

ADOPTED BUDGET

2018
2019



Adopted Budget

Fiscal Year 2018-2019

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Lane Transit District

Fiscal Year 2018-2019 Adopted Budget

Budget Committee Members

LTD Board Member	Subdistrict	Citizen Member
Steven Yett Term Expires: 12/31/21	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	Vacant
Vacant	4	Jody Cline Term Expires: 1/1/21
April Wick Term Expires: 12/31/21	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

May 2018 – January 2019	Fiscal Year 2020 service, fare, and structural change discussions
July	New fiscal year begins. Preliminary year-end financial report for year ended June 30 to the Board of Directors. New fiscal year's Adopted Budget filed with the State.
August	Previous year's performance analysis begins. Preparation of materials for independent audit begins. Capital Improvements Program preparations begin.
September/ October	Previous year's performance analyzed. Materials for independent audit prepared. Independent audit of previous fiscal year's financial activity begins. 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.
November	Board approves Capital Improvements Program. Budget calendar for coming fiscal year prepared.
January	FY19 revenue and expenditure projections begin.
February	CAFR with report of independent auditor presented to Board of Directors. Key issues from auditor's report reviewed with Board.
March	Fiscal Year 2019 revenue and expenditure projections completed. Fiscal Year 2020 revenue and expenditure projections.
April	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.
May	Board adopts budget for the new fiscal year that begins July 1.



Budget Message

Lane Transit District
Fiscal Year 2018-2019



April 6, 2018

TO: Lane Transit District Budget Committee

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

SUBJECT: Fiscal Year 2018-2019 Budget Message

Please find enclosed the proposed budget for Fiscal Year 2018-2019 (FY19). This year's budget builds on the District's efforts to stabilize expenditures and improve transparency. The following message describes key budget assumptions, factors impacting District finances, and efforts to strengthen the District's financial position.

FISCAL YEAR 2019 BUDGET ASSUMPTIONS

LTD's budget is comprised of five funds: General Fund, Accessible Services Fund, Medicaid Fund, Capital Projects Fund, and the Point2point Fund. Each fund maintains a separate budget and balance sheet. 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.

The following section will explain the several key assumptions that underpin the FY19 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 FY19 are budgeted at \$54.5 million, compared to \$48 million predicted for FY18.

- Payroll and self-employment taxes are predicted to grow 3 percent as a result of a 0.01 percent rate increase, which will take effect January 2019 and moderate sustained economic growth.
- Passenger fares are budgeted to increase by \$122,000, largely due to increased ridership on EmX West partially offset by lower Lane Community College service revenue.
- Utilization of Federal FAST Act formula funding is expected to increase to \$4.2 million.
- House Bill 2017, which provides state funding for transit, will be available July 1, 2018, and is estimated to be \$2.5 million for FY19.
- Secure a \$1 million line of credit to back-up operational reserves and provide cash flow on an as-needed basis.

General Fund Expense

LTD's General Fund is proposed to expend \$56.4 million in FY19 compared to a predicted expenditure of \$56.6 million in FY18. LTD continues to manage cost per service hour down to achieve long term operating sustainability.

- FY18 budgeted headcount was 373 but was held to 362 in FY18 and is planned to be reduced to 351 in FY19.
- The Amalgamated Transit Union (ATU) agreement has been ratified, increasing wages 3 percent for FY19.

- The headcount reduction combined with the ATU agreement results in a \$200,000 personnel service costs increase from FY18 to FY19.
- Health insurance costs are budgeted to increase over FY18 by \$700,000
- Fuels and lubricants, LTD's single largest material expenditure line item, is budgeted to decrease from FY18's budget as fuel prices remain low, economists predict stability in diesel markets in FY19, and service efficiencies will reduce consumption.
- Parts are expected to increase over FY18 by \$300,000 as the District's aging fleet requires major component replacements.
- Facilities costs increased by \$500,000 (18 percent) compared to FY17 (no EmX) despite doubling the EmX infrastructure as a result of EmX West.
- Decrease in the General Fund transfer to Accessible Services Fund by \$300,000 due to expected ridership stabilization.
- General Fund transfer to the Capital Projects Fund will remain roughly flat at \$5.4 million as EmX West construction costs conclude but are partially offset by vehicle purchase costs.

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 the number of internal fleet paratransit trips doubling during that time. 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. LTD also leverages collaborative partnerships and Medicaid trips that might otherwise be booked as less cost effective ADA rides. These strategies reduce trip costs and control overhead to help contain expenses.

Overall, paratransit costs are predicted to remain stable in FY19. The proposed Accessible Services Fund budget is proposed at \$7.5 million compared to an estimated \$7.3 million expenditure for FY18.

The biggest change from FY18 to FY19 is a proposed decrease in General Fund Transfer of more than \$300,000. This is due to increased efficiencies that have been made possible with our new RideSource software and the completion of one time start-up costs for a new RideSource contractor.

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 FY17 that have minimized LTD's risk.

The proposed FY19 budget for the Medicaid Fund is \$10.6 million, an increase of \$700,000 over the projection for FY18. This fund remains subject to significant uncertainty as Congress and President Donald Trump's administration consider proposals to remove the requirement that medical transportation be covered under Medicaid. The viability of such proposals is unclear, and it is also unclear whether state governments would step in to continue payments for transportation services. Oregon has historically championed medical transportation as a fundamental benefit of Medicaid.

Capital Projects Fund

The Capital Projects Fund finances LTD's construction, facility maintenance, and repair projects. The proposed FY19 budget for the Capital Projects Fund is \$13.2 million compared to the projected FY18 expenditure of \$23 million, a \$9.8 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 FY19 Point2point Fund budget is \$1.4 million of which, \$1.2 million comes from state and federal grants.

Economic Conditions

After experiencing an economic expansion during the prior fiscal year, Lane County's economy has slowed. Economic indicators have stabilized. Unemployment hovers close to 4 percent. Wages have slowly increased.

There are several factors that pose significant risk to Lane County's current economy, including that recessions cannot be predicted, the District's economic expansion is in its ninth year, and tariffs on steel and aluminum could spark a trade war and inflation. Partially offsetting these risks are continued funding through the Federal infrastructure package and increased statewide transportation funding as a result of House Bill 2017.

Factors Impacting Budget

The proposed budget reduces District expenditures compared to FY18 in order to adjust structural imbalances in spending compared to revenues.

The factors impacting the budget are: 1) a significant overpayment by a local taxpayer that negatively impacted revenues, and 2) rapidly escalating health care costs.

Near the end of FY17, and following the adoption of the FY18 budget, the District was notified by the Department of Revenue (DOR) that a local taxpayer had overpaid payroll taxes by \$2.8 million between the second quarter of FY16 and the first quarter of FY17.

DOR clawed back the \$2.8 million overpayment in the fourth quarter of FY17, resulting in a sizeable revenue drop between FY16 and FY17. The claw back impacted the District's immediate budget and created a structural budget imbalance based on revenue forecasts and spending that were modeled off an inaccurate revenue basis. The District was notified again in February 2018 that a taxpayer had overpaid payroll taxes by more than \$400,000 in FY18 and that revenue loss has been accounted for in the FY18 year-end forecast and FY19 revenue projection.

The District is now working more closely with DOR to ensure that quarterly taxpayer payment reports are received and then uses those reports to track trends that would indicate overpayment, underpayment, or other irregularities.

Along with most other employers, the District is grappling with health care increases that are driving up costs. Over the past decade, health insurance costs have grown by \$4.1 million in inflation-adjusted dollars, an 87 percent increase. In order to contain costs, the District has restructured health care plans and adopted health management programs across both represented and non-represented employees. Despite those efforts, costs continue to rise and options need to be identified to contain costs.

Federal disinvestment in transit bus replacement programs in the MAP-21 transportation authorization, and LTD's decision to use capital funds to support operations during the recession of

the 2000s, have resulted in an aging bus fleet. By the conclusion of FY19, more than 68 percent of LTD's fleet will have met or exceeded their useful life. As a result, vehicle maintenance costs have increased and service reliability is challenged. Vehicle parts and maintenance costs have increased by more than \$800,000 in inflation-adjusted dollars since 2008. Maintenance costs will continue to increase, unless more resources become available to replace the aging fleet.

In the FY19 budget, funding is identified to purchase 10 replacement buses. The District intends to apply to the federal Bus and Bus Facilities competitive grant program for additional vehicle replacement. LTD's ability to replace aging vehicles, using existing formula funds will be limited as \$4.2 million, has been budgeted to support vehicle maintenance and other preventive maintenance expenses on District facilities.

When the Board of Directors raised the payroll tax in 2015, the District also decided to add more service than the immediate tax revenues would be able to support as the tax rate slowly escalated. At the time, District financial reports indicated that the District had a \$38 million operating reserve (ending working capital) that could be used to sustain added service as the tax rate slowly escalated to eight tenths of one percent, which would be sufficient to sustain the added service.

With the Board of Directors' efforts to improve financial transparency, including the readability of budget documents, it was discovered that much of the operating reserve had already been allocated to capital projects and that the funds had not yet been transferred from the General Fund to the Capital Fund. Upon that discovery, the operating reserve was re-allocated to appropriately match planned expenditures resulting in not having sufficient funding to support expanding service beyond current revenues.

Efforts to Control Budget

The District is undertaking many short-term and long-term efforts to control spending to support ongoing financial responsibility. Those efforts include service efficiencies, internal process reviews, an assessment of the District's fleet, and efforts to stabilize and increase revenues.

LTD has contracted with Jarrett Walker + Associates to conduct a Comprehensive Operations Analysis to study the District's routes, fleet deployment, paratransit operations, and scheduling practices, which will provide operational efficiency recommendations for the Board of Directors to consider implementing. Jarrett Walker's first set of public scenarios for improvement are due in January 2019 and Board action could follow by May 2019.

The District has also contracted with private firms to conduct reviews of current information technology (IT) and communications processes to identify priority areas for investment, develop performance metrics, and recommend how to most effectively use limited resources to deliver the highest yield. IT carries a significant impact as a number of legacy services have exceeded their useful life and hardware support costs have increased by more than \$800,000 in inflation-adjusted dollars over the prior 10 years. An IT contractor will be selected by May 2018, and recommendations are expected within FY19.

As LTD's fleet ages, the District is learning more about the lifetime maintenance costs of various fleet types, including diesel and hybrid electric. In addition, the District expects to put into service five new 40-foot, fully electric buses in Fall 2018. In conjunction with the Center for Transportation Excellence (CTE), LTD will study the cost-efficiency of its hybrid-electric and battery-electric vehicles to inform future vehicle replacement purchases. The study will examine fuel costs (diesel and electricity), maintenance costs, vehicle reliability, and other key performance indicators.

The 2019 Capital Improvements Program has a \$750,000 budget for implementing a new electronic fare management system. The new system will allow transit riders to use electronic fare media, including the potential for mobile application payment, radio-frequency identification (RFID) technology, or other fare payment methods. Before selecting a fare payment system, however, the LTD Board of Directors has created an ad hoc workgroup to study fare policy in an effort to create a fare structure that boosts ridership and improves equity and access.

In addition, the District will increase the availability of advertising on its assets to increase advertising revenues, diversify income sources, and provide stability in economic forecasts. An advertising vendor will be under contract in FY19 to implement the initiative.

CONCLUSION

The proposed FY19 budget aligns District costs with its revenues, stabilizes expenditures, provides a reserve account, and develops a solid foundation for long-term fiscal responsibility. The budget year maintains increased connectivity and enhances access while the District analyzes the most efficient way to sustainably meet the community's needs.

I want to thank the Board of Directors, Budget Committee, and LTD staff for their continued commitment to serving the public. The strong leadership from LTD's Board, advisory bodies, partners, taxpayers, 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,

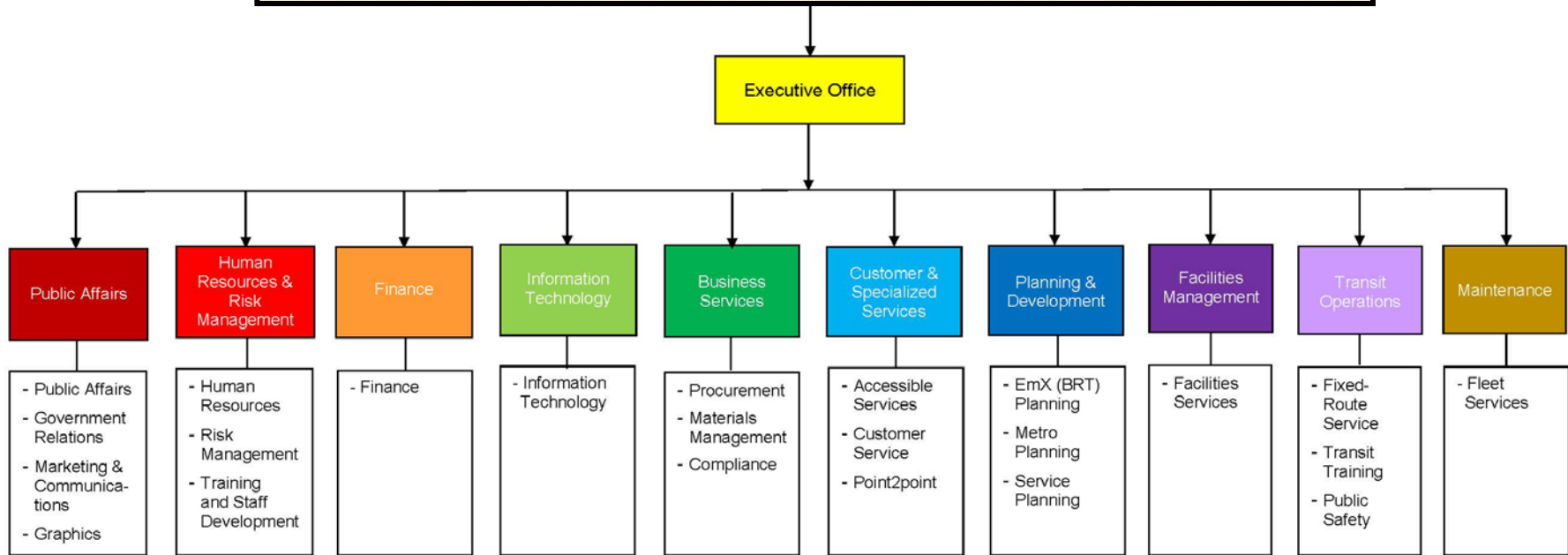


Aurora Jackson
General Manager



Christina Shew
Budget Officer

LTD Organizational Chart



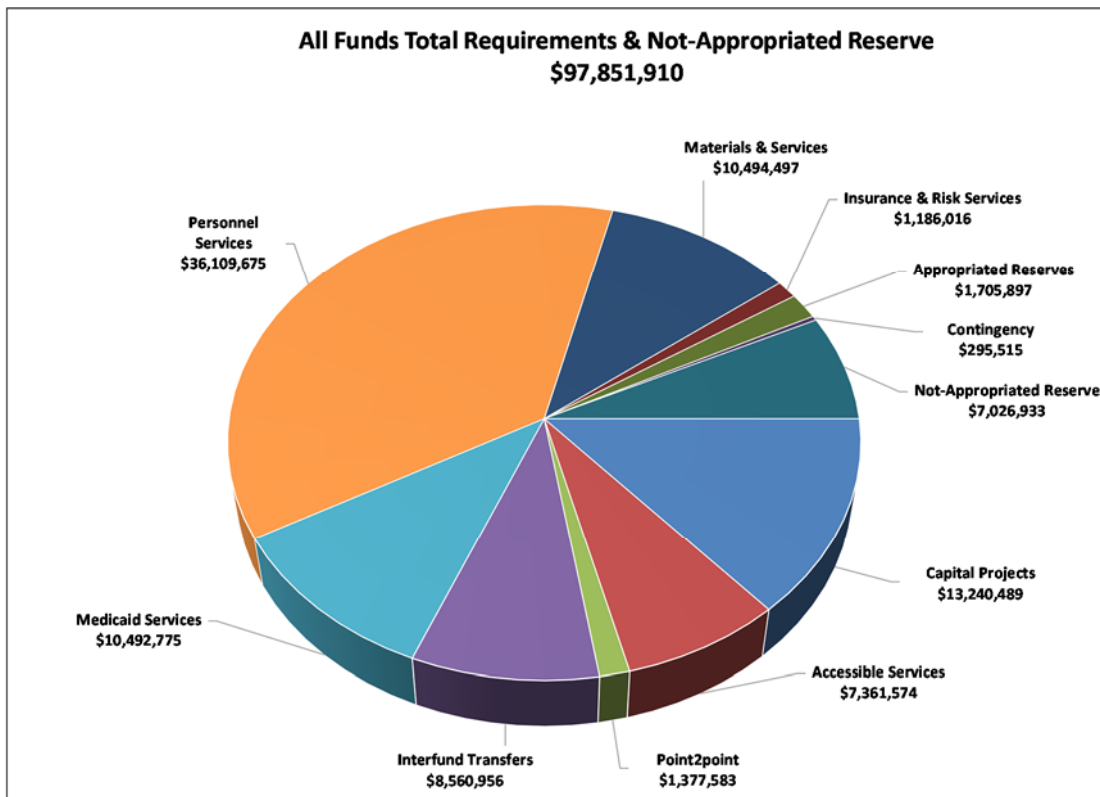
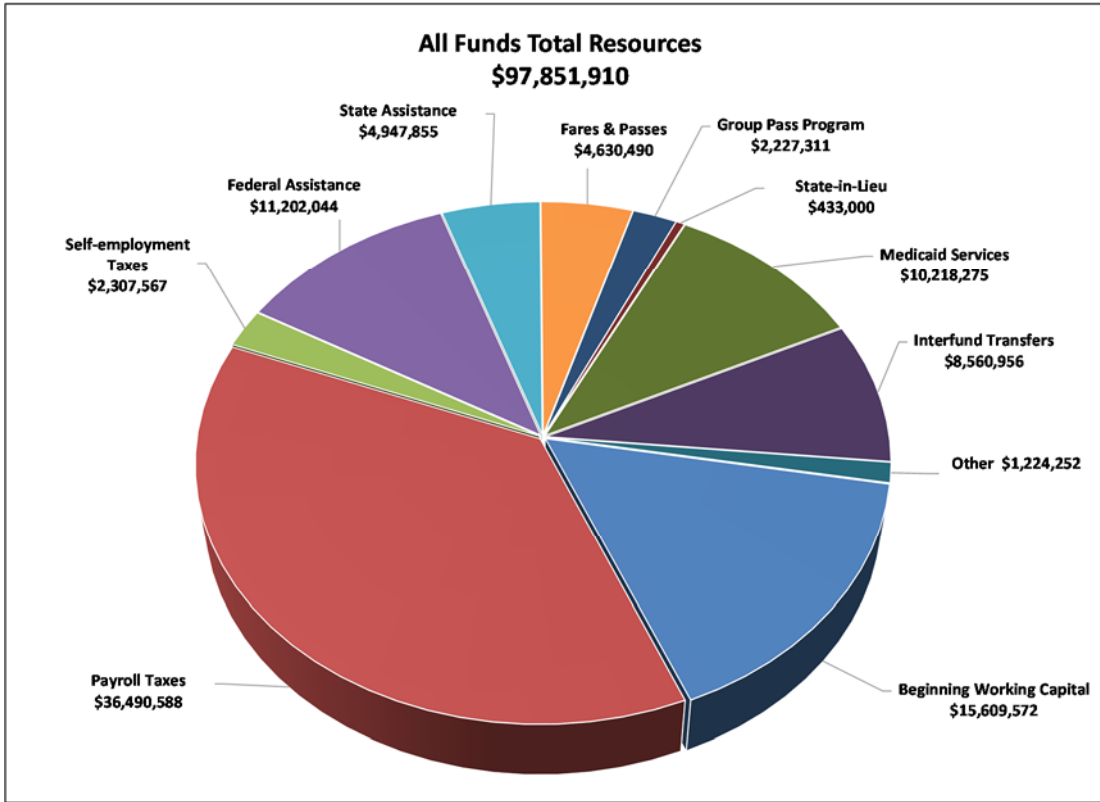


Adopted Budget

Lane Transit District
Fiscal Year 2018-2019

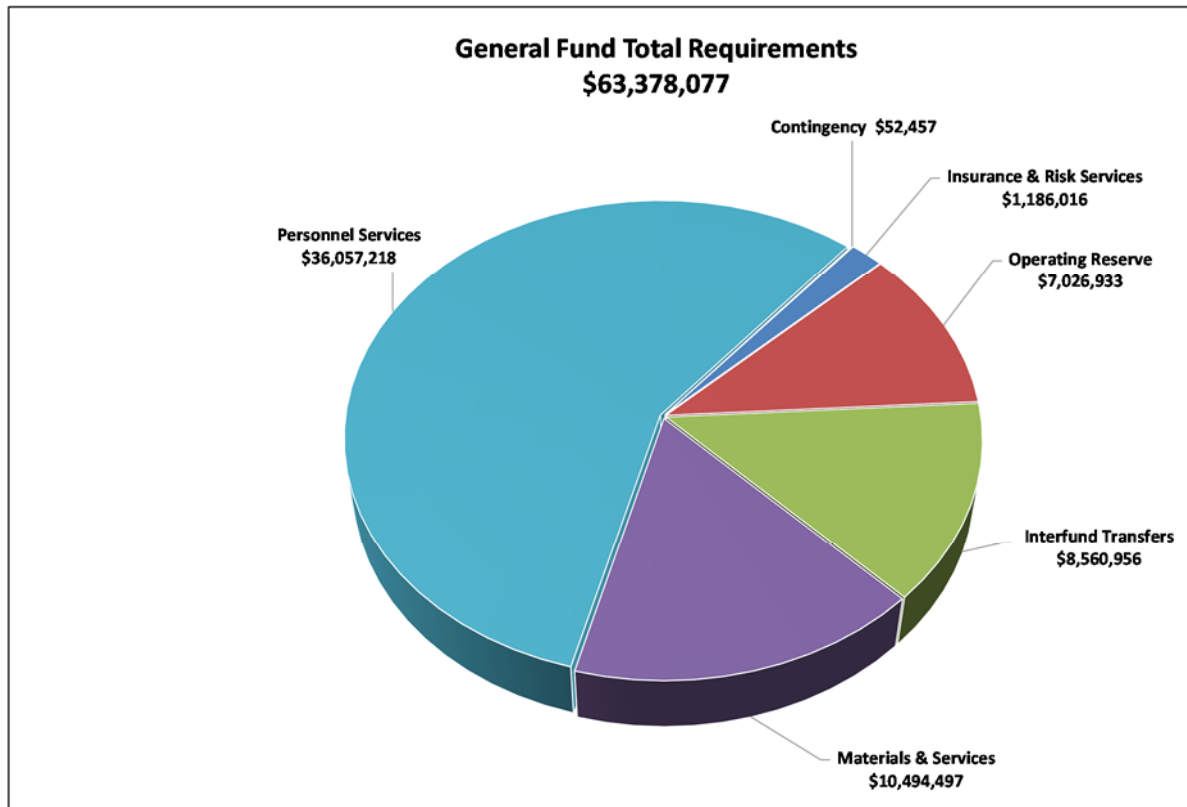
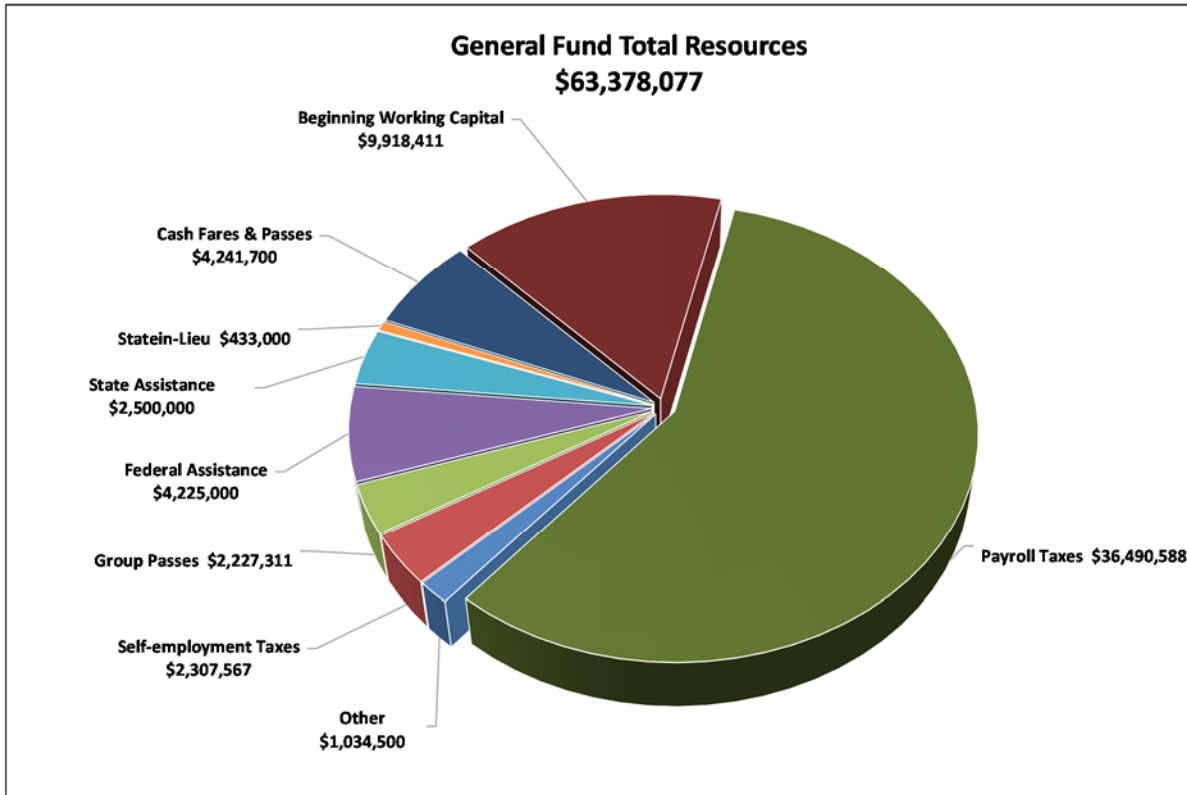


Lane Transit District





Lane Transit District





**Lane Transit District
General Fund
Fiscal Year 2018-2019**

Resources	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Beginning Working Capital	\$26,951,600	\$39,556,136	\$19,786,780	\$18,565,536	\$9,918,411	\$9,918,411	\$9,918,411
Operating Revenues							
Cash Fares & Passes	4,554,169	4,765,236	5,022,194	4,228,158	4,241,700	4,241,700	4,241,700
Group Passes	2,565,681	2,554,656	2,310,000	2,033,545	2,227,311	2,227,311	2,227,311
Advertising	443,887	447,000	447,087	270,000	420,000	420,000	420,000
Special Services	243,928	154,541	264,744	323,258	238,000	238,000	238,000
	\$7,807,665	\$7,921,433	\$8,044,025	\$6,854,961	\$7,127,011	\$7,127,011	\$7,127,011
Nonoperating Revenues							
Payroll Taxes	34,394,558	32,827,455	37,870,000	35,427,755	36,490,588	36,490,588	36,490,588
Self-employment Taxes	1,902,866	1,983,365	2,102,457	2,240,356	2,307,567	2,307,567	2,307,567
State-in-Lieu	400,795	411,860	382,000	433,164	433,000	433,000	433,000
Federal Assistance	4,736,708	117,830	2,601,719	2,626,719	4,225,000	4,225,000	4,225,000
State Assistance	0	0	0	0	2,500,000	2,500,000	2,500,000
Local Assistance	17,500	40,080	0	0	0	0	0
Miscellaneous	260,802	349,986	294,400	247,701	232,500	232,500	232,500
Interest	99,207	201,295	102,000	144,474	144,000	144,000	144,000
Sale of Assets		37,721	0	0	0	0	0
Other Financing Sources							
Line of credit					1,000,000	1,000,000	
	\$41,812,436	\$35,969,592	\$43,352,576	\$41,120,169	\$47,332,655	\$47,332,655	\$46,332,655
Total Resources	\$76,571,701	\$83,447,161	\$71,183,381	\$66,540,666	\$64,378,077	\$64,378,077	\$63,378,077

Requirements	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Requirements							
Personnel Services	30,496,088	34,543,789	38,910,736	35,918,577	36,109,675	36,109,675	36,057,218
Materials & Services	7,877,087	8,364,584	12,377,992	10,916,717	10,494,497	10,439,497	10,494,497
Insurance & Risk Services	937,038	985,149	1,151,765	1,047,900	1,186,016	1,186,016	1,186,016
Debt Service	0	0	0	0	0	55,000	0
	\$39,310,213	\$43,893,522	\$52,440,493	\$47,883,194	\$47,790,188	\$47,790,188	\$47,737,731
Transfers							
Transfer to Accessible Services Fund	1,578,796	2,225,180	2,879,338	2,879,338	2,550,288	2,550,288	2,550,288
Transfer to Medicaid Fund	657,527	275,000	394,160	394,160	406,500	406,500	406,500
Transfer to Point2point Fund	0	0	192,000	192,000	190,000	190,000	190,000
Transfer to Capital Projects Fund	1,667,600	18,487,923	5,273,562	5,273,563	5,414,168	5,414,168	5,414,168
Contra-charges out of the General Fund	0	0	(922,529)	0	0	0	0
	\$3,903,923	\$20,988,103	\$7,816,531	\$8,739,061	\$8,560,956	\$8,560,956	\$8,560,956
Reserves							
Operating Contingency	0	0	1,000,000	0	0	0	52,457
Self-Insurance, Risk, and HRA Liability	0	0	1,000,000	0	0	0	0
	\$0	\$0	\$2,000,000	\$0	\$0	\$0	\$52,457
Total Requirements	\$43,214,136	\$64,881,625	\$62,257,024	\$56,622,255	\$56,351,144	\$56,351,144	\$56,351,144

Not Appropriated (Board Required Operating Reserve) **	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Reserve							
Working Capital	33,357,566	18,565,536	8,926,357	9,918,411	8,026,933	8,026,933	7,026,933
Requirements & Working Capital	\$76,571,701	\$83,447,161	\$71,183,381	\$66,540,666	\$64,378,077	\$64,378,077	\$63,378,077

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

Percentage Change Analysis		FY 2016-17 Actual compared with FY 2015-16 Actual		FY 2017-18 Estimate compared with FY 2016-17 Actual	FY 2018-19 Proposed compared with FY 2017-18 Budget	FY 2018-19 Approved compared with FY 2017-18 Budget	FY 2018-19 Adopted compared with FY 2017-18 Budget
Total Resources		9.0%		-20.3%	-9.6%	-9.6%	-11.0%
Total Operating Revenues		1.5%		-12.2%	-11.4%	-11.4%	-11.4%
Total Nonoperating Revenues		-14.0%		-1.7%	9.2%	9.2%	6.9%
Total Requirements		50.1%		31.0%	-9.5%	-9.5%	-9.5%
Total Operating Requirements		11.7%		21.8%	-8.9%	-8.9%	-9.0%
Total Transfers		437.6%		123.9%	9.5%	9.5%	9.5%
Total Reserves		-44.3%		-70.3%	-10.1%	-10.1%	-21.3%



**Lane Transit District
General Fund
Fiscal Year 2018-2019**

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	11,664,696	14,535,224	13,103,148	11,287,788	12,220,378	12,143,821	12,143,821
Amalgamated Transit Union	20,593,262	21,295,895	24,885,059	24,630,789	24,851,697	24,851,697	24,851,697
Capital-Related Payroll	(1,761,870)	(1,287,330)	922,529	0	(962,400)	(938,300)	(938,300)
Total Personnel Services	\$30,496,088	\$34,543,789	\$38,910,736	\$35,918,577	\$36,109,675	\$36,057,218	\$36,057,218
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Advertising Agency Fees	92,562	62,632	113,000	112,000	107,000	107,000	107,000
Advertising Media	100,183	104,388	135,000	135,000	120,000	120,000	120,000
Bus Wash & Cleaning Supplies	28,784	28,449	30,000	31,000	28,000	28,000	28,000
Cleaning	550,981	544,834	875,500	861,500	987,000	987,000	987,000
Computer Hardware Support	319,791	358,553	1,316,067	1,340,507	1,216,423	1,216,423	1,216,423
Contracted Security/Professional Services	679,847	426,827	22,250	22,250	22,500	22,500	22,500
Employee Programs	88,698	50,731	99,100	99,100	95,600	95,600	95,600
Employee Relations	8,558	17,680	103,000	102,240	56,000	56,000	56,000
Equipment Service Contracts	130,626	54,778	71,200	67,000	100,000	100,000	100,000
Facility Skilled Trades	120,877	117,916	133,500	128,500	155,000	155,000	155,000
Fuel & Lubricants - Buses	1,885,173	2,289,876	3,082,582	2,885,000	2,297,862	2,297,862	2,297,862
Fuel - Administrative Vehicles	16,777	23,729	46,000	12,500	15,000	15,000	15,000
General Business Expenses	287,845	278,353	404,811	389,706	402,597	402,597	402,597
General Insurance Premiums	88,743	100,094	122,505	104,100	124,400	124,400	124,400
General Maintenance/Repair	91,856	123,473	275,444	223,306	308,700	308,700	308,700
Grant Funded	(119,664)	0	644,841	(43,017)	(171,500)	(171,500)	(171,500)
Maintenance Contract Services - Revenue Vehicles	86,760	61,987	75,000	74,500	90,000	90,000	90,000
Market Research & Information	135,637	180,162	0	0	0	0	0
Office/Computer Supplies	74,901	74,678	172,310	162,509	189,309	189,309	189,309
Operating Contingencies Transfers to Other Funds	0	0	0	0	0	0	0
Parts & Tires	1,033,990	1,028,298	1,473,668	1,292,577	1,558,601	1,558,601	1,558,601
Payroll-Related Costs	622,325	655,217	720,160	678,800	779,516	779,516	779,516
Printed Passenger Information	46,698	68,508	70,250	70,250	63,000	63,000	63,000
Printed Transportation Supplies	570	424	1,900	3,400	3,100	3,100	3,100
Professional Services	828,880	1,125,838	1,549,363	1,399,268	1,325,700	1,325,700	1,325,700
Program Supplies	82,832	86,352	106,475	104,475	114,075	114,075	114,075
Project/Event Supplies	8,972	6,522	5,000	4,500	3,500	3,500	3,500
Rebuilds	31,009	63,718	80,000	66,200	70,000	70,000	70,000
Recruitment Expenses	68,840	27,222	28,000	20,000	26,500	26,500	26,500
Safety	7,371	11,096	13,550	13,550	16,500	16,500	16,500
Screening/Medical	30,557	35,269	34,640	24,500	29,200	29,200	29,200
Shop & Facility Supplies	83,792	101,598	167,323	136,073	98,915	98,915	98,915
Shop Tooling/Equipment	19,771	15,666	9,360	8,000	7,500	7,500	7,500
Telecom & Network	218,171	158,141	258,608	238,668	228,545	228,545	228,545
Training & Travel	236,879	219,678	362,200	326,555	215,800	215,800	215,800
Transportation Demand Management	94,380	90,986	0	0	0	0	0
Uniforms	108,100	106,648	116,250	115,800	125,750	125,750	125,750
Utilities	383,992	407,464	495,500	483,000	579,500	579,500	579,500
Vehicle Liability	225,970	229,838	309,100	265,000	282,100	282,100	282,100
Warranty	(5,584)	(1,824)	0	0	0	0	0
Website Support	17,676	13,934	6,300	6,300	8,820	8,820	8,820
Total Material & Services	\$8,814,125	\$9,349,733	\$13,529,757	\$11,964,617	\$11,680,513	\$11,680,513	\$11,680,513
Total	\$39,310,214	\$43,893,521	\$52,440,493	\$47,883,194	\$47,790,188	\$47,737,731	\$47,737,731



**Lane Transit District
Department Summary
Fiscal Year 2018-2019**

Department Budget	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
EXECUTIVE OFFICE							
Executive Office							
Personnel Services	560,210	705,327	946,866	916,900	682,454	682,654	682,654
Materials & Services	147,080	177,682	227,050	231,550	224,000	224,000	224,000
	\$707,290	\$883,009	\$1,173,916	\$1,148,450	\$906,454	\$906,654	\$906,654
Board of Directors							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	45,852	0	0	0	0	0
	\$0	\$45,852	\$0	\$0	\$0	\$0	\$0
Internal Audit							
Personnel Services	120,480	118,964	0	0	0	0	0
Materials & Services	7,135	1,653	0	0	0	0	0
	\$127,615	\$120,618	\$0	\$0	\$0	\$0	\$0
Government Relations							
Personnel Services	116,133	0					
Materials & Services	133,373	0			0	0	0
	\$249,505	\$0	\$0	\$0	\$0	\$0	\$0
Public Affairs							
Personnel Services	0	280,351	562,412	397,000	334,561	334,561	334,561
Materials & Services	0	163,005	250,945	247,150	211,875	211,875	211,875
	\$0	\$443,356	\$813,357	\$644,150	\$546,436	\$546,436	\$546,436
Marketing & Communications							
Personnel Services	612,391	580,332	703,396	687,100	610,355	603,235	603,235
Materials & Services	404,989	443,929	557,820	554,950	501,800	501,800	501,800
	\$1,017,380	\$1,024,261	\$1,261,216	\$1,242,050	\$1,112,155	\$1,105,035	\$1,105,035
Planning & Development							
Personnel Services	540,763	704,038	1,150,260	1,176,546	931,190	921,567	921,567
Materials & Services	56,144	61,675	335,800	333,272	314,422	314,422	314,422
	\$596,907	\$765,712	\$1,486,060	\$1,509,818	\$1,245,612	\$1,235,989	\$1,235,989
ADMINISTRATIVE SERVICES							
Human Resources							
Personnel Services	720,757	698,287	709,248	640,000	753,121	741,765	741,765
Materials & Services	226,269	187,878	367,140	340,240	318,900	318,900	318,900
	\$947,026	\$886,165	\$1,076,388	\$980,240	\$1,072,021	\$1,060,665	\$1,060,665
Finance							
Personnel Services	935,612	1,051,909	760,259	733,600	908,612	908,912	908,912
Materials & Services	359,400	670,418	439,500	380,309	385,859	385,859	385,859
	\$1,295,011	\$1,722,326	\$1,199,759	\$1,113,909	\$1,294,471	\$1,294,771	\$1,294,771
Business Services							
Personnel Services	0	0	658,507	645,643	911,329	907,309	907,309
Materials & Services	0	0	178,394	208,100	141,000	141,000	141,000
	\$0	\$0	\$836,901	\$853,743	\$1,052,329	\$1,048,309	\$1,048,309
Information Technology							
Personnel Services	633,336	774,845	814,801	714,600	679,523	668,517	668,517
Materials & Services	349,524	310,795	1,802,948	1,699,198	1,654,628	1,654,628	1,654,628
	\$982,860	\$1,085,639	\$2,617,749	\$2,413,798	\$2,334,151	\$2,323,145	\$2,323,145
Facilities Management							
Personnel Services	1,196,445	1,406,552	1,198,414	1,233,800	1,121,865	1,122,665	1,122,665
Materials & Services	1,412,062	1,319,375	1,932,206	1,872,356	2,104,415	2,104,415	2,104,415
	\$2,608,507	\$2,725,927	\$3,130,620	\$3,106,156	\$3,226,280	\$3,227,080	\$3,227,080
Insurance & Risk Services							
Materials & Services	4,839	8,803	10,800	10,800	14,000	14,000	14,000
Insurance & Risk Services	937,038	985,149	1,151,765	1,047,900	1,186,016	1,186,016	1,186,016
	\$941,876	\$993,952	\$1,162,565	\$1,058,700	\$1,200,016	\$1,200,016	\$1,200,016
SERVICE DELIVERY							
Customer Services							
Personnel Services	601,606	670,683	721,166	613,600	746,615	703,841	703,841
Materials & Services	25,697	9,793	52,100	49,000	41,000	41,000	41,000
	\$627,303	\$680,476	\$773,266	\$662,600	\$787,615	\$744,841	\$744,841
Accessible Services							
Personnel Services	300,550	346,712	379,365	423,500	139,721	169,862	169,862
Materials & Services	18,545	50,133	66,350	16,747	8,300	8,300	8,300
	\$319,094	\$396,845	\$445,715	\$440,247	\$148,021	\$178,162	\$178,162
Service Planning							
Personnel Services	480,539	372,298	0	54,500	0	0	0
Materials & Services	167,893	14,333	0	0	0	0	0
	\$648,431	\$386,630	\$0	\$54,500	\$0	\$0	\$0
Public Safety							
Personnel Services	0	355,682	806,988	978,200	996,001	996,001	996,001
Materials & Services	0	106,418	120,053	120,053	87,250	87,250	87,250
	\$0	\$462,100	\$927,041	\$1,098,253	\$1,083,251	\$1,083,251	\$1,083,251



**Lane Transit District
Department Summary
Fiscal Year 2018-2019**

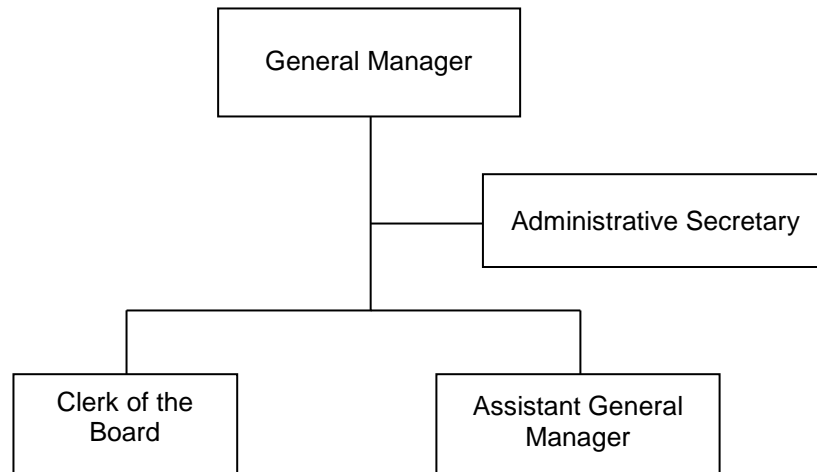
Department Budget	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Point2point*							
Personnel Services	453,533	476,920	383,972	416,600	0	0	0
Materials & Services	366,120	463,552	0	0	0	0	0
	\$819,654	\$940,472	\$383,972	\$416,600	\$0	\$0	\$0
Intelligent Transportations Systems							
Personnel Services	272,430	296,402	0	0	0	0	0
Materials & Services	196,597	227,602	0	0	0	0	0
	\$469,028	\$524,004	\$0	\$0	\$0	\$0	\$0
Transit Training							
Personnel Services	289,829	418,467	317,860	509,600	139,555	139,655	139,655
Materials & Services	28,718	30,103	47,075	27,055	29,825	29,825	29,825
	\$318,547	\$448,570	\$364,935	\$536,655	\$169,380	\$169,480	\$169,480
Transit Operations							
Personnel Services	18,949,672	21,518,437	23,281,782	21,998,600	22,715,784	22,717,684	22,717,684
Materials & Services	876,079	517,756	176,710	170,310	156,500	156,500	156,500
	\$19,825,751	\$22,036,194	\$23,458,492	\$22,168,910	\$22,872,284	\$22,874,184	\$22,874,184
Maintenance							
Personnel Services	4,501,708	5,176,657	4,428,978	4,658,300	4,438,990	4,438,990	4,438,990
Materials & Services	3,181,030	3,682,495	5,168,260	4,655,627	4,300,723	4,300,723	4,300,723
	\$7,682,739	\$8,859,151	\$9,597,238	\$9,313,927	\$8,739,713	\$8,739,713	\$8,739,713
Non-Departmental							
Personnel Services	(789,906)	(1,409,074)	1,086,462	(879,512)	0	0	0
Materials & Services	(84,407)	(128,665)	644,841	0	0	0	0
	(\$874,313)	(\$1,537,739)	\$1,731,303	(\$879,512)	\$0	\$0	\$0
Total	\$39,310,212	\$43,847,669	\$52,440,493	\$47,883,194	\$47,790,188	\$47,737,731	\$47,737,731

*FY19 Point2point Administrative Wages, Materials and Services are budgeted in Point2point Fund 014, see page 64.

Summary by Type	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Personnel Services	30,496,088	34,543,789	38,910,736	35,918,577	36,109,675	36,057,218	36,057,218
Materials & Services	7,877,087	8,364,584	12,377,992	10,916,717	10,494,497	10,494,497	10,494,497
Insurance & Risk Services	937,038	985,149	1,151,765	1,047,900	1,186,016	1,186,016	1,186,016
Total	\$39,310,212	\$43,893,522	\$52,440,493	\$47,883,194	\$47,790,188	\$47,737,731	\$47,737,731

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Executive Office	4.00	6.00	6.00	6.00	4.00	4.00	4.00
Internal Audit	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Government Relations	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Affairs	0.00	4.00	4.00	4.00	3.00	3.00	3.00
Planning & Development	5.19	10.34	10.34	10.34	9.00	9.00	9.00
Human Resources	6.40	6.00	6.00	5.00	6.00	6.00	6.00
Finance	9.10	9.70	9.70	9.70	8.70	8.70	8.70
Business Services	0.00	0.00	0.00	0.00	8.00	8.00	8.00
Information Technology	4.30	5.00	6.00	6.00	6.00	6.00	6.00
Facilities Management	9.10	10.00	10.00	10.00	10.00	10.00	10.00
Customer Services	6.60	9.00	9.00	9.00	8.50	8.50	8.50
Accessible Services	2.60	2.00	2.00	2.00	2.50	2.50	2.50
Marketing	7.30	7.50	7.50	7.50	6.00	6.00	6.00
Service Planning	3.70	0.00	0.00	0.00	0.00	0.00	0.00
Public Safety	0.00	13.50	13.50	13.50	13.00	13.00	13.00
Point2point	5.08	4.38	4.38	4.38	6.88	6.88	6.88
Transit Training	1.00	2.00	2.00	2.00	1.00	1.00	1.00
Intelligent Transportation Services	2.10	2.00	0.00	0.00	0.00	0.00	0.00
Operations	200.40	238.00	238.00	230.00	219.00	219.00	219.00
Maintenance	43.40	44.00	44.00	44.00	40.00	40.00	40.00
Total Full-Time Equivalent (FTE)	312.27	374.42	372.42	363.42	351.58	351.58	351.58

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 the Board of Directors, 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.



Executive Office

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	560,210	705,327	946,866	916,900	682,454	682,654	682,654
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$560,210	\$705,327	\$946,866	\$916,900	\$682,454	\$682,654	\$682,654

Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	82,101	146,411	127,000	127,000	104,000	104,000	104,000
Training & Travel	31,075	13,694	51,500	51,500	24,000	24,000	24,000
General Business Expenses	24,592	11,565	42,050	46,550	93,000	93,000	93,000
Office/Computer Supplies	4,872	4,135	6,500	6,500	3,000	3,000	3,000
Fuel - Administrative Vehicles	4,175	1,877	0	0	0	0	0
Telecom & Network	266	0	0	0	0	0	0
Total	\$147,080	\$177,682	\$227,050	\$231,550	\$224,000	\$224,000	\$224,000
Percent Change					-3%	0%	-3%

Total	\$707,290	\$883,009	\$1,173,916	\$1,148,450	\$906,454	\$906,654	\$906,654
Percent Change					-21%	0%	-21%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
General Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant General Manager - Service Delivery		1.00	1.00	1.00	0.00	1.00	1.00
Assistant General Manager - Administrative Services		1.00	1.00	1.00	0.00	1.00	1.00
Assistant General Manager					1.00		
Compliance Manager		1.00	1.00	1.00	0.00	1.00	1.00
Executive Office Manager/Clerk of the Board	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Clerk of the Board					1.00		
Internal Auditor/TransitStat Manager			1.00	1.00	0.00	1.00	1.00
Executive Office Secretary	1.00	1.00	1.00	1.00	0.00	1.00	1.00
Administrative Secretary					1.00		
Executive Office Assistant	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Total FTE	4.00	6.00	6.00	6.00	4.00	6.00	6.00



Board of Directors

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	0	0	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Training & Travel	0	6,506	0	0	0	0	0
General Business Expenses	0	10,444	0	0	0	0	0
Professional Services	0	28,902	0	0	0	0	0
Total	\$0	\$45,852	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Total	\$0	\$45,852	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>



Internal Audit

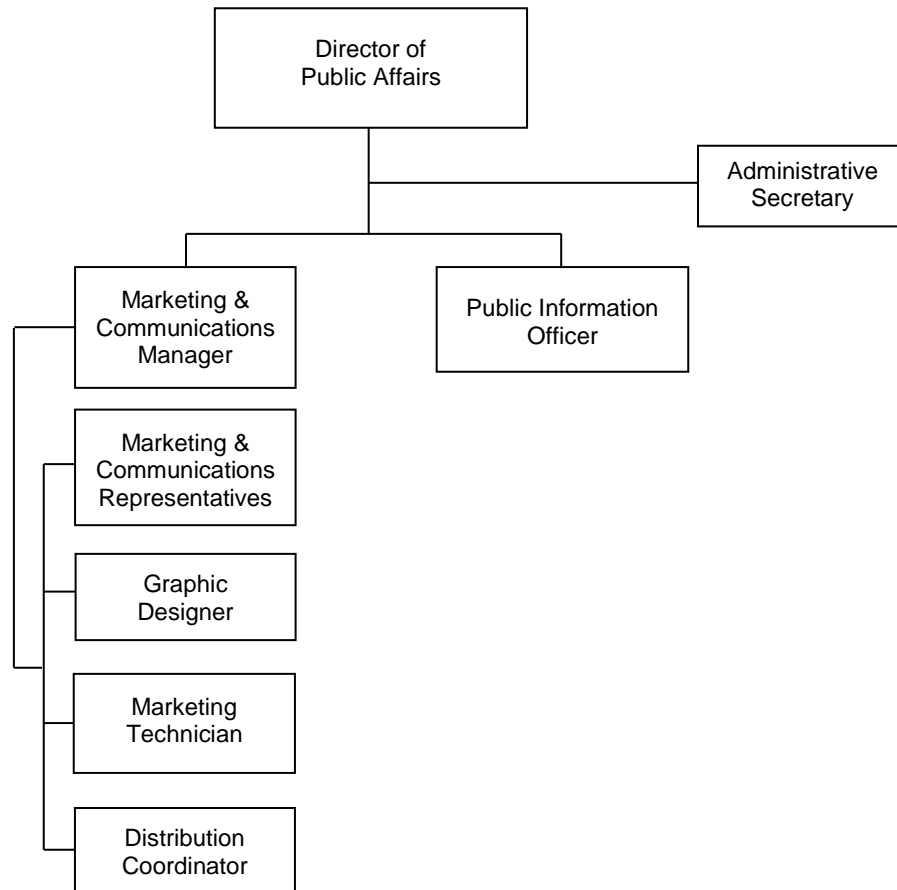
Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	120,480	118,964	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$120,480	\$118,964	\$0	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Training & Travel	6,462	1,503	0	0	0	0	0
General Business Expenses	672	150	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
Total	\$7,134	\$1,653	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Total	\$127,614	\$120,617	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Internal Auditor/TransitStat Manager	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Total FTE	1.00	1.00	0.00	0.00	0.00	0.00	0.00



Government Relations

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	116,133	0	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$116,133	\$0	\$0	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	58,980	0	0	0	0	0	0
General Business Expenses	59,988	0	0	0	0	0	0
Training & Travel	12,648	0	0	0	0	0	0
Office/Computer Supplies	1,718	0	0	0	0	0	0
Project/Event Supplies	0	0	0	0	0	0	0
Telecom & Network	38	0	0	0	0	0	0
Total	\$133,372	\$0	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Total	\$249,505	\$0	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Government Relations Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Total FTE	1.00	0.00	0.00	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.
- Support media relations and strategic communications.
- As principal liaison to Board of Directors, maintain appropriate systems for communication and effective working relationships.

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 electronic communications.
- Support public and stakeholder outreach, engagement, and community relations.



Public Affairs

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	0	280,351	562,412	397,000	335,361	335,361	335,361
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	0	0	(800)	(800)	(800)
Total	\$0	\$280,351	\$562,412	\$397,000	\$334,561	\$334,561	\$334,561
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	0	70,865	101,080	101,080	110,000	110,000	110,000
General Business Expenses	0	72,790	113,915	110,900	88,375	88,375	88,375
Training & Travel	0	17,398	33,650	33,650	10,000	10,000	10,000
Office/Computer Supplies	0	1,952	2,300	1,520	3,500	3,500	3,500
Project/Event Supplies	0	0	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
Total	\$0	\$163,005	\$250,945	\$247,150	\$211,875	\$211,875	\$211,875
Percent Change					-14%	0%	-14%

Total	\$0	\$443,356	\$813,357	\$644,150	\$546,436	\$546,436	\$546,436
Percent Change					-15%	0%	-15%

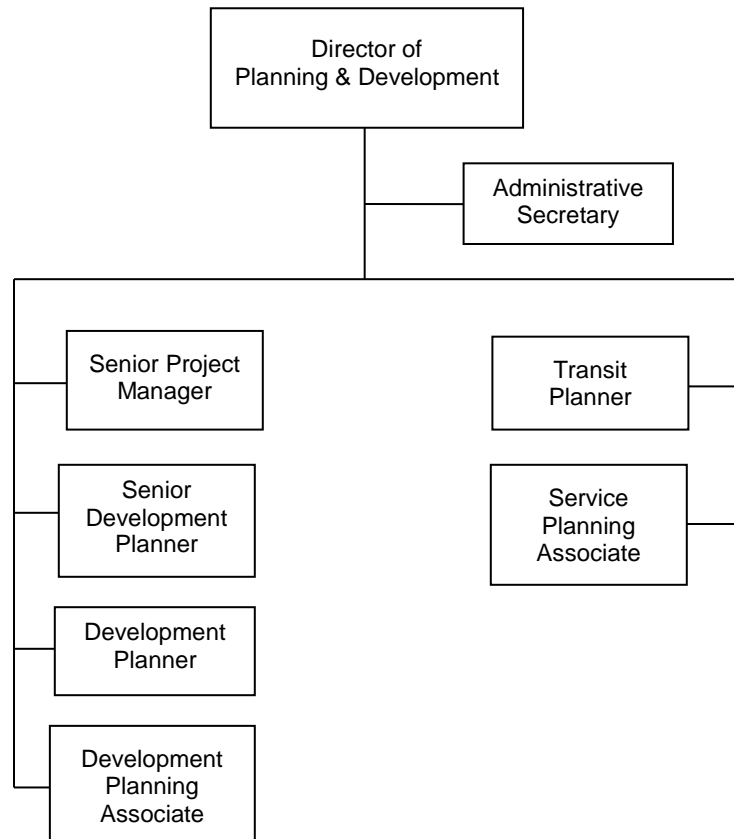
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Public Affairs		1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary		1.00	1.00	1.00	1.00	1.00	1.00
Clerk of the Board		1.00	1.00	1.00	0.00	1.00	1.00
Public Information Officer		1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	0.00	4.00	4.00	4.00	3.00	0.00	0.00



Marketing & Communications

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	612,391	580,332	703,396	687,100	639,755	632,635	632,635
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	0	0	(29,400)	(29,400)	(29,400)
Total	\$612,391	\$580,332	\$703,396	\$687,100	\$610,355	\$603,235	\$603,235
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Advertising Media	92,439	101,119	135,000	135,000	120,000	120,000	120,000
General Business Expenses	61,263	51,565	19,670	18,500	12,800	12,800	12,800
Printed Passenger Information	46,698	68,508	70,250	70,250	63,000	63,000	63,000
Professional Services	17,228	58,088	54,600	53,500	31,500	31,500	31,500
Program Supplies	45,341	59,292	74,000	73,500	80,500	80,500	80,500
Office/Computer Supplies	12,198	32,163	76,300	80,600	79,000	79,000	79,000
Project/Event Supplies	8,972	6,522	5,000	4,500	3,500	3,500	3,500
Advertising Agency Fees	92,562	62,632	113,000	112,000	107,000	107,000	107,000
Training & Travel	22,974	3,792	10,000	7,000	4,500	4,500	4,500
Market Research & Information	5,067	0	0	0	0	0	0
Telecom & Network	247	248	0	100	0	0	0
Total	\$404,989	\$443,929	\$557,820	\$554,950	\$501,800	\$501,800	\$501,800
Percent Change					-10%	0%	-10%
Total	\$1,017,380	\$1,024,261	\$1,261,216	\$1,242,050	\$1,112,155	\$1,105,035	\$1,105,035
Percent Change					-10%	0%	-10%
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.30	0.00	0.00	0.00	0.00	0.00	0.00
Marketing & Communications Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Marketing & Communications Representative	1.00	2.00	2.00	2.00	2.00	2.00	2.00
Project Communications Coordinator	1.00	1.00	1.00	1.00	0.00	1.00	1.00
Graphic Designer	2.00	1.50	1.50	1.50	1.00	1.50	1.50
Marketing Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Distribution Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Total FTE	7.30	7.50	7.50	7.50	6.00	1.00	1.00

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 regional partners on metropolitan planning and development efforts.
- Conduct corridor analyses including public engagement and technical analysis.
- Conduct environmental analysis as needed for LTD's transit infrastructure investments.
- Conduct policy and strategic analyses as needed to support LTD's strategic initiatives.
- Prepare and update LTD's Long-Range and Short-Range Transit Plans.
- Assist in development of LTD's Capital Improvements Program.

Data Analysis and Reporting

- Conduct ongoing data monitoring and analysis in support of internal needs including planning, operations, and finance.
- Prepare monthly District performance reports.
- Prepare required American Bus Benchmarking Group (ABBG) submittals.
- Prepare required National Transit Database (NTD) submittals.

Service Planning

- Monitor and evaluate ongoing service issues and make appropriate adjustments, and determine placement of bus stops and amenities within the District's system.
- Conduct Annual Route Review to assess needs for service changes.
- Manage District's bid process.
- Perform multiple 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 compliance with FTA requirements and for service changes.
- Manage special event services (including football, Oregon Country Fair, Butte to Butte, etc.).
- Manage snow and ice operations process.
- Conduct analysis and monitor fleet size and composition. Make recommendations on vehicle procurement needs in anticipation of medium-term service changes.
- Work with operations to determine the number of drivers required to meet changes in service levels.



Planning & Development

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	540,763	704,038	1,150,260	1,230,000	1,164,390	1,147,467	1,147,467
Amalgamated Transit Union	0	0	0	1,046	0	0	0
Capital-Related Payroll	0	0	0	0	(233,200)	(225,900)	(225,900)
Total	\$540,763	\$704,038	\$1,150,260	\$1,231,046	\$931,190	\$921,567	\$921,567
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	40,850	47,442	263,800	263,300	230,000	230,000	230,000
Training & Travel	9,484	9,513	11,500	11,305	10,000	10,000	10,000
General Business Expenses	4,937	4,664	59,500	58,667	74,122	74,122	74,122
Office/Computer Supplies	824	55	1,000	0	300	300	300
Telecom & Network	50	0	0	0	0	0	0
Total	\$56,144	\$61,675	\$335,800	\$333,272	\$314,422	\$314,422	\$84,422
Percent Change					-6%	0%	-6%

Total	\$596,907	\$765,712	\$1,486,060	\$1,564,318	\$1,245,612	\$1,235,989	\$1,005,989
Percent Change					-20%	0%	-20%

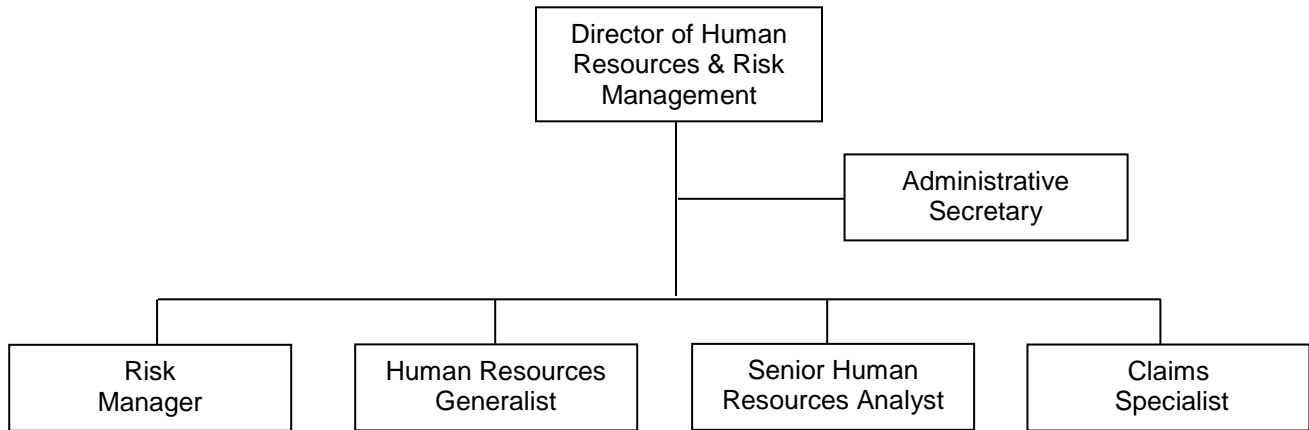
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00	0.00	0.00
Director of Planning & Development		1.00	1.00	1.00	1.00	1.00	1.00
Planning & Development Manager	0.50	0.00	0.00	0.00	0.00	0.00	0.00
Senior Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Service Planner		1.00	1.00	1.00	0.00	0.00	0.00
Transit Planner					1.00		
Development Planner	1.00	1.00	1.00	1.00	0.00	1.00	1.00
Senior Development Planner					1.00		
Planning & Development Associate	1.00	0.00	0.00	0.00	0.00	1.00	1.00
Development Planning Associate					1.00		
Associate Planner		1.00	1.00	1.00	0.00	0.00	0.00
Associate Service Planner		2.00	2.00	2.00	0.00	1.00	1.00
Service Planning Associate					2.00		
Planning Technician		1.00	1.00	1.00	1.00	2.00	2.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Interns	0.59	1.34	1.34	1.34	0.00	1.00	1.00
Total FTE	5.19	10.34	10.34	10.34	9.00	9.00	9.00



Service Planning

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	479,861	371,069	0	0	0	0	0
Amalgamated Transit Union	678	1,229	0	0	0	0	0
Total	\$480,539	\$372,298	\$0	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	160,134	9,537	0	0	0	0	0
Training & Travel	6,839	4,225	0	0	0	0	0
General Business Expenses	318	571	0	0	0	0	0
Office/Computer Supplies	576	0	0	0	0	0	0
Telecom & Network	26	0	0	0	0	0	0
Total	\$167,893	\$14,333	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Total	\$648,431	\$386,630	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.20	0.00	0.00	0.00	0.00	0.00	0.00
Planning & Development Manager	0.50	0.00	0.00	0.00	0.00	0.00	0.00
Transit Planner	3.00	0.00	0.00	0.00	0.00	0.00	0.00
Total FTE	3.70	0.00	0.00	0.00	0.00	0.00	0.00

Human Resources & Risk Management



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.



Human Resources

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	720,757	698,287	709,248	640,000	753,421	742,065	742,065
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	0	0	(300)	(300)	(300)
Total	\$720,757	\$698,287	\$709,248	\$640,000	\$753,121	\$741,765	\$741,765
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Employee Programs	51,560	34,471	64,700	64,700	67,500	67,500	67,500
Training & Travel	38,058	41,334	70,000	70,000	73,000	73,000	73,000
Employee Relations	8,558	17,680	103,000	102,240	56,000	56,000	56,000
Professional Services	19,926	17,984	52,000	44,000	52,000	52,000	52,000
Screening/Medical	30,557	35,269	34,640	24,500	29,200	29,200	29,200
Recruitment Expenses	68,840	27,222	28,000	20,000	26,500	26,500	26,500
General Business Expenses	6,612	10,952	11,800	11,800	11,700	11,700	11,700
Office/Computer Supplies	2,085	2,966	3,000	3,000	3,000	3,000	3,000
Telecom & Network	72	0	0	0	0	0	0
Total	\$226,269	\$187,878	\$367,140	\$340,240	\$318,900	\$318,900	\$318,900
Percent Change					-6%	0%	-6%

Total	\$947,026	\$886,165	\$1,076,388	\$980,240	\$1,072,021	\$1,060,665	\$1,060,665
Percent Change					9%	0%	9%

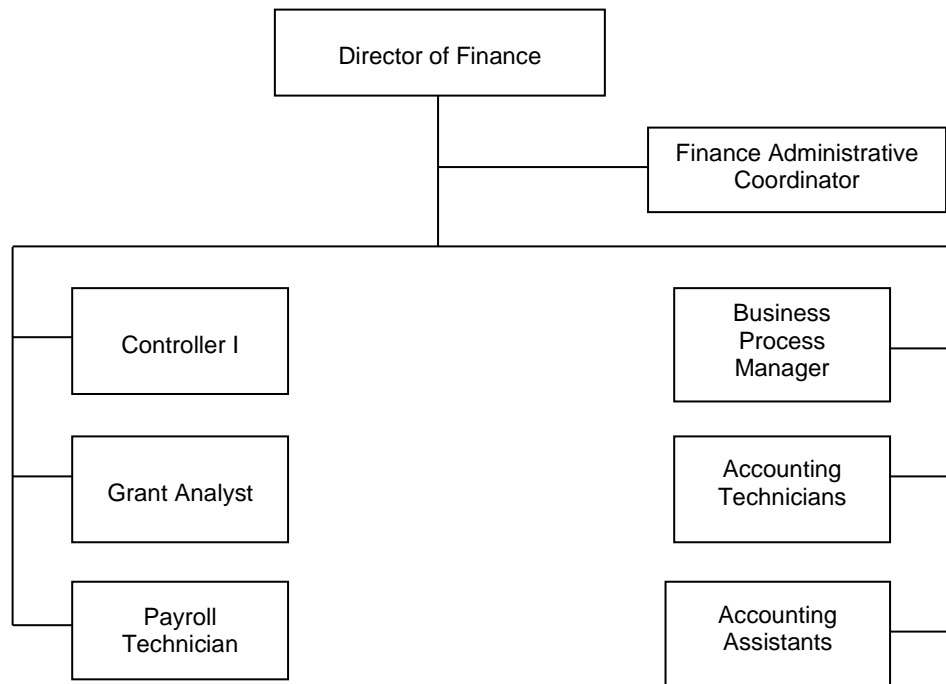
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Administrative Services	0.40	0.00	0.00	0.00	0.00	0.00	0.00
Director of Human Resources & Risk Management	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	1.00	1.00	0.00	0.00	1.00	1.00
Claims Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Generalist	1.00	0.00	0.00	0.00	1.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	6.40	6.00	6.00	5.00	6.00	6.00	6.00



Insurance & Risk Services

Insurance & Risk Services & Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Payroll-Related Costs	622,325	655,217	720,160	678,800	779,516	779,516	779,516
Vehicle Liability	225,970	229,838	309,100	265,000	282,100	282,100	282,100
General Insurance Premiums	88,743	100,094	122,505	104,100	124,400	124,400	124,400
Safety	4,839	8,803	10,800	10,800	14,000	14,000	14,000
Total	\$941,876	\$993,952	\$1,162,565	\$1,058,700	\$1,200,016	\$1,200,016	\$1,200,016
Percent Change					13%	0%	13%

Finance



Finance

- Provide financial and accounting support services to the organization.
- Manage grants.
- Manage assets.



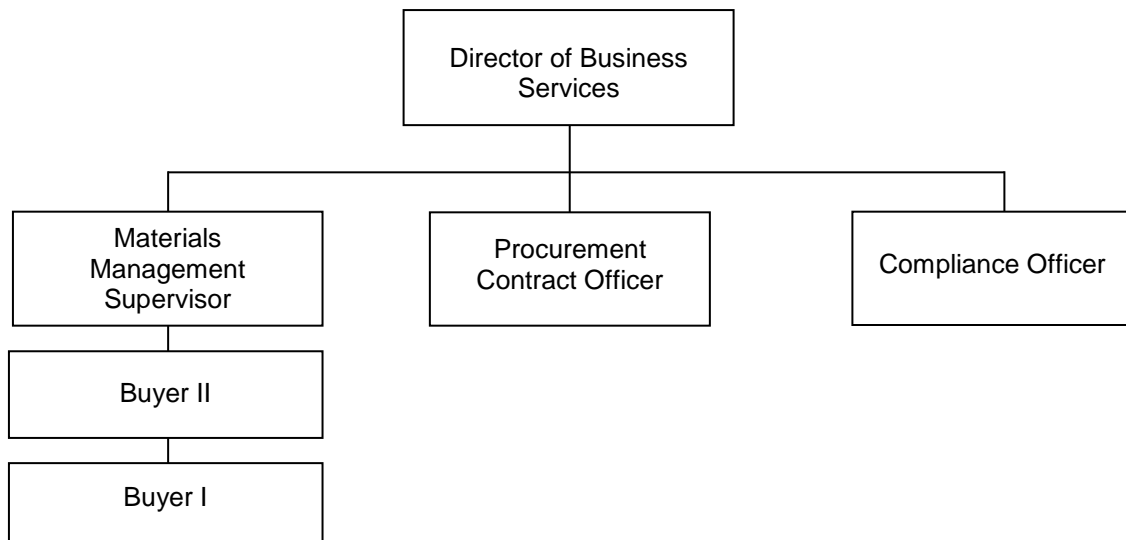
Finance

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	935,612	1,051,909	760,259	733,600	917,012	917,312	917,312
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll					(8,400)	(8,400)	(8,400)
Total	\$935,612	\$1,051,909	\$760,259	\$733,600	\$908,612	\$908,912	\$908,912
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	328,609	644,426	398,200	353,855	354,400	354,400	354,400
Training & Travel	4,199	11,564	22,100	12,420	15,000	15,000	15,000
Office/Computer Supplies	9,703	2,513	7,300	9,229	9,959	9,959	9,959
General Business Expenses	16,310	11,338	10,900	3,649	5,500	5,500	5,500
General Maintenance/Repair	573	577	1,000	1,156	1,000	1,000	1,000
Telecom & Network	5	0	0	0	0	0	0
Total	\$359,400	\$670,418	\$439,500	\$380,309	\$385,859	\$385,859	\$385,859
Percent Change					1%	0%	1%

Total	\$1,295,011	\$1,722,326	\$1,199,759	\$1,113,909	\$1,294,471	\$1,294,771	\$1,294,771
Percent Change					16%	0%	16%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Administrative Services	0.30	0.00	0.00	0.00	0.00	0.00	0.00
Finance Manager/Chief Financial Officer	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Director of Finance		1.00	1.00	1.00	1.00	1.00	1.00
Business Process Manager					1.00	1.00	1.00
Controller	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Controller I					1.00	1.00	1.00
Purchasing Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Procurement Manager		1.00	1.00	1.00	0.00	0.00	0.00
Payroll Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Purchasing Specialist	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Grant Analyst		1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Finance Coordinator		1.00	1.00	1.00	1.00	1.00	1.00
Accounting Assistant	0.80	0.70	0.70	0.70	0.70	0.70	0.70
Total FTE	9.10	9.70	9.70	9.70	8.70	8.70	8.70

Business Services



Procurement

- Manage and support the District's procurement all parts, materials, goods, and services used or consumed by the District.
- Ensure that all applicable federal and state regulations are followed.
- Manage disposal of District assets.
- Maintain control of all contract and purchase records.

Compliance

- Oversight of comprehensive compliance monitoring and reporting of the District's programs for federal and locally funded projects, including, but not limited to the following:
 - Disadvantaged Business Enterprise (DBE)
 - Davis Bacon/BOLI
 - HIPAA
 - Americans with Disabilities Act
 - Title VI
 - EEO/Affirmative Action
 - Drug & Alcohol
 - Workforce Compliance Programs

Materials Management

- Manage the purchasing, dispensing, maintenance, warranty, and security of the District's inventory of transit bus parts, supplies, and other inventory.
- Monitor and evaluate inventory usage to determine adequate levels.
- Establish economical and reliable sources of parts and supplies.
- Develop and implement quality control processes for the District's warehouse.



Business Services

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	0	0	0	0	545,029	540,809	540,809
Amalgamated Transit Union	0	0	0	0	371,300	371,300	371,300
Capital-Related Payroll	0	0	0	0	(5,000)	(4,800)	(4,800)
Total	\$0	\$0	\$0	\$0	\$911,329	\$907,309	\$907,309
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	0	0	0	0	105,200	105,200	105,200
Training & Travel	0	0	0	0	12,000	12,000	12,000
Office/Computer Supplies	0	0	0	0	5,000	5,000	5,000
General Business Expenses	0	0	0	0	15,800	15,800	15,800
Computer Hardware Support	0	0	0	0	0	0	0
Uniforms	0	0	0	0	2,500	2,500	2,500
General Maintenance/Repair	0	0	0	0	500	500	500
Total	\$0	\$0	\$0	\$0	\$141,000	\$141,000	\$141,000
Percent Change					N/A	N/A	N/A
Total	\$0	\$0	\$0	\$0	\$1,052,329	\$1,048,309	\$1,048,309
Percent Change					N/A	N/A	N/A
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Business Services					1.00		
Compliance Manager					1.00		
Materials Management Supervisor					1.00		
Procurement Contract Officer					1.00		
Buyer II					1.00		
Buyer I					3.00	2.00	2.00
Total FTE	0.00	0.00	0.00	0.00	8.00	2.00	2.00



Procurement

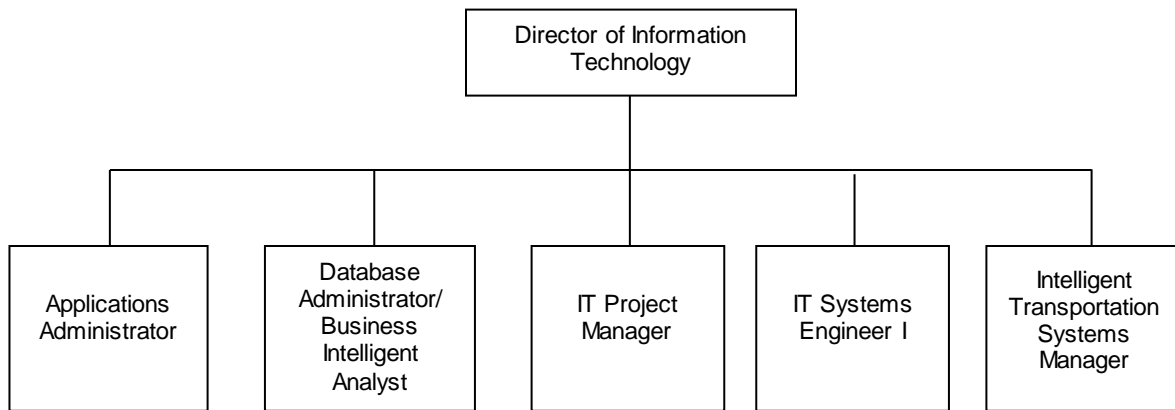
Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	0	0	402,526	308,200	0	0	0
Amalgamated Transit Union	0	0	255,981	337,443	0	0	0
Total	\$0	\$0	\$658,507	\$645,643	\$0	\$0	\$0

Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	0	0	131,750	150,900	0	0	0
Training & Travel	0	0	13,000	15,000	0	0	0
Office/Computer Supplies	0	0	2,960	3,960	0	0	0
General Business Expenses	0	0	13,740	13,790	0	0	0
Computer Hardware Support	0	0	15,550	21,000	0	0	0
Uniforms	0	0	1,150	3,000	0	0	0
General Maintenance/Repair	0	0	244	450	0	0	0
Total	\$0	\$0	\$178,394	\$208,100	\$0	\$0	\$0
Percent Change					N/A	N/A	N/A

Total	\$0	\$0	\$836,901	\$853,743	\$0	\$0	\$0
Percent Change					N/A	N/A	N/A

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Procurement Manager			1.00	1.00	0.00	1.00	1.00
Purchasing Specialist			1.00	1.00	0.00	1.00	1.00
Inventory Supervisor			1.00	1.00	0.00	1.00	1.00
Lead Inventory Technician			1.00	1.00	0.00	1.00	1.00
Inventory Technician			2.00	2.00	0.00		
Total FTE	0.00	0.00	6.00	6.00	0.00	4.00	4.00

Information Technology



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 cyber security, phones, etc.
 - Analytical support for the District's data
- Provide support and lead new technology development and key technology initiatives.
- Provide technology features that make LTD's services cost-effective, convenient, and efficient for our customers.
- Provide technology to make transit convenient and safe for our commuters.



Information Technology

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	633,336	774,845	814,801	714,600	881,523	861,917	861,917
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	0	0	(202,000)	(193,400)	(193,400)
Total	\$633,336	\$774,845	\$814,801	\$714,600	\$679,523	\$668,517	\$668,517
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Computer Hardware Support	214,644	227,580	1,294,653	1,313,643	1,209,423	1,209,423	1,209,423
Equipment Service Contracts	0	0	5,400	5,400	25,000	25,000	25,000
General Business Expenses	14,534	22,992	27,100	25,100	3,800	3,800	3,800
Office/Computer Supplies	7,707	0	225,233	124,183	47,000	47,000	47,000
Parts & Tires	0	0	1,217	1,217	22,740	22,740	22,740
Professional Services	11,229	22,714	25,000	25,000	143,000	143,000	143,000
Shop & Facility Supplies	6,441	8,224	6,300	6,300	2,700	2,700	2,700
Telecom & Network	10,367	6,231	18,000	17,550	184,145	184,145	184,145
Training & Travel	4,307	160	3,500	3,400	8,000	8,000	8,000
Website Support	80,334	22,893	196,545	177,405	8,820	8,820	8,820
Total	\$349,563	\$310,795	\$1,802,948	\$1,699,198	\$1,654,628	\$1,654,628	\$1,654,628
Percent Change					-3%	0%	-3%

Total	\$982,899	\$1,085,639	\$2,617,749	\$2,413,798	\$2,334,151	\$2,323,145	\$2,323,145
Percent Change					-3%	0%	-3%

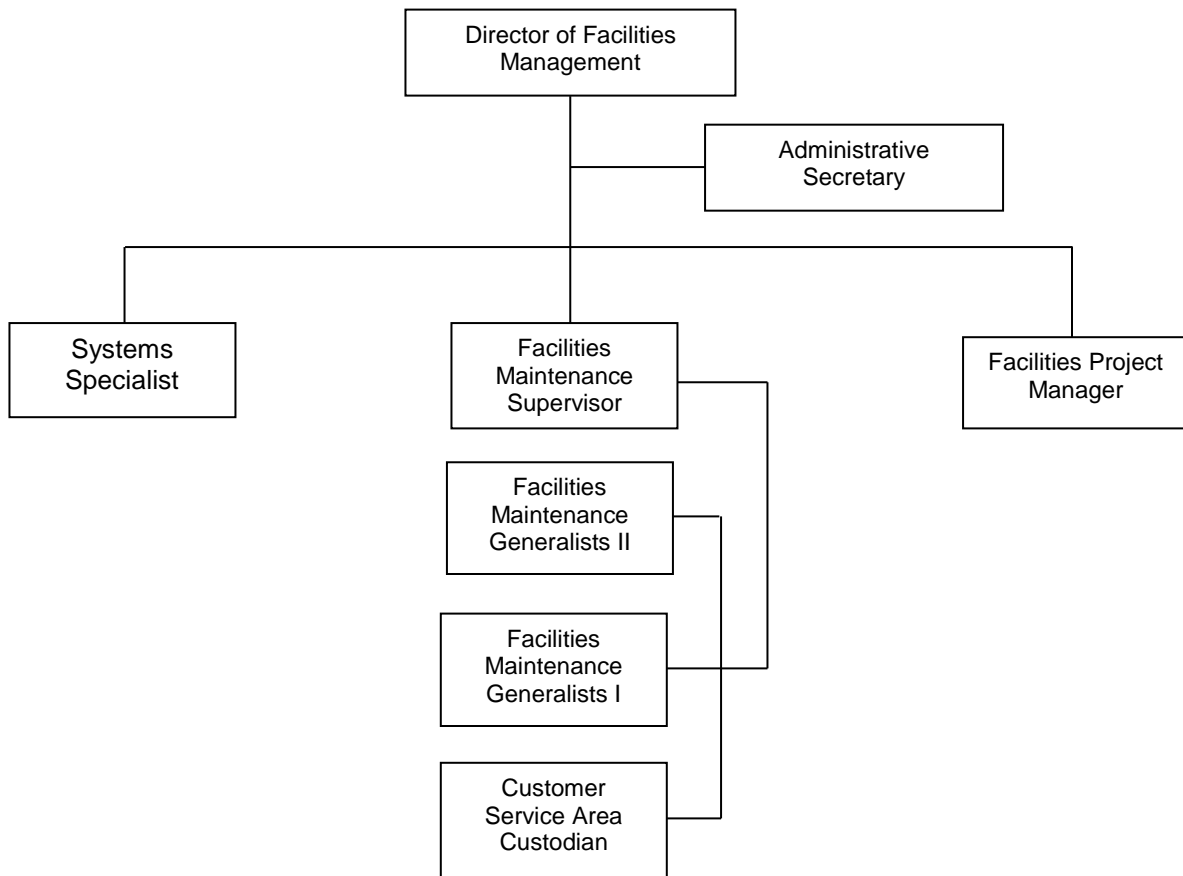
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Administrative Services	0.30	0.00	0.00	0.00	0.00	0.00	0.00
Director of Information Technology		1.00	1.00	1.00	1.00	1.00	1.00
Intelligent Transportation Systems Manager			1.00	1.00	1.00	1.00	1.00
Information Technology Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Business Intelligence Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Applications Administrator		1.00	1.00	1.00	1.00	1.00	1.00
IT Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
IT Systems Engineer I					1.00		
IT Support Technician II	1.00	1.00	1.00	1.00	0.00	1.00	1.00
Total FTE	4.30	5.00	6.00	6.00	6.00	6.00	6.00



Intelligent Transportation Systems

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	272,430	296,402	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$272,430	\$296,402	\$0	\$0	\$0	\$0	\$0
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Telecom & Network	91,489	98,285	0	0	0	0	0
Computer Hardware Support	101,729	123,420	0	0	0	0	0
Professional Services	560	646	0	0	0	0	0
Training & Travel	35	(35)	0	0	0	0	0
Parts & Tires	1,345	4,104	0	0	0	0	0
Shop & Facility Supplies	1,430	1,117	0	0	0	0	0
Rebuilds	0	0	0	0	0	0	0
General Business Expenses	6	67	0	0	0	0	0
Office/Computer Supplies	3	0	0	0	0	0	0
Total	\$196,597	\$227,602	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Total	\$469,028	\$524,004	\$0	\$0	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Operations & Customer Satisfaction	0.10	0.00	0.00	0.00	0.00	0.00	0.00
Intelligent Transportation Systems Manager	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Engineering Technician	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Total FTE	2.10	2.00	0.00	0.00	0.00	0.00	0.00

Facilities Management



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.



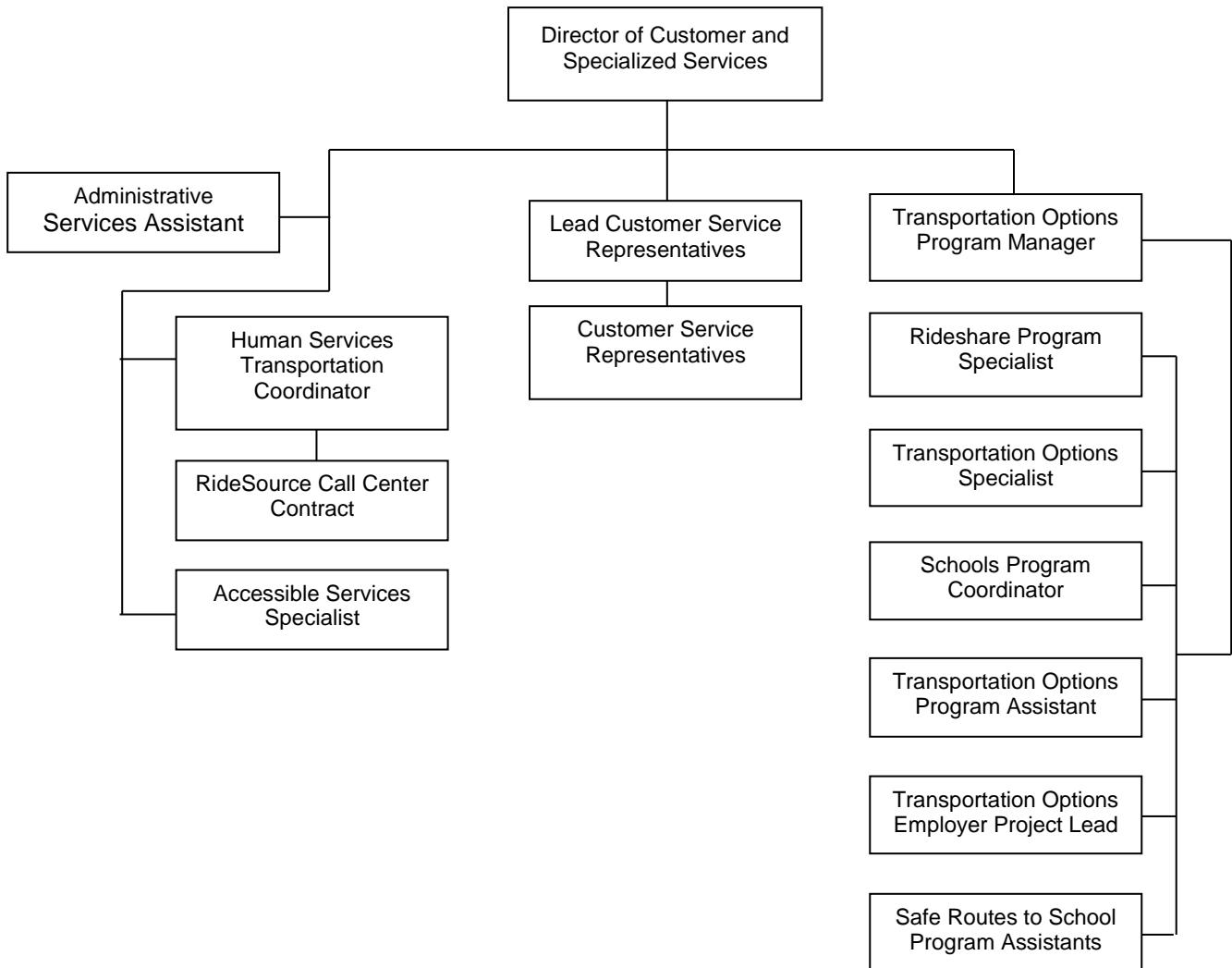
Facilities Management

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	1,117,604	1,320,238	1,109,750	1,149,900	1,175,865	1,176,665	1,176,665
Amalgamated Transit Union	78,841	86,314	88,664	83,900	88,100	88,100	88,100
Capital-Related Payroll	0	0	0	0	(142,100)	(142,100)	(142,100)
Total	\$1,196,445	\$1,406,552	\$1,198,414	\$1,233,800	\$1,121,865	\$1,122,665	\$1,122,665
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Cleaning	550,981	544,834	875,500	861,500	987,000	987,000	987,000
Utilities	383,992	407,464	495,500	483,000	579,500	579,500	579,500
General Maintenance/Repair	69,482	93,835	178,700	178,200	248,200	248,200	248,200
Professional Services	68,817	48,531	76,300	75,300	95,000	95,000	95,000
Facility Skilled Trades	120,877	117,916	133,500	128,500	155,000	155,000	155,000
Shop & Facility Supplies	54,514	37,318	56,106	48,856	46,215	46,215	46,215
General Business Expenses	23,890	21,870	41,600	39,100	24,500	24,500	24,500
Grant Funded	0	0	0	0	(114,500)	(114,500)	(114,500)
Fuel - Administrative Vehicles	0	2,480	6,000	0	0	0	0
Training & Travel	13,717	11,926	18,000	13,000	8,000	8,000	8,000
Equipment Service Contracts	119,354	32,064	46,200	42,000	75,000	75,000	75,000
Office/Computer Supplies	1,515	949	4,500	2,750	500	500	500
Fuel & Lubricants - Buses	4,630	0	0	0	0	0	0
Telecom & Network	294	189	300	150	0	0	0
Total	\$1,412,062	\$1,319,375	\$1,932,206	\$1,872,356	\$2,104,415	\$2,104,415	\$2,104,415
Percent Change					12%	0%	12%

Total	\$2,608,507	\$2,725,927	\$3,130,620	\$3,106,156	\$3,226,280	\$3,227,080	\$3,227,080
Percent Change					4%	0%	4%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00	0.00	0.00
Director of Facilities		1.00	1.00	1.00	1.00	1.00	1.00
Facilities Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00	1.00	0.00	1.00	1.00
Facilities Project Manager					1.00		
Systems Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Generalist II	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Facilities Maintenance Generalist I		1.00	1.00	1.00	1.00	1.00	1.00
Station Cleaner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	9.10	10.00	10.00	10.00	10.00	10.00	10.00

Customer and Specialized Services



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 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	82,079	66,989	82,538	42,700	97,715	89,691	89,691
Amalgamated Transit Union	519,528	603,695	638,628	570,900	648,900	648,900	648,900
Capital-Related Payroll					0	(34,750)	(34,750)
Total	\$601,606	\$670,683	\$721,166	\$613,600	\$746,615	\$703,841	\$703,841
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Training & Travel	6,096	490	11,000	11,000	5,000	5,000	5,000
Program Supplies	6,765	3,643	16,500	15,000	17,500	17,500	17,500
Office/Computer Supplies	4,684	1,781	5,400	4,900	6,900	6,900	6,900
General Business Expenses	6,629	2,388	14,200	13,600	6,100	6,100	6,100
Uniforms	1,523	1,491	5,000	4,500	5,500	5,500	5,500
Total	\$25,697	\$9,793	\$52,100	\$49,000	\$41,000	\$41,000	\$41,000
Percent Change					-16%	0%	-16%

Total	\$627,303	\$680,476	\$773,266	\$662,600	\$787,615	\$744,841	\$744,841
Percent Change					19%	0%	19%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.50	0.00	0.00
Customer & Accessible Services Manager	0.50	1.00	1.00	1.00	0.00	1.00	1.00
Lead Customer Service Representative	1.00	2.00	2.00	2.00	2.00	2.00	2.00
Customer Service Representative	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Administrative Services Assistant	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	6.60	9.00	9.00	9.00	8.50	9.00	9.00



Accessible Services

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	300,550	346,712	379,365	423,500	397,621	385,012	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll					(257,900)	(215,150)	(215,150)
Total	\$300,550	\$346,712	\$379,365	\$423,500	\$139,721	\$169,862	(\$215,150)
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Telecom & Network	35,592	28,721	29,800	29,800	29,000	29,000	29,000
Training & Travel	10,318	2,927	10,000	10,000	5,000	5,000	5,000
General Business Expenses	4,604	11,156	11,386	7,500	15,000	15,000	15,000
Office/Computer Supplies	0	41	4,300	1,600	4,300	4,300	4,300
Computer Hardware Support		7,288	5,864	5,864	7,000	7,000	7,000
Program Supplies	3,289	0	5,000	5,000	5,000	5,000	5,000
Grant Funded	(35,258)	0	0	(43,017)	(57,000)	(57,000)	(57,000)
Total	\$18,545	\$50,133	\$66,350	\$16,747	\$8,300	\$8,300	\$8,300
Percent Change					-50%	0%	-50%
Total	\$319,094	\$396,845	\$445,715	\$440,247	\$148,021	\$178,162	(\$206,850)
Percent Change					-66%	0%	-66%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.50	0.00	0.00
Customer & Accessible Services Manager	0.50	0.00	0.00	0.00	0.00	0.00	0.00
Human Services Transportation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accessible Services Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	2.60	2.00	2.00	2.00	2.50	2.00	2.00



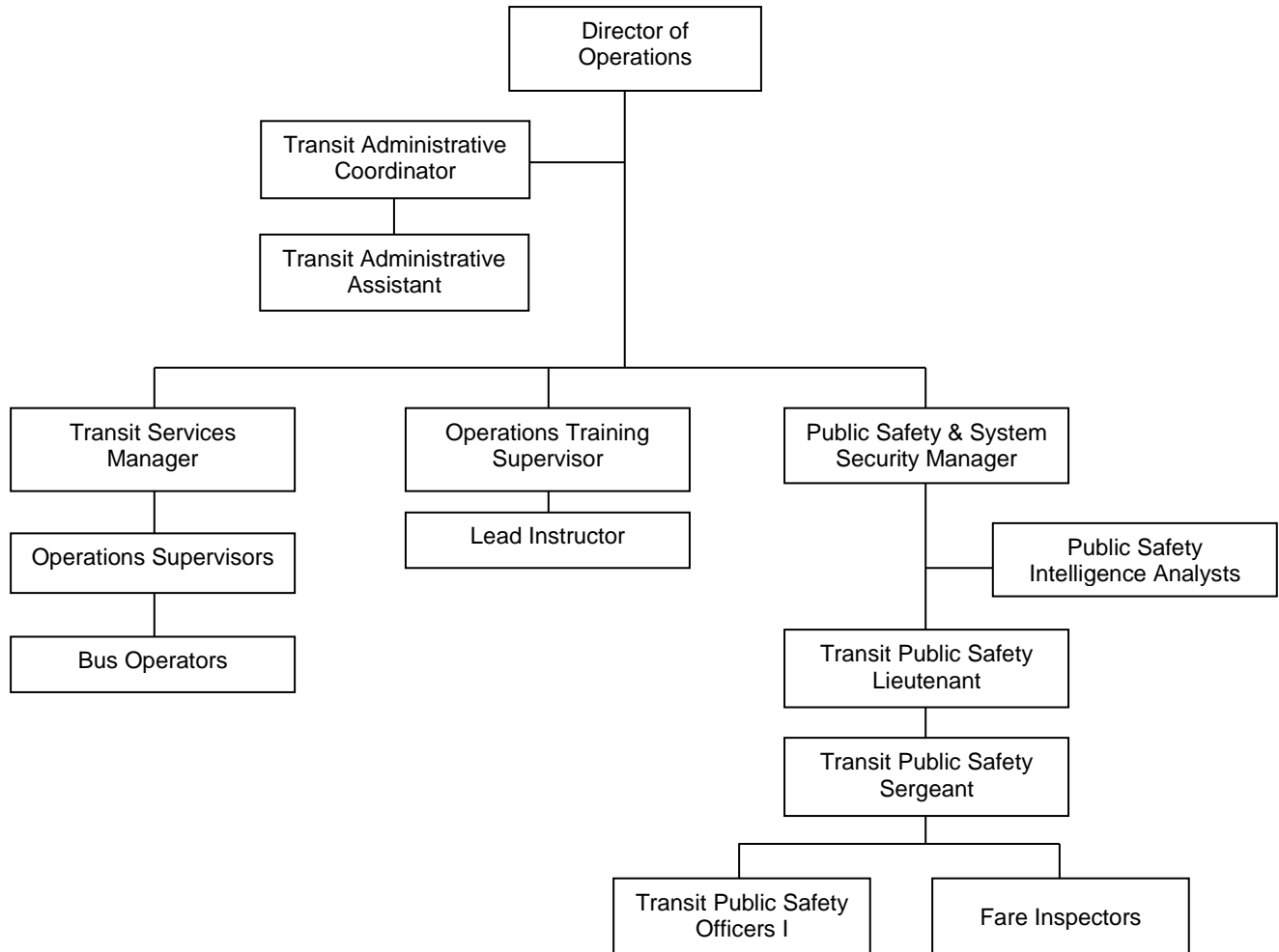
Point2point

Personnel Services *	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	453,533	476,920	383,972	416,600	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$453,533	\$476,920	\$383,972	\$416,600	\$0	\$0	\$0
Materials & Services *	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Market Research & Information	130,569	180,162	2,250	0	0	0	0
Transportation Demand Management	94,380	90,986	133,700	0	0	0	0
General Business Expenses	28,106	26,785	5,950	0	0	0	0
Program Supplies	18,965	15,437	32,475	0	0	0	0
Advertising Media	7,744	3,269	9,575	0	0	0	0
Office/Computer Supplies	15,990	4,267	18,000	0	0	0	0
Professional Services	40,540	14,150	3,000	0	0	0	0
Training & Travel	12,673	5,462	1,808	0	0	0	0
Website Support	11,235	5,710	6,500	0	0	0	0
Computer Hardware Support	3,418	265	0	0	0	0	0
Safety	1,914	116,811	431,583	0	0	0	0
Telecom & Network	586	248	0	0	0	0	0
Total	\$366,120	\$463,552	\$644,841	\$0	\$0	\$0	\$0
Percent Change						0%	0%
Total	\$819,654	\$940,472	\$1,028,813	\$416,600	\$0	\$0	\$0
Percent Change					-100%	0%	-100%

Personnel Profile*	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Customer Services & Planning	0.10	0.00	0.00	0.00	0.00	0.00	0.00
Transportation Options Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Rideshare Program Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Options Specialist	1.00	0.00	0.00	0.00	1.00	1.00	1.00
SmartTrips Coordinator	1.00	1.00	1.00	1.00	0.00	0.00	0.00
School Programs Coordinator	0.60	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Options Program Assistant					1.00	1.00	1.00
Transportation Options Employer Project Lead					1.00	1.00	1.00
Safe Routes to School Program Assistant					0.88	0.88	0.88
Intern	0.38	0.38	0.38	0.38	0.00	0.00	0.00
Total FTE	5.08	4.38	4.38	4.38	6.88	6.88	6.88

*FY19 Point2point Administrative Wages, Materials and Services are budgeted in Point2point Fund 014, see page 64

Transit Operations



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.



Transit Operations

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	2,121,873	2,488,809	2,461,466	2,301,300	2,501,787	2,503,687	2,503,687
Amalgamated Transit Union	16,827,800	19,029,629	20,820,316	19,697,300	20,213,997	20,213,997	20,213,997
Total	\$18,949,672	\$21,518,437	\$23,281,782	\$21,998,600	\$22,715,784	\$22,717,684	\$22,717,684
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Uniforms	56,748	55,068	53,500	50,700	57,000	57,000	57,000
General Business Expenses	42,826	43,848	33,050	33,050	24,300	24,300	24,300
Training & Travel	24,809	30,026	21,600	21,600	18,000	18,000	18,000
Employee Programs	37,138	16,260	34,400	34,400	28,100	28,100	28,100
Fuel - Administrative Vehicles	12,602	7,062	0	0	0	0	0
Contracted Security/Professional Services	673,637	343,826	0	0	0	0	0
Office/Computer Supplies	6,563	6,578	8,700	7,800	7,100	7,100	7,100
Program Supplies	7,485	3,666	4,400	4,400	4,400	4,400	4,400
Professional Services	0	4,750	17,000	14,300	13,600	13,600	13,600
Bus Wash & Cleaning Supplies	4,183	1,938	0	0	0	0	0
Telecom & Network	8,900	4,251	2,160	2,160	2,400	2,400	2,400
Printed Transportation Supplies	570	0	900	900	600	600	600
Safety	618	482	1,000	1,000	1,000	1,000	1,000
Total	\$876,079	\$517,756	\$176,710	\$170,310	\$156,500	\$156,500	\$156,500
Percent Change					-8%	0%	-8%

Total	\$19,825,751	\$22,036,194	\$23,458,492	\$22,168,910	\$22,872,284	\$22,874,184	\$22,874,184
Percent Change					3%	0%	3%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Operations & Customer Satisfaction	0.40	0.00	0.00	0.00	0.00	0.00	0.00
Director of Transit Operations	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Transit Services Manager					1.00		
Security Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Senior Operations Supervisor	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Operations Supervisor	12.00	14.00	14.00	14.00	13.00	14.00	14.00
Transit Administrative Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transit Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Bus Operator	184.00	221.00	221.00	213.00	202.00	221.00	221.00
Total FTE	200.40	238.00	238.00	230.00	219.00	238.00	238.00



Transit Training

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	136,459	165,818	237,860	169,800	139,555	139,655	139,655
Amalgamated Transit Union	153,370	252,649	80,000	339,800	0	0	0
Total	\$289,829	\$418,467	\$317,860	\$509,600	\$139,555	\$139,655	\$139,655
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Training & Travel	19,220	16,810	17,600	11,830	7,300	7,300	7,300
General Business Expenses	1,850	3,013	6,500	7,450	6,850	6,850	6,850
Professional Services	6,210	7,095	13,900	3,350	8,000	8,000	8,000
Office/Computer Supplies	451	875	5,500	850	4,000	4,000	4,000
Uniforms	-	0	0	0	0	0	0
Program Supplies	987	2,309	3,575	3,575	3,675	3,675	3,675
Total	\$28,718	\$30,103	\$47,075	\$27,055	\$29,825	\$29,825	\$29,825
Percent Change					10%	0%	10%

Total	\$318,547	\$448,570	\$364,935	\$536,655	\$169,380	\$169,480	\$169,480
Percent Change					-68%	0%	-68%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operations Training Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Instructor	0.00	1.00	1.00	1.00	0.00	1.00	1.00
Total FTE	1.00	2.00	2.00	2.00	1.00	2.00	2.00



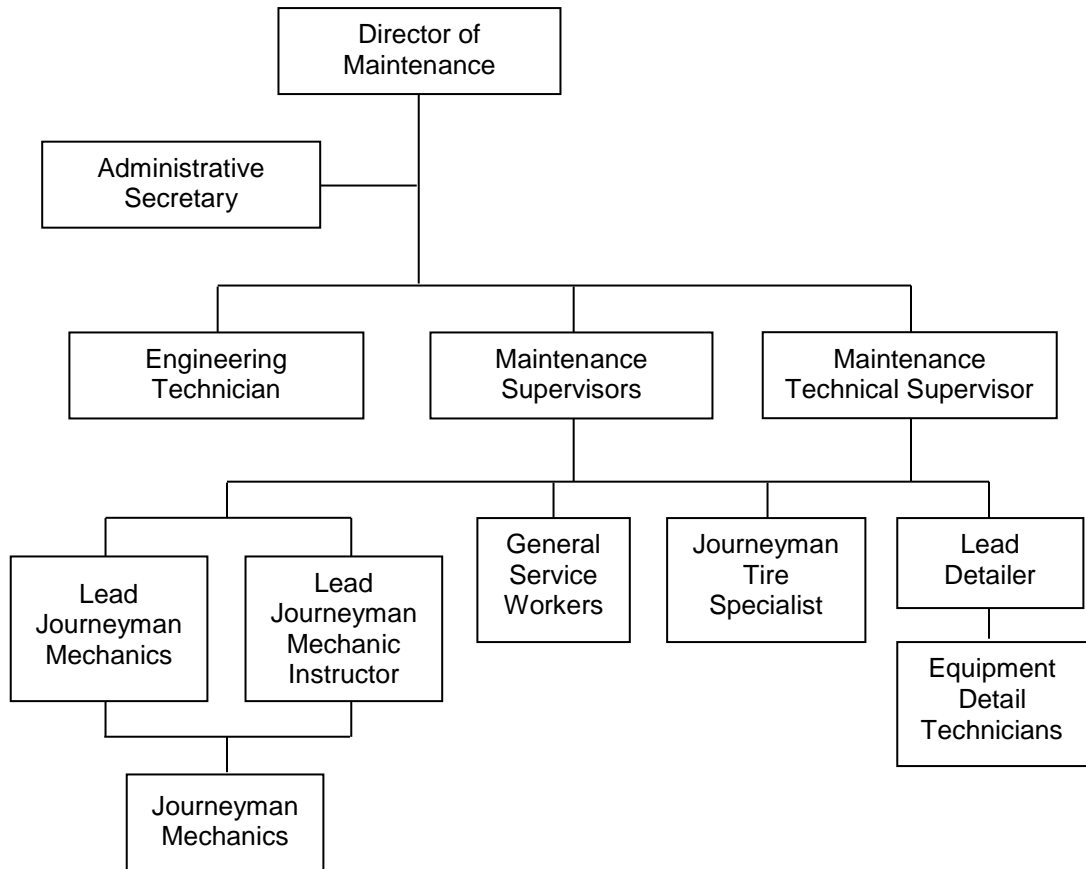
Public Safety

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	0	355,682	806,988	978,200	996,001	996,001	996,001
Amalgamated Transit Union	0	0	0	0	0	0	0
Total	\$0	\$355,682	\$806,988	\$978,200	\$996,001	\$996,001	\$996,001
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Professional Services	0	0	3,500	3,500	4,000	4,000	4,000
Training & Travel	0	3,252	23,150	23,150	10,000	10,000	10,000
Contracted Security/Professional Services	0	83,002	22,250	22,250	22,500	22,500	22,500
General Business Expenses	0	7,304	19,000	19,000	18,250	18,250	18,250
Project/Event Supplies	0	0	0	0	0	0	0
Printed Transportation Supplies	0	424	1,000	2,500	2,500	2,500	2,500
Program Supplies	0	2,004	3,000	3,000	3,000	3,000	3,000
Uniforms	0	165	600	600	750	750	750
Safety	0	0	1,750	1,750	1,500	1,500	1,500
Office/Computer Supplies	0	7,238	16,750	15,250	12,250	12,250	12,250
Telecom & Network	0	3,031	29,053	29,053	12,500	12,500	12,500
Total	\$0	\$106,418	\$120,053	\$120,053	\$87,250	\$87,250	\$87,250
Percent Change					-27%	0%	-27%

Total	\$0	\$462,100	\$927,041	\$1,098,253	\$1,083,251	\$1,083,251	\$1,083,251
Percent Change					-1%	0%	-1%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Public Safety & System Security Manager		1.00	1.00	1.00	0.00	1.00	1.00
Chief of Public Safety and System Security					1.00		
Public Safety Intelligence Analyst		1.50	1.50	1.50	1.00	1.50	1.50
Transit Public Safety Lieutenant		1.00	1.00	1.00	1.00	1.00	1.00
Transit Public Safety Sergeant		1.00	1.00	1.00	1.00	1.00	1.00
Transit Public Safety Officer I		7.00	7.00	7.00	7.00	7.00	7.00
Fare Inspector		2.00	2.00	2.00	2.00	2.00	2.00
Total FTE	0.00	13.50	13.50	13.50	13.00	13.50	13.50

Maintenance



Maintenance

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



Maintenance

Personnel Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Administration	991,515	1,255,611	871,797	1,057,900	992,890	992,890	992,890
Amalgamated Transit Union	3,510,194	3,921,046	3,557,181	3,600,400	3,529,400	3,529,400	3,529,400
Capital-Related Payroll					(83,300)	(83,300)	(83,300)
Total	\$4,501,708	\$5,176,657	\$4,428,978	\$4,658,300	\$4,438,990	\$4,438,990	\$4,438,990
Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Fuel & Lubricants - Buses	1,880,543	2,289,876	3,082,582	2,885,000	2,297,862	2,297,862	2,297,862
Parts & Tires	1,032,645	1,024,194	1,468,268	1,287,177	1,535,861	1,535,861	1,535,861
Professional Services	3,429	27,013	85,000	85,000	75,000	75,000	75,000
Maintenance Contract Services - Revenue Vehicles	86,760	61,987	75,000	74,500	90,000	90,000	90,000
Uniforms	49,829	49,925	56,000	57,000	60,000	60,000	60,000
Shop & Facility Supplies	27,887	63,163	110,000	86,000	50,000	50,000	50,000
Shop Tooling/Equipment	19,771	15,666	9,360	8,000	7,500	7,500	7,500
Training & Travel	3,737	16,299	22,000	10,000	6,000	6,000	6,000
Equipment Service Contracts	43	0	0	0	0	0	0
Bus Wash & Cleaning Supplies	24,602	26,511	30,000	31,000	28,000	28,000	28,000
Fuel - Administrative Vehicles	0	12,309	40,000	12,500	15,000	15,000	15,000
Office/Computer Supplies	3,352	2,933	9,800	7,000	3,500	3,500	3,500
General Business Expenses	934	1,388	4,000	2,750	2,500	2,500	2,500
Warranty	(5,584)	(1,824)	0	0	0	0	0
Rebuilds	31,009	63,718	80,000	66,200	70,000	70,000	70,000
Telecom & Network	273	276	750	0	500	500	500
General Maintenance/Repair	21,801	29,062	95,500	43,500	59,000	59,000	59,000
Total	\$3,181,030	\$3,682,495	\$5,168,260	\$4,655,627	\$4,300,723	\$4,300,723	\$4,300,723
Percent Change					-8%	0%	-8%

Total	\$7,682,739	\$8,859,151	\$9,597,238	\$9,313,927	\$8,739,713	\$8,739,713	\$8,739,713
Percent Change					-6%	0%	-6%

Personnel Profile	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Director of Operations & Customer Satisfaction	0.40	0.00	0.00	0.00	0.00	0.00	0.00
Director of Maintenance	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Technical Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inventory Supervisor	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Administrative Secretary	1.00	1.00	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	0.00	0.00
Lead Journeyman Mechanic Instructor	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Lead Journey-Level Mechanic	0.00	4.00	4.00	4.00	3.00	4.00	4.00
Lead Journeyman Mechanic	3.00	0.00	0.00	0.00	0.00	0.00	0.00
Journey-Level Mechanic	0.00	18.00	18.00	18.00	19.00	18.00	18.00
Journeyman Mechanic	17.00	0.00	0.00	0.00	0.00	0.00	0.00
Journey-Level Tire Specialist	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Journeyman Tire Specialist	1.00	0.00	0.00	0.00	0.00	0.00	0.00
General Service Worker	6.00	6.00	6.00	6.00	5.00	6.00	6.00
Lead Inventory Technician	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Inventory Technician	2.00	2.00	2.00	2.00	0.00	0.00	0.00
Lead Detailer	1.00	0.00	0.00	0.00	1.00	0.00	0.00
Engineering Technician	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Equipment Detail Technician	4.00	5.00	5.00	5.00	4.00	5.00	5.00
Total FTE	43.40	44.00	44.00	44.00	40.00	41.00	41.00

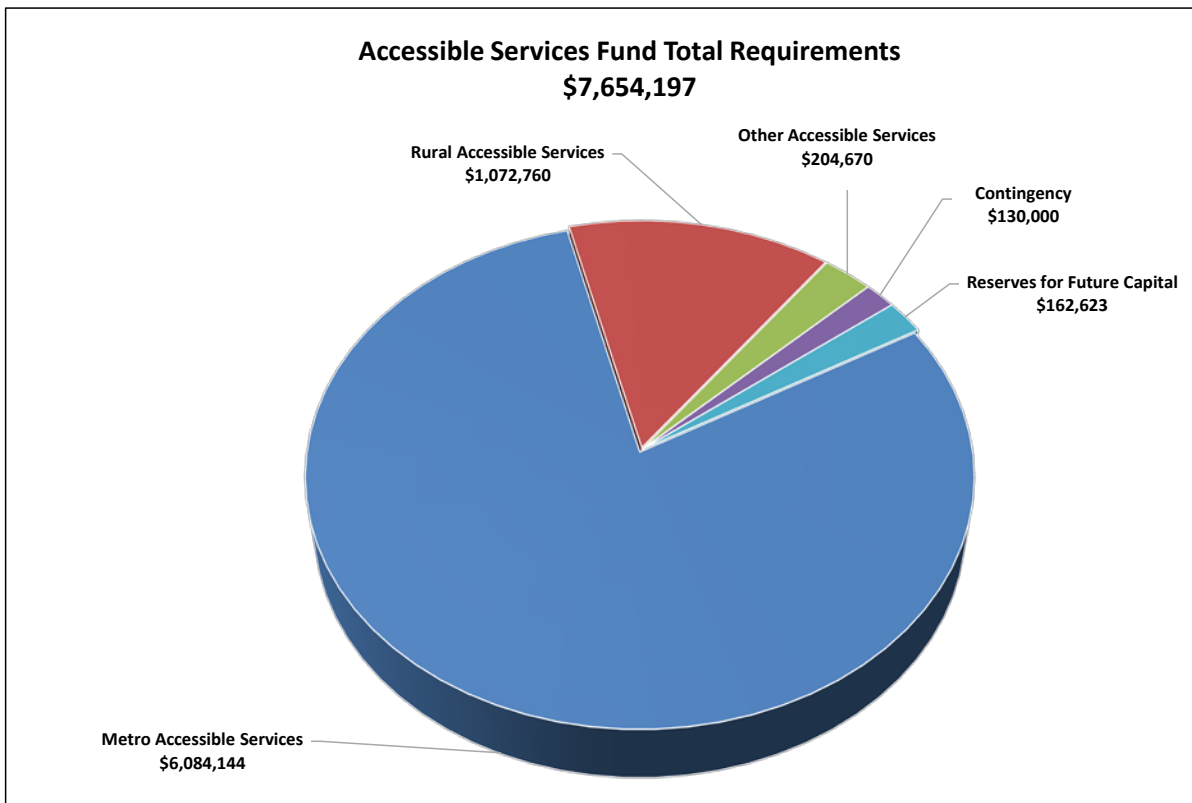
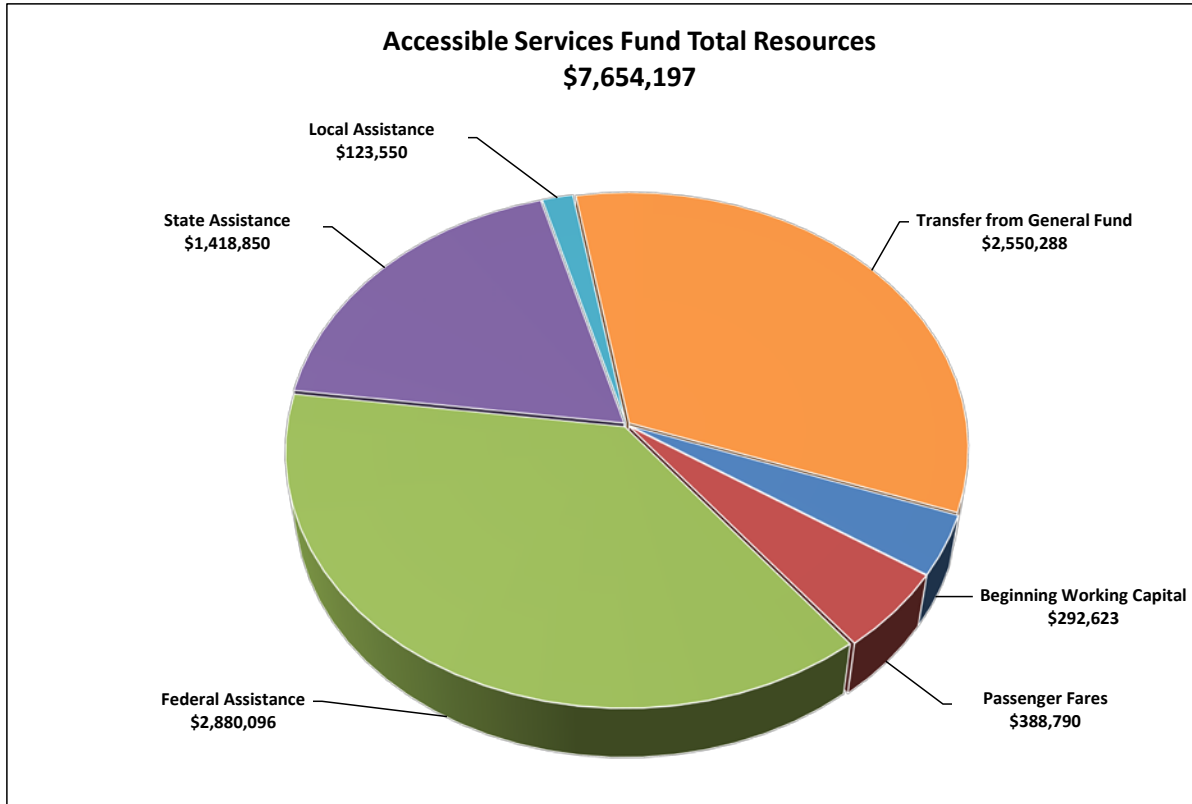


Non-Departmental

Materials & Services	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Personnel Services	(705,460)	(1,280,409)	1,043,433	(879,512)	0	0	0
Materials & Services	(84,446)	(128,665)	0	0	0	0	0
Total	(\$789,906)	(\$1,409,074)	\$1,043,433	(\$879,512)	\$0	\$0	\$0
Percent Change					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>



Lane Transit District



Accessible Services

Through LTD's Accessible Services Fund, the District administers federal, state, and local resources to provide transportation services to older adults and people with disabilities living within Lane County. *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.** LTD's contracted paratransit service is origin-to-destination service for people who are unable to use fixed-route service due to a disability and who need to travel within LTD's core service area (excluding rural routes). This service meets the Americans with Disabilities Act (ADA) requirements for "complementary paratransit."
- **ADA Shopper.** The Shopper is a neighborhood shopping shuttle serving Eugene and Springfield. The driver assists riders 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 additional assistance using fixed-route service. LTD also contracts with AWC to provide 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.
- **Special Transport.** White Bird Clinic arranges transportation for people who are unable to use traditional public transportation while receiving behavioral health services, 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 Bus Program that connects nonurbanized communities with larger 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 a formula transportation grant for rural areas.
- **South Lane Services.** LTD contracts with the City of Cottage Grove, who in turn contracts with the nonprofit agency, South Lane Wheels (SLW), providing local Dial-a-Ride services that are open to the general public in Cottage Grove, Creswell, and surrounding rural areas. SLW also operates a local shuttle supported by a formula transportation grant for rural areas, 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 is funded through state grants to operate for one year.

Lane County Service

- **Escort.** A door-through-door service for people who are in need of more assistance than provided through our ADA paratransit service. *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 receives reliable and convenient service by calling one number to access a variety of transportation programs.



**Lane Transit District
Accessible Services Fund
Fiscal Year 2018-2019**

Resources	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Beginning Working Capital	\$215,200	\$145,585	\$0	\$162,623	\$292,623	\$292,623	\$292,623
Operating Revenues							
Passenger Fares	349,940	299,505	385,925	385,925	388,790	388,790	388,790
Federal Assistance	2,865,105	2,077,516	2,575,430	2,575,430	2,880,096	2,880,096	2,880,096
State Assistance	1,069,727	1,173,555	1,430,957	1,430,957	1,418,850	1,418,850	1,418,850
Local Assistance	123,348	124,360	123,550	123,550	123,550	123,550	123,550
Miscellaneous	50	0	0	0	0	0	0
	\$4,408,170	\$3,674,936	\$4,515,862	\$4,515,862	\$4,811,286	\$4,811,286	\$4,811,286
Other Sources							
Transfer from General Fund *	1,578,290	2,273,633	2,879,338	2,879,338	2,550,288	2,550,288	2,550,288
	\$1,578,290	\$2,273,633	\$2,879,338	\$2,879,338	\$2,550,288	\$2,550,288	\$2,550,288
Total Resources	\$6,201,660	\$6,094,154	\$7,395,200	\$7,557,823	\$7,654,197	\$7,654,197	\$7,654,197

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

Requirements	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Requirements							
Eugene-Springfield Services							
ADA RideSource	5,078,979	4,975,665	5,743,696	5,743,696	5,798,356	5,798,356	5,798,356
Transit Training and Hosts	112,415	106,129	154,038	154,038	154,438	154,438	154,438
Special Transport	112,030	100,770	98,350	98,350	98,350	98,350	98,350
LTD Staff Time	0	0	15,700	15,700	33,000	33,000	33,000
	\$5,303,424	\$5,182,564	\$6,011,784	\$6,011,784	\$6,084,144	\$6,084,144	\$6,084,144
Rural Lane County Services							
South Lane	127,504	138,073	102,495	102,495	152,014	152,014	152,014
Oakridge	186,636	187,504	230,943	230,943	216,538	216,538	216,538
Florence	211,661	256,890	186,698	186,698	215,298	215,298	215,298
Florence/Yachats	0	3,877	290,110	290,110	286,410	286,410	286,410
Volunteer Coordination	0	377	116,000	116,000	116,000	116,000	116,000
Service Animal Program	0	0	86,500	86,500	86,500	86,500	86,500
	\$525,801	\$586,721	\$1,012,746	\$1,012,746	\$1,072,760	\$1,072,760	\$1,072,760
Other Services							
Mobility Management	113,971	93,106	165,670	165,670	189,670	189,670	189,670
Crucial Connections	3,602	3,882	5,000	5,000	5,000	5,000	5,000
Veterans Transportation	8,515	6,589	10,000	10,000	10,000	10,000	10,000
Lane County Coordination	75,599	58,669	60,000	60,000	0	0	0
	\$201,687	\$162,246	\$240,670	\$240,670	\$204,670	\$204,670	\$204,670
Total Operating Requirements	\$6,030,912	\$5,931,531	\$7,265,200	\$7,265,200	\$7,361,574	\$7,361,574	\$7,361,574
Contingency	\$0	\$0	\$130,000	\$0	\$130,000	\$130,000	\$130,000
Total Requirements	\$6,030,912	\$5,931,531	\$7,395,200	\$7,265,200	\$7,491,574	\$7,491,574	\$7,491,574

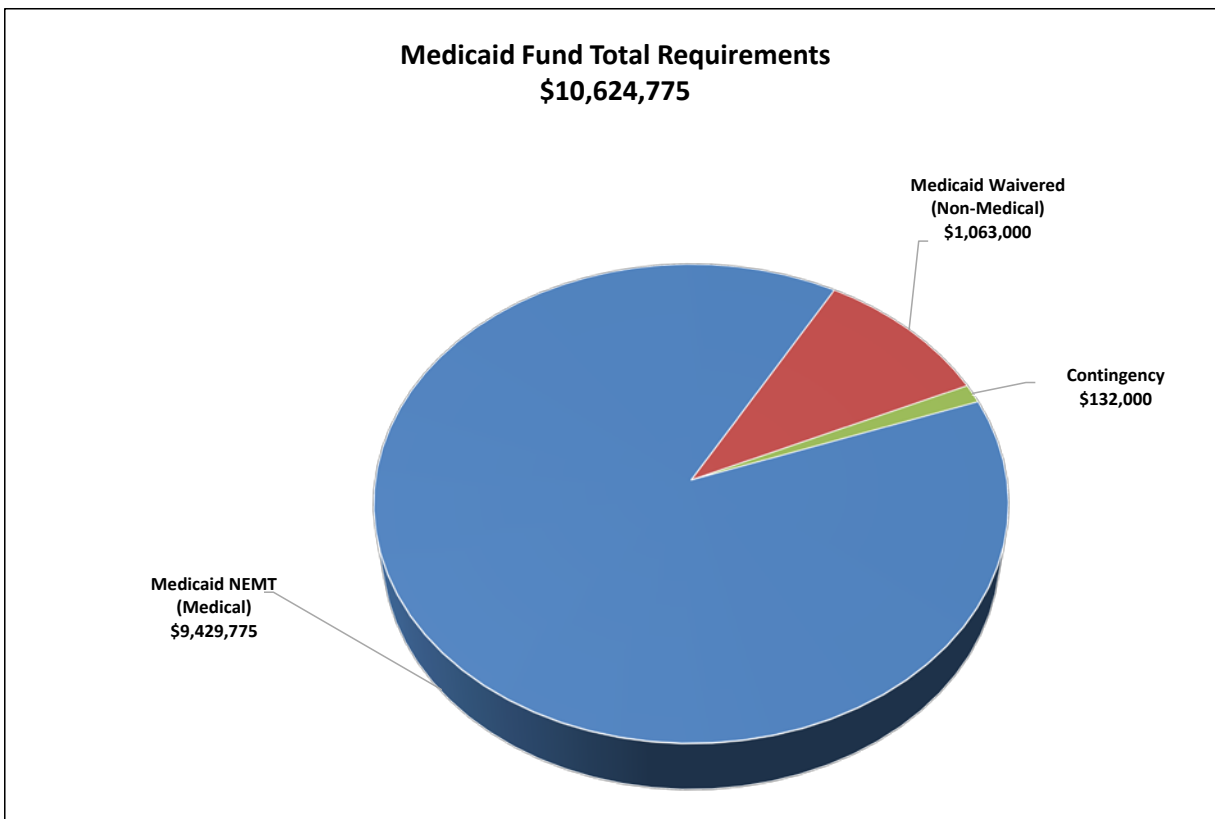
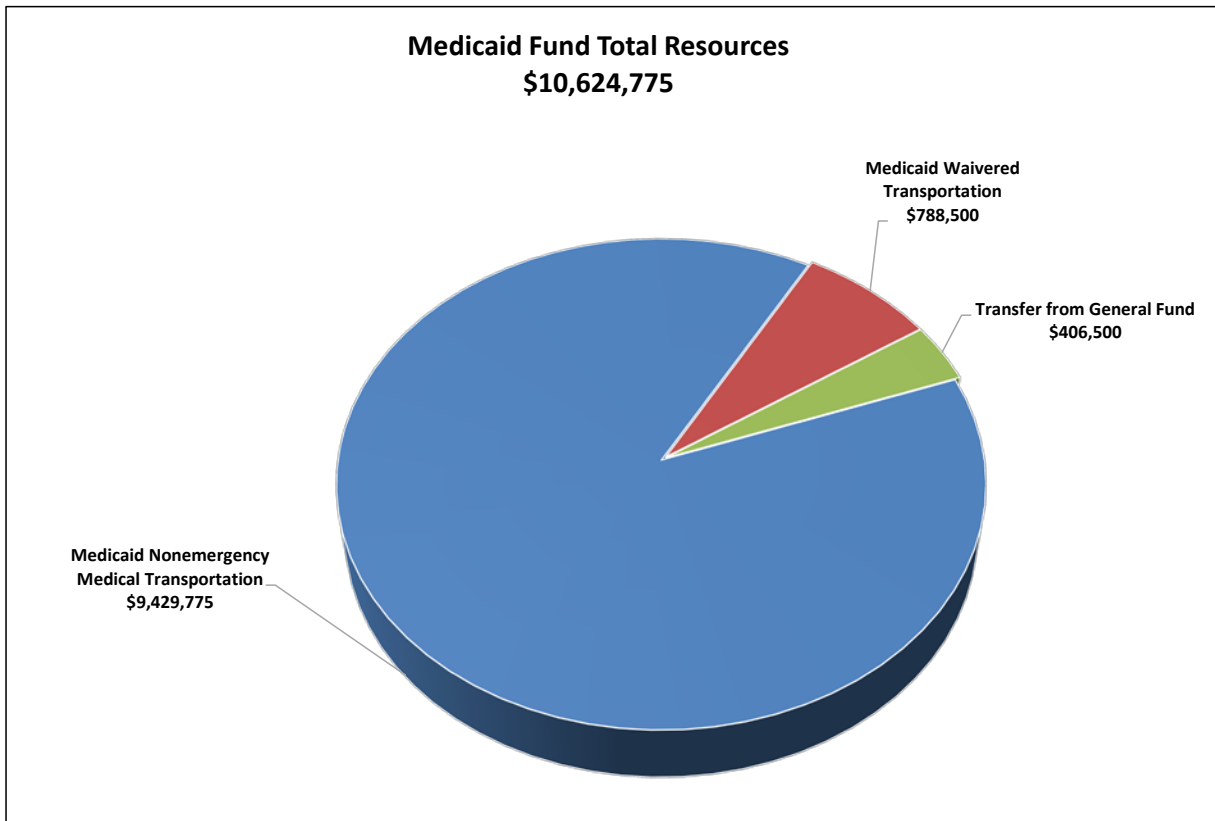
Not Appropriated (Board Required Operating Reserve) **	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Reserve							
Working Capital	0	0	0	292,623	162,623	162,623	162,623
Requirements & Working Capital	\$0	\$0	\$0	\$7,557,823	\$7,654,197	\$7,654,197	\$7,654,197

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

Percentage Change Analysis	FY 2016-17 Actual compared with FY 2015-16 Actual	FY 2017-18 Estimate compared with FY 2016-17 Actual	FY 2018-19 Proposed compared with FY 2017-18 Budget	FY 2018-19 Approved compared with FY 2017-18 Budget	FY 2018-19 Adopted compared with FY 2017-18 Budget
Total Resources	-1.7%	24.0%	3.5%	3.5%	3.5%
Transfer from General Fund	44.1%	26.6%	-11.4%	-11.4%	-11.4%
Total Requirements	-1.6%	22.5%	1.3%	1.3%	1.3%



Lane Transit District



Medicaid

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

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

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

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

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

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



**Lane Transit District
Medicaid Fund
Fiscal Year 2018-2019**

Resources	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Beginning Working Capital	\$227,945	(\$144,741)	\$0	(\$146,556)	\$0	\$0	\$0
Operating Revenues							
Medicaid Nonemergency Medical Transportation	8,945,762	8,536,855	8,927,525	8,927,525	9,429,775	9,429,775	9,429,775
Medicaid Waivered Transportation	761,426	737,079	784,390	784,390	788,500	788,500	788,500
State Assistance	0	0	0	0	0	0	0
Interest	0	0	0	0	0	0	0
	\$9,707,188	\$9,273,934	\$9,711,915	\$9,711,915	\$10,218,275	\$10,218,275	\$10,218,275
Other Sources							
Transfer from General Fund *	657,527	275,000	394,160	394,160	406,500	406,500	406,500
	\$657,527	\$275,000	\$394,160	\$394,160	\$406,500	\$406,500	\$406,500
Total Resources	\$10,592,660	\$9,404,193	\$10,106,075	\$9,959,519	\$10,624,775	\$10,624,775	\$10,624,775

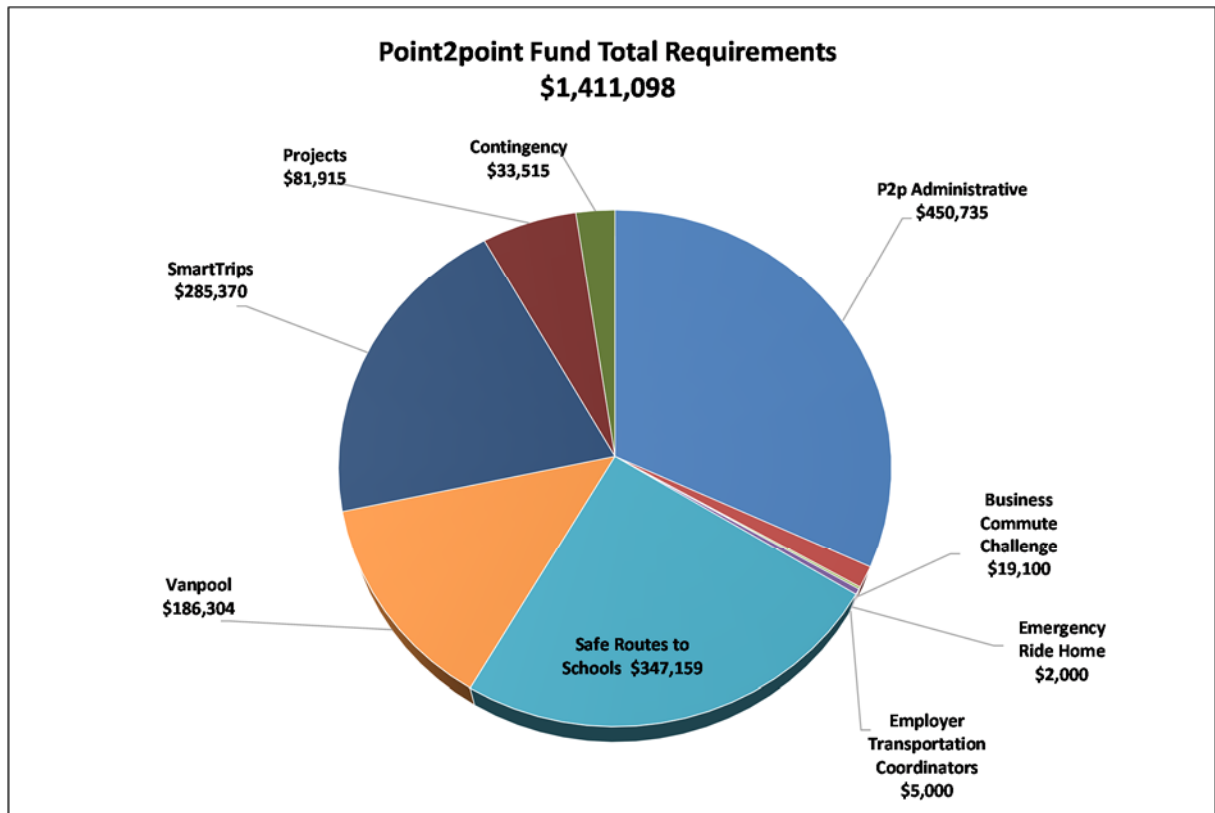
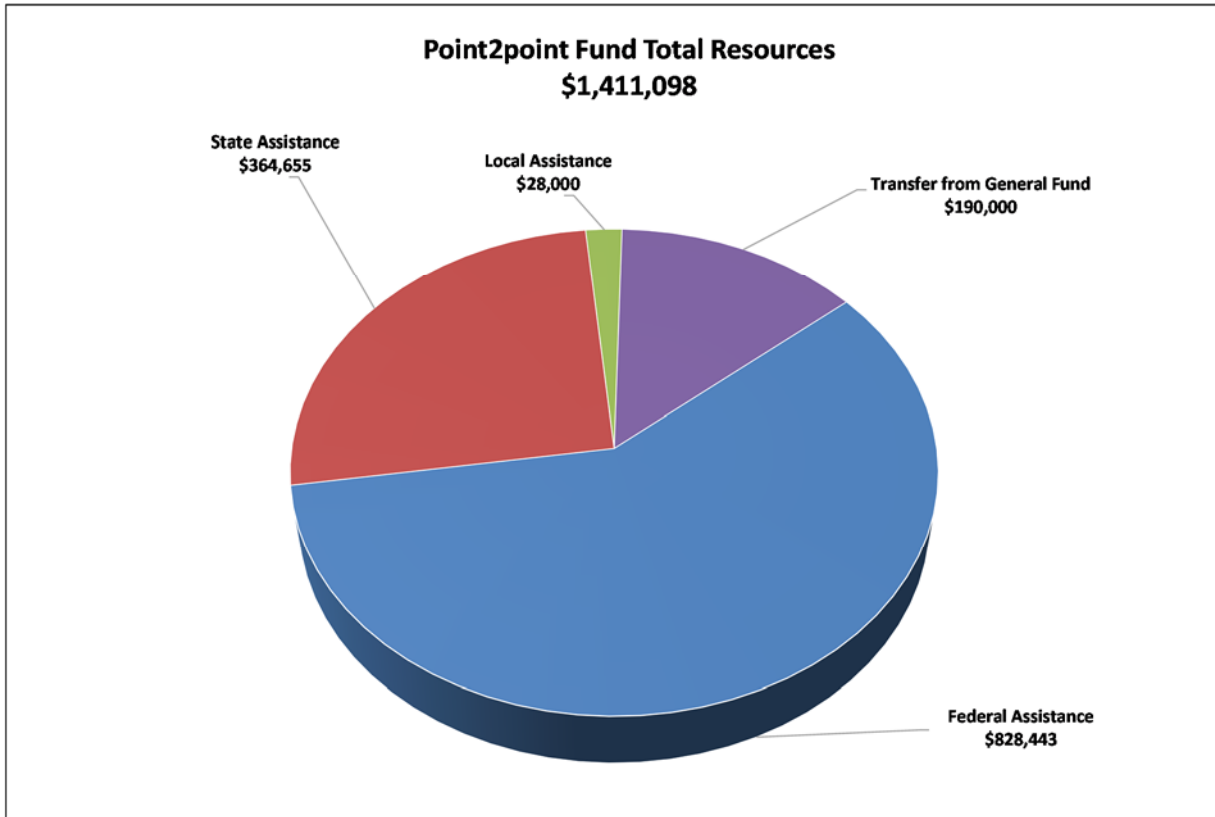
* Excludes contra payroll and material and services transfers, which are included within the requirements section below.

Requirements	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Requirements							
Medicaid Medical Services							
Services	8,308,951	6,820,897	6,888,000	6,888,000	7,307,500	7,307,500	7,307,500
Mobility Management	68,537	85,839	88,500	88,500	98,000	98,000	98,000
Program Administration	1,438,140	1,705,245	1,951,025	1,936,469	2,024,275	2,024,275	2,024,275
	\$9,815,628	\$8,611,981	\$8,927,525	\$8,912,969	\$9,429,775	\$9,429,775	\$9,429,775
Medicaid Non-Medical (Waivered) Services							
Services	695,754	668,028	756,000	756,000	733,000	733,000	733,000
Mobility Management	35,366	38,471	34,100	34,100	50,000	50,000	50,000
Program Administration	4,293	6,165	6,450	6,450	5,000	5,000	5,000
Grant Program Match Requirements	186,361	226,103	250,000	250,000	275,000	275,000	275,000
	\$921,773	\$938,767	\$1,046,550	\$1,046,550	\$1,063,000	\$1,063,000	\$1,063,000
Contingency	\$0	\$0	\$132,000	\$0	\$132,000	\$132,000	\$132,000
Total Requirements	\$10,737,401	\$9,550,748	\$10,106,075	\$9,959,519	\$10,624,775	\$10,624,775	\$10,624,775

Percentage Change Analysis		FY 2016-17 Actual compared with FY 2015-16 Actual		FY 2017-18 Estimate compared with FY 2016-17 Actual	FY 2018-19 Proposed compared with FY 2016-17 Budget	FY 2018-19 Approved compared with FY 2017-18 Budget	FY 2018-19 Adopted compared with FY 2017-18 Budget
Total Resources		-11.2%		5.9%	5.1%	5.1%	5.1%
Transfer from General Fund		-58.2%		43.3%	3.1%	3.1%	3.1%
Total Requirements		-11.1%		4.3%	5.1%	5.1%	5.1%



Lane Transit District



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 (SOVs) and to help lower congestion in the Lane metropolitan area. This program serves as the Lane MPO Regional Transportation Options Program. 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 operation and promotion of 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. Staff provide knowledge exchange with the City of Eugene in their SmartTrips programming.

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 habit including visibility.

Research

- Staff conduct research and/or assist with awareness of new transportation options services, e.g., car sharing, bike sharing, or electronic bike lockers.



**Lane Transit District
Point2point Fund
Fiscal Year 2018-2019**

Resources	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Beginning Working Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Revenues							
Federal Grants			529,000	529,000	828,443	828,443	828,443
State Grants			392,717	392,717	364,655	364,655	364,655
Local Assistance			36,000	36,000	28,000	28,000	28,000
Miscellaneous							
	\$0	\$0	\$957,717	\$957,717	\$1,221,098	\$1,221,098	\$1,221,098
Other Sources							
Transfer from General Fund *			192,000	192,000	190,000	190,000	190,000
	\$0	\$0	\$192,000	\$192,000	\$190,000	\$190,000	\$190,000
Total Resources	\$0	\$0	\$1,149,717	\$1,149,717	\$1,411,098	\$1,411,098	\$1,411,098

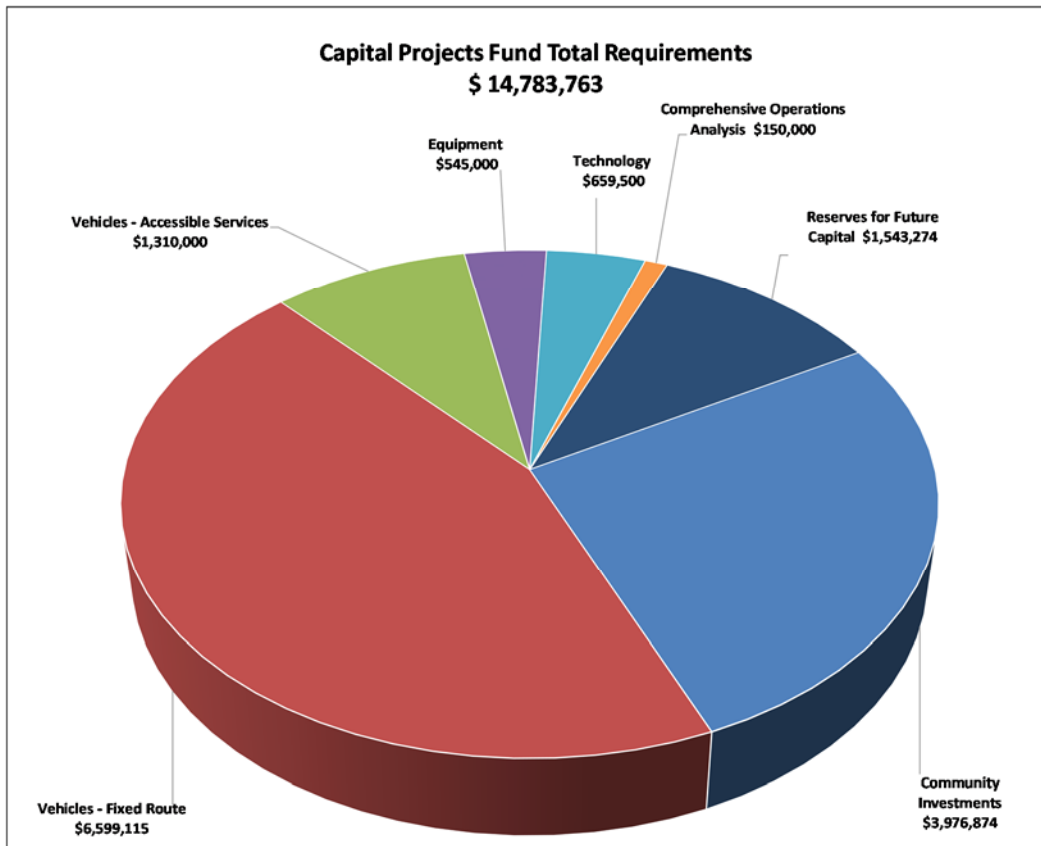
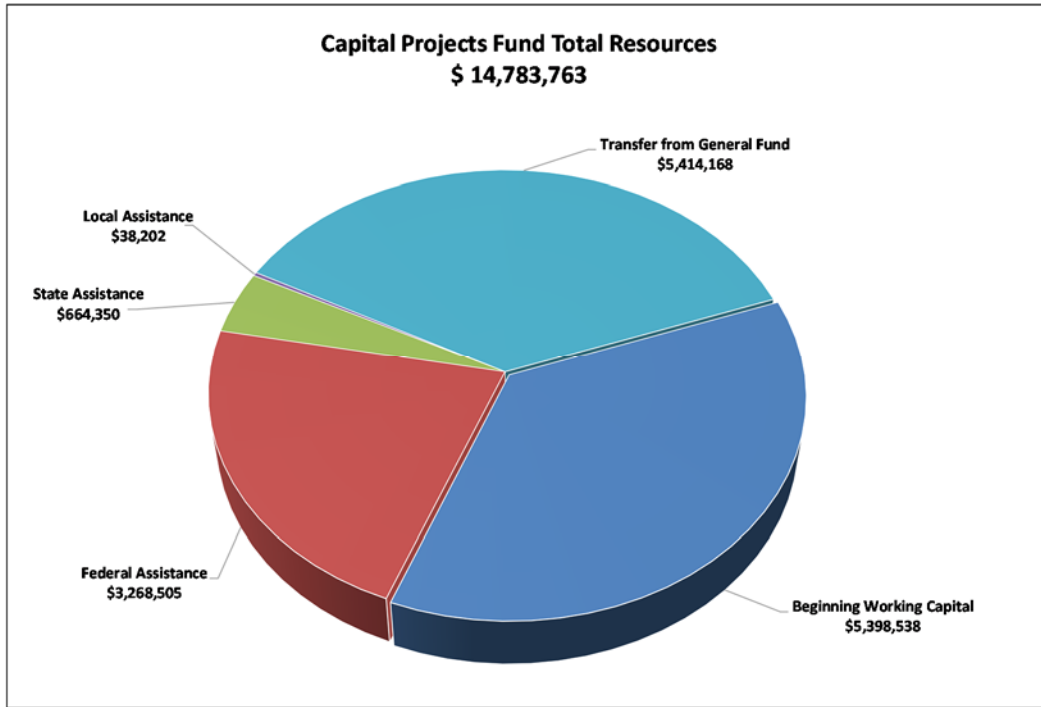
* Excludes contra payroll and material and services transfers, which are included within the requirements section below.

Requirements	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Estimate	FY 2018-19 Proposed	FY 2018-19 Approved	FY 2018-19 Adopted
Operating Requirements							
Point2point Administrative			0	95,372	450,735	450,735	450,735
Business Commute Challenge			19,100	19,100	19,100	19,100	19,100
Emergency Ride Home			2,000	2,000	2,000	2,000	2,000
Employer Transportation Coordinators			7,250	7,250	5,000	5,000	5,000
Safe Routes to Schools			433,000	319,605	347,159	347,159	347,159
Vanpool			187,004	186,807	186,304	186,304	186,304
Projects							
Carshare			4,000	5,820	3,500	3,500	3,500
SRTS Mapping			10,000	0	0	0	0
Driveless Connect			41,410	41,410	39,000	39,000	39,000
SmartTrips			229,000	259,000	285,370	285,370	285,370
Transportation Coordinator Pilot			30,724	30,724	21,300	21,300	21,300
Digital Marketing Pilot			0	0	6,915	6,915	6,915
SWTS Safe Ways To School			0	0	8,000	8,000	8,000
Be Safe Be Seen Rural Safety			3,600	0	3,200	3,200	3,200
Total Operating Requirements	\$0	\$0	\$967,088	\$967,088	\$1,377,583	\$1,377,583	\$1,377,583
Contingency	\$0	\$0	\$182,629	\$182,629	\$33,515	\$33,515	\$33,515
Total Requirements	\$0	\$0	\$1,149,717	\$1,149,717	\$1,411,098	\$1,411,098	\$1,411,098

Percentage Change Analysis	FY 2015-16 Actual compared with FY 2016-17 Actual			FY 2017-18 Estimate compared with FY 2016-17 Actual	FY 2018-19 Proposed compared with FY 2017-18 Budget	FY 2018-19 Approved compared with FY 2017-18 Budget	FY 2018-19 Adopted compared with FY 2017-18 Budget
Total Resources	N/A			N/A	27.5%	N/A	N/A
Transfer from General Fund	N/A			N/A	-1.0%	N/A	N/A
Total Requirements	N/A			N/A	22.7%	N/A	N/A



Lane Transit District





**Lane Transit District
Capital Projects Fund
Fiscal Year 2018-2019**

Resources	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted	FY2017-18 Amended	FY2017-18 Estimate	FY 2018-19 Approved	FY 2018-19 Adopted
Beginning Working Capital	\$1,768,386	(\$2,729,790)	\$0	\$6,434,329	\$6,962,564	\$5,398,538	\$5,398,538
Grants							
Federal Assistance	35,863,853	22,119,296	12,724,138	13,092,086	11,399,787	3,268,505	3,268,505
State Assistance	5,374,812	5,214,087	2,750,000	5,332,215	4,642,966	664,350	664,350
Local Assistance	56,064	31,678	0	159,348	138,750	38,202	38,202
	\$41,294,729	\$27,365,061	\$15,474,138	\$18,583,649	\$16,181,503	\$3,971,057	\$3,971,057
Other Sources							
Transfer from General Fund	1,667,600	18,487,923	5,273,562	5,273,562	5,273,562	5,414,168	5,414,168
	\$1,667,600	\$18,487,923	\$5,273,562	\$5,273,562	\$5,273,562	\$5,414,168	\$5,414,168
Total Resources	\$44,730,715	\$43,123,194	\$20,747,700	\$30,291,540	\$28,417,629	\$14,783,763	\$14,783,763

Requirements	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted	FY2017-18 Amended	FY2017-18 Estimate	FY 2018-19 Approved	FY 2018-19 Adopted
Community Investments (CI)							
Frequent Transit Network							
Franklin Boulevard Phase 1 Transit Stations	0	78,564	500,000	250,000	250,000	450,000	550,000
MovingAhead	233,024	874,092	0	1,000,000	500,000	500,000	500,000
West Eugene EmX Extension	41,210,027	26,709,015	4,600,000	9,463,000	8,707,235		660,000
Commerce Street Connect Bridge	0	0	0	1,072,400	1,072,400		0
Willow Creek Facility	0	1,202,674	1,400,000	768,600	768,600		0
Main Street-McVay Transportation Study	21,780	44,033	0	167,168	57,000	206,874	206,874
River Road Transit Community Implementation Plan	0	0	0	294,000	150,000	270,000	270,000
Facilities							
Santa Clara Community Transit Center	0	234,938	0	1,100,000	350,000	1,500,000	940,000
Fleet & FM Building-Glenwood (Bus Parking Lot)	0	0	0	3,485,175	3,485,175		0
Passenger Boarding Improvements	0	0	0	50,000	50,000		50,000
Miscellaneous Improvements	0	0	0	50,000	50,000		50,000
Technology Infrastructure & Systems							
Fare Management System	0	0	0	0	0	750,000	750,000
Safety & Security							
18th & Oak Patch Traffic Signal	0	0	0	225,000	225,000	0	0
NW Eugene/LLC Transit Study	720,088	0	1,500,000	0	0	0	0
Baldy View Bus Only Lane	0	0	0	0	0	0	0
Capital Outlay	\$42,184,919	\$29,143,316	\$8,000,000	\$17,925,343	\$15,665,410	\$3,676,874	\$3,976,874
State of Good Repair (SGR)							
Fleet							
Revenue Vehicles - Fixed Route	39,070	3,845,617	4,200,000	4,200,000	4,200,000	6,599,115	6,599,115
Revenue Vehicles - Accessible Services	880,615	1,470	1,549,508	1,720,411	1,720,411	1,310,000	1,310,000
Support Vehicles	128,417	230,068	200,000	0	0	0	0
Shop Equipment	17,723	112,476	0	0	0	0	0
Spare Parts for Vehicles	0	0	0	345,000	300,000	50,000	50,000
Spare parts for non-EmX vehicles							0
Spare parts & tooling for 16200s and 16100s							0
Replacement Parts	0	0	0	625,000	615,000	275,000	275,000
Facilities Assessment	0	0	0	0	0	300,000	0
Miscellaneous	43,350	125,760	1,238,000	100,000	100,000	220,000	220,000
Facilities							
Stations, Shelters & Facilities	1,794,715	713,878	3,877,795	0	0	0	0
Technology Infrastructure & Systems							
Computer Hardware & Software	1,171,488	878,260	260,000	243,270	243,270	620,000	620,000
Intelligent Transportation Systems	0	1,099,549	197,397	0	0	39,500	39,500
Communications Equipment	193,418	0	0	0	0	0	0
Safety & Security							
Transit Security Projects	1,006,790	10,236	225,000	0	0	0	0
Capital Outlay	5,275,586	7,017,314	\$11,747,700	\$7,233,681	\$7,178,681	\$9,413,615	\$9,113,615
Grant Funded Non-Capitalized							
Comprehensive Operations Analysis	0	0	0	250,000	175,000	150,000	150,000
Capital Outlay	\$0	\$0	\$0	\$250,000	\$175,000	\$150,000	\$150,000
Contingency	0	0	0	1,027,252	0	0	0
	\$0	\$0	\$0	\$1,027,252	\$0	\$0	\$0
Total Capital Outlay	\$47,460,505	\$36,160,630	\$19,747,700	\$26,436,276	\$23,019,091	\$13,240,489	\$13,240,489
Reserves for Future Capital	\$0	\$0	\$1,000,000	\$3,855,264	\$5,398,538	\$1,543,274	\$1,543,274
Total Requirements	\$47,460,505	\$36,160,630	\$20,747,700	\$30,291,540	\$28,417,629	\$14,783,763	\$14,783,763



General Information

Lane Transit District
Fiscal Year 2018-2019



**Lane Transit District
FY 2018-2019 Salary Schedule**

Job Classification	Grade	Current Salary Range	
Assistant General Manager	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 Business Services	19	84,887	113,182
Director of Customer and Specialized Services	19	84,887	113,182
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 Facilities	19	84,887	113,182
Director of Maintenance	19	84,887	113,182
Director of Operations	19	84,887	113,182
Intelligent Transportation Systems Manager	19	84,887	113,182
Business Process Manager	17	74,142	98,856
Compliance Manager	17	74,142	98,856
Facilities Project Manager	17	74,142	98,856
Senior Project Manager	17	74,142	98,856
Public Safety and System Security Manager	17	74,142	98,856
Applications Administrator	15	64,761	86,348
IT Project Manager	15	64,761	86,348
IT Systems Engineer I	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
Controller I	14	60,524	80,698
Development Planner	14	60,524	80,698
Engineering Technician	14	60,524	80,698
Grants Analyst	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
Materials Management Supervisor	14	60,524	80,698
Operations Supervisor	14	60,524	80,698
Operations Training Supervisor	14	60,524	80,698
Risk Manager	14	60,524	80,698
Systems Specialist	14	60,524	80,698
Transit Development Planner	14	60,524	80,698
Transit Planner	14	60,524	80,698
Senior HR Analyst	13	56,565	75,419
Human Services Transportation Coordinator	12	52,865	70,486
Development Planning Associate	12	52,865	70,486
Service 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
Rideshare Program Specialist	11	49,407	65,875
Accessible Services Specialist	10	46,173	61,564
Transit Public Safety Sergeant	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
Procurement Specialist	9	43,154	57,538
Marketing Technician	9	43,154	57,538
Facilities Generalist I	8	40,332	53,776
Finance Administrative Coordinator	8	40,332	53,776
Graphic Designer	8	40,332	53,776
Schools Program Coordinator	8	40,332	53,776
Transit Administrative Coordinator	8	40,332	53,776
Administrative Secretary	7	37,693	50,257
Public Safety Intelligence Analyst	7	37,693	50,257
Accounting Technician I	6	35,229	46,971
Administrative Services 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
SRTS Program Assistant	4	30,769	41,025
Transit Fare Inspector	4	30,769	41,025
Transportation Options Program Assistant	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 January 1, 2017 through June 30, 2018

Transit Operations	1st 9 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 Journeyman	\$23.10	\$24.57	\$26.06	\$27.56	\$29.05	\$30.87
Journeyman Mechanic	\$21.97	\$23.41	\$24.85	\$26.25	\$27.71	\$29.42
Journeyman 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 Services						
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 Services						
Station Cleaner	\$18.72	\$19.96	\$21.20	\$22.42	\$23.66	\$24.90

ATU-Represented Pay Table July 1, 2018 through June 30, 2019

Transit Operations	1st 9 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 Journeyman	\$23.10	\$24.57	\$26.06	\$27.56	\$29.05	\$30.87
Journeyman Mechanic	\$21.97	\$23.41	\$24.85	\$26.25	\$27.71	\$29.42
Journeyman 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 Services						
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 Services						
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
2016-17	\$ 7,921,433	\$ 47,650,801	16.6%	281,280	5.0%	\$28.16	-3.3%	\$169.41	10.9%
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%

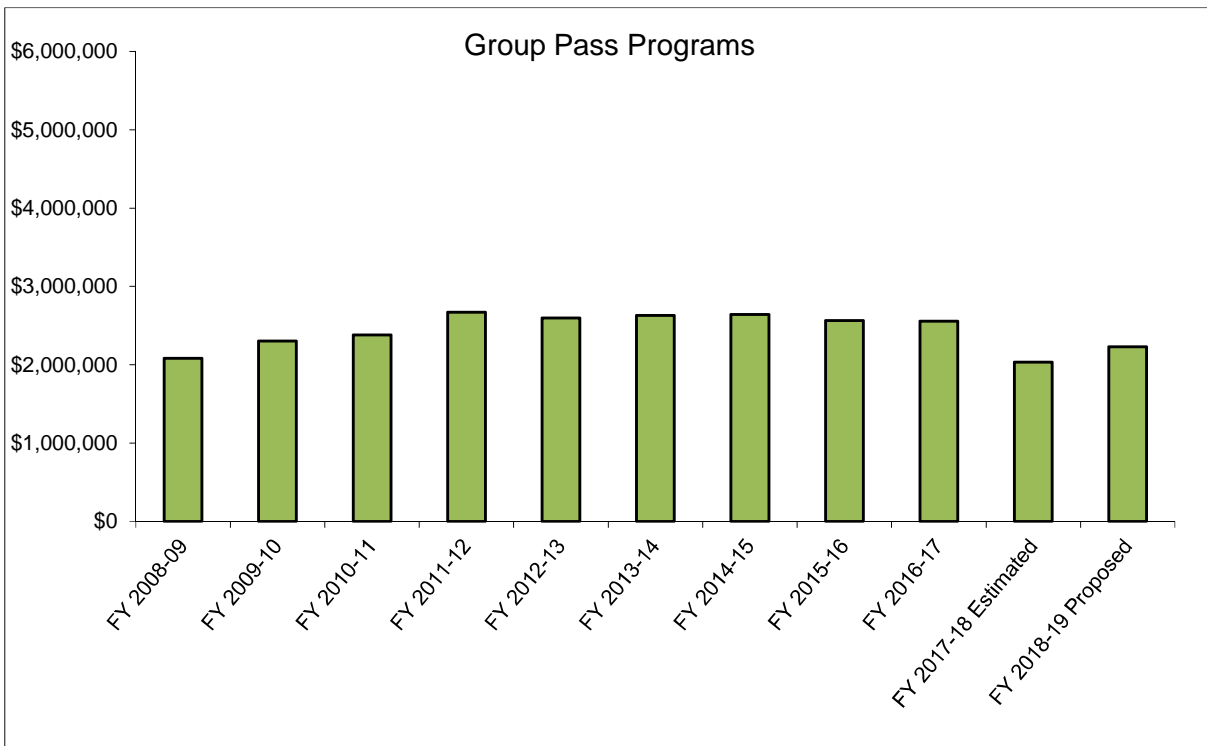
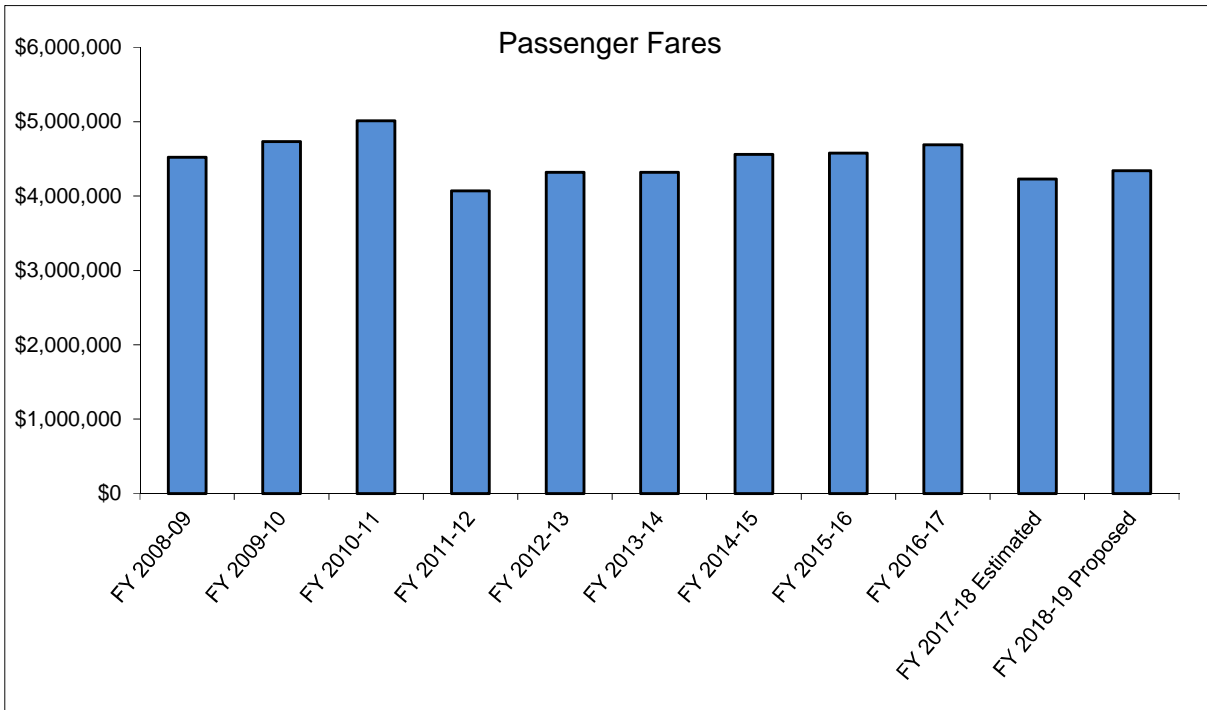
Fiscal Year	Employees	Revenue Hours / Employees	Percent Change	Passenger Fares	Passenger Boardings	Passenger Fares / Boarding	Operating Expenses / Boarding	Percent Change	Revenue Hours / Trip
2016-17	342	822.46	-3.0%	\$ 7,242,637	10,203,700	0.71	4.67	16.9%	0.028
2015-16	316	848.13	3.9%	7,141,779	10,250,227	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

Fiscal Year	Miles	Operating Expenses / Mile	Percent Change	Fleet Maintenance Costs	Fleet Maintenance Cost / Mile	Percent Change	Fuel Cost	Fuel Cost / Mile	Percent Change
2016-17	3,930,595	12.123	11.1%	\$ 6,175,683	1.571	3.7%	\$ 2,441,661	0.621	11.6%
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%

*Excludes Accessible Services, depreciation, and OPEB expense

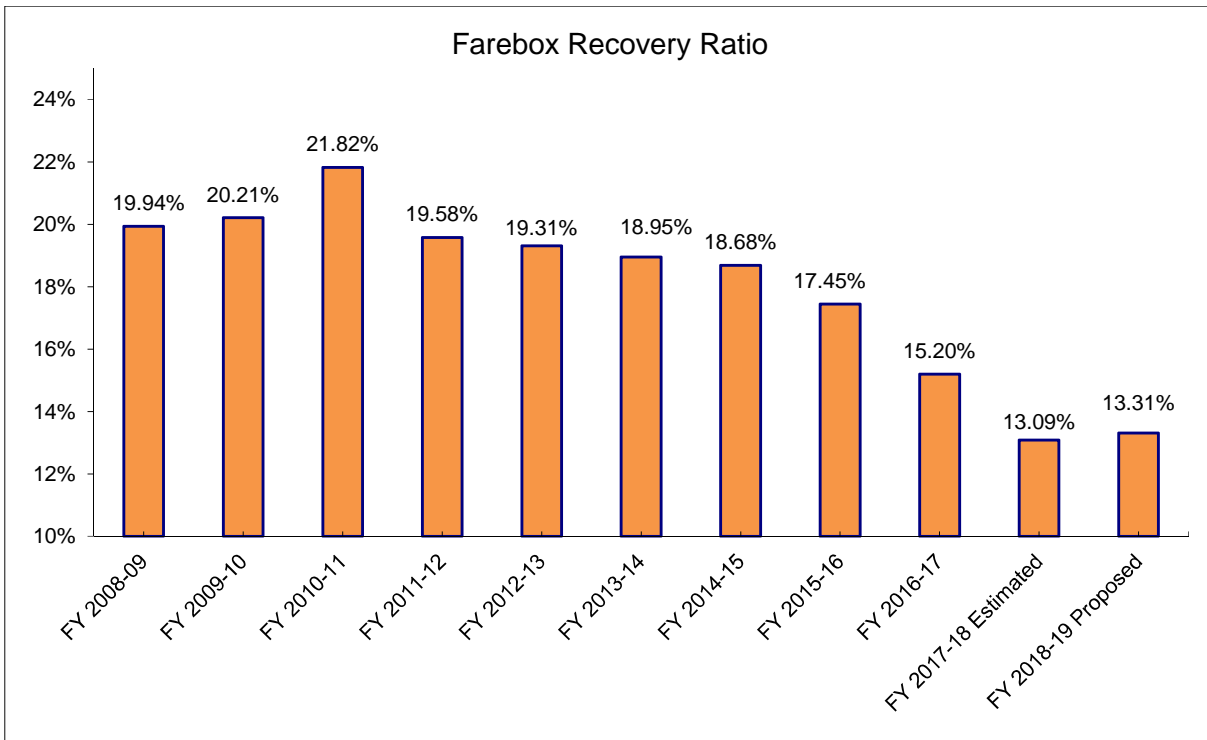
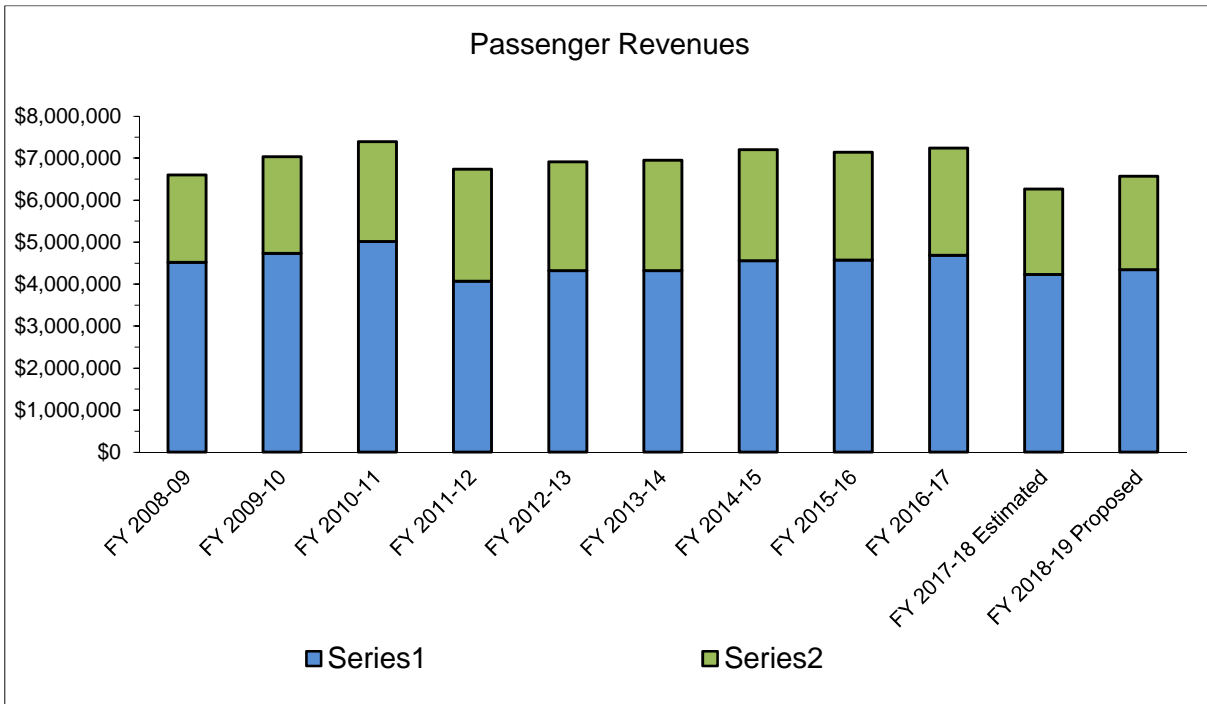


Lane Transit District



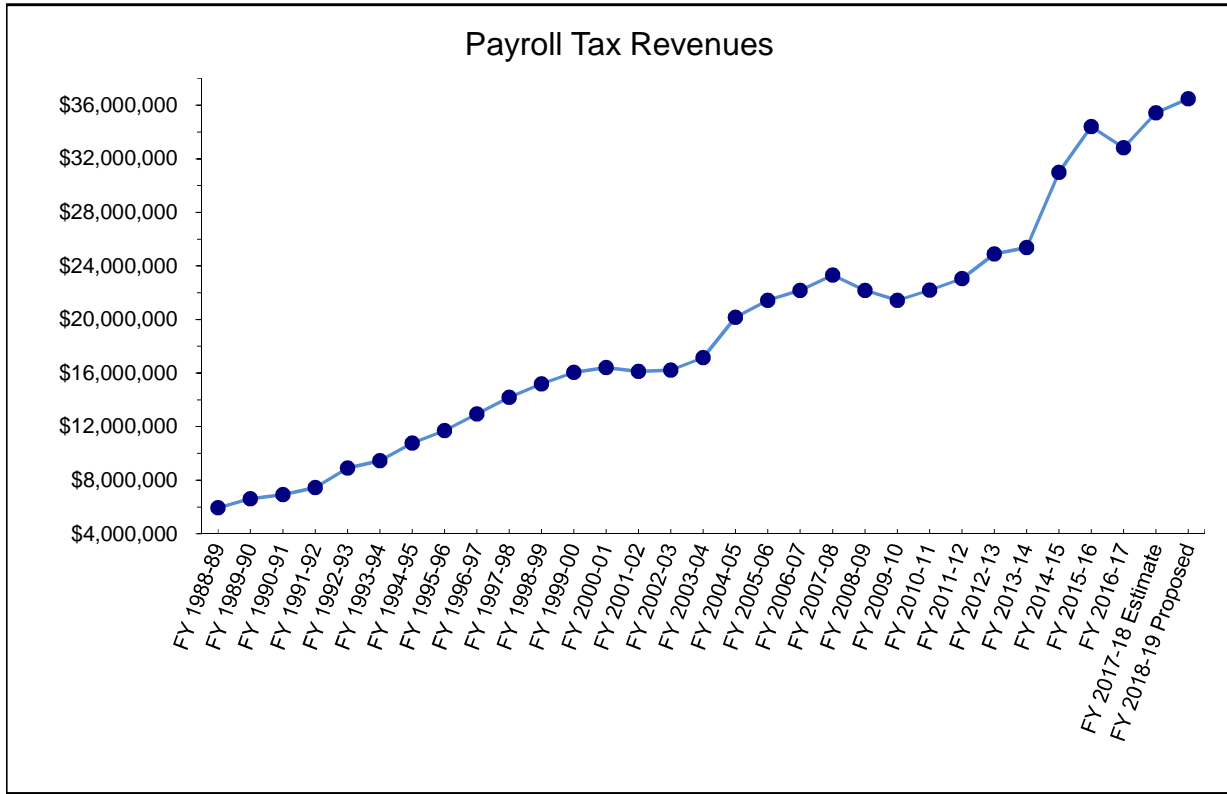


Lane Transit District



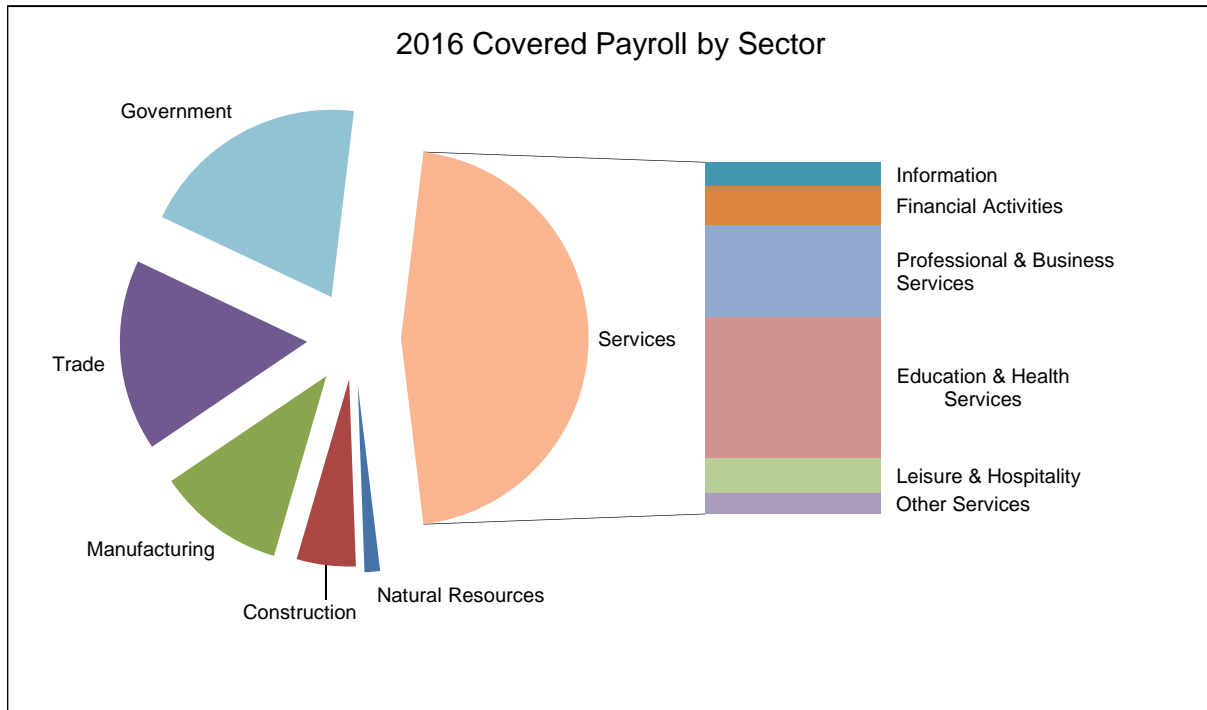
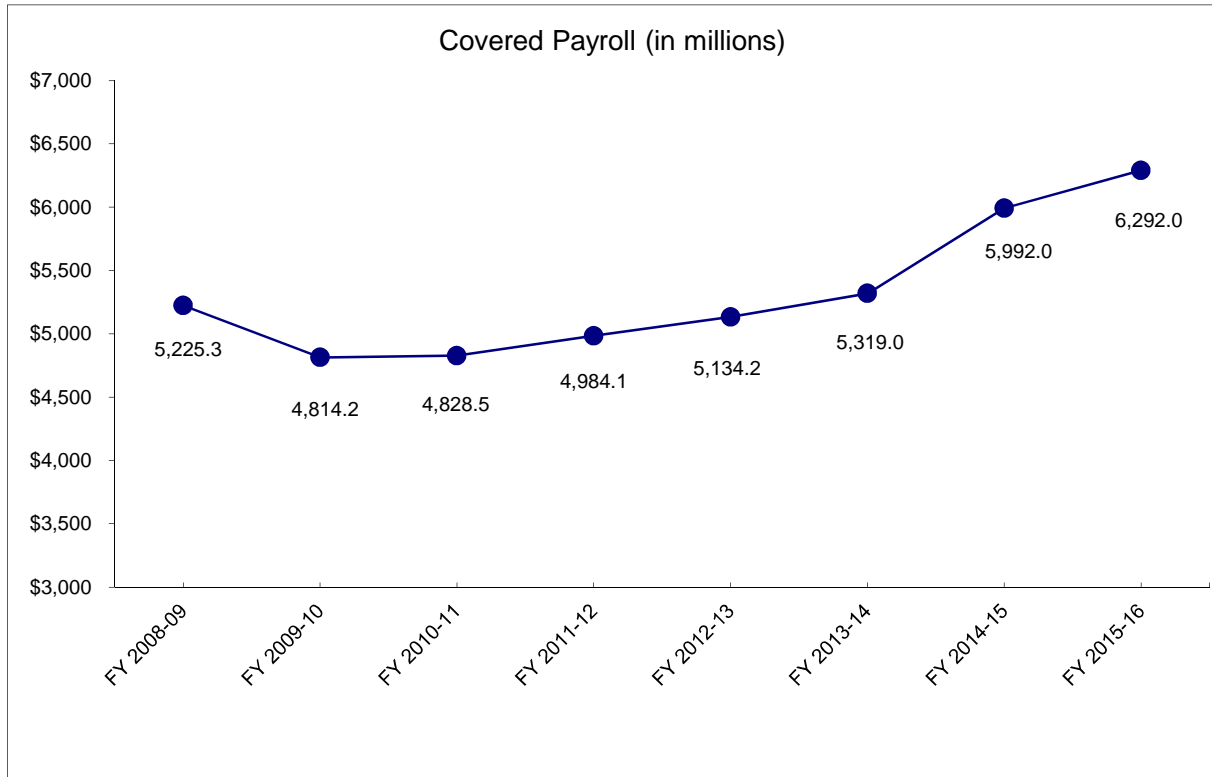


Lane Transit District



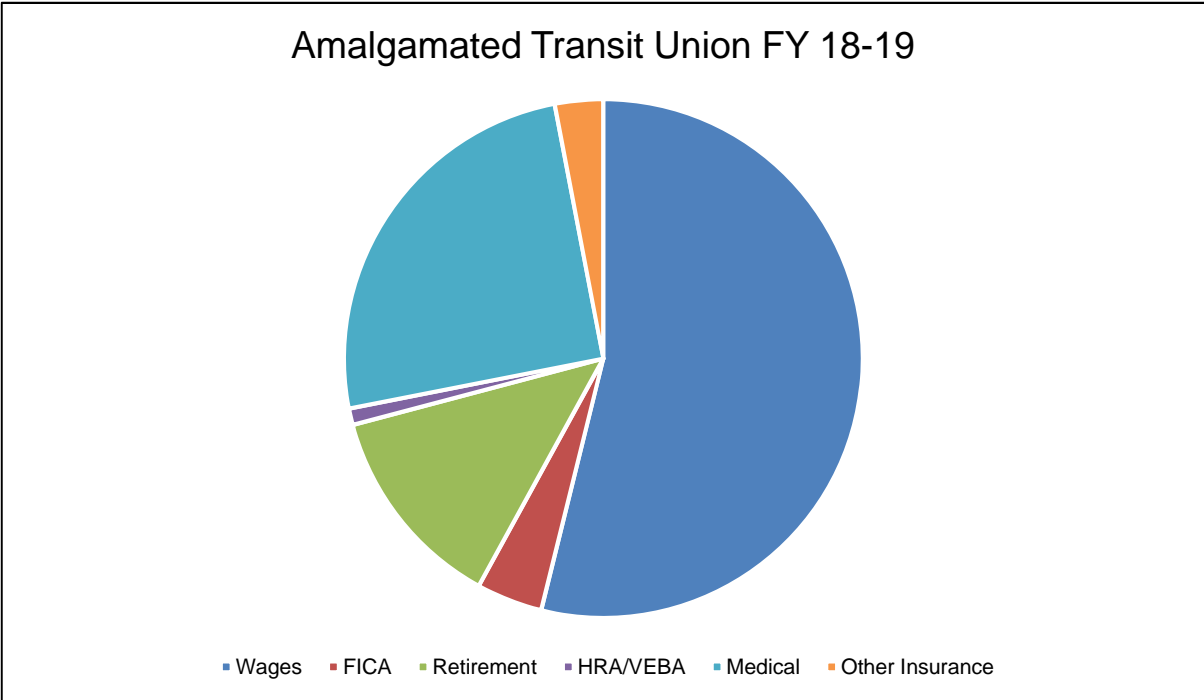
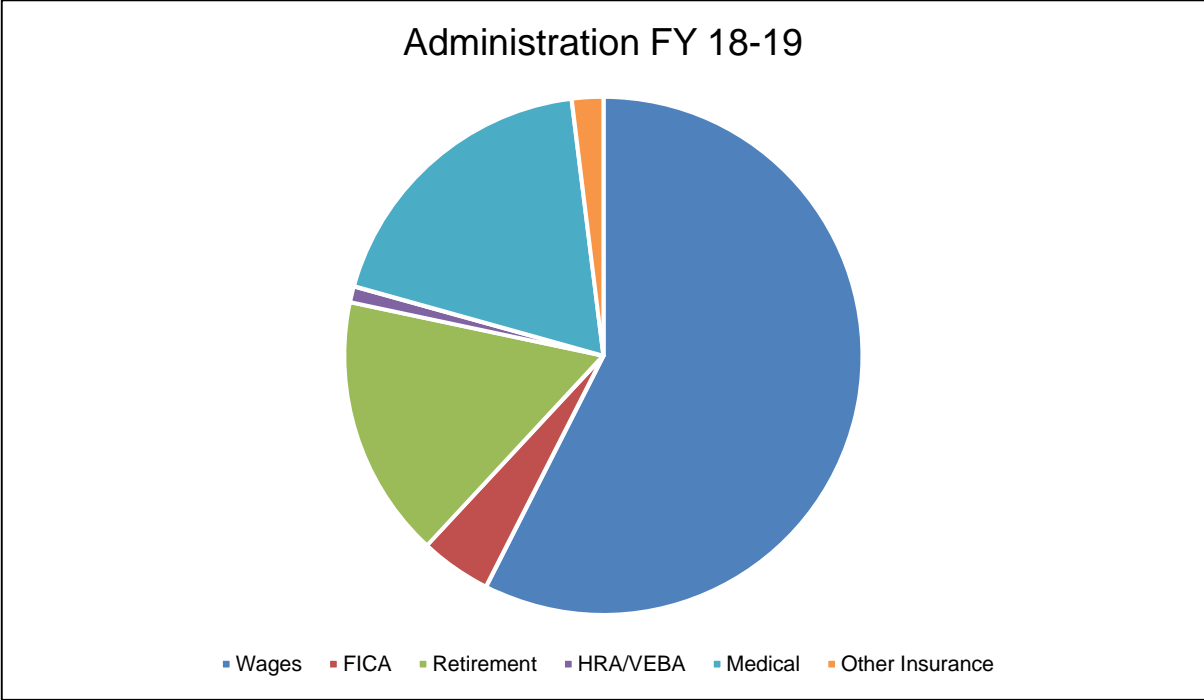


Lane Transit District





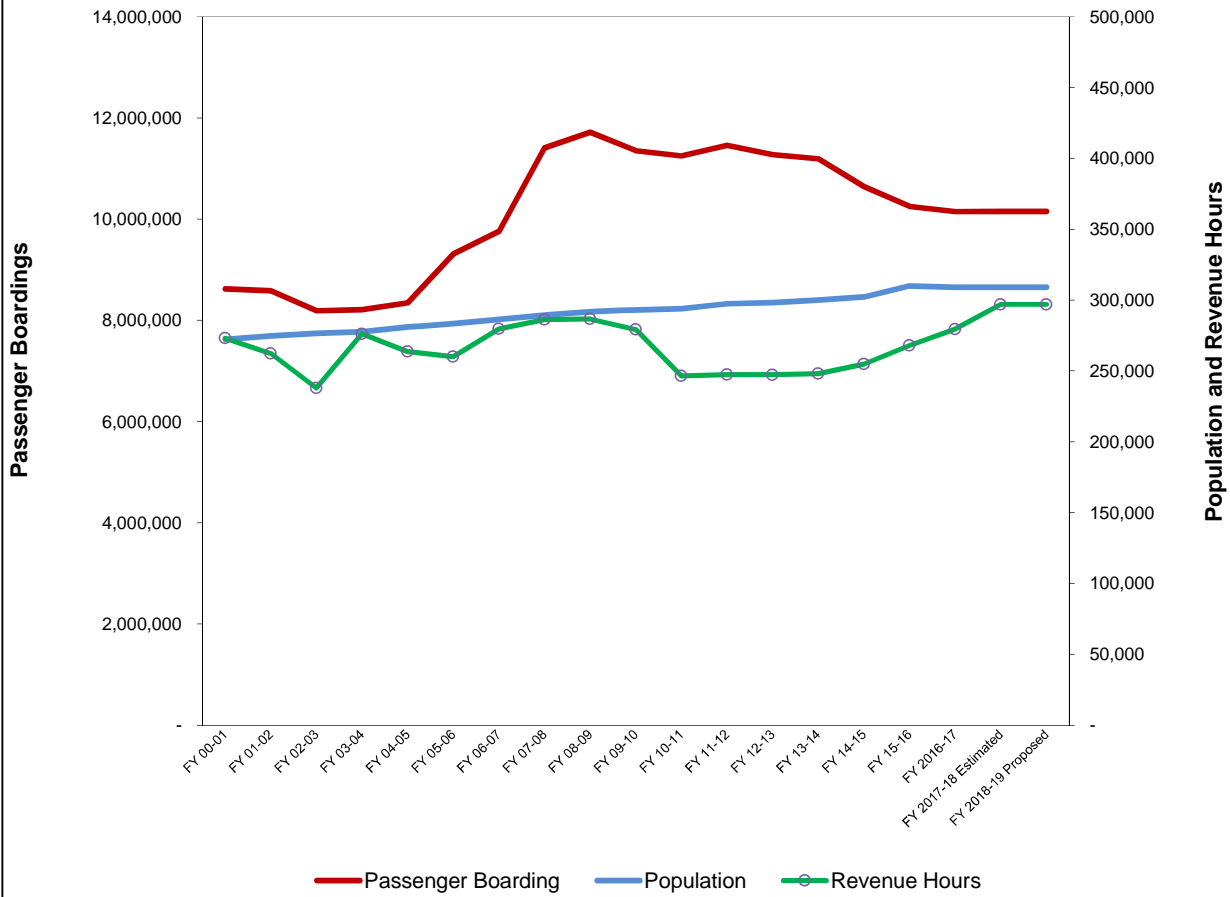
Lane Transit District Personnel Services





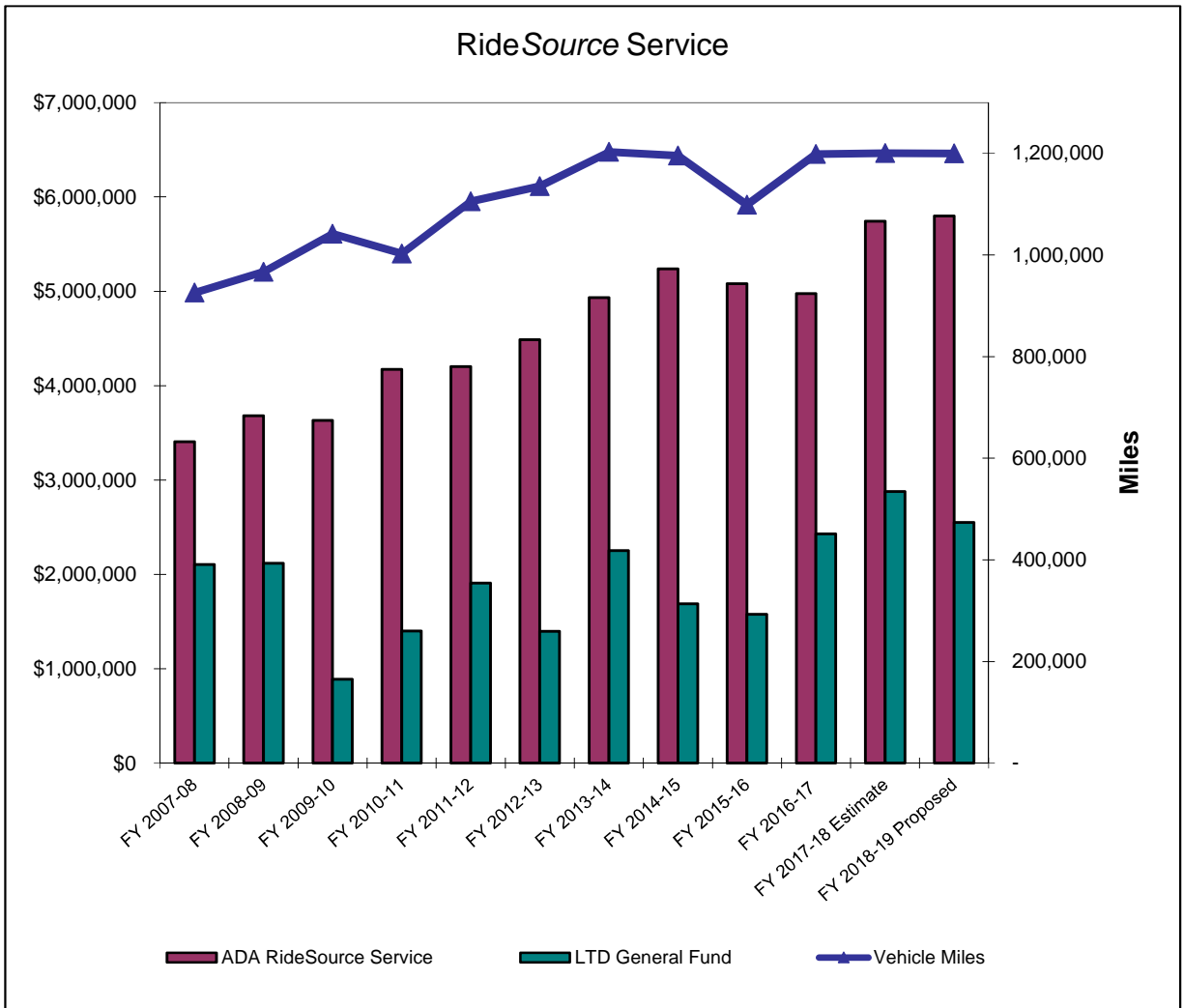
Lane Transit District

Ridership, Service, and Service Area Population





Lane Transit District



LANE TRANSIT DISTRICT



2018 - 2027

Capital Improvements Program
November 15, 2017

Lane Transit District

**CAPITAL IMPROVEMENTS PROGRAM
NOVEMBER 15, 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 2018-27 CIP, which includes community, state of good repair, and grant-funded non-capital investments, total approximately \$248 million in projects with funding secured or identified and \$110 million in projects with funding not identified. Section 2 summarizes 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	Budget Committee reviews CIP and public comments/staff responses published
Nov/Dec	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 three types of projects in the CIP: 1) State of Good Repair, 2) Community Investment, and 3) grant-funded non-capital. 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. Grant-funded non-capital projects provide non-fixed-route transportation solutions. These solutions serve those who are unable to use the bus due to a disability as well as people looking for car-free transportation options.

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, Community Investment, and grant-funded non-capital):

- 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 3)

State of Good Repair

State of Good Repair Projects	Estimate	Future Year Projections										Project Total
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total	
Facilities	-	300,000	1,300,000	700,000	1,100,000	-	-	-	-	-	3,400,000	400,000
Facilities Assessment	-	300,000	-	-	-	-	-	-	-	-	300,000	300,000
Glenwood Facility	-	-	1,300,000	700,000	1,000,000	-	-	-	-	-	3,000,000	-
Corridor Maintenance	-	-	-	-	100,000	-	-	-	-	-	100,000	100,000
Fleet	7,017,663	8,304,115	21,222,000	25,120,000	1,015,000	28,525,000	8,300,000	1,117,000	850,000	175,000	101,645,778	
Accessible Services Vehicle Replacement 2018	1,720,411	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	-	8,819,411	8,819,411
Non Revenue vehicles	27,252	-	150,000	75,000	75,000	75,000	105,000	75,000	75,000	75,000	732,252	732,252
Replacement parts	625,000	275,000	380,000	300,000	150,000	150,000	150,000	150,000	50,000	100,000	2,330,000	-
Spare parts for vehicles	345,000	50,000	50,000	50,000	50,000	50,000	50,000	75,000	50,000	-	770,000	770,000
Revenue Vehicles	4,200,000	6,599,115	19,500,000	23,725,000	-	27,450,000	7,000,000	-	-	-	88,474,115	88,474,115
Miscellaneous	100,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-	520,000	520,000
Safety & Security	-	-	1,107,059	525,060	554,963	1,588,931	620,462	655,634	3,000	650,000	5,705,109	
Security System upgrades	-	-	1,107,059	525,060	554,963	1,588,931	620,462	655,634	3,000	650,000	5,705,109	5,705,109
Technology Infrastructure & Systems	243,270	659,500	1,665,000	1,109,000	7,797,500	376,500	323,500	140,500	39,500	150,000	12,504,270	
Software	243,270	620,000	670,000	520,000	220,000	220,000	-	-	-	-	2,493,270	2,493,270
Software - Operations & scheduling	-	500,000	200,000	200,000	-	-	-	-	-	-	900,000	
Software - Placeholder per Roland	-	-	220,000	220,000	220,000	220,000	-	-	-	-	880,000	
Software - Finance system	-	-	250,000	100,000	-	-	-	-	-	-	350,000	
Software - Novus	243,270	120,000	-	-	-	-	-	-	-	-	363,270	
Hardware	-	-	50,000	-	-	150,000	-	50,000	-	150,000	400,000	400,000
CAD, AVL, APC, APN System Replacement	-	-	100,000	50,000	6,500,000	-	-	-	-	-	6,650,000	6,650,000
Electronic Digital Signage	-	-	544,000	469,000	1,038,000	-	-	-	-	-	2,051,000	2,051,000
Mobile radios for voice/data communications	-	-	-	-	-	-	-	84,000	-	-	84,000	84,000
LTD vehicles (135)	-	-	-	-	-	-	-	-	-	-	-	-
ITS Mobile Communications Infrastructure	-	1,500	263,000	1,500	1,500	1,500	272,000	1,500	1,500	-	544,000	544,000
ITS Upgrades	-	38,000	38,000	18,500	38,000	5,000	51,500	5,000	38,000	-	232,000	232,000
Miscellaneous Upgrades	-	-	-	50,000	-	-	-	-	-	-	50,000	50,000
Totals	7,260,933	9,263,615	25,294,059	27,454,060	10,467,463	30,490,431	9,243,962	1,913,134	892,500	975,000	123,255,157	

SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 2 OF 3)

Community Investment Projects

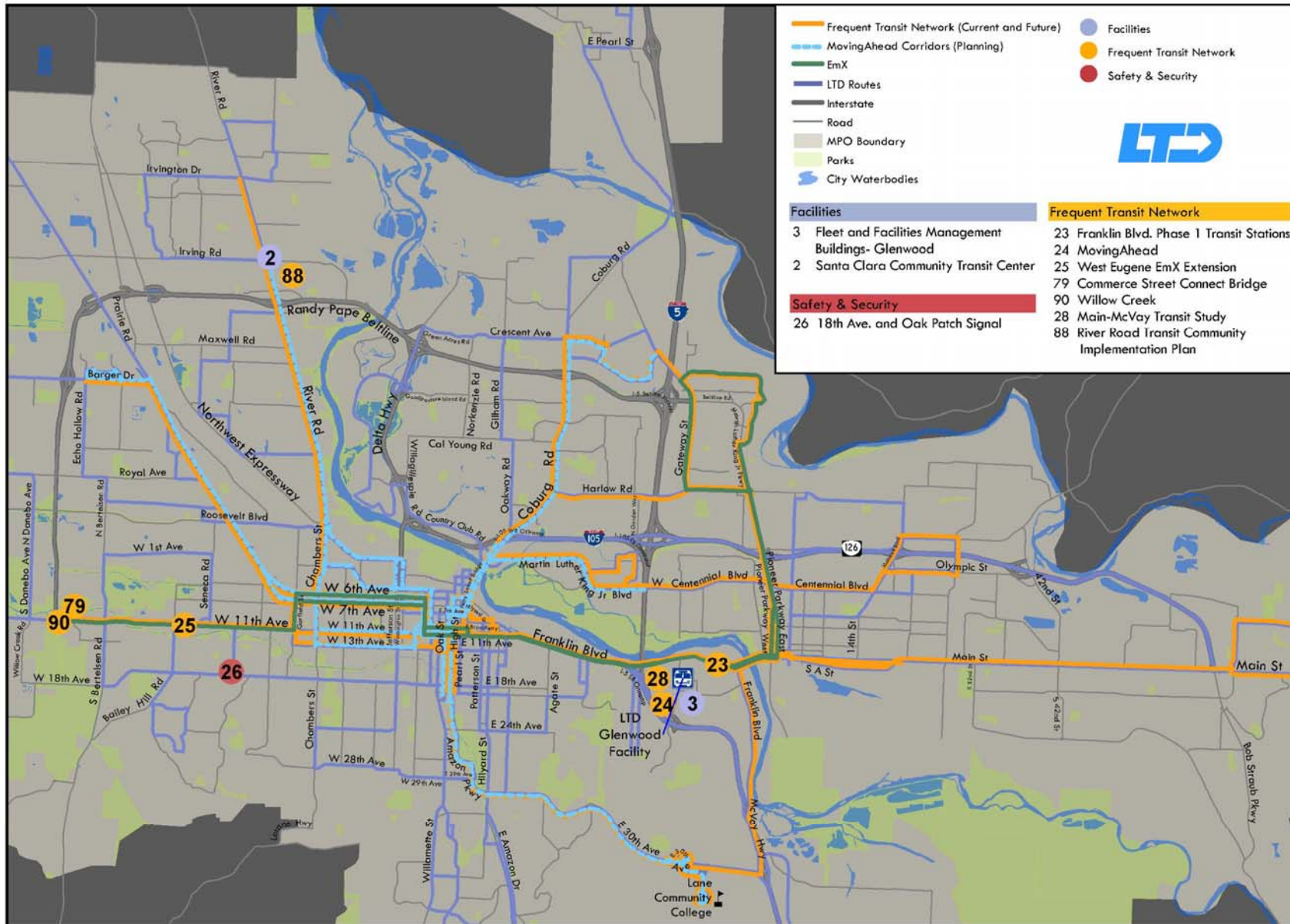
Community Investment Projects	Estimate	Future Year Projections										Project Total
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total	
Facilities	4,685,175	5,150,000	4,085,000	8,250,000	550,000	2,350,000	2,750,000	2,250,000	5,750,000	5,200,000	41,020,175	
Santa Clara Community Transit Center	1,100,000	5,000,000	1,085,000	-	-	-	-	-	-	-	7,185,000	10,300,000
Eugene Station Modernization	-	-	300,000	3,000,000	-	-	-	-	-	-	3,300,000	3,300,000
Fleet Building - Glenwood	3,485,175	-	2,450,000	4,500,000	300,000	1,100,000	-	1,500,000	5,500,000	5,000,000	23,835,175	800,000
Passenger Boarding Improvements	50,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	950,000	Ongoing
LCC station improvements	-	-	-	-	-	500,000	-	-	-	-	500,000	500,000
Ride source building and parking expansion	-	-	-	500,000	-	500,000	2,500,000	500,000	-	-	4,000,000	4,000,000
System Facilities Improvements	-	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000	Ongoing
Miscellaneous Improvements	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-	450,000	Ongoing
Frequent Transit Network	12,413,768	1,426,874	-	-	-	-	-	-	-	-	13,840,642	
Franklin Boulevard Phase 1 Transit Stations	250,000	450,000	-	-	-	-	-	-	-	-	700,000	700,000
MovingAhead	1,000,000	500,000	-	-	-	-	-	-	-	-	1,500,000	1,500,000
West Eugene EmX Extension	9,463,000	-	-	-	-	-	-	-	-	-	9,463,000	100,000,000
Commerce Street Connect Bridge	471,000	-	-	-	-	-	-	-	-	-	471,000	471,000
Willow Creek	768,600	-	-	-	-	-	-	-	-	-	768,600	768,600
Main-McVay	167,168	206,874	-	-	-	-	-	-	-	-	374,042	1,310,542
River Road Transit Community Implementation Plan	294,000	270,000	-	-	-	-	-	-	-	-	564,000	564,000
Safety & Security	225,000	-	40,000	-	-	-	-	-	-	-	265,000	
18th & Oak Patch Traffic Signal	225,000	-	-	-	-	-	-	-	-	-	225,000	225,000
Public Safety patrol vehicle	-	-	40,000	-	-	-	-	-	-	-	40,000	40,000
Technology Infrastructure & Systems	-	750,000	50,000	50,000	-	-	-	1,114,550	-	-	1,964,550	
Glenwood and Ridesource Bus yard Wifi	-	-	-	50,000	-	-	-	-	-	-	50,000	50,000
Storage Expansion	-	-	50,000	-	-	-	-	-	-	-	50,000	50,000
Fare Management System	-	750,000	-	-	-	-	-	1,114,550	-	-	1,864,550	1,864,550
Totals for CI	17,323,943	7,326,874	4,175,000	8,300,000	550,000	2,350,000	2,750,000	3,364,550	5,750,000	5,200,000	57,090,367	

SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 3 OF 3)

Grant Funded Non-Capital

Grant Funded Non-capital	Estimate	Future Year Projections									
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total
Point2Point	941,571	981,325	979,505	979,505	979,505	979,505	979,505	979,505	979,505	979,505	9,758,936
Business Commute Challenge	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100	191,000
Emergency Ride Home	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000
Employer Transportation Coordinators	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	7,250	72,500
Safe Routes to Schools - Base	171,535	171,535	171,535	171,535	171,535	171,535	171,535	171,535	171,535	171,535	1,715,350
SFRTS - Regional - Springfield	148,070	90,596	90,596	90,596	90,596	90,596	90,596	90,596	90,596	90,596	963,434
Vanpool	91,196	187,004	187,004	187,004	187,004	187,004	187,004	187,004	187,004	187,004	1,774,232
Driveless Connect	41,410	41,410	41,410	41,410	41,410	41,410	41,410	41,410	41,410	41,410	414,100
SmartTrips Main Street 3	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	229,000	2,290,000
Transportation Coordinator Pilot	30,724	30,724	30,724	30,724	30,724	30,724	30,724	30,724	30,724	30,724	307,240
Be Safe Be Seen Rural Safety		3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	3,600	32,400
Carshare	4,000	1,820									5,820
Transportation Options	197,286	197,286	197,286	197,286	197,286	197,286	197,286	197,286	197,286	197,286	1,972,860
Accessible Services	6,894,287	6,962,240	6,962,240	6,962,240	6,962,240	6,962,240	6,962,240	6,962,240	6,962,240	6,962,240	69,554,449
ADA & Rural Fleet	335,400	335,400	335,400	335,400	335,400	335,400	335,400	335,400	335,400	335,400	3,354,000
Mental Health & Homeless	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	983,500
Travel Training	73,258	73,258	73,258	73,258	73,258	73,258	73,258	73,258	73,258	73,258	732,580
Transit Host	80,780	80,780	80,780	80,780	80,780	80,780	80,780	80,780	80,780	80,780	807,800
Metro ADA Ops & Shopper Service	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	3,146,200	31,462,000
Volunteer Reimbursement	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	944,460
Pearl Buck	-	-	-	-	-	-	-	-	-	-	-
DD Services	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	1,800,044	18,000,440
South Lane Services	89,945	89,945	89,945	89,945	89,945	89,945	89,945	89,945	89,945	89,945	899,450
Rhody Express	154,698	154,698	154,698	154,698	154,698	154,698	154,698	154,698	154,698	154,698	1,546,980
Oakridge Diamond Express	210,138	210,138	210,138	210,138	210,138	210,138	210,138	210,138	210,138	210,138	2,101,380
Florence Yachats	290,110	290,110	290,110	290,110	290,110	290,110	290,110	290,110	290,110	290,110	2,901,100
Volunteer Coordination	116,000	116,000	116,000	116,000	116,000	116,000	116,000	116,000	116,000	116,000	1,160,000
Service Animal Pilot	86,500	86,500	86,500	86,500	86,500	86,500	86,500	86,500	86,500	86,500	865,000
Lane County Coordination Mobility M	165,671	165,671	165,671	165,671	165,671	165,671	165,671	165,671	165,671	165,671	1,656,710
Crucial Connections	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	50,000
Veterans Transportation	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Novus Software maintenance	62,047	62,047	62,047	62,047	62,047	62,047	62,047	62,047	62,047	62,047	620,472
Contingency	-	67,953	67,953	67,953	67,953	67,953	67,953	67,953	67,953	67,953	611,577
LTD Staff Time - Local Programs	75,700	75,700	75,700	75,700	75,700	75,700	75,700	75,700	75,700	75,700	757,000
Medicaid	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	10,064,655	100,646,548
NEMT - State Reimbursed	518,925	518,925	518,925	518,925	518,925	518,925	518,925	518,925	518,925	518,925	5,189,250
NEMT - Trillium	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	8,408,600	84,086,000
Novus Software maintenance	90,580	90,580	90,580	90,580	90,580	90,580	90,580	90,580	90,580	90,580	905,798
Waivered (non-medical)	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	1,046,550	10,465,500
Planning	250,000	150,000	150,000	150,000	150,000	-	-	-	-	-	850,000
Comprehensive Operations Analysis and communications assessment	250,000	150,000	150,000	150,000	150,000						850,000
Total Grant Funded Non-capital	18,150,513	18,158,220	18,156,400	18,156,400	18,156,400	18,006,400	18,006,400	18,006,400	18,006,400	18,006,400	180,809,933

SECTION 3: CAPITAL IMPROVEMENTS PROGRAM MAP



Frequent Transit Network (Current and Future)	Facilities
MovingAhead Corridors (Planning)	Frequent Transit Network
EmX	Safety & Security
LTD Routes	
Interstate	
Road	
MPO Boundary	
Parks	
City Waterbodies	

LTD

Facilities	Frequent Transit Network
3 Fleet and Facilities Management Buildings- Glenwood	23 Franklin Blvd. Phase 1 Transit Stations
2 Santa Clara Community Transit Center	24 MovingAhead
	25 West Eugene EmX Extension
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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.



SECTION 4: FUNDING SUMMARY (PAGE 1 OF 3)

Funding Sources

Funding Source	Estimate	Future Year Projections									
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total
Federal	\$13,837,657	\$7,422,793	\$3,716,505	\$4,747,505	\$1,227,505	\$1,867,505	\$987,505	\$3,099,145	\$5,307,505	\$4,867,505	\$47,081,130
5307	8,218,471	4,481,499	2,344,000	3,960,000	440,000	1,080,000	200,000	2,311,640	4,520,000	4,080,000	31,835,611
Santa Clara Community Transit Center		3,000,000									3,000,000
Fleet Building - Glenwood	2,788,140	-	1,960,000	3,600,000	240,000	880,000	-	1,200,000	4,400,000	4,000,000	19,068,140
MovingAhead	800,000	400,000	-	-	-	-	-	-	-	-	1,200,000
West Eugene EmX Extension	1,382,719										1,382,719
Willow Creek	614,880										614,880
Main-Molay	133,734	165,499	-	-	-	-	-	-	-	-	299,234
Glenwood and RideSource Bus yard Wi-Fi				40,000							40,000
Fare Management System	-	600,000						891,640			1,491,640
Replacement parts	500,000	220,000	304,000	240,000	120,000	120,000	120,000	120,000	40,000	80,000	1,864,000
Spare Parts for Vehicles - Grant Match	40,000	40,000	40,000	40,000	40,000	40,000	40,000	60,000	40,000		380,000
Revenue Vehicles - 5 all electric buses	1,878,998										1,878,998
Miscellaneous	80,000	56,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000		416,000
5309 Bus & Bus Facilities Program and 5339	215,867	-	-								215,867
Accessible Services Vehicle Replacement	215,867										215,867
5309 Transit-Oriented Development	455,705	1,551,772	-								2,007,477
River Road Transit Community Implementation Plan	234,574	215,426									450,000
Spare Parts for Vehicles - Bus Spare parts, bolting, wheel chair securement	221,131										221,131
Revenue Vehicles - 3 60ft Diesel Buses (89.73/10.27)		1,336,346									1,336,346
5309 Small Starts	2,043,523	-	-								2,043,523
West Eugene EmX Extension	2,000,000										2,000,000
Software - Novus	43,523										43,523
5310 Enhanced Mobility of Seniors and Individuals with Disabilities	769,863	-	-								769,863
Accessible Services Vehicle Replacement	769,863										769,863
5311	89,730	-	-								89,730
Accessible Services Vehicle Replacement	89,730										89,730
FHWA - CMAQ	24,000	19,070	585,000								628,070
Santa Clara Community Transit Center			585,000								585,000
Comprehensive Operations Analysis	24,000	19,070									43,070
FHWA - STP	745,571	787,505	787,505	787,505	787,505	787,505	787,505	787,505	787,505	787,505	7,833,116
Point2point	745,571	787,505	787,505	787,505	787,505	787,505	787,505	787,505	787,505	787,505	7,833,116
5337	331,113	-	-								331,113
Revenue Vehicles - 5 all electric buses	331,113										331,113
5339	943,813	582,947	-								1,526,760
Revenue Vehicles - 3 60ft Diesel Buses (89.73/10.27)		582,947									582,947
Revenue Vehicles - 5 all electric buses	943,813										943,813

SECTION 4: FUNDING SUMMARY (PAGE 2 OF 3)

Funding Sources

Funding Source	Estimate	Future Year Projections										
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total	
State	\$14,957,779	\$11,808,813	\$10,664,463	\$10,164,463	\$10,164,463	\$10,164,463	\$10,164,463	\$10,164,463	\$10,164,463	\$10,164,463	\$10,164,463	\$108,582,299
Connect Oregon	1,389,000	1,644,350	500,000	-	-	-	-	-	-	-	-	3,533,350
Santa Clara Community Transit Center	900,000	1,400,000	500,000	-	-	-	-	-	-	-	-	2,800,000
Franklin Boulevard Phase 1 Transit Stations	135,750	244,350	-	-	-	-	-	-	-	-	-	380,100
Commerce Street Connect Bridge	353,250	-	-	-	-	-	-	-	-	-	-	353,250
Special Transportation Fund	3,615,856	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	3,554,322	35,604,754
Accessible Services Programs -32010	828,537	828,537	828,537	828,537	828,537	828,537	828,537	828,537	828,537	828,537	828,537	8,285,370
Accessible Services Programs -31386	461,510	461,510	461,510	461,510	461,510	461,510	461,510	461,510	461,510	461,510	461,510	4,615,100
Accessible Services Programs -32197	683,147	683,147	683,147	683,147	683,147	683,147	683,147	683,147	683,147	683,147	683,147	6,831,470
Accessible Services Programs -DD53	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	15,000,000
Accessible Services Programs -31923	81,128	81,128	81,128	81,128	81,128	81,128	81,128	81,128	81,128	81,128	81,128	811,280
Accessible Services Vehicle Replacement	61,534	-	-	-	-	-	-	-	-	-	-	61,534
State Lottery Funds	3,280,281	-	-	-	-	-	-	-	-	-	-	3,280,281
West Eugene EmX Extension	3,280,281	-	-	-	-	-	-	-	-	-	-	3,280,281
Medicaid	6,672,642	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	6,610,141	66,163,914
Local	\$13,528,774	\$9,157,103	\$9,448,491	\$8,914,492	\$8,083,895	\$9,094,863	\$8,253,394	\$8,469,476	\$8,401,932	\$8,899,432	\$8,899,432	\$92,251,848
Lane Transit District	13,369,426	9,118,900	9,448,491	8,914,492	8,083,895	9,094,863	8,253,394	8,469,476	8,401,932	8,899,432	8,899,432	92,054,298
Accessible Services Programs - Farebox Cash	385,925	385,925	385,925	385,925	385,925	385,925	385,925	385,925	385,925	385,925	385,925	3,859,250
General Fund Match	8,952,511	4,840,580	3,747,774	4,151,774	3,271,774	3,431,774	3,211,774	3,739,684	4,291,774	4,181,774	4,181,774	43,821,190
Passenger Boarding Improvements	50,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	950,000
Novus Software, including user portal module	185,240	120,000	-	-	-	-	-	-	-	-	-	305,240
Medicaid Transfer from the GF	394,160	484,740	484,740	484,740	484,740	484,740	484,740	484,740	484,740	484,740	484,740	4,756,820
Accessible Services transfer from the GF	2,879,338	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	3,021,993	30,077,275
ITS Upgrades	-	38,000	38,000	18,500	38,000	5,000	51,500	5,000	38,000	-	-	232,000
Comprehensive Operations Analysis - GF payment	220,000	126,162	150,000	150,000	150,000	-	-	-	-	-	-	796,162
ITS Mobile Communications Infrastructure	-	1,500	263,000	1,500	1,500	1,500	272,000	1,500	1,500	-	-	544,000
Miscellaneous Improvements	50,000	-	-	-	-	-	-	-	-	-	-	50,000
Security System Upgrades	-	-	1,107,059	525,060	554,963	1,588,931	620,462	655,634	3,000	650,000	650,000	5,705,109
Non-Revenue Vehicles	27,252	-	150,000	75,000	75,000	75,000	105,000	75,000	75,000	75,000	75,000	732,252
18th & Oak Patch Traffic Signal	225,000	-	-	-	-	-	-	-	-	-	-	225,000
	-	-	-	-	-	-	-	-	-	-	-	0
City of Eugene	159,348	38,202	-	-	-	-	-	-	-	-	-	197,550
Commerce Street Connect Bridge	117,750	-	-	-	-	-	-	-	-	-	-	117,750
	-	-	-	-	-	-	-	-	-	-	-	-
River Road Transit Community Implementation Plan	41,598	38,202	-	-	-	-	-	-	-	-	-	79,800

SECTION 4: FUNDING SUMMARY (PAGE 3 OF 3)

Funding Sources

Funding Source	Estimate	Future Year Projections									
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Ten Year Total
Unidentified	\$411,180	\$6,360,000	\$23,796,000	\$30,084,000	\$9,698,000	\$29,720,000	\$10,595,000	\$1,551,000	\$775,000	\$250,000	\$113,240,180
Eugene Station Modernization	\$ -	-	300,000	3,000,000	-	-	-	-	-	-	3,300,000
LCC Station Improvements	\$ -	-	-	-	-	500,000	-	-	-	-	500,000
RideSource Building and Parking Expansion	\$ -	-	-	500,000	-	500,000	2,500,000	500,000	-	-	4,000,000
Facilities Assessment	-	300,000	-	-	-	-	-	-	-	-	300,000
Accessible Services Program - Nowus software maintenance	\$ 62,047	-	-	-	-	-	-	-	-	-	-
System Facilities Improvements	\$ -	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000
Miscellaneous Improvements	\$ -	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	-	400,000
Accessible Services Vehicle Replacement	-	1,310,000	1,092,000	920,000	690,000	750,000	945,000	767,000	625,000	-	7,099,000
Public Safety/Patrol Vehicle	\$ -	-	40,000	-	-	-	-	-	-	-	40,000
Storage Expansion	\$ -	-	50,000	-	-	-	-	-	-	-	50,000
Glenwood Facility	\$ -	-	1,300,000	700,000	1,000,000	-	-	-	-	-	3,000,000
Corridor Maintenance	\$ -	-	-	-	100,000	-	-	-	-	-	100,000
Revenue Vehicles	-	4,200,000	19,600,000	23,725,000	-	27,450,000	7,000,000	-	-	-	81,875,000
Accessible Services Vehicle Replacement	\$ 349,133	-	-	-	-	-	-	-	-	-	349,133
Software - Operations & scheduling	\$ -	500,000	200,000	200,000	-	-	-	-	-	-	900,000
Software - Nowus	-	-	-	-	-	-	-	-	-	-	0
Software -placeholder	-	-	220,000	220,000	220,000	220,000	-	-	-	-	880,000
Software - Finance system	-	-	250,000	100,000	-	-	-	-	-	-	350,000
Hardware	\$ -	-	50,000	-	-	150,000	-	50,000	-	150,000	400,000
CAD, AVL, APC, APN System Replacement	\$ -	-	100,000	50,000	6,500,000	-	-	-	-	-	6,650,000
Electronic Digital Signage	\$ -	-	544,000	489,000	1,038,000	-	-	-	-	-	2,051,000
Mobile Radios for Voice/Data Communications	\$ -	-	-	-	-	-	-	84,000	-	-	84,000
Miscellaneous Upgrades	-	-	-	50,000	-	-	-	-	-	-	50,000
Totals	\$42,735,389	\$34,748,709	\$47,625,459	\$53,910,460	\$29,173,863	\$50,846,831	\$30,000,362	\$23,284,084	\$24,648,900	\$24,181,400	\$361,155,457

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.

www.oregon.gov/.../Oregon_Statewide_Transportation_Strategy.pdf

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, www.oregon.gov/ODOT/Programs/Pages/OSTI.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>

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

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

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

Regional Transportation System Plan

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

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

Metropolitan Transportation Improvement Program

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

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

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

Unified Planning Work Program

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

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

Transportation System Plans

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

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

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.centallanertsp.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.

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>.

System Safety Program Plan

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

Point2point Strategic Plan

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

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

APPENDIX B: FUNDING SOURCES

Programs presented in the CIP are funded by a mix of federal, state, and local sources. The four major sources include the following:

- Federal: Federal Transit Administration (FTA) and Federal Highway Administration (FHWA)
- State: ODOT Special Transportation Fund (STF) and State Transportation Improvement Fund (STIF effective July 1, 2019) and other state programs/sources
- Local: District payroll, self-employment, and state-in-lieu taxes
- Fares: paid by users

FEDERAL FUNDING PROGRAMS

Federal funds for public transportation are authorized and appropriated by Congress, primarily through the U.S. Department of Transportation (USDOT). The FTA and FHWA provide funding allocations to the states and reimburse for eligible expenses, including state administration of the FTA programs. Large urban providers, including LTD also receive some funds directly from the FTA. Many federal sources require local/state matching funds that vary from 10 percent to about 50 percent depending on the program. FTA does not allow fare revenue to be used for local match. Table 1 below summarizes the major sources of federal public transportation funding and which LTD funds utilize these sources.

Table 1. Major Sources of Federal Public Transportation Funding in Oregon

Program/Source	Purpose	Allocation Method		LTD Fund	Program Links
		USDOT	ODOT		
FTA §5310/ODOT E&D: Seniors and Individuals with Disabilities	Seniors and individuals with disabilities; includes capital projects, preventative maintenance & purchased services	Formula to urban areas and states	Formula and discretionary to STF Agencies. Capital purchases going forward will go through the ATC/discretionary grant committee before being allocated to capital purchase	Accessible Services, Capital	https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310
FTA §5311: Formula Grants for Rural Areas	Rural populations less than 50,000	Formula to states	Formula to rural providers	Accessible Services	https://www.transit.dot.gov/rural-formula-grants-5311
Transit Network and Intercity	Bus service over longer distances between cities and regions	Minimum 15 percent set- aside from 5311	Discretionary to intercity providers	Accessible Services, Capital	https://www.transit.dot.gov/rural-formula-grants-5311
FTA §5309: Fixed Guideway Capital	Major projects (New Starts, Small Starts)	Discretionary to urban areas		Capital	https://www.transit.dot.gov/funding/grants/capital-investment-grants-5309
FTA §5309: Capital Investment Grant Pilot	Public-private partnership projects	Discretionary			https://www.transit.dot.gov/funding/grants/expedited-project-delivery-capital-investment-grants-pilot-5309

Program/Source	Purpose	Allocation Method		LTD Fund	Program Links
		USDOT	ODOT		
FTA §5339: Bus and Bus Facilities	Vehicles, facilities, equipment	Discretionary for urban areas, state	Discretionary rural and small urban via state. Includes Bus & bus facilities & Low or No emissions programs	Capital	https://www.transit.dot.gov/funding/grants/bus-bus-facilities-infrastructure-investment-program https://www.transit.dot.gov/research-innovation/lonocap https://www.transit.dot.gov/funding/grants/lowno
FTA §5303/4: Statewide and Non-Metropolitan Planning	Transportation planning	Formula to urban areas, states	Discretionary		https://www.transit.dot.gov/funding/grants/metropolitan-statewide-planning-and-nonmetropolitan-transportation-planning-5303-5304
FTA §5307: Urbanized Area	Any in urban areas	Formula to urban areas		Point2Point (FHWA STP transfers), Capital	https://www.transit.dot.gov/funding/grants/urbanized-area-formula-grants-5307
FTA §5307: Special Allocation of old funds	Passenger rail	Discretionary	Discretionary		https://www.transit.dot.gov/funding/grants/commuter-rail-positive-train-control-grants
FTA §5337: State of Good Repair	Fixed guideways	Discretionary and formula to urban areas		General Fund, Capital	https://www.transit.dot.gov/funding/grants/state-good-repair-grants-5337
FTA §5311(c): Tribal Transit	Any	Formula to tribal transit providers			https://www.transit.dot.gov/funding/grants/tribal-transit-formula-grants-5311c2b
FHWA CMAQ: Congestion Mitigation and Air Quality Improvement Program - 23 USC 149	Varies, includes public transportation to help areas meet air quality and passenger rail goals	Formula to states	Formula for local jurisdictions in air quality non-attainment or maintenance areas	Point2Point , Capital	https://www.transit.dot.gov/funding/grants/grant-programs/flexible-funding-programs-congestion-mitigation-and-air-quality
FHWA STP: Surface Transportation Block Grant Program - 23 USC 133 <i>ODOT E&D Program/ FTA §5310</i>	Primarily capital, some portion for Transportation Options program	Formula to states	ODOT flexes portion of STP funds into 5310 program. Distribution by formula and/or discretionary	Point2Point , Accessible Services, Capital	http://www.oregon.gov/odot/tod/stip/Pages/default.aspx https://www.transit.dot.gov/funding/grants/flexible-funding-programs-surface-transportation-block-grant-program-23-usc-133

Program/Source	Purpose	Allocation Method		LTD Fund	Program Links
		USDOT	ODOT		
FHWA STP: Surface Transportation Block Grant Program - 23 USC 133 <i>MPO Directed Allocations</i>	Capital, such as transit centers, buses	Formula to states	ODOT allocates STP funds to MPOs for local projects Distribution is discretionary by MPOs	Capital	http://www.oregon.gov/odot/tod/stip/Pages/default.aspx https://www.transit.dot.gov/funding/grants/flexible-funding-programs-surface-transportation-block-grant-program-23-usc-133
FHWA STP: Surface Transportation Block Grant Program - 23 USC 133 STIP Enhance	Capital, such as transit centers, buses	Formula to states	ODOT flexes a portion of STP funds into Enhance. Distribution is discretionary	Point2Point	http://www.oregon.gov/odot/tod/stip/Pages/default.aspx https://www.transit.dot.gov/funding/grants/flexible-funding-programs-surface-transportation-block-grant-program-23-usc-133
FHWA STP: Surface Transportation Block Grant Program - 23 USC 133 <i>Fix-It Non-highway Funds: Bus Replacements</i>	Capital, bus replacements	Formula to states	ODOT flexes a portion of STP funds into Fix-it Non-highway Funds: Bus Replacements		https://www.fhwa.dot.gov/map21/summaryinfo.cfm
FHWA FLAP: Federal Lands Access Program - 23 U.S.C. 204	All transit purposes for services that access federal lands	Discretionary			https://www.fhwa.dot.gov/map21/summaryinfo.cfm

STATE FUNDING PROGRAMS

State funds for public transportation are currently limited to a few major sources:

- Special Transportation Fund (cigarette tax, non-highway use gas tax, ID card revenues, and general fund)
- Mass Transit Payroll Tax (payment by state agencies to eligible transit districts allocated by the Department of Administrative Services based on salaries of state employees within the district)
- A portion of DMV fees for custom vehicle license plates for passenger rail

Beginning July 1, 2019, State Transportation Improvement Funds will be available through the grant process.

Table 2 below summarizes the major sources of State public transportation funding and which LTD funds utilize these sources.

Table 2. Current Major Sources of State Public Transportation Funding in Oregon

Program/Source	Purpose	Allocation Method	LTD Fund	Program Links
STF: Special Transportation Fund ORS 391.800 through 391.830	Seniors, people with disabilities	ODOT by formula and discretionary; STF agency discretionary local prioritization	Accessible Services, Capital	http://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx

Program/Source	Purpose	Allocation Method	LTD Fund	Program Links
Statewide Transportation Improvement Fund (Available July 1, 2019)	Expanding public transportation services	To be determined by the Oregon Transportation Commission		http://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx
ConnectOregon Program Lottery backed bonds	Capital	ODOT discretionary STF agency discretionary local prioritization	Capital	http://www.oregon.gov/ODOT/Programs/Pages/ConnectOregon.aspx
Direct Legislative Appropriation Generally lottery backed bonds	Any transit purpose	DAS formula		http://www.oregon.gov/odot/stip/pages/index.aspx

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.	
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.	
Commerce Street Connect Bridge	Funding Tier(s): I
A pedestrian and bicycle path to provide a missing link from the Fern Ridge Path to the commercial and employment area near W 11 th Avenue and Beltline Highway. A 10-foot wide concrete multi-use connector path with two foot wide shoulders from the Fern Ridge Path to a large developed commercial area near Commerce Street and W. 11 th Avenue will be built	
Willow Creek	Funding Tier(s): I
Design and construction of a layover terminus site at the west end of the EmX line; and bus driver relief building.	
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).	
River Road Transit Community Implementation Plan	Funding Tier(s): I
Collaborative effort between the City of Eugene and LTD to enable transit-oriented-development.	
Comprehensive Operations Analysis and Communications Assessment	Funding Tier(s): I
A detailed study of a transit system designed to identify existing strengths, areas for improvements and options to improve efficiency and increase usage	

Fleet	
Accessible Services Vehicle replacement	Funding Tier(s): I & III
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. This funding includes: hybrid bus DPIM replacements, reconditioned engines, bus seats, etc.	

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 & III
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): III
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 Modernization	Funding Tier(s): 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, FM Crew buildings, Fleet Building	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
Improve amenities and support infrastructure at passenger boarding areas.	

Ride source building and parking expansion	Funding Tier(s): III
Add additional parking for buses and employees. Increase building capacity.	

LCC station 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.	

System Facilities Improvements	Funding Tier(s): III
Continued improvement of transit facilities and support infrastructure primarily comprised of projects that respond to internal and external needs	

Miscellaneous Improvements	Funding Tier(s): III
Continued improvement of transit facilities and support infrastructure	

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): III
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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, Novus and other software that supports the delivery of transportation services.

Storage Expansion	Funding Tier(s): III
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): III
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 LTD vehicles (135)	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): III
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): III
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 2018-2019

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.
CMAC	<i>Congestion Mitigation and Air Quality</i> – An improvement program through the Fixing America's Surface Transportation Act (FAST Act) to provide a flexible funding source to state and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act.
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 Environmental Impact Statement</i> - A document required by the National Environmental Policy Act for federal government agency actions "significantly affecting the quality of the human environment." A tool for decision making, an EIS describes the positive and negative environmental effects of proposed agency action and cites alternative actions.
Demand Response	Service on demand, often referred to as Dial-a-Ride or paratransit. Unlike a fixed-route system, there is no regular schedule and typically requires riders to schedule in advance. May offer a door-to-door or curb-to-curb assistance. Often used in reference to "complementary paratransit" services required under the Americans with Disabilities Act.
DHS	<i>Department of Human Services</i> (State of Oregon)
Diamond Express	Service introduced in March 2003 that makes an intercity connection between Oakridge and Eugene-Springfield three times each weekday with curb-to-curb service on the mid-day run. Coordinated through Accessible Services and funded with grants from federal Section 5311 Intercity Passenger Program, Special Transportation Fund, and local contribution.
DMAP	<i>Division of Medical Assistance Programs</i> (State of Oregon) - DMAP, part of the Oregon Health Authority (OHA), determines policy and Oregon Administrative Rules for medical assistance programs. It is responsible for Title XIX and Title XXI State Plans, informs clients and providers about policy and rule changes that affect OHA

services, and pays claims and contracted payments for covered health care services.

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

E

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

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 EmX West.
EmX West	An extension of the EmX Green Line that connects downtown Eugene and the West 11 th Avenue area.
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.
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Fare Instrument	Ticket or pass purchased in advance that is used as payment for a transit ride.
Fare Management System	Automated system to manage sales, collection, and tracking of fare media while providing access and convenience for the customers.
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)
<i>Section 5307 (Formula)</i>	<i>Urbanized Area Formula Program</i> -- Federal grant funds allocated based on a set formula given a district's population and ridership.
<i>Section 5308 (Clean Fuels)</i>	<i>Clean Fuels Grant Program</i> – Federal grant funds allocated to support emerging clean fuel and advanced propulsion technologies for transit buses and markets for those technologies.
<i>Section 5309 (Discretionary)</i>	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.
<i>Section 5310</i>	<i>Elderly and Persons with Disabilities Formula Program</i> -- Federal grant program that provides capital assistance primarily for transportation for the elderly and people with disabilities.
<i>Section 5311</i>	<i>Rural General Public Program</i> – 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)	<i>Intercity Passenger Program</i> – 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	<i>Job Access and Reverse Commute (JARC) 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.
Section 5317	<i>New Freedom Program</i> – 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 *Federal Transit Administration* – 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 *Frequent Transit Network* – 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 *Governmental Accounting Standards Board* – 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 *Government Finance Officers Association* – 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 *Group Pass Program* - Program designed for organizations to allow bulk purchase of transit passes for all members of the group at a significant cost savings.

GPS *Global Positioning System* – 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 *Intelligent Transportation Systems* -- Advanced technologies systems like signal priority and automated vehicle locating that foster the use of advanced technologies to improve the safety, reliability, and efficiency of public transportation systems.

J

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

L

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

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

LCC *Lane Community College*

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

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

LOC *Local Organizing Committee*

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

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

M

MAP-21	<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.
MOD	<i>Mobility on Demand</i> - A flexible demand-response system complimenting and connecting people to their community and to the transportation network system.

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.
MTM	<i>Medical Transportation Management</i> - Contractor providing RideSource Brokerage operations. Medical Transportation Management, Inc., manages ADA and NEMT transportation and related services for systems across the US.
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.
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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 *Other Post-Employment Benefits* – 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:

Cash fares Revenues from cash fares and daily, monthly, and three-month passes.

Group pass Revenues from group pass programs with businesses such as ASUO and Symantec.

Ops *Transit Operations (LTD)* – An LTD work group.

OPTIS *Oregon Public Transit Information System* - An electronic web-based software program used for managing ODOT Public Transit Division grants.

ORS *Oregon Revised Statutes* – The codified laws of the State of Oregon, which is published every two years to incorporate each legislative session's new laws.

OSHA *Occupational Safety and Health Administration* – 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 *Oregon Transit Association* – 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).

<i>Payroll taxes</i>	Revenues generated from tax imposed on employers within the transit district based on the employer's payroll.
<i>Self-employment taxes</i>	Revenues generated from tax imposed on self-employed individuals within the transit district based on the individual's non-excluded federal Schedule SE income.
<i>State-in-lieu taxes</i>	Revenues from the State of Oregon in lieu of payment of employer payroll taxes.
<i>Other operating grants</i>	Revenues from grants for non-capital expenditures such as TDM and preventive maintenance.

P

P&D	<i>Planning and Development (LTD)</i> – An LTD work group.
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.
P-card	<i>Purchasing Card</i> – A charge card issued to employees that works in a similar way to credit cards and can be used to purchase goods or services.
Paratransit	Alternatives to traditional modes of public transit such as bus and rail. Often refers to flexibly scheduled and routed transportation services using small buses or minivans. LTD's paratransit services are coordinated under the RideSource Call Center.
Park & Ride Program	A program funded by Point2point to maintain existing sites and identify potential new sites where drivers can park their cars and either take a bus, walk, ride a bike, or meet a carpool.
Passenger Boarding	Occurs when a customer boards the bus.
Passenger Miles	The total number of miles traveled by passengers on transit vehicles; calculated by accumulating the total for all trip segments resulting from multiplying the number of passengers determined to be on board for each trip segment by the length of the trip segment.
PBI	<i>Passenger Boarding Improvements</i> – Capital improvements to aid passengers in boarding and deboarding transit vehicles. These may include improvements to transit stations, shelters, stops, and bus stop signs, among others.
PCE	<i>Progressive Corridor Enhancement</i> – A program to implement incrementally various transit enhancements along a corridor. Typical enhancements include signal priority, improved stops and stations, through-routing, improved service frequency, and queue- jump lanes.

	Improvements could eventually lead to implementation of an EmX level of service.
Peak Service (peak assignments)	Describes the point of time during the day when the District has the maximum number of buses operating. It is often described as the a.m. peak and the p.m. peak.
PM	<i>Preventive Maintenance</i> – The maintenance of LTD assets to keep those assets in a state of good repair.
PMP	<i>Project Management Plan</i> - Guiding document for the management and administration of the West Eugene EmX Extension (WEEE) project.
PMOC	<i>Project Management Oversight Contractor</i> -- Informs FTA's determination regarding the adequacy of the Grantee's legal, administrative and technical capacity and capability to effectively and efficiently execute the project in all of its aspects, including planning, design, construction, testing, and revenue operations.
PP	<i>Pioneer Parkway</i> – A street in Springfield chosen for part of the second EmX route.
Private Provider	Contracted transportation providers, may include nonprofit providers, taxis, etc. Primarily used to expand capacity for RideSource Brokerage services.
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 debarking 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.
SGR	<i>State of Good Repair</i> – An FTA grant program initiated to support reinvestment in bus fleets and bus facilities for both urbanized and rural areas.
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.
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)
TAM	<i>Transit Asset Management</i> – An FTA business model that prioritizes funding based on the condition of transit assets, in order to achieve or maintain transit networks in a state of good repair.
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	Persons who must rely on public transit or paratransit services for

Disadvantaged	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.
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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

EmX West	An extension of the EmX Green Line that connects downtown Eugene and the West 11 th Avenue area.
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 2018-2019



July 13, 2018

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

RE: Lane Transit District Fiscal Year 2018-2019 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 2018-2019 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', followed by a long horizontal flourish.

Christina Shew
Director of Finance

crt

Enclosures

Q:\Reference\Budget\FY 18-19\Adopted Budget\ODR Resolution Submittal FY 18-19.doc



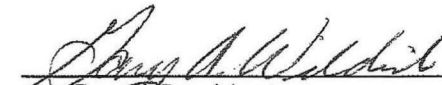
LANE TRANSIT DISTRICT RESOLUTION NO. 2018-05-16-12

BE IT RESOLVED that the Board of Directors of Lane Transit District (LTD) hereby adopts the budget for Fiscal Year 2018-2019 in the total combined fund sum of \$97,851,910 now on file at the LTD offices.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2018, and for the purposes shown below, are hereby appropriated as follows:

<u>GENERAL FUND - OPERATING BUDGET</u>	
Transit Services	\$47,737,731
Operating Reserve	7,026,933
<u>GENERAL FUND - NON-OPERATING</u>	
Transfer to Accessible Services Fund	2,550,288
Transfer to Medicaid Fund	406,500
Transfer to Point2point Fund	190,000
Transfer to Capital Projects Fund	5,414,168
Operating Contingency	<u>52,457</u>
Total Non-operating	<u>8,613,413</u>
Total General Fund	<u>63,378,077</u>
<u>ACCESSIBLE SERVICES FUND</u>	
Transit Services	7,361,574
Operating Contingency	130,000
Operating Reserve	<u>162,623</u>
Total Accessible Services Fund	<u>7,654,197</u>
<u>MEDICAID FUND</u>	
Transit Services	10,492,775
Operating Contingency	<u>132,000</u>
Total Medicaid Fund	<u>10,624,775</u>
<u>POINT2POINT FUND</u>	
Transit Services	1,377,583
Operating Contingency	<u>33,515</u>
Total Medicaid Fund	<u>1,411,098</u>
<u>CAPITAL PROJECTS FUND</u>	
Capital Outlay	13,240,489
Operating Contingency	0
Reserve for Future Capital	<u>1,543,274</u>
Total Capital Projects Fund	<u>14,783,763</u>

May 16, 2018
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. 2018-05-16-12, as adopted at a legally convened meeting of the Board of Directors held on May 16, 2018.

A handwritten signature in blue ink, appearing to read 'C. J. ...', is written over a horizontal line.

Signature of Recording Officer

Clerk of the Board

Title of Recording Officer

May 16, 2018

Date

Budget Committee FY19 Budget Meeting Notice

**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, 2018, to June 30, 2019, will be held at 5:30 p.m. on Wednesday, April 11, 2018. The purpose of the meeting is to receive and consider the budget message and budget proposal for Fiscal Year 2018-2019. Included will be a review of proposed revenues and expenditures for the LTD budget for FY 2018-2019. Any person may appear at the meeting to discuss the budget proposal in whole or in part. The budget proposal can be viewed at the Lane Transit District office located at 3500 E. 17th Avenue, Eugene (off Glenwood Blvd.), between the hours of 8 a.m. and 5 p.m. Monday through Friday, and on LTD's website at www.ltd.org beginning April 6, 2018. The Budget Committee also has scheduled April 12, 2018 (if needed) to continue budget deliberations and approve the budget for final adoption by the Board of Directors.

All meetings will be held in the LTD Board Room at 3500 E. 17th Avenue, Eugene (in Glenwood). Members of the public are invited to attend. Alternative formats of printed material and/or a sign language interpreter will be made available with 48 hours' notice. The facility used for this meeting is wheelchair accessible. For more information, call 541-682-6100 (voice) or 7-1-1 (TTY, through Oregon Relay, for persons with hearing impairments).

No. 7214917 - April 4, 2018

Published on April 4, 2018, in the Eugene Register-Guard newspaper and posted for over ten days on the Lane Transit District website per ORS 294.426(5)(b).



[HOME](#) > [ABOUT US](#) > [FINANCIALS](#) > [ANNUAL BUDGET](#)

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](#).

- [Proposed Budget 2018-2019 \(pdf\)](#)

Previous Budgets

- [Adopted 2017-2018 Budget \(pdf\)](#)
- [Amended 2017-2018 Capital Projects Fund and Budget and 2018-2019 Capital Project Fund Budget \(pdf\)](#)
- [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 \(pdf\)](#)

Lane Transit District Public Hearing and Financial Summary of the FY19 Budget Notice

FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the Lane Transit District will be held on May 16, 2018 at 5:30 p.m. at 3500 East 17th Avenue, Eugene, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Lane Transit District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 3500 East 17th Avenue, Eugene, Oregon between the hours of 8:30 a.m., and 5:00 p.m., or online at www.ltd.org/annual-budget/

This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. If different, the major changes and their effect on the budget are: none.

Contact: Camille Gandolfi Telephone: (541) 682-6103 E-mail: clerk@ltd.org

FINANCIAL SUMMARY—RESOURCES

TOTAL OF ALL FUNDS

	Actual Amounts 2016-2017	Adopted Budget This Year: 2017-2018	Approved Budget Next Year: 2018-2019
1. Beginning Fund Balance/Net Working Capital	36,827,190	26,221,109	15,609,572
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	8,220,938	8,429,950	7,515,801
3. Federal, State & all Other Grants, Gifts, Allocations & Donations	40,172,336	35,984,937	26,557,926
4. Revenue from Bonds & Other Debt			1,000,000
5. Interfund Transfers/Internal Service Reimbursements	20,988,183	8,739,060	8,560,956
6. All Other Resources Except Current Year Property Taxes	35,811,682	40,750,857	39,607,655
8. Total Resources—add lines 1 through 7	142,020,249	120,125,913	98,851,910
FINANCIAL SUMMARY—REQUIREMENTS BY OBJECT CLASSIFICATION			
9. Personnel Services	34,543,789	38,910,736	36,109,675
10. Materials and Services	24,832,012	31,736,120	30,857,445
11. Capital Outlay	36,160,630	25,409,024	13,240,489
12. Debt Service			55,000
13. Interfund Transfers	20,988,183	7,816,531	8,560,956
14. Contingencies		3,471,881	295,515
16. Unappropriated Ending Balance and Reserved for Future Expenditure	25,495,715	12,781,621	9,732,830
17. Total Requirements—add lines 9 through 16	142,020,249	120,125,913	98,851,910
FINANCIAL SUMMARY—REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM*			
Name of Organizational Unit or Program			
FTE for Unit or Program			
Name: TRANSIT SERVICES	142,020,249	120,125,913	98,851,910
FTE	374	372	352
Total Requirements	142,020,249	120,125,913	98,851,910
Total FTE	374	372	352

No. 7231888 - May 2, 2018

Published on May 2, 2018, in the Eugene Register-Guard newspaper.

**FORM
LB-1**

NOTICE OF BUDGET HEARING

A public meeting of the _____ will be held on _____ at _____ a.m. at _____
(Governing body) (Date) (Street address)

_____, Oregon. The purpose of this meeting is to discuss the budget for the
(Location)

fiscal year beginning July 1, 20____ as approved by the _____ Budget Committee. A summary of
(Municipal corporation)

the budget is presented below. A copy of the budget may be inspected or obtained at _____
(Street address)

_____ between the hours of _____ a.m., and _____ p.m., or online at _____ This

budget is for an annual; biennial budget period. This budget was prepared on a basis of accounting that is: the same as;

different than the preceding year. If different, the major changes and their effect on the budget are:

Contact	Telephone number ()	E-mail
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FINANCIAL SUMMARY – RESOURCES

TOTAL OF ALL FUNDS	Actual Amounts 20____–20____	Adopted Budget This Year: 20____–20____	Approved Budget Next Year: 20____–20____
1. Beginning Fund Balance/Net Working Capital			
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges...			
3. Federal, State & all Other Grants, Gifts, Allocations & Donations			
4. Revenue from Bonds & Other Debt.....			
5. Interfund Transfers/Internal Service Reimbursements			
6. All Other Resources Except Current Year Property Taxes.....			
7. Current Year Property Taxes Estimated to be Received.....			
8. Total Resources —add lines 1 through 7.....			

FINANCIAL SUMMARY – REQUIREMENTS BY OBJECT CLASSIFICATION

9. Personnel Services			
10. Materials and Services			
11. Capital Outlay			
12. Debt Service			
13. Interfund Transfers.....			
14. Contingencies.....			
15. Special Payments.....			
16. Unappropriated Ending Balance and Reserved for Future Expenditure ...			
17. Total Requirements —add lines 9 through 16			

FINANCIAL SUMMARY – REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM*

Name of Organizational Unit or Program			
FTE for Unit or Program			
Name			
FTE			
Name			
FTE			
Name			
FTE			
Name			
FTE			

LTD Adopted Budget

