,638,162
Percent Change				121%	121%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Administrative Services	0.30	0.00	0.00	0.00	0.00
Director of Information Technology	0.00	1.00	1.00	1.00	1.00
Intelligent Transportation Systems Manager	0.00	0.00	0.00	1.00	1.00
Information Technology Manager	1.00	0.00	0.00	0.00	0.00
Business Intelligence Analyst	1.00	1.00	1.00	1.00	1.00
Applications Analyst	0.00	0.00	0.00	0.00	0.00
Business Analyst	0.00	0.00	0.00	0.00	0.00
Applications Administrator	0.00	1.00	1.00	1.00	1.00
IT Project Manager	1.00	1.00	1.00	1.00	1.00
IT Support Technician II	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.00	0.00	0.00	0.00	0.00
Total FTE	4.30	5.00	5.00	6.00	6.00



Facilities Management

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	1,117,604	1,280,003	1,294,600	1,109,750	1,109,750
Amalgamated Transit Union	78,841	84,998	85,200	88,664	88,664
Total	\$1,196,445	\$1,365,001	\$1,379,800	\$1,198,414	\$1,198,414
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Cleaning	550,981	672,000	672,000	791,000	791,000
Utilities	383,992	422,700	419,600	486,500	486,500
General Maintenance/Repair	69,482	207,200	133,500	181,700	181,700
Professional Services	68,817	72,799	146,799	121,000	121,000
Facility Skilled Trades	120,877	154,800	148,500	140,500	140,500
Shop & Facility Supplies	54,514	61,900	43,900	57,400	57,400
General Business Expenses	23,890	33,300	30,600	35,600	35,600
Training & Travel	13,717	13,000	13,000	20,000	20,000
Equipment Service Contracts	119,354	50,200	49,700	78,500	78,500
Office/Computer Supplies	1,515	3,000	2,500	3,500	3,500
Fuel & Lubricants - Buses	4,630	6,000	5,000	6,000	6,000
Telecom & Network	294	400	250	300	300
Total	\$1,412,062	\$1,697,299	\$1,665,349	\$1,922,000	\$1,922,000
Percent Change				15%	15%

Total	\$2,608,507	\$3,062,300	\$3,045,149	\$3,120,414	\$3,120,414
Percent Change				2%	2%

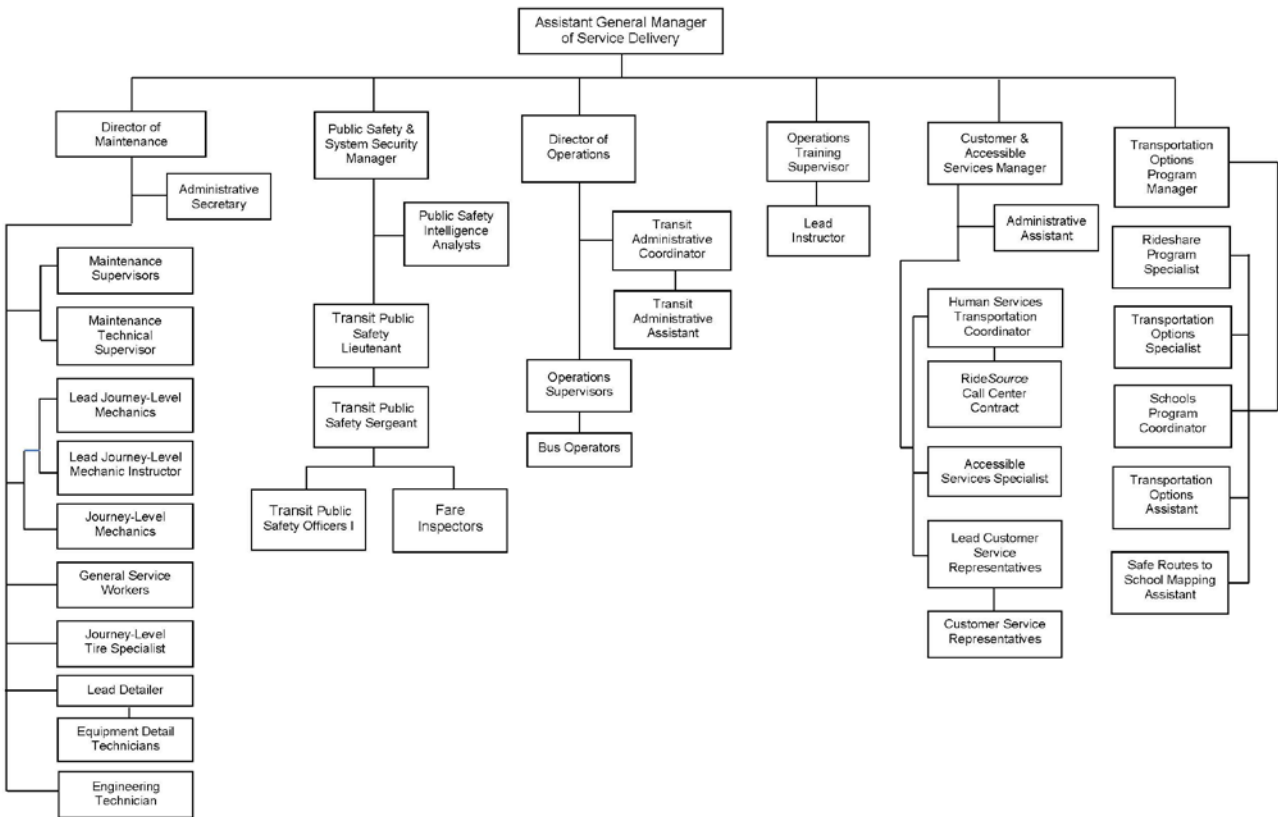
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00
Director of Facilities	0.00	1.00	1.00	1.00	1.00
Facilities Manager	1.00	0.00	0.00	0.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00	1.00	1.00
Systems Specialist	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Generalist II	3.00	3.00	3.00	3.00	3.00
Facilities Maintenance Generalist I	0.00	1.00	1.00	1.00	1.00
Station Cleaner	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Total FTE	9.10	10.00	10.00	10.00	10.00



Insurance & Risk Services

Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Payroll-Related Costs	622,325	741,000	722,000	720,160	720,160
Vehicle Liability	225,970	250,500	250,500	320,100	320,100
General Insurance Premiums	88,743	111,208	111,200	111,505	111,505
Safety	4,839	10,800	10,100	10,800	10,800
Total	\$941,876	\$1,113,508	\$1,093,800	\$1,162,565	\$1,162,565
Percent Change				6%	6%

Service Delivery



Maintenance

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

Transit Operations

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

Operations and Maintenance Training

- Provides educational support and training for all operations and maintenance functions.
- Develops training programs.
- Assesses training needs.

Public Safety

- Assure safe, comfortable, transit system environment for employees, customers, and the public through proactive prevention, patrol, and apprehension.
- Coordinate physical and electronic access control for District facilities, and conduct intrusion-prevention activities.
- Conduct background investigations for new employees and contractors.
- Provide liaison for District with city, county, state, and federal law enforcement, including crime and counterterrorism intelligence gathering and analysis.
- Conduct Administrative Review hearings for District ordinance violations; coordinate with Eugene Community Court for criminal violations.

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.

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.



Customer Services

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	82,079	169,191	115,199	82,538	82,538
Amalgamated Transit Union	519,528	611,140	607,800	638,628	638,628
Total	\$601,606	\$780,332	\$722,999	\$721,166	\$721,166
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Training & Travel	6,096	0	100	11,000	11,000
Program Supplies	6,765	7,800	7,000	16,500	16,500
Office/Computer Supplies	4,684	12,150	10,850	15,000	15,000
General Business Expenses	6,629	4,320	4,320	4,600	4,600
Uniforms	1,523	3,000	2,800	5,000	5,000
Total	\$25,697	\$27,270	\$25,070	\$52,100	\$52,100
Percent Change				108%	108%

Total	\$627,303	\$807,602	\$748,069	\$773,266	\$773,266
Percent Change				3%	3%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00
Customer & Accessible Services Manager	0.50	1.00	1.00	1.00	1.00
Lead Customer Service Representative	1.00	2.00	2.00	2.00	2.00
Customer Service Representative	5.00	5.00	5.00	5.00	5.00
Administrative Services Assistant	0.00	1.00	1.00	1.00	1.00
Total FTE	6.60	9.00	9.00	9.00	9.00



Accessible Services

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	300,550	319,528	351,000	379,365	379,365
Amalgamated Transit Union	0	0	0	0	0
Total	\$300,550	\$319,528	\$351,000	\$379,365	\$379,365
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Telecom & Network	35,592	41,690	41,690	32,800	32,800
Training & Travel	10,318	10,000	1,385	10,000	10,000
General Business Expenses	4,604	9,200	9,200	17,550	17,550
Office/Computer Supplies	0	1,000	0	1,000	1,000
Program Supplies	3,289	5,000	4,000	5,000	5,000
Grant Funded	(35,258)	(40,670)	(40,670)	0	0
Total	\$18,545	\$26,220	\$15,605	\$66,350	\$66,350
Percent Change				325%	325%

Total	\$319,094	\$345,748	\$366,605	\$445,715	\$445,715
Percent Change				22%	22%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00
Customer & Accessible Services Manager	0.50	0.00	0.00	0.00	0.00
Human Services Transportation Coordinator	1.00	1.00	1.00	1.00	1.00
Accessible Services Specialist	1.00	1.00	1.00	1.00	1.00
Total FTE	2.60	2.00	2.00	2.00	2.00



Service Planning

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	479,861	0	0	0	0
Amalgamated Transit Union	678	0	0	0	0
Total	\$480,539	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	160,134	0	0	0	0
Training & Travel	6,839	0	0	0	0
General Business Expenses	318	0	0	0	0
Office/Computer Supplies	576	0	0	0	0
Telecom & Network	26	0	0	0	0
Total	\$167,893	\$0	\$0	\$0	\$0
Percent Change				N/A	N/A

Total	\$648,431	\$0	\$0	\$0	\$0
Percent Change				N/A	N/A

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.20	0.00	0.00	0.00	0.00
Planning & Development Manager	0.50	0.00	0.00	0.00	0.00
Senior Transit Planner	0.00	0.00	0.00	0.00	0.00
Transit Planner	3.00	0.00	0.00	0.00	0.00
Total FTE	3.70	0.00	0.00	0.00	0.00



Public Safety

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	0	685,372	316,100	806,988	806,988
Amalgamated Transit Union	0	0	0	0	0
Total	\$0	\$685,372	\$316,100	\$806,988	\$806,988
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Professional Services	0	205,674	205,674	25,750	25,750
Training & Travel	0	14,400	14,400	23,150	23,150
General Business Expenses	0	3,100	3,100	2,000	2,000
Project/Event Supplies	0	0	0	1,750	1,750
Printed Transportation Supplies	0	1,300	1,300	2,500	2,500
Program Supplies	0	3,000	3,000	3,000	3,000
Uniforms	0	10,300	10,300	12,100	12,100
Safety	0	0	0	1,750	1,750
Office/Computer Supplies	0	14,550	14,550	19,000	19,000
Telecom & Network	0	18,400	18,400	9,000	9,000
Total	\$0	\$270,724	\$270,724	\$100,000	\$100,000
Percent Change				-63%	-63%

Total	\$0	\$956,096	\$586,824	\$906,988	\$906,988
Percent Change				55%	55%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Public Safety & System Security Manager	0.00	1.00	1.00	1.00	1.00
Public Safety Intelligence Analyst	0.00	1.50	1.50	1.50	1.50
Transit Public Safety Lieutenant	0.00	1.00	1.00	1.00	1.00
Transit Public Safety Sergeant	0.00	1.00	1.00	1.00	1.00
Transit Public Safety Officers I	0.00	7.00	7.00	7.00	7.00
Fare Inspector	0.00	2.00	2.00	2.00	2.00
Total FTE	0.00	13.50	13.50	13.50	13.50



Point2point

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	453,533	522,372	471,900	383,972	383,972
Amalgamated Transit Union	0	0	0	0	0
Total	\$453,533	\$522,372	\$471,900	\$383,972	\$383,972
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Market Research & Information	130,569	210,500	175,000	2,250	2,250
Transportation Demand Management	94,380	125,000	125,000	133,700	133,700
General Business Expenses	28,106	45,325	37,500	5,950	5,950
Program Supplies	18,965	26,800	20,000	32,475	32,475
Advertising Media	7,744	7,800	9,000	9,575	9,575
Office/Computer Supplies	15,990	14,900	11,000	18,000	18,000
Professional Services	40,540	19,000	13,000	3,000	3,000
Training & Travel	12,673	10,625	6,500	1,808	1,808
Website Support	11,235	6,500	6,500	6,500	6,500
Computer Hardware Support	3,418	1,000	0	0	0
Safety	1,914	0	0	431,583	431,583
Telecom & Network	586	3,600	1,200	0	0
Total	\$366,120	\$471,050	\$404,700	\$644,841	\$644,841
Percent Change				59%	59%

Total	\$819,654	\$993,422	\$876,600	\$1,028,813	\$1,028,813
Percent Change				17%	17%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00
Transportation Options Program Manager	1.00	1.00	1.00	1.00	1.00
Employer Program Specialist	0.00	0.00	0.00	0.00	0.00
Rideshare Program Specialist	1.00	1.00	1.00	1.00	1.00
Transportation Options Coordinator	0.00	0.00	0.00	0.00	0.00
Transportation Options Specialist	1.00	0.00	0.00	0.00	0.00
SmartTrips Coordinator	1.00	1.00	1.00	1.00	1.00
School Programs Coordinator	0.60	1.00	1.00	1.00	1.00
Intern	0.38	0.38	0.38	0.38	0.38
Total FTE	5.08	4.38	4.38	4.38	4.38



Transit Training

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	136,459	148,641	157,300	137,860	137,860
Amalgamated Transit Union	153,370	80,000	193,200	80,000	80,000
Total	\$289,829	\$228,641	\$350,500	\$217,860	\$217,860
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Training & Travel	19,220	28,200	28,200	17,600	17,600
General Business Expenses	1,850	6,300	6,600	6,500	6,500
Professional Services	6,210	14,080	14,080	13,900	13,900
Office/Computer Supplies	451	2,000	2,000	2,500	2,500
Uniforms	-	-	-	3,000	3,000
Program Supplies	987	3,060	3,060	3,575	3,575
Total	\$28,718	\$53,640	\$53,940	\$47,075	\$47,075
Percent Change				-13%	-13%

Total	\$318,547	\$282,281	\$404,440	\$264,935	\$264,935
Percent Change				-34%	-34%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operations Training Supervisor	1.00	1.00	1.00	1.00	1.00
Lead Instructor	0.00	1.00	1.00	1.00	1.00
Total FTE	1.00	2.00	2.00	2.00	2.00



Transit Operations

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	2,121,873	2,183,945	2,424,800	2,461,466	2,461,466
Amalgamated Transit Union	16,827,800	20,100,651	19,874,200	20,820,316	20,820,316
Total	\$18,949,672	\$22,284,596	\$22,299,000	\$23,281,782	\$23,281,782
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Uniforms	56,748	61,400	61,500	57,900	57,900
General Business Expenses	42,826	42,400	43,863	33,050	33,050
Training & Travel	24,809	33,000	33,000	21,600	21,600
Employee Programs	37,138	20,600	28,600	34,400	34,400
Fuel - Administrative Vehicles	12,602	12,500	20,000	0	0
Contracted Security/Professional Services	673,637	14,350	18,851	17,000	17,000
Office/Computer Supplies	6,563	6,200	6,200	4,300	4,300
Program Supplies	7,485	5,200	5,200	4,400	4,400
Bus Wash & Cleaning Supplies	4,183	3,200	3,200	0	0
Telecom & Network	8,900	1,500	1,500	2,160	2,160
Printed Transportation Supplies	570	900	900	900	900
Safety	618	700	700	1,000	1,000
Total	\$876,079	\$201,950	\$223,514	\$176,710	\$176,710
Percent Change				-21%	-21%

Total	\$19,825,751	\$22,486,546	\$22,522,514	\$23,458,492	\$23,458,492
Percent Change				4%	4%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Operations & Customer Satisfaction	0.40	0.00	0.00	0.00	0.00
Director of Transit Operations	0.00	0.00	1.00	1.00	1.00
Security Manager	1.00	0.00	0.00	0.00	0.00
Public Safety Manager	0.00	0.00	0.00	0.00	0.00
Senior Operations Supervisor	1.00	0.00	0.00	0.00	0.00
Operations Supervisor	12.00	13.00	14.00	14.00	14.00
Transit Administrative Coordinator	1.00	0.00	1.00	1.00	1.00
Transit Administrative Assistant	1.00	0.00	1.00	1.00	1.00
Bus Operator	184.00	209.00	221.00	221.00	221.00
Total FTE	200.40	222.00	238.00	238.00	238.00



Maintenance

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	991,515	1,062,922	1,089,900	871,797	871,797
Amalgamated Transit Union	3,510,194	3,900,485	3,846,700	3,557,181	3,557,181
Total	\$4,501,708	\$4,963,407	\$4,936,600	\$4,428,978	\$4,428,978
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Fuel & Lubricants - Buses	1,880,543	2,380,475	2,057,600	3,189,500	3,189,500
Parts & Tires	1,032,645	1,172,200	1,153,300	1,584,350	1,584,350
Professional Services	3,429	50,700	18,000	70,000	70,000
Maintenance Contract Services - Revenue Vehicles	86,760	198,000	39,000	75,000	75,000
Uniforms	49,829	50,000	55,000	58,000	58,000
Shop & Facility Supplies	27,887	38,800	36,400	35,000	35,000
Shop Tooling/Equipment	19,771	30,000	27,500	45,000	45,000
Training & Travel	3,737	22,000	25,000	28,000	28,000
Equipment Service Contracts	43	0	0	0	0
Bus Wash & Cleaning Supplies	24,602	25,500	28,000	30,000	30,000
Office/Computer Supplies	3,352	8,100	6,100	8,800	8,800
General Business Expenses	934	2,500	2,250	2,500	2,500
Warranty	(5,584)	(10,000)	(3,000)	0	0
Rebuilds	31,009	69,000	63,000	80,000	80,000
Telecom & Network	273	750	300	750	750
General Maintenance/Repair	21,801	16,500	35,500	68,000	68,000
Total	\$3,181,030	\$4,054,525	\$3,543,950	\$5,274,900	\$5,274,900
Percent Change				49%	49%

Total	\$7,682,739	\$9,017,932	\$8,480,550	\$9,703,878	\$9,703,878
Percent Change				14%	14%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Operations & Customer Satisfaction	0.40	0.00	0.00	0.00	0.00
Director of Maintenance	0.00	1.00	1.00	1.00	1.00
Maintenance Manager	1.00	0.00	0.00	0.00	0.00
Maintenance Supervisor	3.00	3.00	3.00	3.00	3.00
Maintenance Technical Supervisor	1.00	1.00	1.00	1.00	1.00
Inventory Supervisor	1.00	1.00	1.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Lead Journey-Level Mechanic Instructor	0.00	0.00	0.00	0.00	0.00
Lead Journeyman Mechanic Instructor	1.00	0.00	0.00	0.00	0.00
Lead Journey-Level Mechanic	0.00	4.00	4.00	4.00	4.00
Lead Journeyman Mechanic	3.00	0.00	0.00	0.00	0.00
Journey-Level Mechanic	0.00	18.00	18.00	18.00	18.00
Journeyman Mechanic	17.00	0.00	0.00	0.00	0.00
Journey-Level Tire Specialist	0.00	1.00	1.00	1.00	1.00
Journeyman Tire Specialist	1.00	0.00	0.00	0.00	0.00
General Service Worker	6.00	6.00	6.00	6.00	6.00
Lead Inventory Technician	1.00	1.00	1.00	0.00	0.00
Inventory Technician	2.00	2.00	2.00	0.00	0.00
Lead Detailer	1.00	0.00	0.00	0.00	0.00
Engineering Technician	0.00	0.00	0.00	1.00	1.00
Equipment Detail Technician	4.00	5.00	5.00	5.00	5.00
Total FTE	43.40	44.00	44.00	41.00	41.00



Intelligent Transportation Systems

Personnel Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Administration	272,430	314,390	392,092	0	0
Amalgamated Transit Union	0	0	0	0	0
Total	\$272,430	\$314,390	\$392,092	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Telecom & Network	91,489	131,095	112,785	0	0
Computer Hardware Support	101,729	174,590	135,530	0	0
Professional Services	560	24,995	15,105	0	0
Training & Travel	35	7,400	1,500	0	0
Parts & Tires	1,345	7,800	6,500	0	0
Shop & Facility Supplies	1,430	2,700	2,700	0	0
Rebuilds	0	5,000	5,000	0	0
General Business Expenses	6	700	300	0	0
Office/Computer Supplies	3	60	60	0	0
Total	\$196,597	\$354,340	\$279,480	\$0	\$0
Percent Change				N/A	N/A

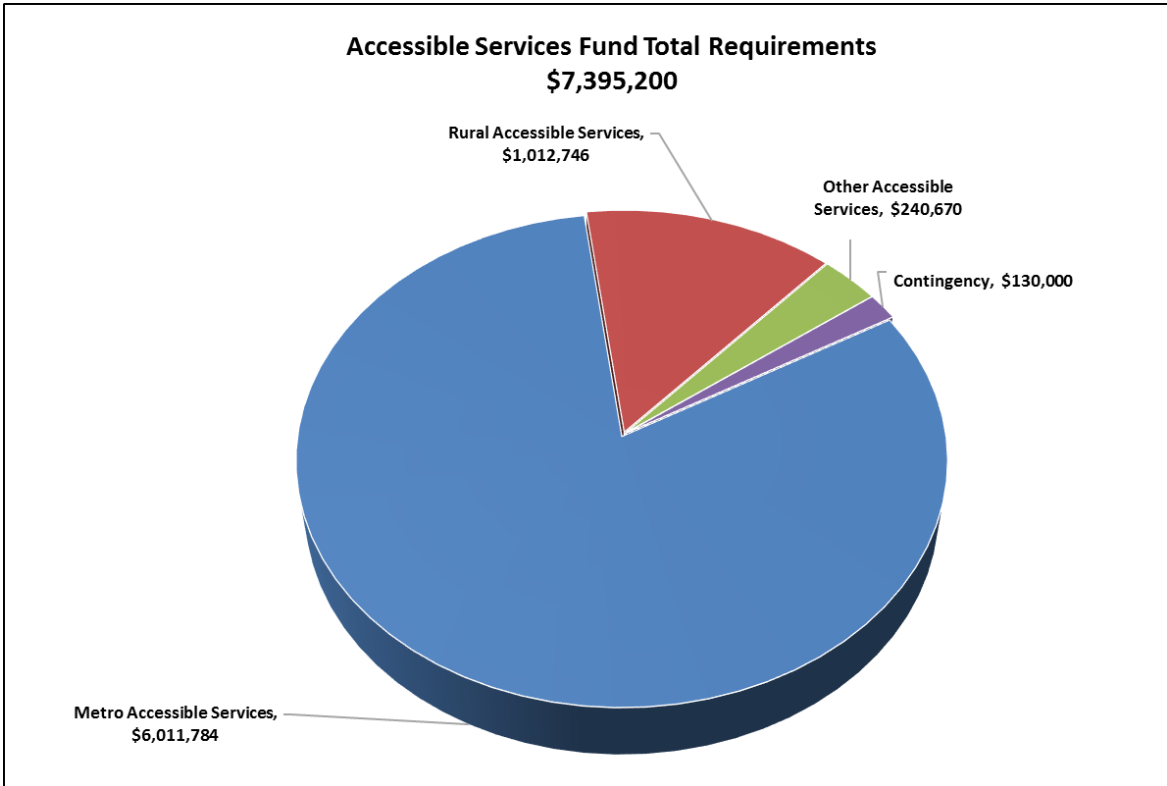
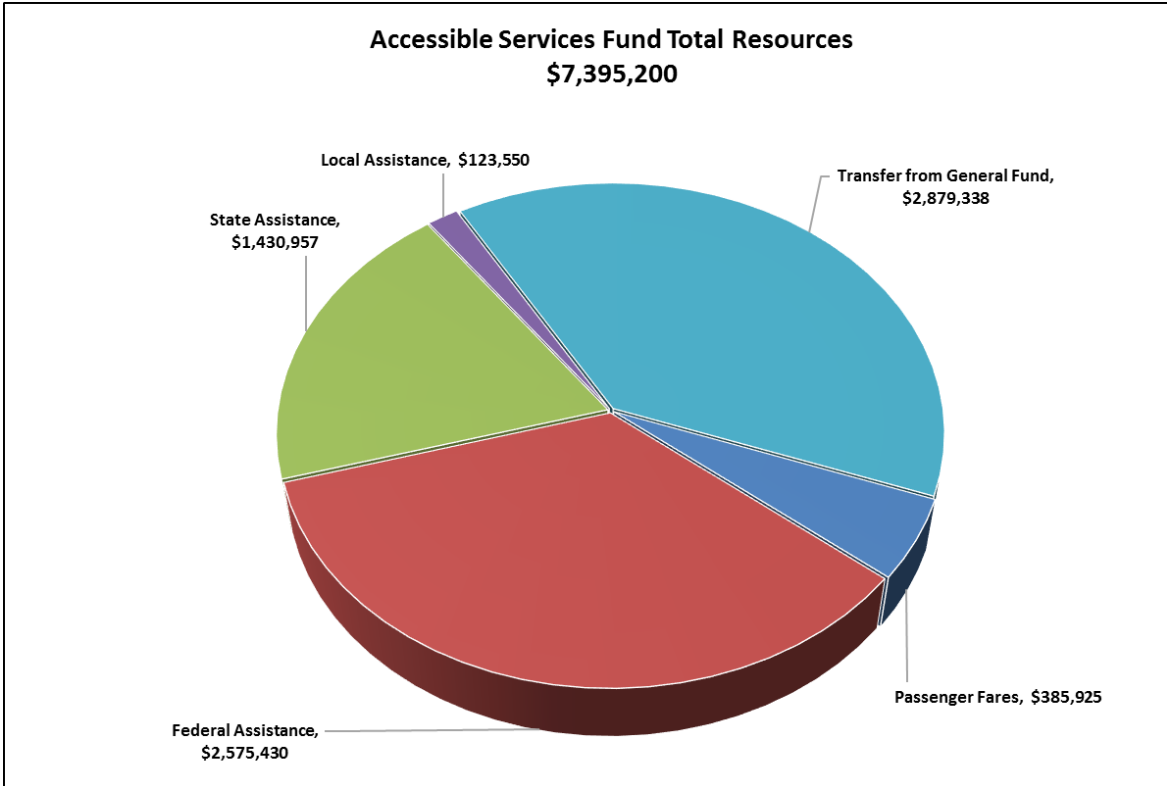
Total	\$469,028	\$668,730	\$671,572	\$0	\$0
Percent Change				N/A	N/A

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Director of Operations & Customer Satisfaction	0.10	0.00	0.00	0.00	0.00
Intelligent Transportation Systems Manager	1.00	1.00	1.00	0.00	0.00
Engineering Technician	1.00	1.00	1.00	0.00	0.00
Total FTE	2.10	2.00	2.00	0.00	0.00



Non-Departmental

Materials & Services	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operating Contingencies Transfers To Other Funds	971,964	0	1,029,213	1,086,462	1,086,462
Total	\$971,964	\$0	\$1,029,213	\$1,086,462	\$1,086,462
Percent Change				N/A	N/A



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. RideSource 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 origin-to-destination 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 through a contract with an outside organization.
- **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 serving 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 operates four roundtrips 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 less than 2,500 to the next larger market economy and to other transportation services.
- **Rhody Express.** The Rhody Express is a local fixed-route service operating within the City of Florence, 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.
- **Florence/Yachats Connector Pilot Project.** The Connector fills a state-identified public transportation gap between the communities of Florence and Yachats. This pilot project will operate for one year from July 2017 through June 2018, and is funded through state grants.

Lane County Service

- **Escort.** A door-through-door service for people who are in need of more assistance than being picked up and dropped off at curbside. RideSource, Senior & Disability 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 eligible appointments. The program serves older adults and people with disabilities throughout Lane County.

- **Transportation Assessments.** LTD contracts with Senior & Disability Services, Alternative Work Concepts, and White Bird Clinic to provide comprehensive transportation assessments and services using in-person interviews to determine the most appropriate mode of transportation.
- **RideSource.** A service of Lane Transit District, *RideSource* is the integrated transportation brokerage coordinating transportation services for multiple human service programs. *RideSource* manages transportation programs through an integrated call center and integrated service delivery model. Through this coordination, the programs served realize increased efficiency allowing them to stretch their program dollars; while the customer receive reliable and convenient service by calling one number to access a variety of transportation programs.



**Lane Transit District
Accessible Services Fund
Fiscal Year 2017-2018**

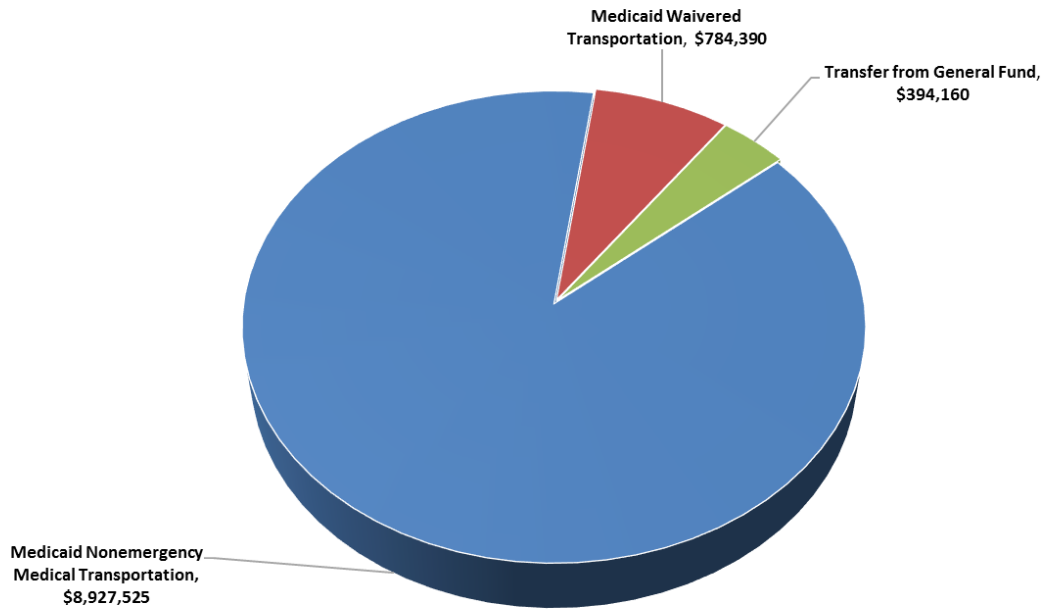
Resources	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Beginning Working Capital	\$215,200	\$214,533	\$170,748	\$0	\$0
Operating Revenues					
Passenger Fares	349,940	348,500	350,125	385,925	385,925
Federal Assistance	2,865,105	2,672,167	2,688,588	2,575,430	2,575,430
State Assistance	1,069,727	1,119,029	1,320,121	1,430,957	1,430,957
Local Assistance	123,348	123,408	123,983	123,550	123,550
Miscellaneous	50	0	0	0	0
	\$4,408,170	\$4,263,104	\$4,482,817	\$4,515,862	\$4,515,862
Other Sources					
Transfer from General Fund *	1,578,290	2,506,458	2,428,849	2,879,338	2,879,338
	\$1,578,290	\$2,506,458	\$2,428,849	\$2,879,338	\$2,879,338
Total Resources	\$6,201,660	\$6,984,095	\$7,082,414	\$7,395,200	\$7,395,200

* Excludes contra payroll and material and services transfers, which are included within the requirements section below.

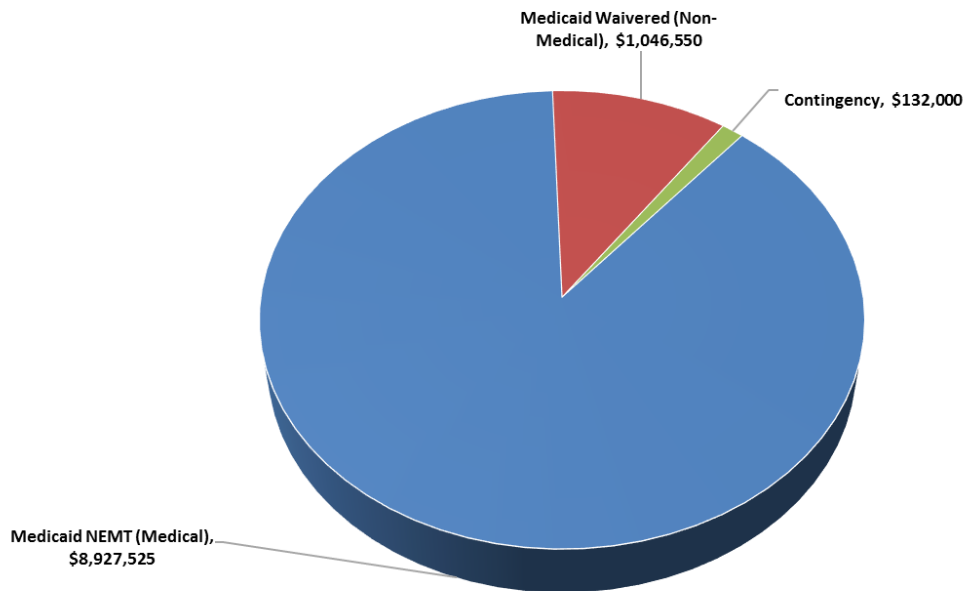
Requirements	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operating Requirements					
Eugene-Springfield Services					
ADA RideSource	5,078,979	5,819,400	5,825,184	5,743,696	5,743,696
Transit Training and Hosts	112,415	149,695	152,550	154,038	154,038
Special Transport	112,030	100,500	101,301	98,350	98,350
LTD Staff Time				15,700	15,700
	\$5,303,424	\$6,069,595	\$6,079,035	\$6,011,784	\$6,011,784
Rural Lane County Services					
South Lane	127,504	126,200	130,700	102,495	102,495
Florence	186,636	199,600	199,600	230,943	230,943
Oakridge	211,661	233,100	238,992	186,698	186,698
Florence/Yachats			75,000	290,110	290,110
Volunteer Coordination			37,800	116,000	116,000
Service Animal Program			86,500	86,500	86,500
	\$525,801	\$558,900	\$768,592	\$1,012,746	\$1,012,746
Other Services					
Mobility Management	113,971	150,000	150,000	165,670	165,670
Crucial Connections	3,602	5,300	5,300	5,000	5,000
Veterans Transportation	8,515	10,300	10,300	10,000	10,000
Lane County Coordination	75,599	60,000	69,187	60,000	60,000
	\$201,687	\$225,600	\$234,787	\$240,670	\$240,670
Total Operating Requirements	\$6,030,912	\$6,854,095	\$7,082,414	\$7,265,200	\$7,265,200
Contingency	\$0	\$130,000	\$0	\$130,000	\$130,000
Total Requirements	\$6,030,912	\$6,984,095	\$7,082,414	\$7,395,200	\$7,395,200

Percentage Change Analysis	FY 2015-16 Actual compared with FY 2016-17 Actual		FY 2016-17 Estimate compared with FY 2015-16 Actual	FY 2017-18 Proposed compared with FY 2016-17 Budget	FY 2017-18 Adopted compared with FY 2016-17 Budget
Total Resources	1.8%		14.2%	5.9%	5.9%
Transfer from General Fund	30.0%		53.9%	14.9%	14.9%
Total Requirements	2.6%		17.4%	5.9%	5.9%

**Medicaid Fund Total Resources
\$10,106,075**



**Medicaid Fund Total Requirements
\$10,106,075**



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.



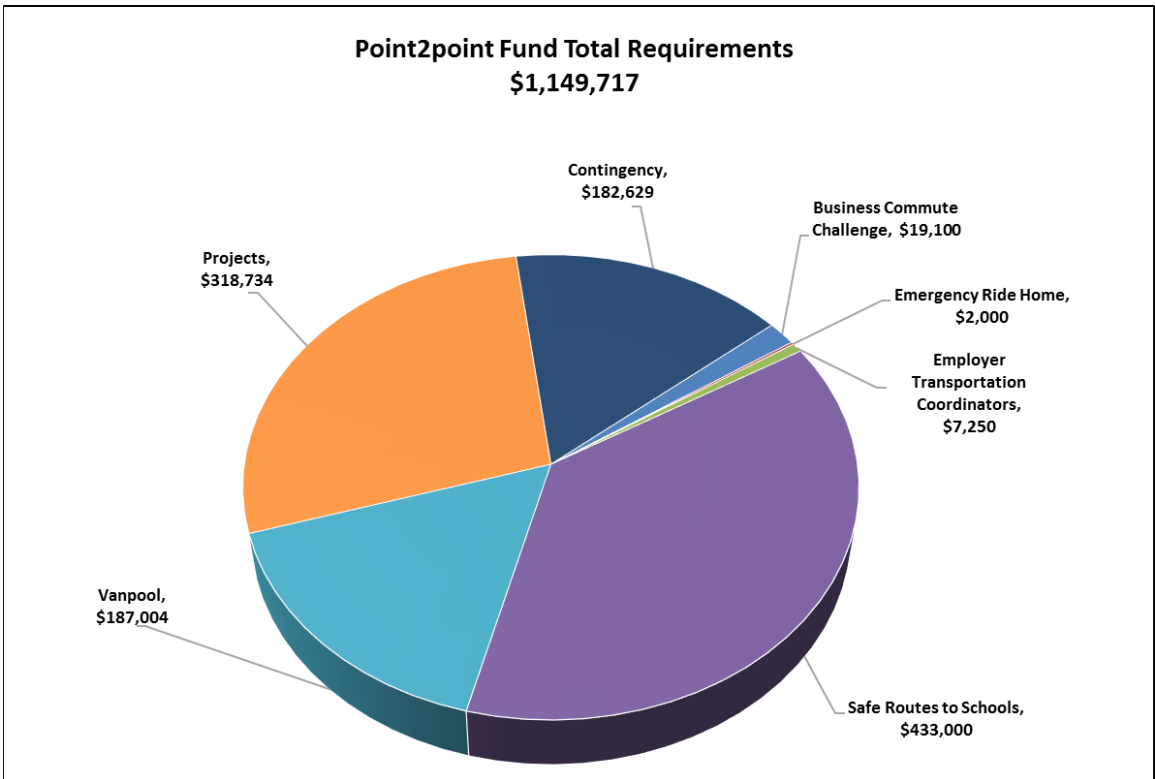
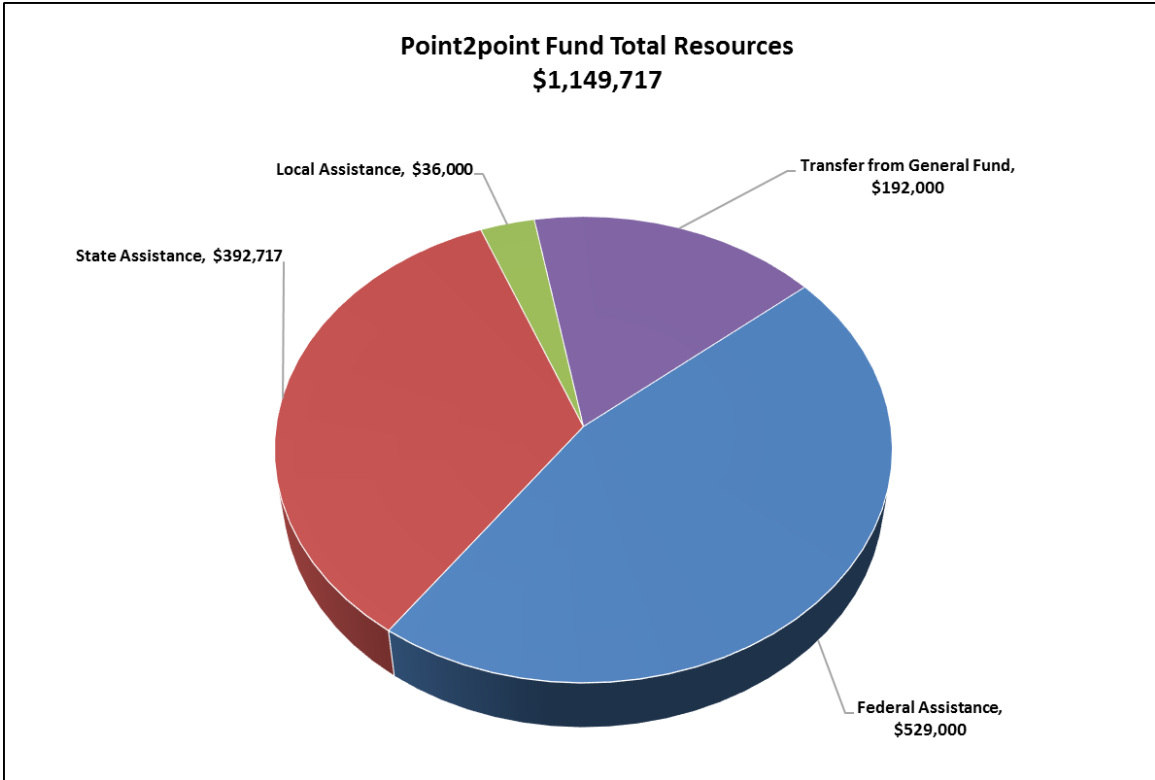
**Lane Transit District
Medicaid Fund
Fiscal Year 2017-2018**

Resources	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Beginning Working Capital	\$178,692	\$180,700	(\$193,984)	\$0	\$0
Operating Revenues					
Medicaid Nonemergency Medical Transportation	9,385,806	11,175,754	11,506,789	8,927,525	8,927,525
Medicaid Waivered Transportation	321,382	454,593	459,436	784,390	784,390
State Assistance	0	0	0	0	0
Interest	0	0	0	0	0
	\$9,707,188	\$11,630,347	\$11,966,225	\$9,711,915	\$9,711,915
Other Sources					
Transfer from General Fund *	657,537	275,000	275,000	394,160	394,160
	\$657,537	\$275,000	\$275,000	\$394,160	\$394,160
Total Resources	\$10,543,417	\$12,086,047	\$12,047,241	\$10,106,075	\$10,106,075

* Excludes contra payroll and material and services transfers, which are included within the requirements section below.

Requirements	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Operating Requirements					
Medicaid Medical Services					
Services	8,308,951	9,247,600	9,150,418	6,888,000	6,888,000
Mobility Management	68,537	66,300	72,404	88,500	88,500
Program Administration	1,438,140	1,660,400	1,825,814	1,951,025	1,951,025
	\$9,815,628	\$10,974,300	\$11,048,636	\$8,927,525	\$8,927,525
Medicaid Non-Medical (Waivered) Services					
Services	695,754	690,000	708,205	756,000	756,000
Mobility Management	35,366	56,000	56,000	34,100	34,100
Program Administration	4,293	4,400	4,400	6,450	6,450
Grant Program Match Requirements	186,361	230,000	230,000	250,000	250,000
	\$921,773	\$980,400	\$998,605	\$1,046,550	\$1,046,550
Contingency	\$0	\$131,347	\$0	\$132,000	\$132,000
Total Requirements	\$10,737,401	\$12,086,047	\$12,047,241	\$10,106,075	\$10,106,075

Percentage Change Analysis	FY 2015-16 Actual compared with FY 2016-17 Actual		FY 2016-17 Estimate compared with FY 2015-16 Actual	FY 2017-18 Proposed compared with FY 2016-17 Budget	FY 2017-18 Adopted compared with FY 2016-17 Budget
Total Resources	18.3%		14.3%	-16.4%	-16.1%
Transfer from General Fund	141.7%		-58.2%	43.3%	43.3%
Total Requirements	22.9%		12.2%	-16.4%	-16.1%



Point2point

Point2point, formerly Commuter Solutions, was started by Lane Transit District in 1995 with the regional partner agencies including Lane County, Lane Metropolitan Planning Organization (MPO), City of Eugene, City of Springfield, City of Coburg, and the Oregon Department of Transportation (ODOT) in order to help reduce reliance on single-occupancy vehicles and to help lower congestion in the Lane metropolitan area. This effort supports LTD's mission of providing transportation mobility options and choices for the traveling public.

Through the Point2Point Fund, the District will continue to manage and administer federal, state, and local resources to provide transportation options projects and programs predominately in the Lane MPO area. Funding is received from the Lane MPO through the Surface Transportation Program-Urban (STP-U), ODOT, and the Federal Highway Administration (FHWA). Special one-time grant funds, such as STIP Enhance, are received on a frequent basis to support special projects.

Lane Metro Area Programs

❖ Employer Programs

Point2point staff works with regional businesses on a one-to-one basis to establish relationships and share information and resources on all transportation options available for employers and their employees. This information includes programs and services such as the following:

- Emergency Ride Home - Free workplace program for employees to use alternative commute modes and who need a ride home in an emergency.
- Group Pass/Commuter Club Voucher – Staff assists in the promotion and dissemination of information on the LTD Group Bus Pass and Commuter Club Voucher services.
- Employer Transportation Coordinator – Staff works with volunteer employer-based Employer Transportation Coordinators (ETC) to share information with their workplace on transportation options to and from work.
- Employer Survey Research – Staff works with employers to develop survey tools for that business to use to learn more about employee commute habits and travel needs.
- Dot Maps – Staff develops geocoded maps that show where the business employees live to assist with finding carpool partners.
- Employer/Activity Center Site Maps – Staff develops site specific maps that identify what transportation options are available for each specific work site.
- Employer transportation fairs – Staff provides marketing materials for employees with specific information on their travel options.

❖ Ridesharing

- Drive Less Connect – Staff manages Lane County's online ridesharing database and develop ongoing efforts to make the region's travelers aware of this tool.
- Valley Vanpool - Point2point is one of three partners who operate the Valley Vanpool program, which offers vanpools for work travel up and down the Willamette Valley.
- Carpool and Vanpool Parking – Staff facilitates development of preferential carpool and vanpool parking at business locations.

❖ Outreach and Community Transportation Education

- Point2point dedicates staff time year round to raise the general public awareness of transportation options in the region through channels including direct marketing, social media, print media, and community outreach and conducting special events.

- Each year Point2point staff attends or leads 60 community outreach opportunities to new and existing market niches.

❖ **School Programs**

- SchoolPool - Point2point operates this carpool matching program to encourage families to carpool to and from the regional schools.
- Safe Routes to Schools (SRTS) – Point2point staff provides for the following:
 - Staff support for the growing regional SRTS Program that is offered in all three local school districts.
 - Management of grant funds and all program reporting.
 - School walking maps and map updates to encourage increased walking and biking to local schools.
 - Leading school and family outreach events to share active transportation and safety messaging.
 - Stipends or supplies for year round education and encouragement activities related to active transportation.

❖ **Campaign and Challenges**

- Staff develops and leads regional transportation options events and challenges such as the Business Commute Challenge and the Oregon Drive Less Challenge (Lane County) to encourage the use of transportation options as a lifestyle.

❖ **SmartTrips**

- Staff, when funding is available, leads SmartTrips programming in Springfield and regionally. SmartTrips is a targeted outreach and education program that highlights all the transportation options in a particular neighborhood or surrounding new infrastructure such as the Gateway EmX Service.

Lane County Services

- Point2point, with support from ODOT, hosts rural safety-oriented events in cities such as Florence, Cottage Grove, and Oakridge to encourage awareness of safe travel habits.

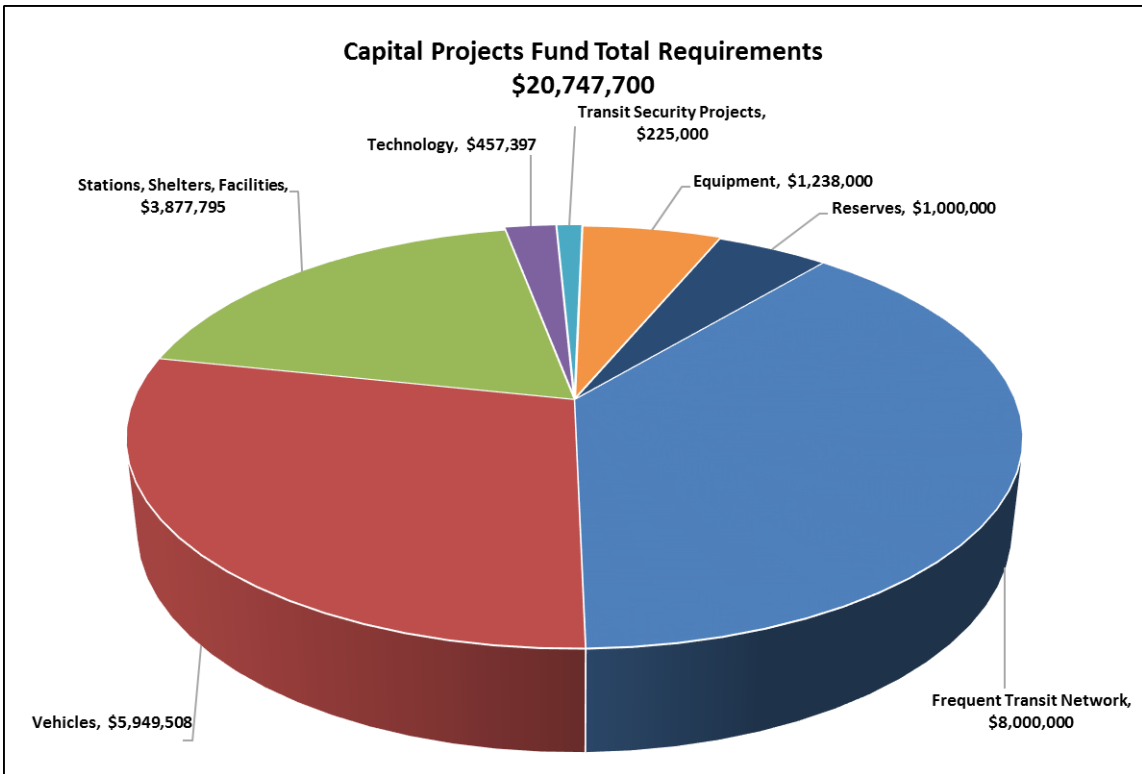
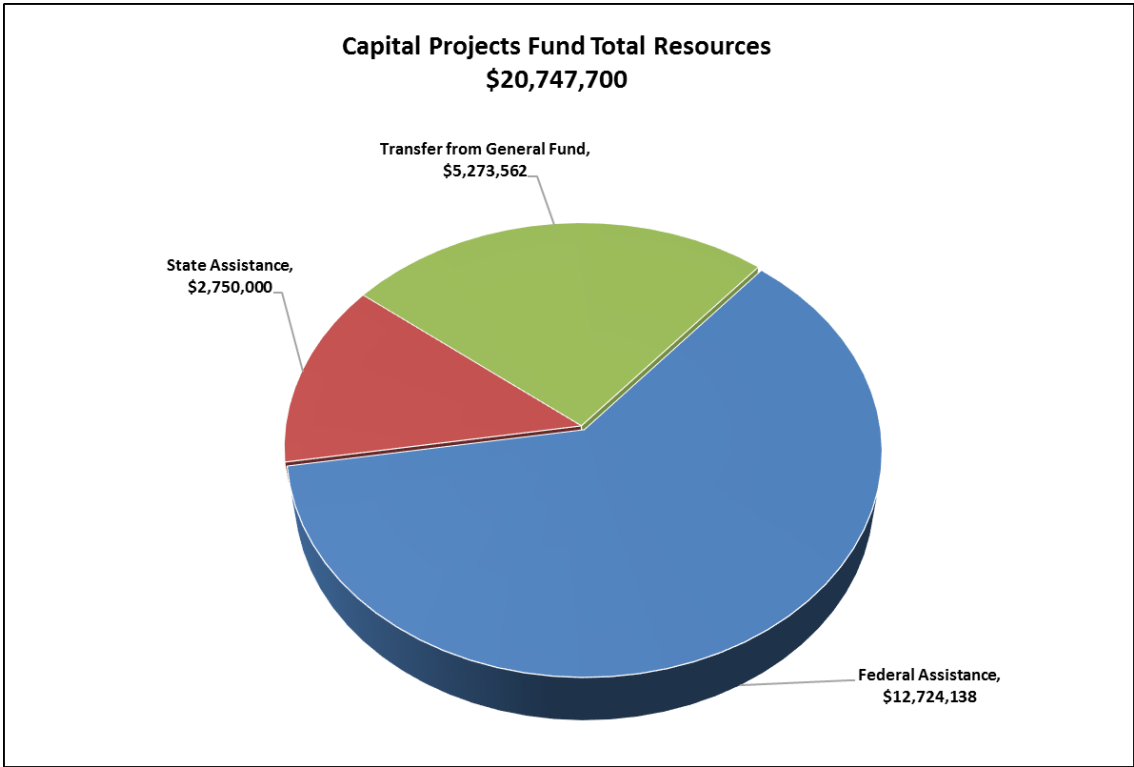


**Lane Transit District
Point2point Fund
Fiscal Year 2017-2018**

Resources	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed
Beginning Working Capital				\$0
Operating Revenues				
Federal Grants				529,000
State Grants				392,717
Local Assistance				36,000
Miscellaneous				
	\$0	\$0	\$0	\$957,717
Other Sources				
Transfer from General Fund *				192,000
	\$0	\$0	\$0	\$192,000
Total Resources	\$0	\$0	\$0	\$1,149,717

* Excludes contra payroll and material and services transfers, which are included within the requirements section below.

Requirements	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed
Operating Requirements				
Business Commute Challenge				19,100
Emergency Ride Home				2,000
Employer Transportation Coordinators				7,250
Safe Routes to Schools				433,000
Vanpool				187,004
Projects				0
Carshare				4,000
SRTS Mapping				10,000
Driveless Connect				41,410
SmartTrips Main Street 3				229,000
Transportation Coordinator Pilot				30,724
Be Safe Be Seen Rural Safety				3,600
	\$0	\$0	\$0	\$967,088
Total Operating Requirements	\$0	\$0	\$0	\$967,088
Contingency	\$0	\$0	\$0	\$182,629
Total Requirements	\$0	\$0	\$0	\$1,149,717





**Lane Transit District
Capital Projects Fund
Fiscal Year 2017-2018**

Resources	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Beginning Working Capital	\$1,768,386	\$0	(\$2,729,792)	\$0	\$0
Grants					
Federal Assistance	35,863,853	34,963,285	29,021,055	12,724,138	12,724,138
State Assistance	5,374,812	12,232,854	2,111,973	2,750,000	2,750,000
Local Assistance	56,064	0	0	0	0
	\$41,294,729	\$47,196,139	\$31,133,028	\$15,474,138	\$15,474,138
Other Sources					
Transfer from General Fund	1,667,600	18,487,923	9,343,413	5,273,562	5,273,562
Transfer from Accessible Services Fund	0	0	0	0	0
	\$1,667,600	\$18,487,923	\$9,343,413	\$5,273,562	\$5,273,562
Total Resources	\$44,730,715	\$65,684,062	\$37,746,649	\$20,747,700	\$20,747,700

Requirements	FY 2015-16 Actual	FY 2016-17 Budget	FY 2016-17 Estimate	FY 2017-18 Proposed	FY 2017-18 Adopted
Capital Outlay					
Frequent Transit Network					
West Eugene EmX Extension	41,210,028	34,378,188	29,423,700	4,600,000	4,600,000
Gateway EmX Extension	0	0	0	0	0
Franklin Boulevard Phase 1 Transit Stations	21,780	2,200,000	20,000	500,000	500,000
Main Street-McVay Transportation Study	233,025	350,000	325,000	0	0
NW Eugene/LLC Transit Study	720,088	1,590,545	1,250,000	1,500,000	1,500,000
Willow Creek	0	2,000,000	600,000	1,400,000	1,400,000
MovingAhead	0	0	0	0	0
	\$42,184,921	\$40,518,733	\$31,618,700	\$8,000,000	\$8,000,000
Other Projects					
Revenue Vehicles - Fixed Route	39,070	7,400,000	2,500,000	4,200,000	4,200,000
Revenue Vehicles - Accessible Services	880,615	200,477	100,000	1,549,508	1,549,508
Support Vehicles	128,417	256,000	0	200,000	200,000
Stations, Shelters & Facilities	1,794,715	9,129,854	1,840,000	3,877,795	3,877,795
Computer Hardware & Software	1,171,488	2,193,500	400,000	260,000	260,000
Intelligent Transportation Systems	0	1,375,400	1,064,949	197,397	197,397
Transit Security Projects	1,006,790	715,041	0	225,000	225,000
Communications Equipment	193,418	0	0	0	0
Shop Equipment	17,723	250,000	0	0	0
Miscellaneous Equipment	43,350	1,108,000	223,000	1,238,000	1,238,000
	\$5,275,586	\$22,628,272	\$6,127,949	\$11,747,700	\$11,747,700
Total Capital Outlay	\$47,460,507	\$63,147,005	\$37,746,649	\$19,747,700	\$19,747,700
Reserves	\$0	\$2,537,057	\$0	\$1,000,000	\$1,000,000
Total Requirements	\$47,460,507	\$65,684,062	\$37,746,649	\$20,747,700	\$20,747,700



General Information

Lane Transit District
Fiscal Year 2017-2018



Lane Transit District
FY 2017-2018 Administrative Salary Schedule

Job Classification	Grade	Salary Range	
Assistant General Manager of Administration	22	103,990	138,653
Assistant General Manager of Service Delivery	22	103,990	138,653
Director of Public Affairs	20	90,828	125,808
Director of Planning & Development	20	90,828	125,808
Director of Finance	19	84,887	113,182
Director of HR & Risk Management	19	84,887	113,182
Director of Information Technology	19	84,887	113,182
Director of Maintenance	19	84,887	113,182
Director of Facilities	19	84,887	113,182
Director of Operations	19	84,887	113,182
Intelligent Transportation Systems Manager	19	84,887	113,182
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
Compliance Manager	17	74,142	98,856
Senior Project Manager	17	74,142	98,856
Public Safety & Systems Security Manager	17	74,142	98,856
Applications Administrator	15	64,761	86,348
Customer & Accessible Services Manager	15	64,761	86,348
IT Project Manager	15	64,761	86,348
Marketing & Communications Manager	15	64,761	86,348
Transportation Options Program Manager	15	64,761	86,348
Public Information Officer	15	64,761	86,348
Financial Grants Analyst	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
Operations Training Supervisor	14	60,524	80,698
Facilities Project Coordinator	13	56,565	75,419
Senior HR Analyst	13	56,565	75,419
Human Services Transportation Coordinator	12	52,865	70,486
Planning & Development Associate	12	52,865	70,486
Development Planning Associate	12	52,865	70,486
Planning Associate	12	52,865	70,486
Transit Public Safety Lieutenant	12	52,865	70,486
Clerk of the Board	11	49,407	65,875
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 & Communications Representative	11	49,407	65,875
Project Communications Coordinator	11	49,407	65,875
Rideshare Program Specialist	11	49,407	65,875
Transit Public Safety Sergeant	10	46,173	61,564
Accessible Services Specialist	10	46,173	61,564
Transportation Options 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
Marketing Technician	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	8	40,332	53,776
Finance Administrative Coordinator	8	40,332	53,776
Administrative Secretary	7	37,693	50,257
Executive Office Assistant	6	35,229	46,971
Transit Administrative Assistant	6	35,229	46,971
Transit Public Safety Officer	6	35,229	46,971
Distribution Coordinator	4	30,769	41,025
Transit Fare Inspector	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 12 Months	Next 9 Months	2nd 9 Months	3rd 9 Months	4th 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 12 Months	Next 9 Months	2nd 9 Months	3rd 9 Months	4th 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 Last Ten Fiscal Years

Fiscal Year	Operating* Revenues	Operating* Expenses	Revenue Margin	Revenue Hours	Percent Change	Operating Revenue / Service Hour	Percent Change	Operating Expenses / Revenue Hour	Percent Change
2015-16	\$ 7,807,665	\$ 40,932,868	19.1%	268,010	5.2%	\$29.13	-6.0%	\$152.73	1.0%
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%

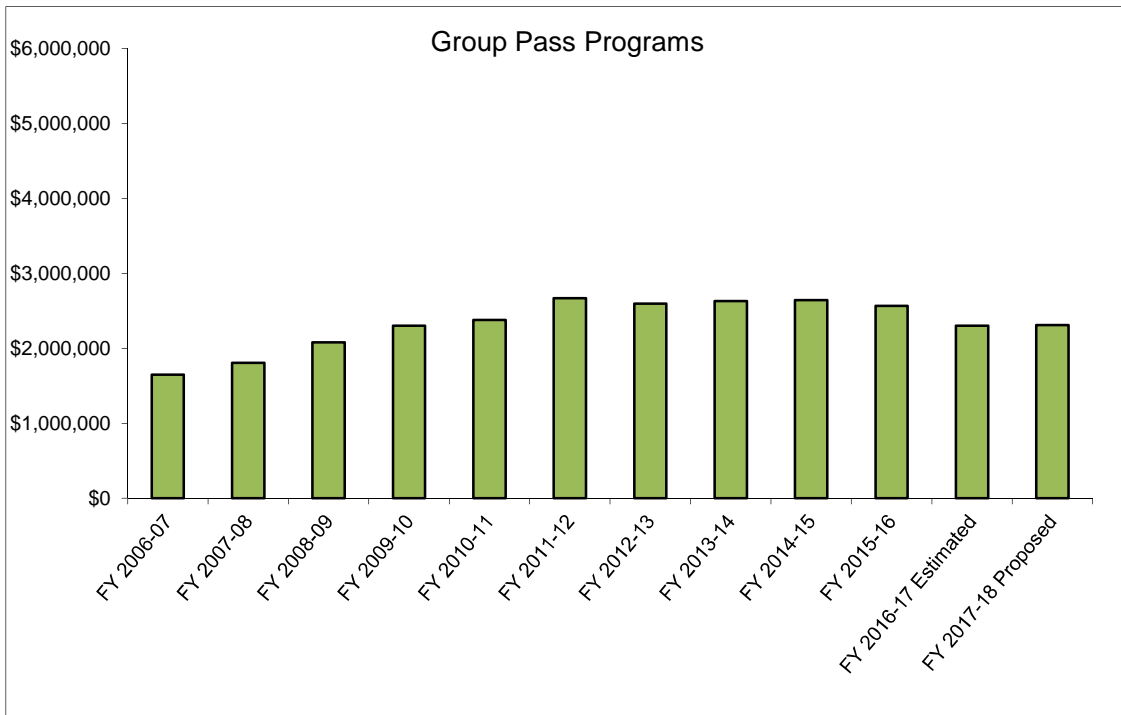
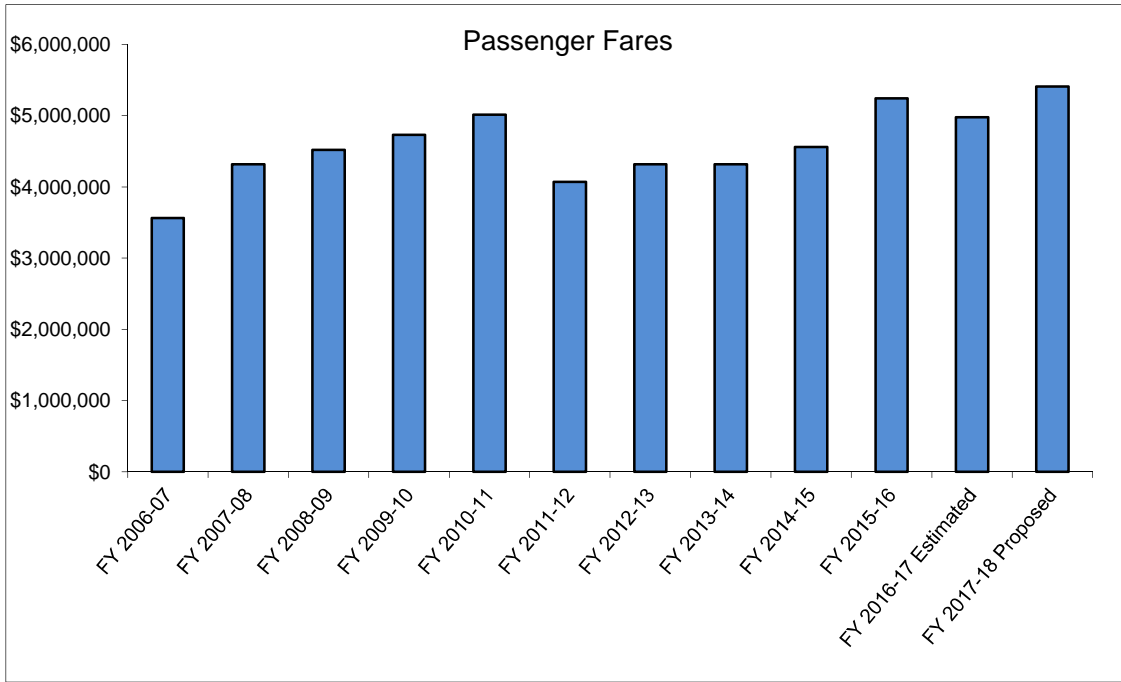
Fiscal Year	Employees	Revenue Hours / Employees	Percent Change	Passenger Fares	Passenger Boardings	Passenger Fares / Boarding	Operating Expenses / Boarding	Percent Change	Revenue Hours / Trip
2015-16	316	848.13	3.9%	\$ 7,141,779	10,250,227	0.70	3.99	10.3%	0.026
2014-15	312	816.60	3.4%	7,200,332	10,644,718	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

Fiscal Year	Miles	Operating Expenses / Mile	Percent Change	Fleet Maintenance Costs	Fleet Maintenance Cost / Mile	Percent Change	Fuel Cost	Fuel Cost / Mile	Percent Change
2015-16	3,750,517	10.914	0.7%	\$ 5,683,792	1.515	-6.2%	\$ 2,086,824	0.556	-2.6%
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%

*Excludes Accessible Services, depreciation, and OPEB expense

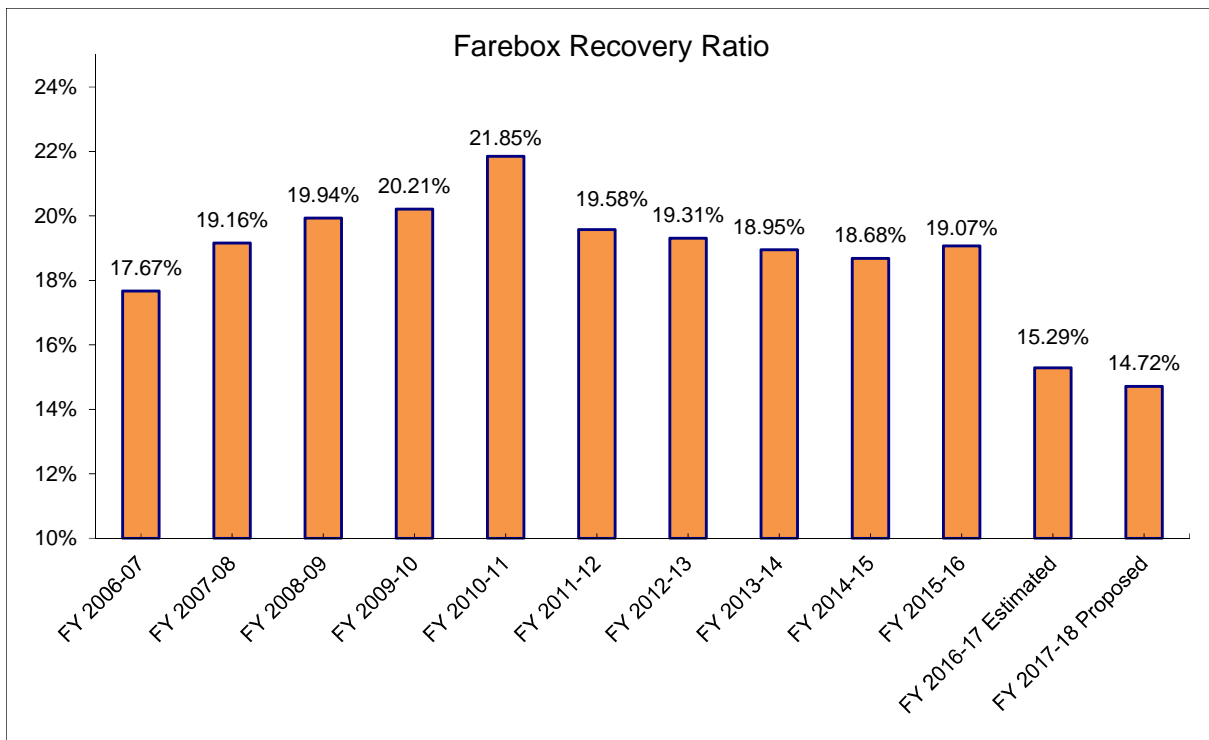
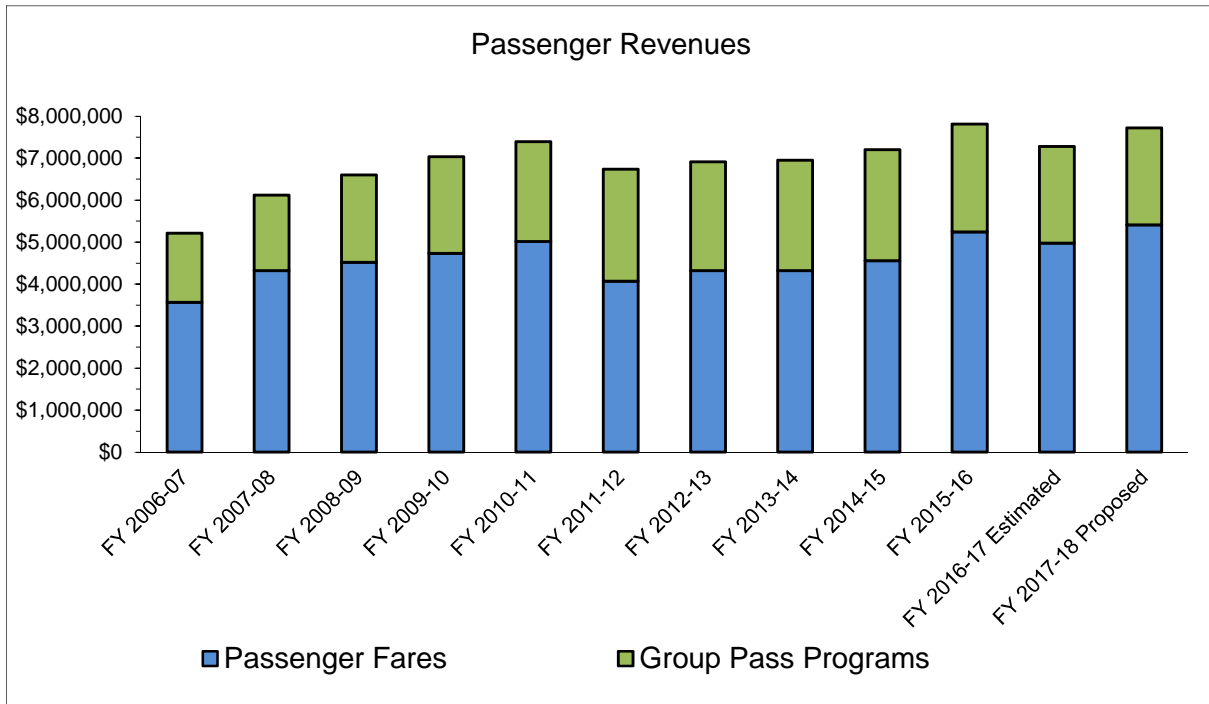


Lane Transit District



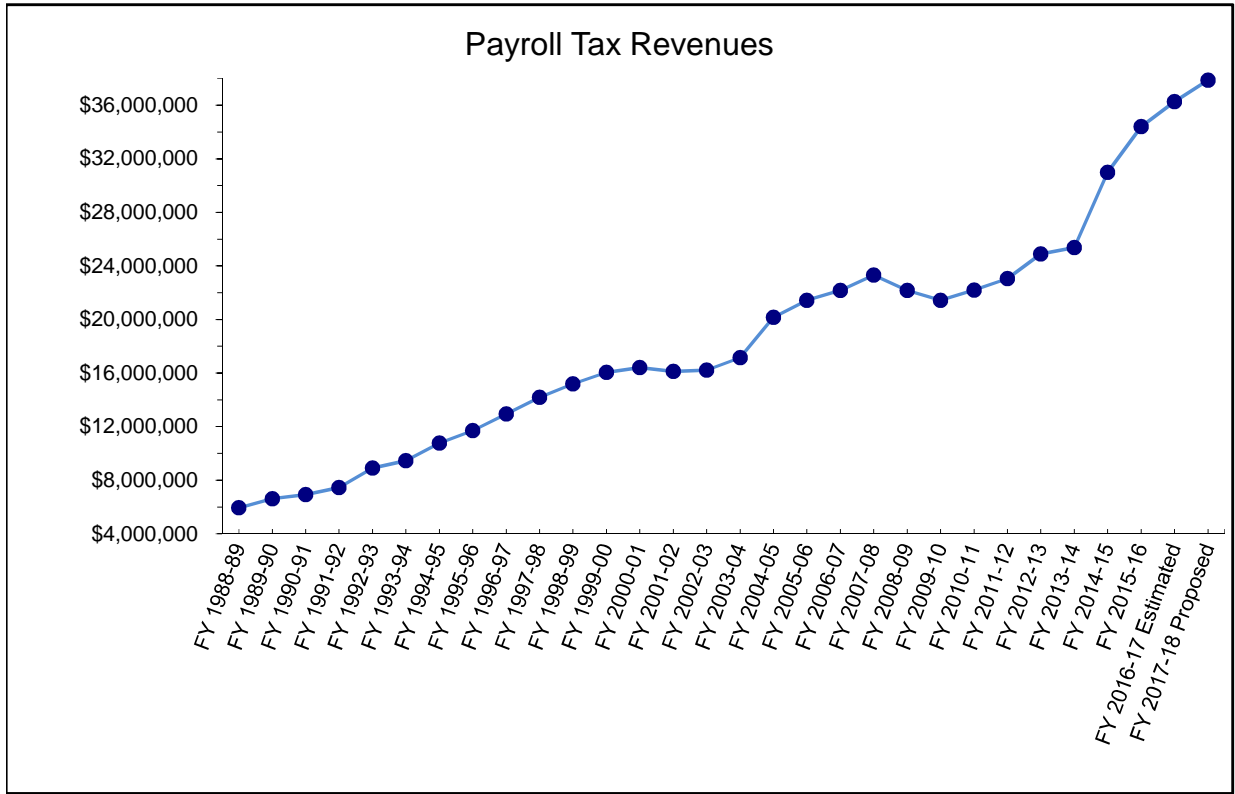


Lane Transit District



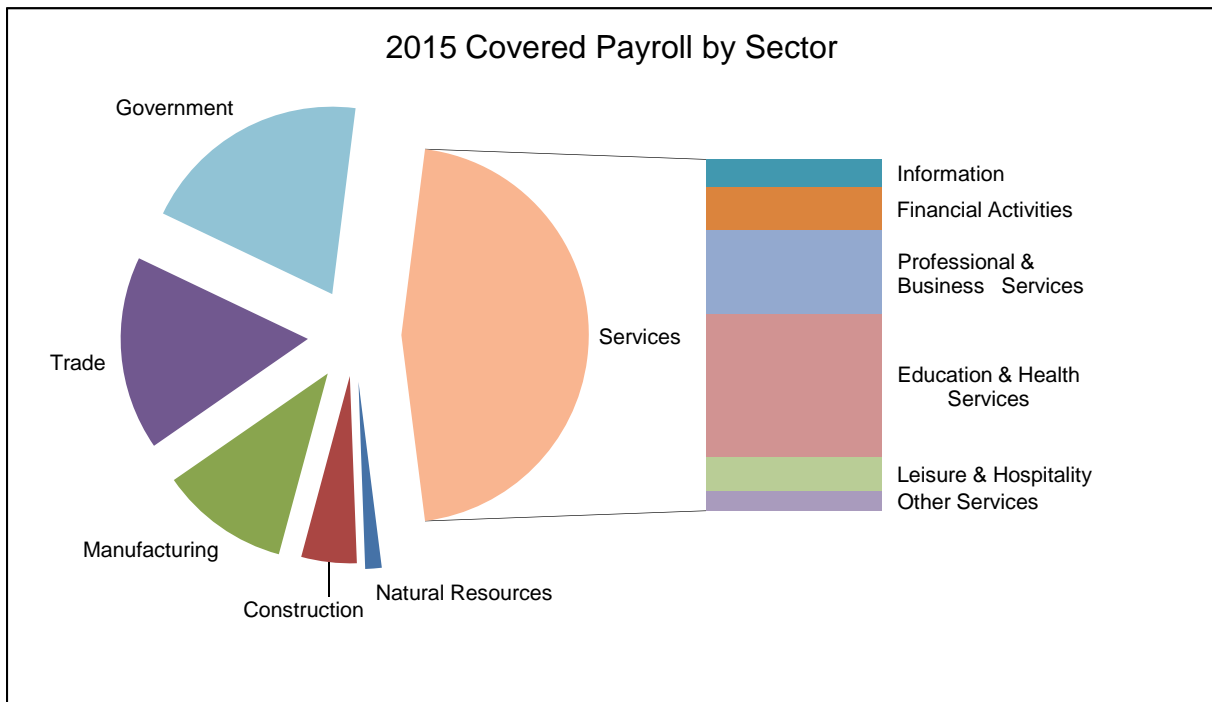
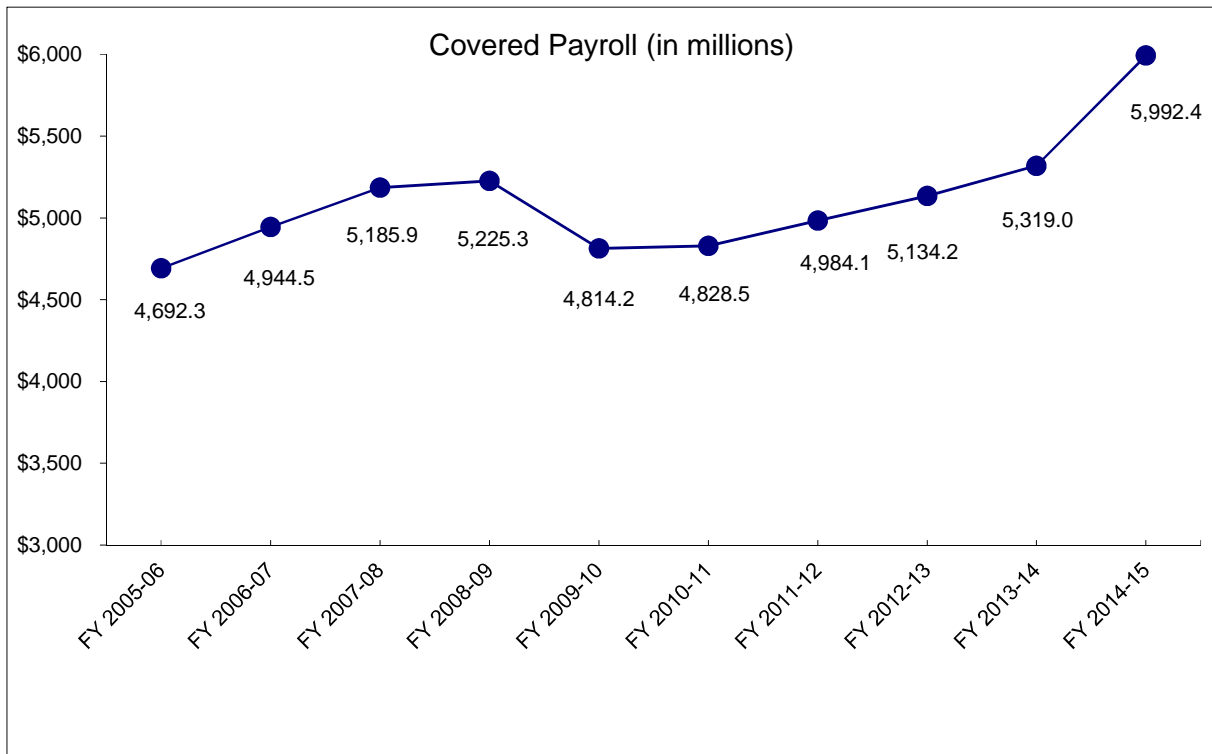


Lane Transit District



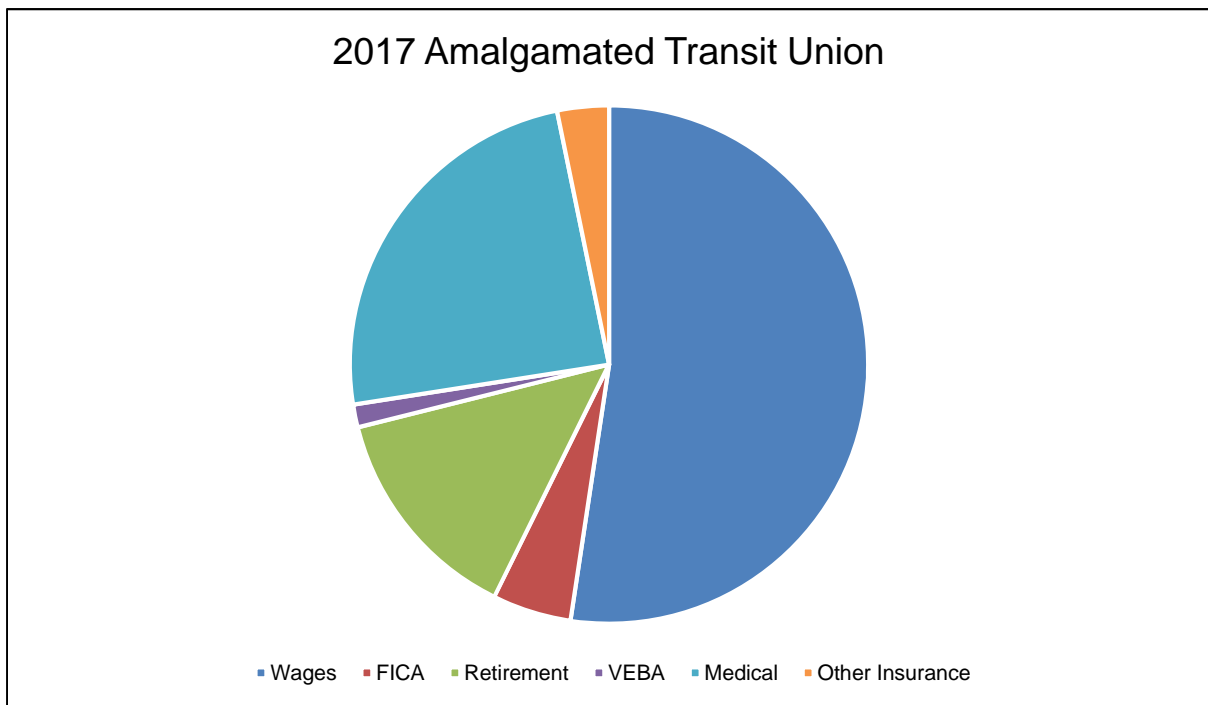
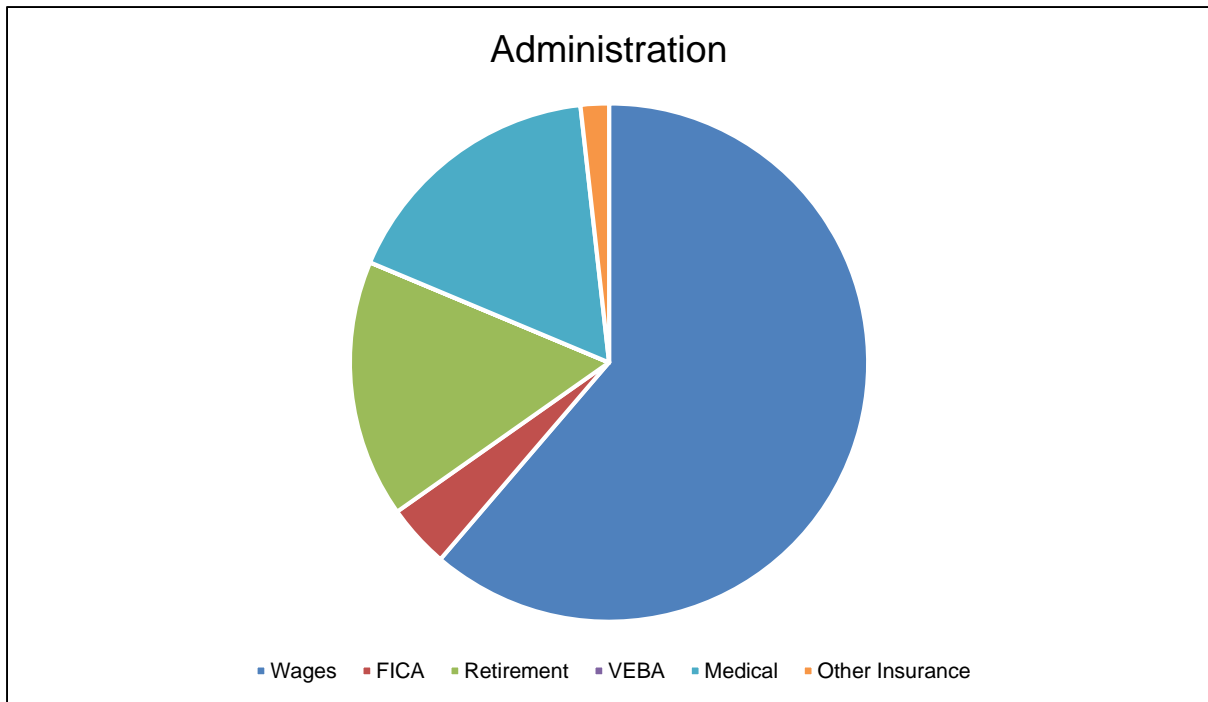


Lane Transit District



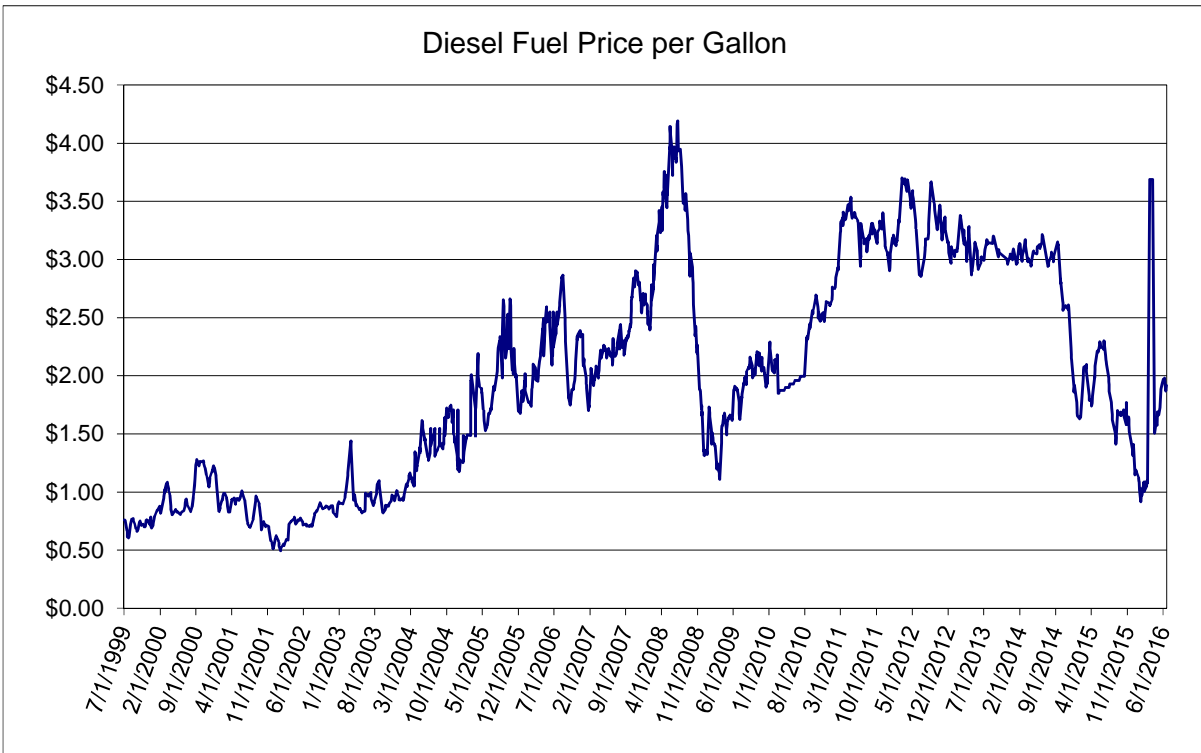
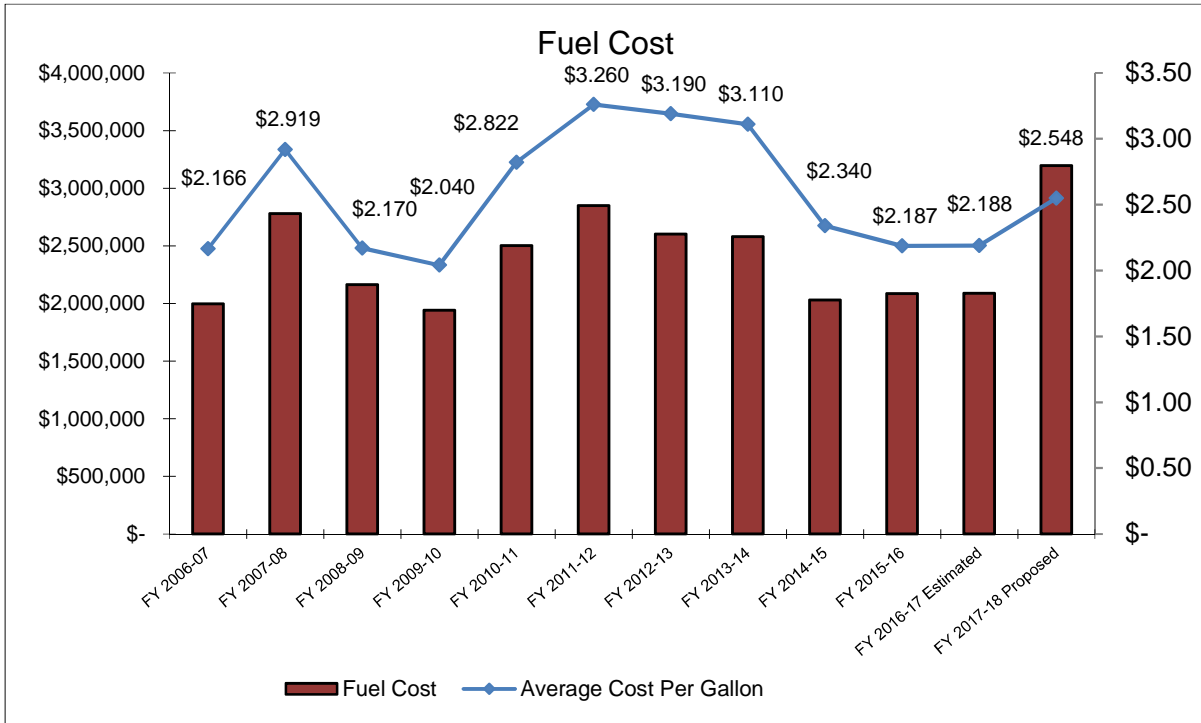


Lane Transit District Personnel Services



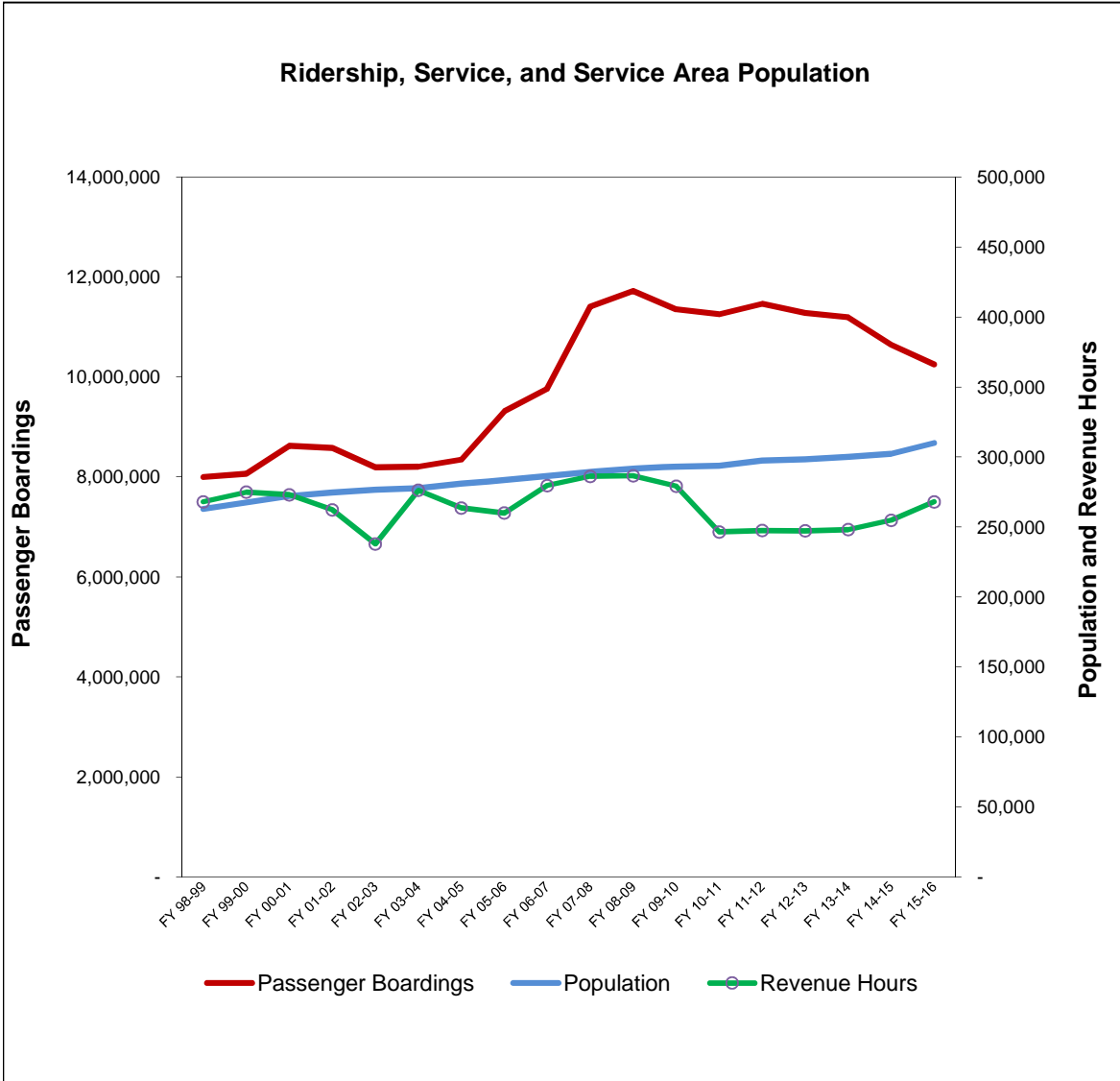


Lane Transit District



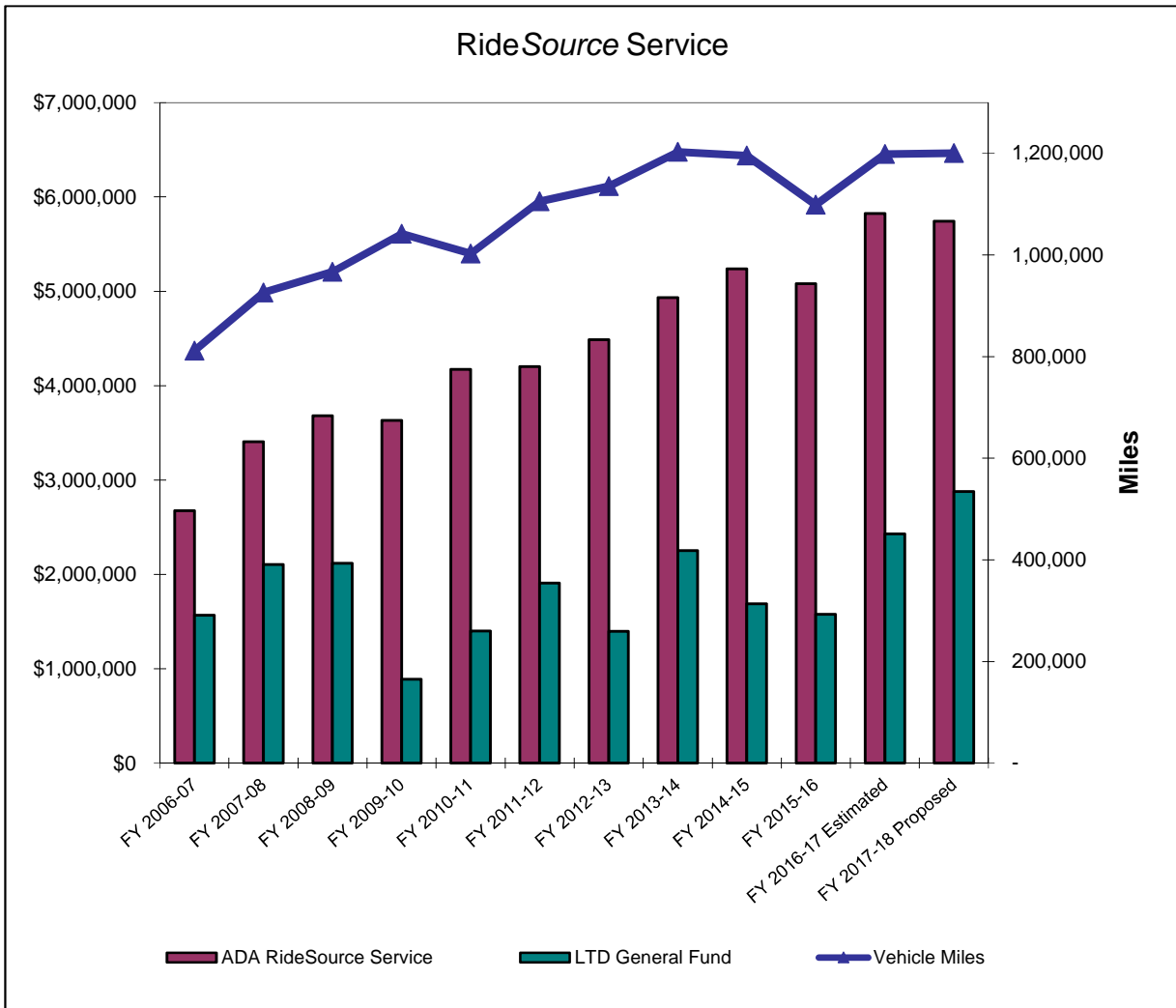


Lane Transit District





Lane Transit District



Long-Range Financial Plan



April 9, 2017

LTD Adopted Budget
FY 2017-2018
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LTD.org



Assumptions



Revenues

Revenue:

- Payroll and self-employment tax rates will increase at a rate of .01% (\$0.0001 per year increase) until it hits \$8 per \$1,000 in 2026
- West Eugene redesign will bring in incremental revenues of \$344K in 2017-18 and \$439K per year 2018-19+
- Lane County tax business base expected to grow 3% per year
- State-in-lieu taxes are forecasted to grow
- Non-West Eugene redesign passenger growth is 1.6%
- Special service growth is 15% per year. Growth 2014-2016 years was 54%, 15%, and 18%, respectively
- No Federal grant monies used for operations in 2017
- \$2.6M in Federal grant monies used for operations in 2018+



Expenditures

Personnel and associated spend:

- ✓ Heads increased from 320 in FY 2016-17 to 373 at the beginning of FY 2017-18 due to ramp up of West Eugene service redesign, increasing cost per service hour 5% - from \$160/hr. (2016) to \$167 (2018 - full year of EmX). Cost per service hour will be managed back to \$160/hr. in 2019+
- ✓ The wage increases are based on the existing ATU contract

Non-personnel spend:

- ✓ Fuel cost growth at 5% per year (2% Wall Street Journal forecast plus 3% inflation)
- ✓ ODOT funding to cover senior and disabled services has been reduced (5310 and STF reduced this biennium by 10.85% and 18%, respectively) in the 2017-19 biennium and is held constant 2020+
- ✓ There is a significant spike in capital funding needs in FY 2018-19 to replace the aging bus fleet. The source to cover this need has not been identified in the CIP. Current grants covering bus replacements is a 80%/20% grant/LTD split, which is the assumption used for the 2019 capital purchases. Capital needs for 2020+ is at the average transfer fiscal years 2014-2016 (period of no major capital investments)



Opportunities

- ✓ The economy over performs and a recession does not hit within the historical trends of expansions not exceeding 10 years expanding wage growth and business growth
- ✓ The Oregon legislature passes transportation funding resulting in additional operating dollars
- ✓ Passenger growth is higher than planned
- ✓ Accessible Services does not grow at the rate forecasted. Historically, the Accessible Services Fund transfer has been less than budgeted
- ✓ Federal funding for capital projects is not reduced 15% in 2020+
- ✓ Hybrid and electric buses reduce the cost of fuel. Additional electricity cost is lower than the fuel costs; fuel costs increase at a rate lower than 5%. TriMet is assuming an increase of 2% per year
- ✓ Increased ridership as a result of an aging population and more retirees



Risks

- ✓ Medical cost increases result in an increase to the fringe rate
- ✓ Fuel costs increase more than 5% per year
- ✓ Potential high inflation
- ✓ Federal Medicaid funding structure changes, reducing reimbursement percentage
- ✓ University of Oregon enrollment has declined since 2012, impacting ridership and payroll taxes. Potential Federal policies cutting Pell grants/loans and increased border restrictions may increase the decline of out-of-state students (~50% of student population)



Long-Range Financial Plan

	Estimate	Future-Year Projections								
	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Revenues										
Passenger fares	4,626,003	5,022,194	5,139,509	5,258,701	5,379,800	5,502,837	5,627,843	5,754,848	5,883,886	6,014,988
Group Pass	2,300,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000	2,310,000
Advertising	447,087	447,087	447,087	447,087	447,087	447,087	447,087	447,087	447,087	447,087
Purchased service	235,728	264,744	304,456	350,124	402,643	463,039	532,495	612,369	704,224	809,858
Total Operating Revenues	\$ 7,608,818	\$ 8,044,025	\$ 8,201,052	\$ 8,365,912	\$ 8,539,530	\$ 8,722,963	\$ 8,917,424	\$ 9,124,304	\$ 9,345,197	\$ 9,581,933
Nonoperating Revenues										
Payroll & self-employment taxes	38,270,270	39,972,457	41,743,459	43,584,746	45,498,941	47,488,761	49,557,021	51,706,638	53,940,630	56,262,125
State-in-lieu taxes	320,772	382,000	391,000	401,000	410,000	420,000	430,000	441,000	452,000	463,000
Interest income	154,136	102,000	101,901	101,901	101,901	101,901	101,901	101,901	101,901	101,901
Federal assistance	84,297	2,601,719	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000
State assistance	-	-	-	-	-	-	-	-	-	-
Local assistance	18,059	-	-	-	-	-	-	-	-	-
Miscellaneous income	233,469	294,400	303,232	312,329	321,699	331,350	341,290	351,529	362,075	372,937
Total Nonoperating Revenues	\$ 39,081,003	\$ 43,352,576	\$ 45,139,592	\$ 46,999,975	\$ 48,932,540	\$ 50,942,011	\$ 53,030,212	\$ 55,201,067	\$ 57,456,605	\$ 59,799,963
Total Revenues from ALL Sources	\$ 46,689,821	\$ 51,396,601	\$ 53,340,643	\$ 55,365,887	\$ 57,472,070	\$ 59,664,975	\$ 61,947,637	\$ 64,325,371	\$ 66,801,802	\$ 69,381,896
Number of service hours	278,450	293,632	297,499	297,499	297,499	297,499	297,499	297,499	297,499	297,499
Cost per service hour	171	179	160	160	160	160	160	160	160	160
Operating Expenses	\$ 47,597,572	\$ 52,440,493	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244	\$ 47,748,244
Transfers *										
Medicaid / General Fund transfer	382,993	329,260	382,993	382,993	382,993	382,993	382,993	382,993	382,993	382,993
Accessible Services / General Fund transfer	2,198,674	2,584,238	3,459,992	3,459,992	3,459,992	3,459,992	3,459,992	3,459,992	3,459,992	3,459,992
Point2point / General Fund transfer	-	192,000	192,000	192,000	192,000	192,000	192,000	192,000	192,000	192,000
Capital Projects / General Fund transfer **	9,343,413	4,711,034	8,531,700	2,270,467	2,270,467	2,270,467	2,270,467	2,270,467	2,270,467	2,270,467
Transfers from the General Fund	\$ 11,925,079	\$ 7,816,532	\$ 12,566,685	\$ 6,305,451	\$ 6,305,451	\$ 6,305,451	\$ 6,305,451	\$ 6,305,451	\$ 6,305,451	\$ 6,305,451
Revenues Higher/(Lower) than Expenditures & Transfers ***	\$ (12,832,830)	\$ (8,860,423)	\$ (6,974,285)	\$ 1,312,193	\$ 3,418,375	\$ 5,611,280	\$ 7,893,942	\$ 10,271,677	\$ 12,748,107	\$ 15,328,201



LANE TRANSIT DISTRICT



2017 - 2026

Capital Improvements Program
June 14, 2017

Lane Transit District

CAPITAL IMPROVEMENTS PROGRAM
JUNE 14, 2017

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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. 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 are developed with input from riders, community partners and the general public. The CIP addresses short-term issues as well as our district's long-term transportation and livability goals.

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.

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. 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

¹ Metropolitan Transportation Improvement Program. <http://www.lcog.org/371/Metropolitan-Transportation-Improvement->.

The FY 2017-26 CIP totals approximately \$75 million in projects with funding secured or identified and \$135 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
August – September	Staff develops draft CIP
October	Submit CIP to public for 30-day comment period; Public hearing on CIP
November	Public comments/staff responses published
December	Board adopts CIP
April	Staff develop budget with CIP informing Capital Projects Fund proposed budget
April	Budget Committee presented proposed budget and approves a budget
May	Board of Directors adopts a budget and approved CIP administrative amendment

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 A/B: 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 (PAGE 1 OF 2)

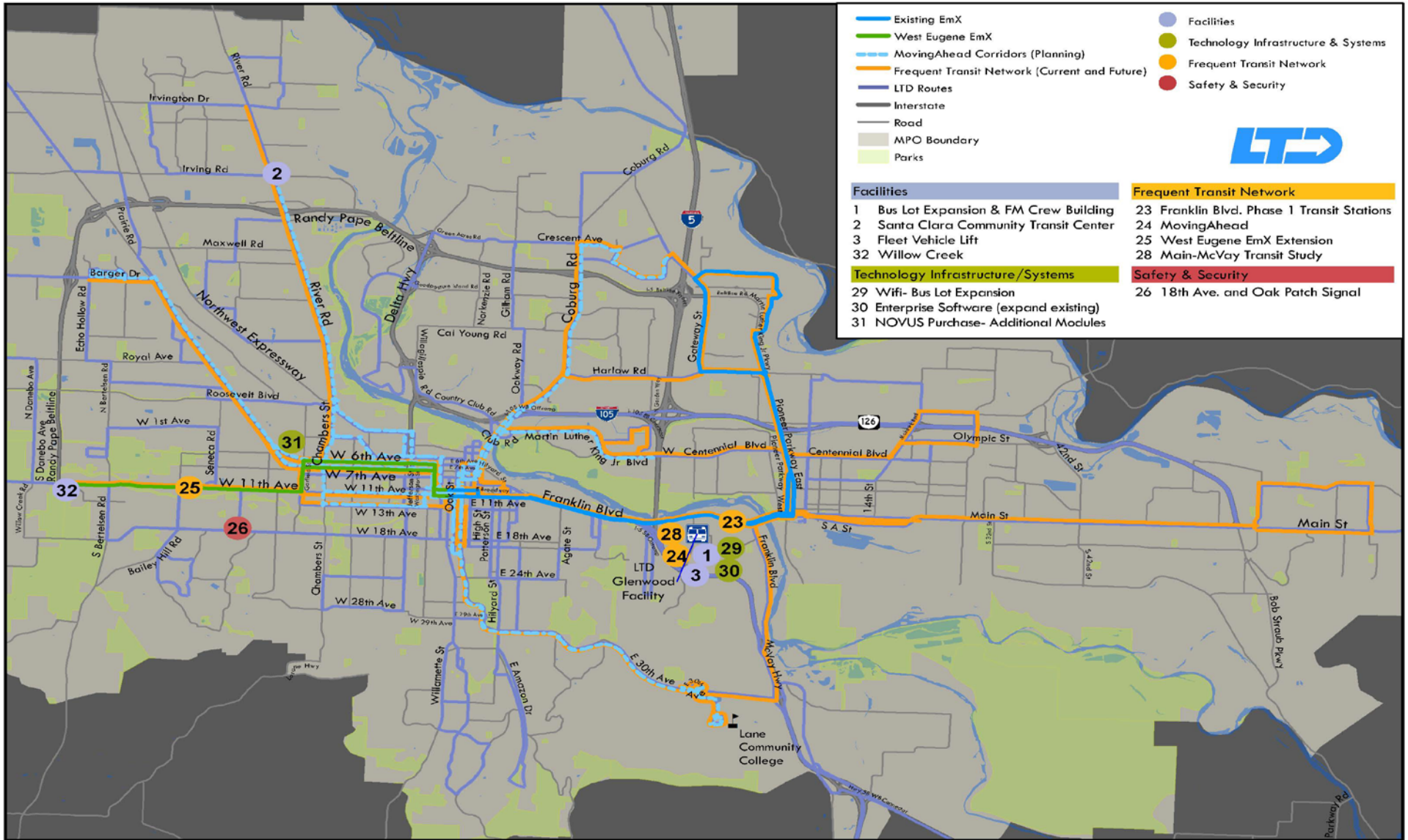
State of Good Repair Projects	Project #	Funding Tier	Funding Source	Estimate	Future Year Projections									
					FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Facilities				190,000	1,345,000	600,000	350,000	100,000	600,000	100,000	-	-	-	3,285,000
Facilities Assessment	38	Tier I A	General Fund	Secured	-	200,000	-	-	-	-	-	-	-	200,000
Eugene Station Maintenance	39	Tier I A	5307	Secured	-	250,000	-	-	-	-	-	-	-	250,000
Eugene Station Maintenance	40	Tier III	Unknown	Unsecured	20,000	20,000	-	-	-	-	-	-	-	-
Glenwood Facility	42	Tier II	Unknown	Unsecured	100,000	175,000	600,000	-	-	-	-	-	-	875,000
Glenwood Facility	44	Tier III	Unknown	Unsecured	-	700,000	-	350,000	100,000	600,000	-	-	-	1,750,000
Corridor Maintenance	50	Tier III	Unknown	Unsecured	70,000	-	-	-	-	100,000	-	-	-	170,000
Fleet				3,073,000	7,822,508	16,670,000	25,950,000	6,200,000	325,000	27,775,000	7,355,000	350,000	225,000	95,745,508
Accessible Services Vehicles - Diamond Express	51	Tier I A	5309/5339	Secured	-	420,000	-	-	-	-	-	-	-	420,000
Accessible Services Vehicle Replacement 2018	52	Tier I A	5310-Enhance	Secured	-	1,129,508	-	-	-	-	-	-	-	1,129,508
Accessible Services Vehicles - Florence/Yachats Vehicle	53	Tier I A	5311, State Transit Network	Secured	100,000	-	-	-	-	-	-	-	-	100,000
Non Revenue vehicles	54	Tier I A	5307	Secured	-	200,000	75,000	150,000	75,000	75,000	75,000	105,000	75,000	980,000
Replacement parts	55	Tier I A	5307	Secured	173,000	1,138,000	225,000	200,000	300,000	150,000	150,000	150,000	50,000	2,786,000
Replacement parts	59	Tier III	-	Unsecured	-	345,000	50,000	-	-	-	-	-	-	395,000
Spare parts for vehicles	60	Tier I A	5307	Secured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	75,000	50,000	525,000
Revenue Vehicles	64	Tier I A	5309/5339	Secured	2,500,000	4,200,000	16,200,000	25,500,000	5,725,000	-	27,450,000	7,000,000	-	88,575,000
Miscellaneous	68/69	Tier II/Tier III	Unknown	Unsecured	250,000	340,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	1,010,000
Safety & Security				321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000	6,291,098
Security System upgrades	70	Tier III	5307	Secured	321,441	446,735	1,077,813	497,059	525,060	554,963	1,588,931	620,462	655,634	3,000
Technology Infrastructure & Systems				1,384,149	997,597	833,500	1,140,000	1,378,000	6,759,500	376,500	323,500	140,500	39,500	13,372,746
Hardware	72	Tier I A	5307	Secured	1,088,649	197,397	-	-	-	-	-	-	-	1,286,046
Software	74	Tier I A	5307	Secured	200,000	200,000	200,000	220,000	220,000	220,000	220,000	-	-	1,480,000
Hardware	75	Tier II	Unknown	Unsecured	20,000	295,000	-	50,000	-	150,000	-	50,000	-	715,000
CAD, AVL, APC, APN System Replacement	80	Tier III	Unknown	Unsecured	-	-	-	100,000	50,000	6,500,000	-	-	-	6,650,000
Electronic Digital Signage	81	Tier III	Unknown	Unsecured	37,500	-	544,000	469,000	1,038,000	-	-	-	-	2,088,500
Mobile radios for voice/data communicatio	86	Tier III	Unknown	Unsecured	-	77,700	-	-	-	-	-	84,000	-	161,700
ITS Mobile Communications Infrastructure	87	Tier III	Unknown	Unsecured	-	164,000	1,500	263,000	1,500	1,500	1,500	272,000	1,500	708,000
ITS Upgrades	84	Tier III	Unknown	Unsecured	38,000	18,500	38,000	38,000	18,500	38,000	5,000	51,500	5,000	288,500
Miscellaneous Upgrades	82	Tier III	Unknown	Unsecured	-	45,000	50,000	-	50,000	-	-	-	-	145,000

NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+ - - - - -

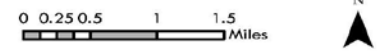
SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 2 OF 2)

Community Investment Projects	Project #	Funding Tier	Funding Source		Estimate		Future Year Projections									
					FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total	
Facilities					1,848,500	4,278,170	10,152,250	2,404,125	7,606,125	2,733,370	2,810,705	613,130	1,115,655	2,617,000	36,299,030	
Santa Clara Community Transit Center	2	Tier I A	ConnectOregon	Secured	750,000	300,000	8,050,000	600,000	-	-	-	-	-	-	9,700,000	
Eugene Station Improvements	4	Tier II	Unknown	Unsecured	-	175,000	-	-	-	-	-	-	-	-	175,000	
Fleet Building - Glenwood	3	Tier I A/B	5307 & General Fund	Secured	1,000,000	3,127,795	-	-	-	-	-	-	-	-	4,127,795	
Fleet Building - Glenwood	1	Tier III	Unknown	Unsecured	-	575,000	2,000,000	1,600,000	7,500,000	1,875,000	200,000	-	1,000,000	2,500,000	17,250,000	
Passenger Boarding Improvements	6	Tier III	Unknown	Unsecured	48,500	50,375	52,250	54,125	56,125	308,370	60,705	63,130	65,655	67,000	896,235	
Accessible Services Campus Improvements	16	Tier III	Unknown	Unsecured	-	-	-	-	-	500,000	2,500,000	500,000	-	-	3,500,000	
Miscellaneous Improvements	11	Tier III	Unknown	Unsecured	-	-	-	100,000	-	-	-	-	-	-	100,000	
Miscellaneous Improvements	12	Tier I A	General Fund	Unsecured	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	550,000	
Fleet					-	920,000	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	8,019,000	
Accessible Services Vehicle Replacement	22	Tier II	5310/Unknown	Secured/Unsecured	-	920,000	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	8,019,000	
Frequent Transit Network					31,595,000	8,000,000	400,000	-	-	-	-	-	-	-	39,995,000	
Franklin Boulevard Phase 1 Transit Stations	23	Tier I A	ConnectOregon	Secured	20,000	500,000	400,000	-	-	-	-	-	-	-	920,000	
Moving Ahead	24	Tier I A	5307/STIP Enhanced ConnectOregon, 5309,	Secured	1,250,000	1,500,000	-	-	-	-	-	-	-	-	2,750,000	
West Eugene EmX Extension	25	Tier I A	5307	Secured	29,400,000	4,600,000	-	-	-	-	-	-	-	-	34,000,000	
Willow Creek	90	Tier I A	5307	Secured	600,000	1,400,000	-	-	-	-	-	-	-	-	2,000,000	
Main-McVay	28	Tier I A	5339/5309	Secured	325,000	-	-	-	-	-	-	-	-	-	325,000	
Safety & Security					-	225,000	40,000	-	-	-	-	-	-	-	265,000	
18th & Oak Patch Traffic Signal	26	Tier I A	General Fund	Secured	-	225,000	-	-	-	-	-	-	-	-	225,000	
Public Safety patrol vehicle	27	Tier II	Unknown	Unsecured	-	-	40,000	-	-	-	-	-	-	-	40,000	
Technology Infrastructure & Systems					1,119,000	2,629,000	1,705,150	152,000	202,000	202,000	152,000	152,000	1,266,550	60,000	7,699,700	
Glenwood and Ridesource Bus yard Wifi	29	Tier I A	5307-2016-17	Secured	40,000	-	-	-	50,000	-	-	-	-	-	90,000	
Software	30	Tier I A	5309 VTCLI & General Fund	Secured	200,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	800,000	
Software	33	Tier II	Unknown	Unsecured	592,000	902,000	92,000	92,000	92,000	92,000	92,000	92,000	92,000	-	2,138,000	
Software	36	Tier III	Unknown	Unsecured	167,000	167,000	-	-	-	-	-	-	-	-	334,000	
Storage Expansion	32	Tier II	Unknown	Unsecured	120,000	50,000	-	-	-	50,000	-	-	-	-	220,000	
Fare Management System	37	Tier III	Unknown	Unsecured	-	1,450,000	1,553,150	-	-	-	-	-	1,114,550	-	4,117,700	
NOTE: For FY17 funding is secured. Funding status designations are for periods FY18+																
				Tier I	33,635,000	11,762,795	8,560,000	710,000	160,000	110,000	110,000	110,000	110,000	110,000	55,487,795	

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. March 2017



SECTION 4: FUNDING SUMMARY

Funding Source	Funding Tier	Estimate	Future Year Projections									Ten Year Total	
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026		
Federal		\$29,021,055	\$12,724,138	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,745,193
5307 Urbanized Area Formula Program/5339 Bus and Bus Facilities Program	I	2,108,128	8,586,572	0	0	0	0	0	0	0	0	0	10,694,700
5309 Bus & Bus Facilities Program and 5339	I	2,020,177	116,200	0	0	0	0	0	0	0	0	0	2,136,377
5309 Small Starts	I	24,803,020	0	0	0	0	0	0	0	0	0	0	24,803,020
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	I	0	548,710	0	0	0	0	0	0	0	0	0	548,710
5310 Ladders of Opportunity	I	0	0	0	0	0	0	0	0	0	0	0	0
5311	I	89,730	0	0	0	0	0	0	0	0	0	0	89,730
5337 and 5339 Formual funds and Federal Highway funds	I	0	3,472,656	0	0	0	0	0	0	0	0	0	3,472,656
State		\$2,111,973	\$2,750,000	\$28,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,890,273
ConnectOregon V		20,000	500,000	28,300	0	0	0	0	0	0	0	0	548,300
ConnectOregon VI	I	750,000	2,250,000	0	0	0	0	0	0	0	0	0	3,000,000
State Lottery Funds	I	1,341,973	0	0	0	0	0	0	0	0	0	0	1,341,973
Local		\$9,343,413	\$5,273,562	\$8,531,700	\$710,000	\$160,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$24,568,675
Lane Transit District	I	9,343,413	5,273,562	8,531,700	710,000	160,000	110,000	110,000	110,000	110,000	110,000	110,000	24,568,675
Unidentified		\$1,784,441	\$6,916,310	\$24,228,713	\$30,875,184	\$16,771,185	\$11,754,833	\$33,443,136	\$9,899,092	\$4,185,339	\$3,459,500	\$143,317,733	
Unidentified	III	\$ 1,784,441	6,916,310	24,228,713	30,875,184	16,771,185	11,754,833	33,443,136	9,899,092	4,185,339	3459500	143,317,733	
Funding Total (includes projects + adjustments & reserves)		\$42,260,882	\$27,664,010	\$32,788,713	\$31,585,184	\$16,931,185	\$11,864,833	\$33,553,136	\$10,009,092	\$4,295,339	\$3,569,500	\$214,521,874	

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

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>.

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

<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>

Regional Transportation System Plan

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>.

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

City of Eugene TSP:

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

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 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/dpw/CIP.htm>

Lane County CIP:

<https://www.lanecounty.org/cms/one.aspx?portalId=3585881&pageId=4213801>

INTERNAL

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-Term Planning

Lane Transit District is always looking ahead and planning to meet the transportation needs of the communities that it serves. Long-Term projects are those that are looking ahead to what the community needs to improve their transportation needs. Use the link below to learn more.

<https://www.ltd.org/projects/>

Long-Term Planning

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. This plan is currently under revision.

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,

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>.

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

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.

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

- **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

- **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.¹⁹

- **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.²⁰
- **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.²¹

- **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 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).²²

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

²⁰ Federal Transit Administration, "Bus and Bus Facilities (5309, 5318)," http://www.fta.dot.gov/grants/13094_3557.html.

²¹ Federal Transit Administration, "Capital Investment Program: New Starts, Small Starts and Core Capacity Improvement Projects," <http://www.fta.dot.gov/12304.html>.

²² Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

- **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.²³

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).²⁴

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 Federal Transit Administration, "MAP-21," https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/MAP-21_Fact_Sheet_-_Bus_and_Bus_Facilities_0.pdf.

²⁴ Lane Council of Governments, "Metropolitan Transportation Improvement Program," 2012.

APPENDIX C: PROJECT DESCRIPTIONS

Frequent Transit Network	
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	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	Funding Tier(s): I
MovingAhead is 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 of 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.	
West Eugene EmX Extension	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 11 th Avenue west of Commerce Street is scheduled to open for service in 2017.	
Fleet	
Accessible Services Vehicles	Funding Tier(s): I & II
The purchase of replacement and expansion vehicles for the provision of accessible services such as the American with Disabilities Act complementary paratransit service.	
Non-Revenue Vehicles	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.	
Replacement Parts	Funding Tier(s): I & III
The purchase of replacement vehicle parts that are failing and/or unreliable as they have reached the end of their useful lives. Failure to replace may create unsafe conditions and/or cause disruptions in service.	

Spare Parts for vehicles	Funding Tier(s): I
The purchase of critical spare parts that avoid downtime and disruption to service	

Revenue Vehicles	Funding Tier(s): I
A number of LTD buses are approaching seventeen years of age and have become more costly to maintain. This funds the purchase of fixed-route replacement buses.	

Miscellaneous Equipment	Funding Tier(s): II & III
The purchase of miscellaneous equipment required for the administration/operation of transportation services including shop equipment to service vehicles to keep them in good repair and equipment to increase safety and bus maintenance efficiency.	

Facilities	
Facilities Assessment	Funding Tier(s): I
Federal Transit Asset Management (TAM) requirement. Assessment will allow better prediction of corrective maintenance needs and equipment replacement timing in order to keep the facilities functional.	

Santa Clara Community Transit Center	Funding Tier(s): I
Construct new station near Hunsaker and River Road including a Park & Ride. New facility will accommodate both regular and EmX service, reducing operational delays and improving the customer experience.	

Eugene Station Maintenance and Improvements	Funding Tier(s): I, II, III
Improvements and maintenance at the Eugene Station located at 11 th Avenue and Willamette Street in downtown Eugene. Improvements will make the station easier for riders who are sight impaired to navigate the station. Maintenance is to keep the station functional, more energy efficient, and in a state of good repair.	

Glenwood Facility Maintenance and Improvements	Funding Tier(s): I, II, III
Improvements and maintenance at the Glenwood Facility, which includes Fleet and Administration/Operations. Improvements include expanding the capacity of the bus lot and facility, upgrading infrastructure to accommodate changing fleet types and technologies, and updating infrastructure to improve efficiencies. Maintenance is to keep the building functional and in a state of good repair. Improvements include upgraded bus gates and facility doors.	

Corridor Maintenance	Funding Tier(s): III
Replace the road from the Riverbend/North Springfield hospital to Deadmond Ferry road, which has been deteriorating.	

Passenger Boarding Improvements	Funding Tier(s): III
Add covered passenger waiting areas at the local community college and improve amenities and support infrastructure at passenger boarding areas.	

Accessible Services Campus Improvements	Funding Tier(s): III
Add additional parking for buses and employees. Increase building capacity.	

Technology Infrastructure and Systems	
Glenwood & RideSource Bus Yard Wi-Fi	Funding Tier(s): I
Add infrastructure to allow Wi-Fi coverage in the bus yard for both the Glenwood and RideSource facilities.	

Software	Funding Tier(s): I, II, III
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, TransitMaster vehicle upgrades, and other software that supports the delivery of transportation services.	

Storage Expansion	Funding Tier(s): II
Add additional storage to keep up with the business demand.	

Fare Management System	Funding Tier(s): III
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 system.	

Hardware	Funding Tier(s): I
Replace copiers, storage, network equipment, and other failing hardware needed to meet business functions.	

CAD, AVL, APC, APN System Replacement	Funding Tier(s): III
Replace the system providing computer-aided dispatch (CAD), automated vehicle location (AVL), automated passenger counting (APC), automated passenger notifications (APN), and driver navigation, which is due for replacement in 2022.	

Electronic Digital Signage	Funding Tier(s): III
Purchase electronic display devices to improve communication of service information to customers at station platforms and bus stops. Reduce the need to manually produce and distribute printed service information materials.	

Mobile Radios for Voice/Data Communications	Funding Tier(s): III
The purchase and installation of digital radios to support voice communications in LTD vehicles.	

ITS Mobile Communications Infrastructure	Funding Tier(s): III
Replace end of life mobile communications to provide reliable voice/data communications for vehicles and voice communications for handheld units with fixed-base systems.	

ITS Upgrade	Funding Tier(s): III
Purchase and installation of Intelligent Transportation System (ITS) software and equipment. ITS systems include automated vehicle location/automatic passenger counting system, traveler information, and fare management systems.	

Miscellaneous Upgrades	Funding Tier(s): I
The purchase and installation of miscellaneous equipment required for the administration/operation of transportation services.	

Safety and Security	
18 th & Oak Patch Traffic Signal	Funding Tier(s): I
Construct new traffic signal at 18 th Avenue and Oak Patch Road in Eugene to enable service in the area to safely make left turns from Oak Patch to 18 th Avenue. Facilitates increased service to areas north and south of 18 th Avenue	

Public Safety Patrol Vehicle	Funding Tier(s): II
The purchase of one additional patrol vehicle to support the West Eugene service redesign.	

Security System Upgrades	Funding Tier(s): III
The upgrade of security fixed-base video/audio surveillance and access control systems on buses and at LTD facilities.	



Glossary

Lane Transit District
Fiscal Year 2017-2018

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</i> (LTD) – 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.

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 (State of Oregon)</i>
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 (State of Oregon)</i> - 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 (Federal)</i>
DOR	<i>Department of Revenue (State of Oregon)</i>

DOT	<i>Department of Transportation (Federal)</i> – 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.
DPS	<i>Transit Public Safety & System Security (LTD)</i> – An LTD work group.
Dwell Time	Length of time a bus is stopped to load and unload passengers.

E

EA	<i>Environmental Assessment</i> – 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.
EC	<i>Employee Council</i> – A group that represents the administrative employees of the District.
ECC	<i>Equity and Community Consortium</i> – 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.
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</i> – 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.
EHRC	<i>Eugene Human Rights Commission</i>
EIS	<i>Environmental Impact Statement</i> – 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.
ERH	<i>Emergency Ride Home</i> - 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.

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

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 Resources and Risk Management</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.

I

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	<i>Job Access and Reverse Commute Program</i> - 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.)
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L

LaneACT	<i>Lane Area Commission on Transportation</i> -- 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	<i>Leadership Council</i> – LTD’s management team, which consists of the Strategic Team and managers of groups of employees. This group addresses issues of the day.
LCC	<i>Lane Community College</i>
LCOG	<i>Lane Council of Governments</i> – 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	<i>Local Organizing Committee</i>
Local Budget Law	State of Oregon statutory requirements governing the budget process, as detailed in Oregon Revised Statutes (ORS) 294.305-565.
LPA	<i>Locally Preferred Alternative</i> — A federal term for the preferred design for a project.

M

MAP-21	<i>“Moving Ahead for Progress in the 21st Century”</i> - 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	<i>Metropolitan Policy Committee</i> – An intergovernmental committee created for problem solving and to resolve intergovernmental disagreements between the Cities of Eugene and Springfield, and Lane County.
MTIP	<i>Metro Transportation Improvement Program</i> – 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	<i>Metropolitan Planning Organization</i> – 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	<i>Mini-Extra Board</i> – Same as Extra Board except that Mini-Extra Board bus operators are guaranteed 60 hours per pay period instead of 80 hours.

N

NEMT	<i>Non-Emergent Medical Transportation</i> – 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	<i>National Environmental Policy Act of 1969</i> – 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	<i>Notification of Funding Availability</i>
Northwest Natural	Privately owned natural gas provider for the District.
NTD	<i>National Transit Database</i> – 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.

O

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 (LTD)</i> – An LTD work group.
OPTIS	<i>Oregon Public Transit Information System</i> - An electronic web-based software program used for managing ODOT Public Transit Division grants.
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 *Oregon Transportation Commission* - 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 *Oregon Transportation Plan* – 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:

Special services Revenues for contracted transit services (e.g., additional service for the University of Oregon and additional frequency of service to Lane Community College).

Payroll taxes Revenues generated from tax imposed on employers within the transit district based on the employer's payroll.

Self-employment taxes Revenues generated from tax imposed on self-employed individuals within the transit district based on the individual's non-excluded federal Schedule SE income.

State-in-lieu taxes Revenues from the State of Oregon in lieu of payment of employer payroll taxes.

Other operating grants Revenues from grants for non-capital expenditures such as TDM and preventive maintenance.



P&D *Planning and Development (LTD)* – An LTD work group.

P-card *Purchasing Card* – 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.
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R

RAMP	<i>Real Estate Acquisition Management Program</i>
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	<i>Regional Information System of Lane County</i> – A regional service provider that offers information and technology sharing among governmental agencies.
RTOP	<i>Regional Transportation Options Plan</i> – 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	<i>Regional Transportation Plan</i> – Required by federal regulation, implemented by Lane Council of Governments.
RTSP	<i>Regional Transportation System Plan</i> – 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

S&DS	<i>Senior and Disabled Services</i> - A division of the Lane Council of Governments.
SAC	<i>Service Advisory Committee</i> -- 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	<i>Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users</i> – Enacted in August 2005, authorizes the federal surface transportation programs for highways, highway safety, and transit through FY 2009.
SBPG	<i>Standard Bus Procurement Guidelines</i> – 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	<i>Senior and Disabled Services</i> - 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.
Smart Trips	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.
Special Services	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).
TrAMS	TrAMS is the Transit Award Management System, FTA's platform to award and manage federal grants. The TrAMS system maintains information on each recipient organization and the organization's compliance with eligibility requirements for awards, and tracks individual users within the organization. TrAMS is a web-based tool developed to allow recipients to apply for federal funds, manage their programs in accordance with federal requirements, and provide FTA with a method to approve, control, and oversee the distribution of funds.
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.
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Legal Publications

Lane Transit District
Fiscal Year 2017-2018



May 22, 2017

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

RE: Lane Transit District Fiscal Year 2017-2018 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 2017-2018 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,

A handwritten signature in blue ink, appearing to read 'Christina Shew', with a long horizontal flourish extending to the right.

Christina Shew
Director of Finance

crt

Enclosures

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



LANE TRANSIT DISTRICT RESOLUTION NO. 2017-05-17-015

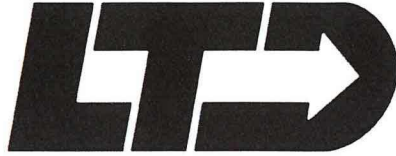
BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the appropriated budget for Fiscal Year 2017-2018 in the total combined fund sum of \$101,655,716 now on file at the Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown below, are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Transit Services	\$52,440,493
<u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Accessible Services Fund	2,879,338
Transfer to Medicaid Fund	394,160
Transfer to Point2Point Fund	192,000
Transfer to Capital Projects Fund	5,273,562
Contra charges out of the General Fund	(922,529)
Operating Contingency	1,000,000
Self-Insurance Contingency	1,000,000
Total Non-operating	<u>\$9,816,531</u>
Total General Fund	<u>62,257,024</u>
<u>ACCESSIBLE SERVICES FUND</u>	
Transit Services	7,265,200
Operating Contingency	130,000
Total Accessible Services Fund	<u>7,395,200</u>
<u>MEDICAID FUND</u>	
Transit Services	9,974,075
Operating Contingency	132,000
Total Medicaid Fund	<u>10,106,075</u>
<u>POINT2POINT FUND</u>	
Transit Services	967,088
Operating Contingency	182,629
Total Medicaid Fund	<u>1,149,717</u>
<u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	19,747,700
Capital Reserve	1,000,000
Total Capital Projects Fund	<u>20,747,700</u>

May 17, 2017
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 Clerk of the Board of the Lane Transit District (LTD) certifies that the foregoing is a true and correct copy of LTD Resolution No. 2017-05-17-015, as adopted at a legally convened meeting of the Board of Directors held on May 17, 2017.

A handwritten signature in cursive script, appearing to read 'Camille Staud', is written over a horizontal line.

Signature of Recording Officer

Clerk of the Board

Title of Recording Officer

May 17, 2017

Date

GUARD PUBLISHING COMPANY

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EUGENE, OREGON 97408

PHONE (541) 485-1234

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CAMILLE STRAUB
PO BOX 7070
SPRINGFIELD, OR 97475-0470

#A-17868

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 **one** successive and consecutive **Day(s)** in the following issues:

April 13, 2017

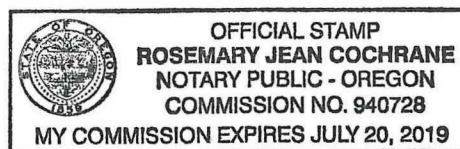
NOTICE OF BUDGET COMMITTEE MEETING
A public meeting of the Lane Transit District Budget Committee will be held at 5:30 p.m. on Monday, April 17, 2017 in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). The purpose of the meeting is to review and discuss the Long Range Financial Plan and the Capital Improvements Program.
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. 6911315 - April 13, 2017



Subscribed and affirmed to before me this **April 13, 2017**

Notary Public of Oregon

Account #: **1000160**
INVOICE **6911315**
Case: **April 17, 2017**
Ad Price: **\$50.0**



LTD Adopted Budget
FY 2017-2018
Page 126



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LATEST NEWS

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Category



Archive



LTD Seeks Comment on 2017-18 Budget

MAY 2, 2017

Lane Transit District (LTD) has just released the 2017-18 proposed budget for public comment. This budget proposal seeks to fulfill our community's values by investing directly in service, keeping customer costs down, improving efficiency, and providing for the District's long-term financial stability.

The proposed FY17-18 budget is an optimistic look to the future of LTD. Expanded transit service will increase connectivity and enhance the transportation options of our region. Sound financial management has allowed the agency to adapt to a changing workforce and many new challenges that were faced over the past 12 months. The district is in strong financial health and this budget will serve as a blueprint to continue strengthening the district for the future.

The public comment period will culminate in a public hearing before the LTD Board of Directors on May 16 at 5:00 p.m. This hearing will be followed at 5:30 p.m. with the Board Budget Committee meeting. Adoption of the 2017-18 annual budget will occur at the May 17 Board Meeting.

We invite you to look at the proposed budget and provide comments to LTD@ltd.org.

[BACK TO NEWS](#) →



Annual Budget

For your convenience, LTD offers the Annual Budget on our website for the past five years. For information outside this date range, please submit a public records request.

2017-2018 Budget

- [Proposed Budget \(pdf\)](#)
- [Proposed Budget and Message \(pdf\)](#)

Previous Budgets

- [Adopted Budget 2016-2017 \(pdf\)](#)
- [Adopted Budget 2015-2016 \(pdf\)](#)
- [Adopted Budget 2014-2015 \(pdf\)](#)
- [Adopted Budget 2013-2014 \(pdf\)](#)
- [Adopted Budget 2012-2013 \(pdf\)](#)
- [Adopted Budget 2011-2012 \(pdf\)](#)

**NOTICE OF
BUDGET COMMITTEE MEETING**

A public meeting of the Lane Transit District Budget Committee, to discuss the budget for the Fiscal Year July 1, 2017, to June 30, 2018, will be held at 5:30 p.m. on Tuesday, May 16, 2017, in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). The purpose of the meeting is to receive and consider the budget message and budget proposal for Fiscal Year 2017-2018. Included will be a review of proposed revenues and expenditures for the LTD budget for Fiscal Year 2017-2018. 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 9 a.m. and 5 p.m. Monday through Friday, and on LTD's website at www.ltd.org beginning May 2, 2017.

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. 6928630 - May 2, 2017

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MAY 17 2017

#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 Special Board Meeting** 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:

May 14, 2017

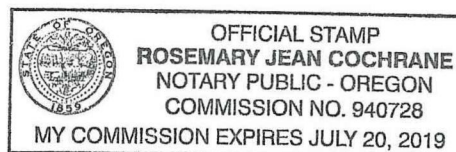
NOTICE OF SPECIAL BOARD MEETING
A special meeting of the LTD Board of Directors will be held on Tuesday, May 16, 2017, at 5:00 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). The meeting will consist of a public hearing on the Fiscal Year 2017-2018 proposed budget, and will have an opportunity for public comment. 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 682-6100 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).
No. 6941850 - May 14, 2017

Wendy Raz

Subscribed and affirmed to before me this **May 15, 2017**

Rosemary Jean Cochrane
Notary Public of Oregon

Account #: **1000160**
INVOICE **6941850**
Case: **May 16, 2017**
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MAY 17 2017

#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 Monthly Board Meetings** 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:

May 14, 2017

NOTICE OF MONTHLY BOARD MEETINGS

A special meeting/work session of the LTD Board of Directors will be held on Wednesday, May 17, 2017, at 2:30 p.m., in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). The work session will include an update on the Santa Clara Community Transit Station, an update on the Strategic Business Plan, and a review of contracts to be approved by the Board at its regular meeting. No public testimony will be heard at this meeting. The regular meeting of the Board of Directors of the Lane Transit District also will be held on Wednesday, May 17, 2017, in the LTD Board Room at 3500 East 17th Avenue, Eugene (in Glenwood). The regular business portion of the meeting will begin at 5:30 p.m. and will include an opportunity for public comment; a public hearing on the capital improvements program and the long range financial plan, approval by the Board of contracts over \$150,000, adoption of the Fiscal Year 2017-2018 proposed budget, and adoption of Strategic Planning Committee Bylaws. 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 682-5555 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

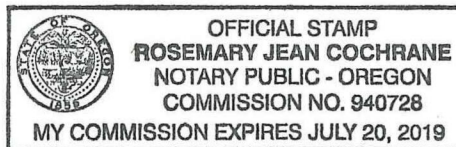
No. 6941818 - May 14, 2017

Wendy Raz

Subscribed and affirmed to before me this **May 15, 2017**

Rosemary Jean Cochrane

Notary Public of Oregon



Account #: **1000160**
INVOICE **6941818**
Case: **May 17, 2017**
Ad Price: **\$95.0**

LTD Adopted Budget
FY 2017-2018
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