

# 2019-2020 ADOPTED BUDGET



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# Lane Transit District

## Fiscal Year 2019-2020 Adopted Budget

### Budget Committee Members

<b>LTD Board Member</b>	<b>Subdistrict</b>	<b>Citizen Member</b>
Steven Yett Term Expires: 12/31/21	1	Kim Thompson Term Expires: 01/01/21
Carl Yeh Term Expires: 12/31/20	2	Kathryn Bruebaker Term Expires: 01/01/20
Don Nordin Term Expires: 12/31/22	3	Pat Walsh Term Expires: 01/01/21
Emily Secord Term Expires: 12/31/22	4	Jody Cline Term Expires: 01/01/21
Joshua Skov Term Expires: 12/31/21	5	Gary Wildish Term Expires: 01/01/22
Caitlin Vargas Term Expires: 12/31/22	6	Dean Kortge Term Expires: 01/01/20
Kate Reid Term Expires: 12/31/20	7	Brandon Rogers Term Expires: 01/01/21

# Annual Budget Calendar

<b>July 2019</b>	New fiscal year begins. Preliminary year-end financial report for year ended June 30 to the Board of Directors.
<b>August</b>	Previous year's performance analysis begins. Preparation of materials for independent audit begins.
<b>September/ October</b>	Previous year's performance analysis completed. Materials for independent audit prepared. Independent audit of previous fiscal year's financial activity begins. New federal fiscal year begins. Community Investment Plan (CIP) finalized. CIP published for public review. Fiscal Year service, fare, and structural change discussions
<b>October November</b>	Board approves Community Investment Plan. Comprehensive Annual Financial Report (CAFR) prepared for previous fiscal year.
<b>December</b>	Budget calendar for coming fiscal year prepared.
<b>January</b>	Current Fiscal year mid-year revenue and expenditure projections begin. CAFR with report of independent auditor presented to Board of Directors. Key issues from auditor's report reviewed with Board.
<b>February</b>	New Fiscal year revenue and expenditure projections begin.
<b>March</b>	Mid-year revenue and expenditure projections completed. Proposed new fiscal year revenue and expenditure projections completed. Proposed new fiscal year budget released for public comment. Proposed budget finalized
<b>April</b>	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. Financial Summary and notice of Budget Hearing published Public hearing at Board of Directors meeting.
<b>May</b>	Board adopts budget for the new fiscal year that begins July 1.
<b>June</b>	New fiscal year's Adopted Budget filed with the State. Community Investment Plan preparations begin.



**Lane Transit District**

# *Budget Message*





March 29, 2019

TO: Lane Transit District Budget Committee

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

SUBJECT: Fiscal Year 2019-2020 Budget Message

In accordance with Oregon Budget Law, as set forth in Chapter 294.305 to 294.565 of the Oregon Revised Statutes, Lane Transit District has prepared and is pleased to present its proposed annual budget for Fiscal Year 2019-2020 (FY20). This year's budget builds on the District's efforts to stabilize expenditures and improve transparency while exploring innovative and cost-effective approaches to serve our community effectively. The following message describes key budget assumptions, factors impacting District finances, and efforts to strengthen the District's financial position.

### FISCAL YEAR 2020 BUDGET ASSUMPTIONS

LTD's budget is comprised of five funds: General Fund, Specialized 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 FY20 budget.

#### **General Fund Revenue**

Payroll and self-employment taxes comprise the single greatest source of revenue for the General Fund, followed by federal assistance, state assistance, and passenger fares. The General Fund also houses LTD's operating reserves and beginning working capital balances. General Fund Revenues for FY20 are budgeted at \$53.4 million, compared to \$50.7 million predicted for FY19.

- Payroll and self-employment taxes are roughly flat inclusive of a 0.01 percent rate increase, which takes effect January 2020.
- Cash fares and passes are budgeted to decrease by \$800,000, largely due to the introduction of new youth and low-income fare programs (\$1.2 million) partially offset by increases in fixed-route bus service (\$400,000). Both programs are funded by House Bill 2017 Statewide Transportation Improvement Funds (STIF). Special service programs for football and other events are unchanged from FY19 to FY20.
- STIF resources in the amount of \$300,000 will be used to create a sustainable services reserve to protect the expanded STIF programs and services from unanticipated events.
- Utilization of Federal FAST Act formula funding is expected to remain steady at \$4.2 million.
- Advertising revenue remains unchanged at \$300,000 and group pass revenue is down \$100,000 due to the new Student Transit Pass program that will take effect in the fall of 2019. The impact of the Student Transit Pass program is offset by STIF resources.

### **General Fund Expense**

LTD's General Fund is proposed to expend \$55.1 million in FY20 compared to a predicted expenditure of \$52.9 million in FY19. LTD continues to be committed to improving the customer experience to increase ridership. Below are the major factors impacting the expenditures in FY20:

- A new account-based fare payment system will be implemented. Customers will be able to use a mobile application, an electronic card, or a one-use ticket purchased at a local outlet for bus fare. Cash will still be accepted for fare. LTD expects this solution to reduce the total amount of physical cash that the agency must process. The budgeted operational impact in FY20 is \$300,000.
- The addition of up to 36,000 hours of additional fixed-route service in FY20 and FY21 will provide greater equity and access to transit with a focus on low-income households and students.
- FY19 budgeted headcount was 352 but is planned to be reduced to 346 in FY20.
- The FY19 – FY21 Amalgamated Transit Union (ATU) agreement was ratified in April 2018, increasing wages 2 percent on July 1, 2019, and 1.5 percent on January 1, 2020.
- Fuels and lubricants, LTD's single largest material expenditure line item, is budgeted to increase \$200,000 from the FY19 budget. Fuel prices remain low and are holding steady. The average price for FY18 was \$2.21 per gallon compared to a FY19 year-to-date average of \$2.18. The U.S. Energy Information Administration forecasts relatively flat fuel prices through July 2020. The increased budget is due to a projected increase of approximately 80,000 service miles and a conservative price per gallon of \$2.75 to reflect uncontrollable market fluctuations.
- Parts have been increasing since FY17 growing \$500,000 from FY18 to FY19, but holding steady from FY19 to FY20 at \$2.1 million.
- Facilities costs increased \$600,000 from FY18 to FY19's year-end projection. This increase was the result of the doubling of the EmX infrastructure. Costs have now stabilized and are \$100,000 down from the FY19 projection. No significant infrastructure was added in FY19.
- The General Fund transfer to the Specialized Services Fund has increased by \$500,000. This increase is based on a reduction of 5310 and STF funds to ADA metro and RideSource services. These are mandated services whose shortfalls in funding must be covered by the General Fund.
- A General Fund transfer to the Capital Projects and Point2point Funds will not be needed as both funds have adequate beginning working capital to cover the grant match requirements for FY20.

### **Specialized Services Fund**

The Specialized Services Fund (pre-FY20 this was the Accessible Services Fund) houses the District's non-fixed-route transportation services. Included in this fund are: (1) paratransit services, (2) rural and county services, and (3) other mobility services.

#### Paratransit Services

LTD is federally mandated to provide complimentary paratransit services to individuals with disabilities who are unable to ride fixed-route transit. Demand for this service continues to grow. Over the last 12 months, the number of internal fleet paratransit trips were up 5.8 percent. 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.

The paratransit services budget is proposed at \$7.5 million compared to a projected \$6 million in expenditures for FY19. This increase is the result of new ridership from individuals who receive their services through Mentor Oregon or Full Access Brokerage. In FY19, only individuals who received services through Lane County Senior and Disability Services were eligible for paratransit services. This expanded service will cover approximately 100 individuals in the Eugene-Springfield metropolitan area. The program budget is for 1,000 trips per week, a ridership increase of 30 percent. These trips are reimbursed by the state at 69 percent of cost and would be ADA paratransit trips if not in this program.

#### Rural and County Services

Rural and county service cost is up slightly as a result of STIF-funded rural program enhancements and expansions offset by reduced spending on the service animal and Florence/Yachats pilot programs that are now completed.

#### Other Services

The District provides a number of mobility services. The newest is a mobility as a service pilot that was launched in January 2019 in Cottage Grove. This on-demand service is the first step in our transformation of public transit from an operator of buses to a provider of comprehensive mobility services. In FY20, LTD will expand the test market to include the City of Eugene metropolitan area. These STIF-funded mobility services increase the FY20 budget \$600,000 over the FY19 year-end projection.

#### **Medicaid Fund**

LTD is the contracted broker for non-emergency medical transportation (NEMT) services for Trillium's Medicaid clients. LTD does not control the costs charged by Trillium, which increased in FY19 and then stabilized in FY20.

The proposed FY20 budget for the Medicaid Fund is \$12 million, an increase of \$900,000 over FY18 and \$200,000 over the projection for FY19. This fund remains subject to significant uncertainty due to the political environment and proposals to reduce benefits. 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 strategic investments in system expansion as well as projects to optimize our existing infrastructure, including planning, construction, facility maintenance, and repair projects. The proposed FY20 budget for the Capital Projects Fund is \$12.8 million compared to the projected FY19 expenditure of \$10.9 million, a \$1.9 million increase.

Significant projects include a number of investments in bus operations:

- The District has a transit station on River Road in Eugene. This station has a number of operational safety issues and conflicts with the Oregon Department of Transportation's plan for Beltline. As a result, the District is developing a new station on a previously acquired site at Hunsaker Lane and River Road (aka Santa Clara Transit Station or SCTS). The total project cost is \$10.3 million with an expected capital outlay of \$5.2 million in FY20.

- The capital outlay costs for a new fare management system in FY20 is a cost of \$800,000.
- LTD has the fourth oldest fleet among peers. [Source: American Bus Benchmarking Group (ABBG)] LTD will be utilizing federal grants to replace the aging buses in our fleet. Our near-term fleet replacement plan includes the following:
  - Five new 40-foot electric buses, which will be acquired in FY19
  - Five additional 40-foot electric buses, which are planned to be acquired in FY21
  - Procurement of four mobility service vehicles in FY20
  - The addition of six 60-foot diesel and one 40-foot diesel-hybrid bus in FY21

### ***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 administration of the annual Business Commute Challenge. Most of the Point2point budget is comprised of federal funds allocated by the Metropolitan Policy Committee (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. Of the proposed FY20 Point2point Fund budget of \$1.6 million, \$1.4 million is for programs of which \$1 million comes from state and federal grants.

### **ECONOMIC CONDITIONS**

After years of economic expansion, Lane County's economy is stable but continues to slow. Unemployment is up 0.6 points to 4.8 percent (January 2019), and the number of employed persons in the county have dropped 1.5 percent. The fading fiscal stimulus and business investment, along with the impact of past interest rate increases and ongoing trade tensions, point to a weakened economy this year and next. The Office of Economic Analysis's preliminary data shows "a flat or declining labor force and a somewhat smaller employed population than a year ago."

Recessions cannot be predicted; however, the bond market has been flashing ominous warnings with interest rates on long-term government debt falling below the rate on short-term bills signaling the potential for a recession in the nearer term. On the flip side, both IHS Markit and the Wall Street Journal Economic Forecasting Survey put the probability of recession over the next year at 25 percent.

### **FACTORS IMPACTING BUDGET**

The factors impacting the budget are: (1) economic risk resulting in a roughly flat payroll tax base, (2) contractual ATU wage and benefit increases, (3) implementation of a new fare payment system, (4) investment to replace our aging fleet, and (5) new STIF-funded projects, which expand service frequency, connect communities, and reduce costs for youth and low-income riders.

Payroll taxes move in direct proportion to employment and wages. A weakening employment outlook means stagnating payroll tax revenues, which comprise over 70 percent of our General Fund resources. Reductions in this resource resulting from an economic slowdown or downturn has a material impact on the ability for the District to meet its ongoing obligations. The District's priority is a structural balance to its budget. This means that operating and nonoperating resources must equal or exceed the ongoing operating cash requirements with two months of operating reserve and a reduced reliance on federal formula funds for preventative maintenance expenses. Stagnating payroll tax revenues create an ongoing challenge to manage costs in order to cover existing requirements without utilizing existing working capital or utilizing federal assistance for operations.

The cost management efforts include: (1) improving service efficiencies, (2) total cost of ownership considerations as we replace our aging fleet, and (3) improving processes to keep personnel costs low.

An agreement covering the period July 1, 2018, through June 30, 2021, was reached with the Amalgamated Transit Union (ATU). This agreement increases wages 2 percent on July 1, 2019, and 1.5 percent on January 1, 2020. This agreement also caps medical insurance premium increases at 8 percent for FY20.

In August, LTD will launch a new and improved fare payment system. The new TouchPass system is an account-based system that will allow customers to utilize a smartcard, paper pass, or smartphone to pay for their fare. The new system will also provide anonymized travel pattern information to inform the District's service planning staff.

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 FY20, more than 68 percent of LTD's fleet will have met or exceeded their useful life. As a result, fleet maintenance costs have increased and service reliability is challenged. Non-payroll-related fleet parts and maintenance costs have increased 31 percent since FY18. In FY19, the District will replace a number of its aging buses with diesel, diesel-hybrid, and all-electric vehicles. These replacements are projected to begin to alleviate the escalating parts and maintenance costs. The FY20 maintenance budget is \$100,000 higher than the FY19 year-end projection.

The District will be using both formula and competitive state and federal formula grant programs for its fleet replacements. LTD's ability to replace its aging fleet, using existing formula funds, continues to be limited to \$4.2 million, and has been budgeted to support preventative maintenance.

Oregon House Bill 2017 established a new 0.1 percent employee payroll tax to fund public transportation in Oregon that benefits a high percentage of low-income households. STIF funds are divided into Formula Funds (90 percent), Discretionary Funds (5 percent), Intercommunity Discretionary Funds (4 percent), and administrative funds (1 percent). LTD is the Qualified Entity of the STIF funds allocated to Lane County.

In 2018, the LTD Board of Directors appointed the Lane County STIF Advisory Committee to review submitted project proposals from eligible Public Transportation Service Providers for STIF Formula Funds and to develop a prioritized project list that makes up the Lane County STIF Formula Fund Plan. ODOT estimates that Lane County will generate \$13,828,000 in STIF Formula Funds from July 2018 to June 2021. Of those funds, \$13,115,000 will be generated within the LTD district, and \$713,000 will be generated outside of the LTD district.

Three Public Transportation Service Providers submitted project proposals for Lane County STIF Formula Funds. The STIF Advisory Committee reviewed the submitted projects and created two prioritized project lists to be funded at 100 percent of ODOT estimates: projects within the LTD boundary and projects outside of the LTD boundary. In FY20, In-District projects total \$9.9 million and Out-of-District projects total \$1.2 million.

## **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 (COA) to study the District's routes, fleet deployment, paratransit operations, and scheduling practices, and to provide recommendations and options to better serve our community. Jarrett Walker + Associate's first set of public scenarios for improvement were provided in January 2019. The LTD Board of Directors reviewed the recommendations from the COA and has begun to develop a long-range transit plan to improve service while ensuring that the changes fit within the framework of the budget and affordability. This transit plan will be adopted by the Board in the summer of 2019 and implemented in the years thereafter.

The District has also contracted with private firms to conduct reviews of current information technology (IT), fleet maintenance, and communications processes to identify priority areas for investment, develop performance metrics, and recommend how to most effectively use limited resources.

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 the summer of 2019. 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 fleet replacement purchases. The study will examine fuel costs (diesel and electricity), maintenance costs, vehicle reliability, and other key performance indicators.

In addition, the District has restored its two months of working capital reserve in each of its operating funds. This ensures sufficient cash flow for daily operational needs should an unanticipated adverse event occur.

## CONCLUSION

The proposed FY20 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.

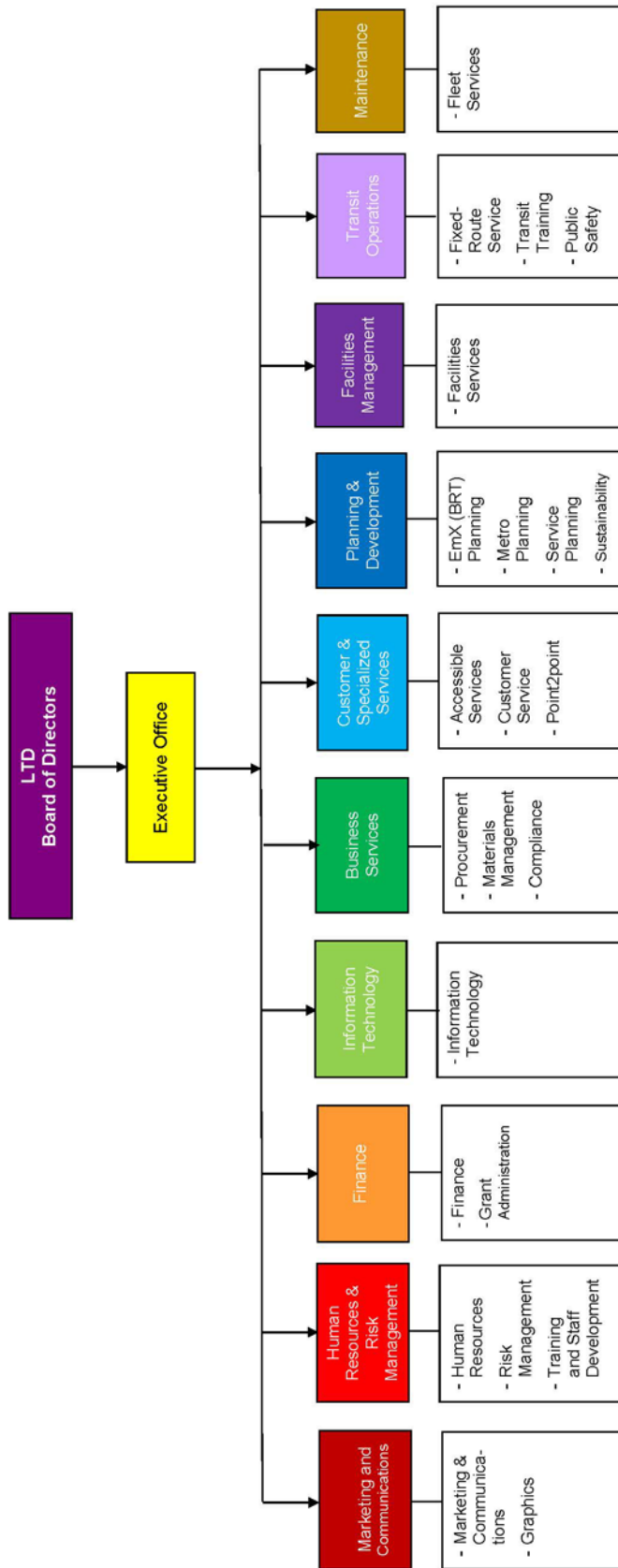
Sincerely,



Aurora Jackson  
General Manager



Christina Shew  
Budget Officer



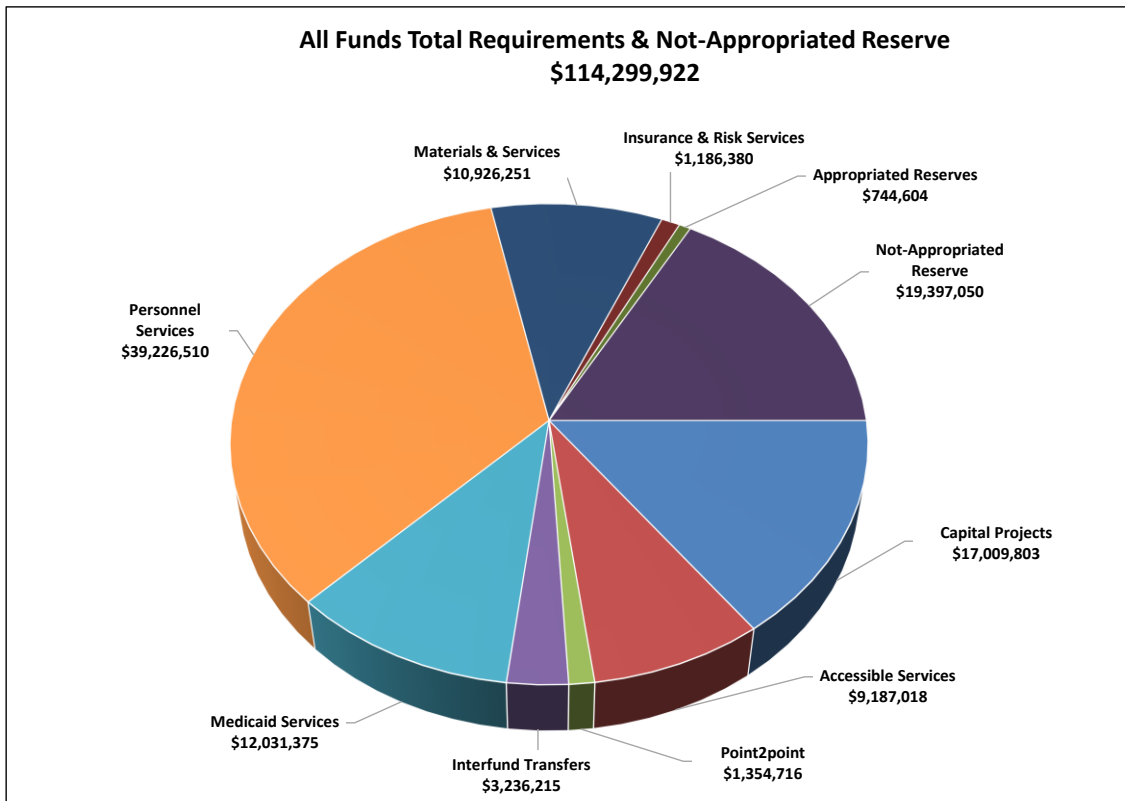
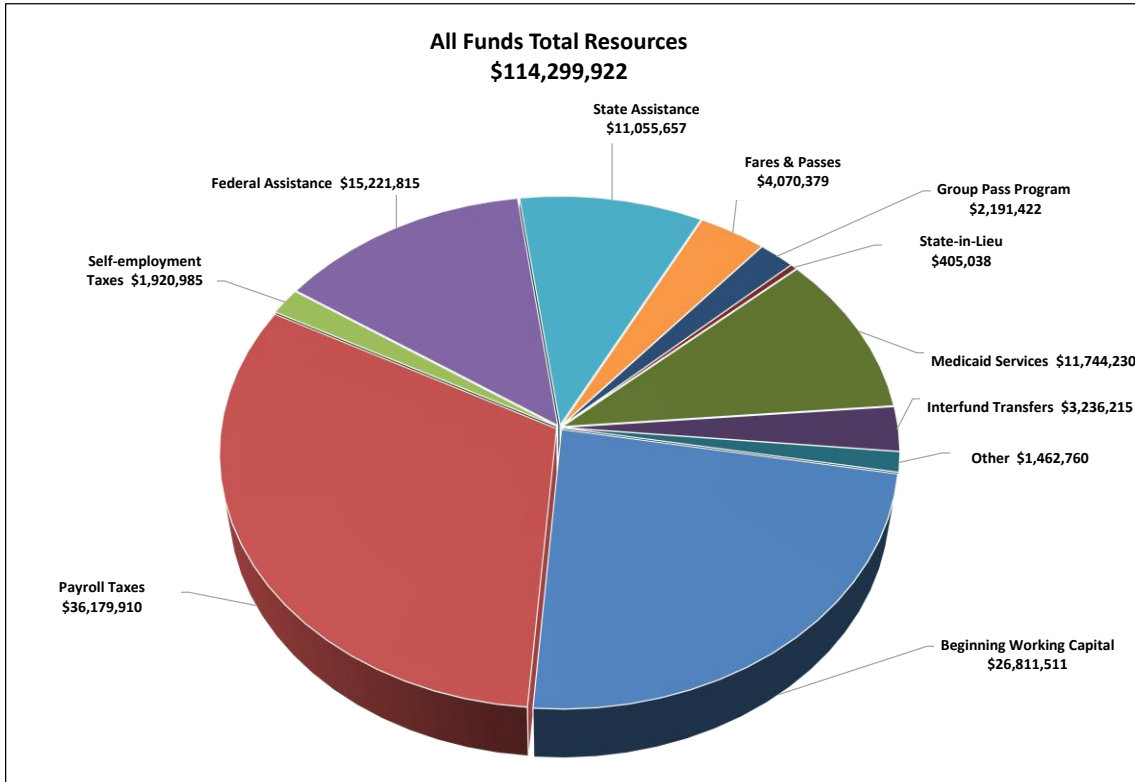


**Lane Transit District**

# *Proposed Budget*



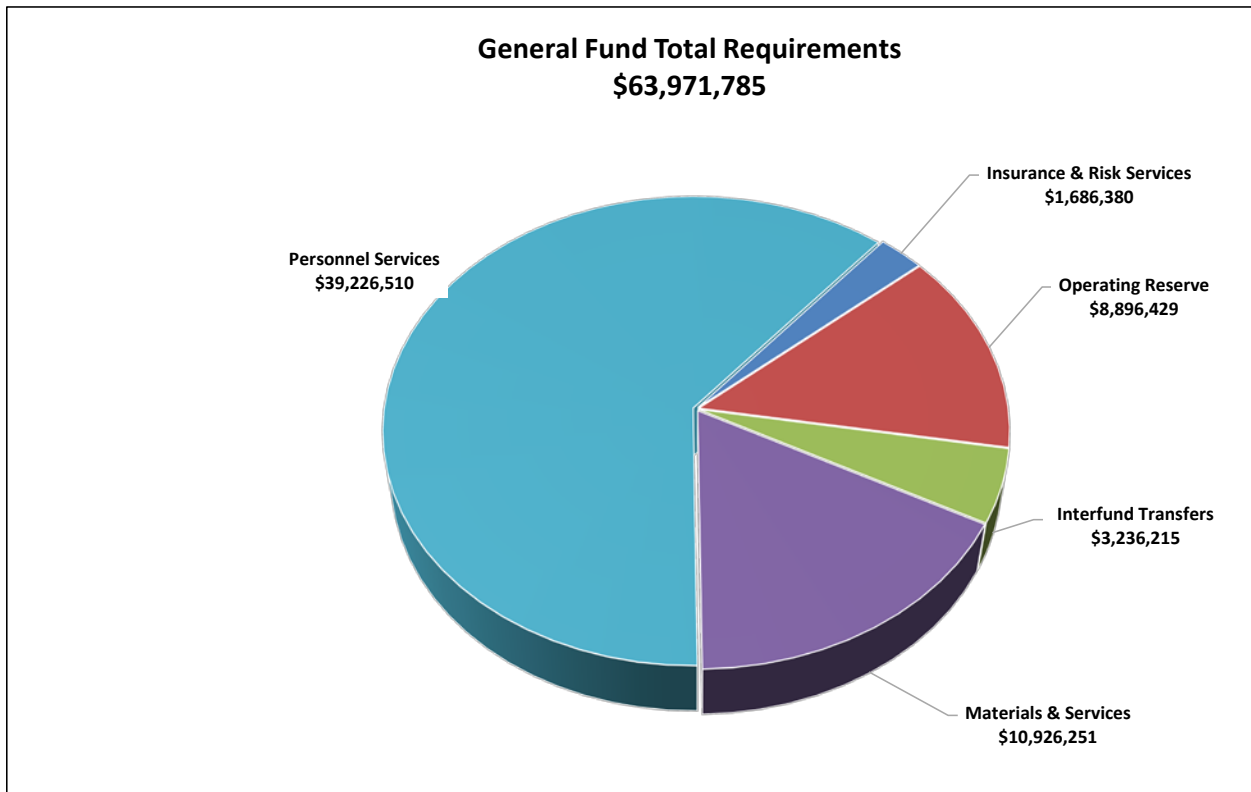
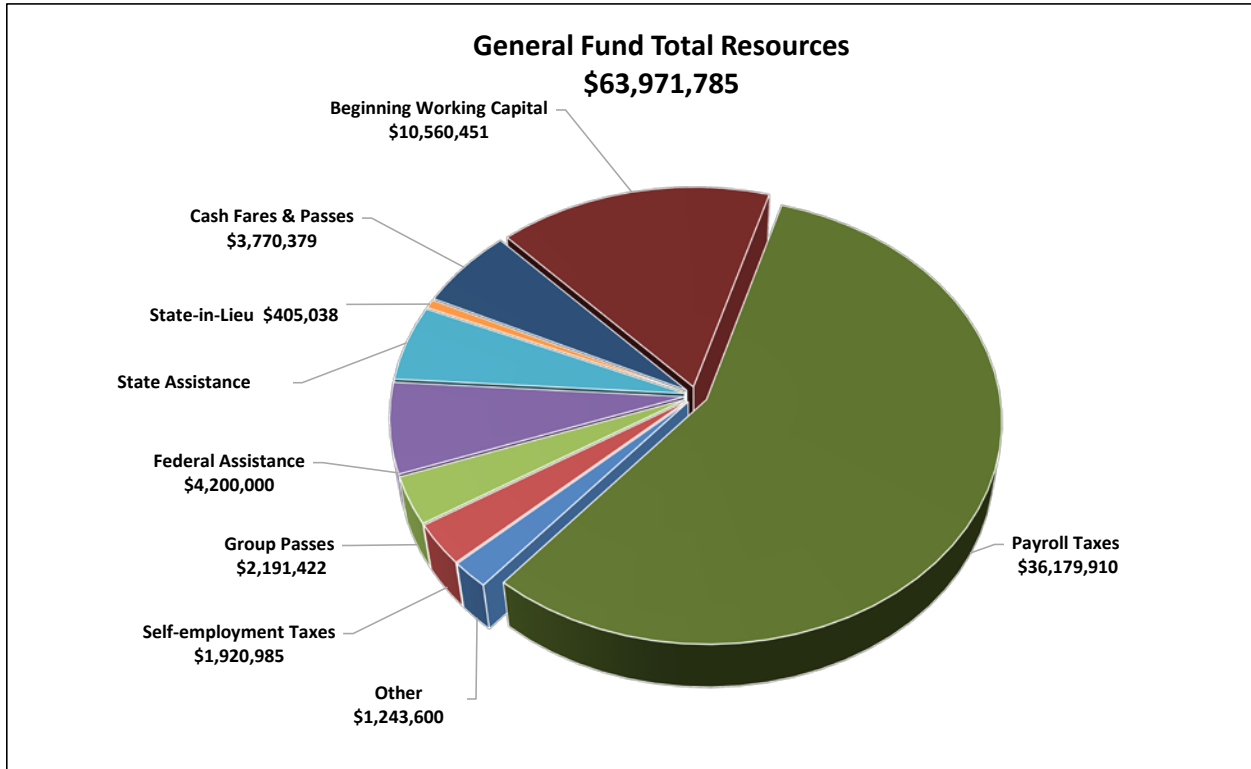
# Lane Transit District







# Lane Transit District





**Lane Transit District  
General Fund  
Fiscal Year 2019-2020**

Resources	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Beginning Working Capital</b>	<b>\$39,556,136</b>	<b>\$18,446,914</b>	<b>\$9,918,411</b>	<b>\$12,814,032</b>	<b>\$12,814,032</b>	<b>\$10,560,451</b>	<b>\$10,560,451</b>	<b>\$10,560,451</b>
<b>Operating Revenues</b>								
Cash Fares & Passes	4,765,236	4,563,494	4,241,700	4,241,700	4,527,140	3,770,379	3,770,379	3,770,379
Group Passes	2,554,656	2,275,859	2,227,311	2,227,311	2,322,486	2,191,422	2,191,422	2,191,422
Advertising	447,000	270,000	420,000	420,000	300,000	300,000	300,000	300,000
Special Services	154,541	229,062	238,000	238,000	387,726	378,563	378,563	378,563
	<b>\$7,921,433</b>	<b>\$7,338,415</b>	<b>\$7,127,011</b>	<b>\$7,127,011</b>	<b>\$7,537,352</b>	<b>\$6,640,364</b>	<b>\$6,640,364</b>	<b>\$6,640,364</b>
<b>Nonoperating Revenues</b>								
Payroll Taxes	32,827,455	35,797,722	36,490,588	36,490,588	36,044,742	36,179,910	36,179,910	36,179,910
Self-employment Taxes	1,983,365	2,072,662	2,307,567	2,307,567	1,913,808	1,920,985	1,920,985	1,920,985
State-in-Lieu	411,860	439,600	433,000	433,000	405,038	405,038	405,038	405,038
Federal Assistance	117,830	2,822,457	4,225,000	4,225,000	4,211,101	4,200,000	4,200,000	4,200,000
State Assistance			2,500,000	2,500,000	0	3,500,000	3,500,000	3,500,000
Local Assistance	40,080	3,450	0	0	0	0	0	0
Miscellaneous	349,986	166,934	232,500	232,500	268,377	272,414	272,414	272,414
Interest	201,295	167,305	144,000	144,000	286,696	286,696	286,696	286,696
Sale of Assets	37,721	12,429	0	0	5,927	5,927	5,927	5,927
	<b>\$35,969,592</b>	<b>\$41,482,559</b>	<b>\$46,332,655</b>	<b>\$46,332,655</b>	<b>\$43,135,689</b>	<b>\$46,770,970</b>	<b>\$46,770,970</b>	<b>\$46,770,970</b>
<b>Total Resources</b>	<b>\$83,447,161</b>	<b>\$67,267,888</b>	<b>\$63,378,077</b>	<b>\$66,273,698</b>	<b>\$63,487,073</b>	<b>\$63,971,785</b>	<b>\$63,971,785</b>	<b>\$63,971,785</b>

Requirements	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Requirements</b>								
Personnel Services	34,543,789	35,977,281	36,057,218	37,622,568	37,622,568	39,226,510	39,226,510	39,226,510
Materials & Services	8,364,584	8,682,385	10,494,497	10,850,291	10,850,291	10,926,251	10,926,251	10,926,251
Insurance & Risk Services	985,149	1,055,130	1,186,016	1,174,816	1,174,816	1,186,380	1,186,380	1,186,380
	<b>\$43,893,522</b>	<b>\$45,714,796</b>	<b>\$47,737,731</b>	<b>\$49,647,675</b>	<b>\$49,647,675</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>
<b>Transfers</b>								
Transfer to Specialized Services Fund	2,225,180	2,879,338	2,550,288	2,550,288	2,550,288	3,011,212	3,011,212	3,011,212
Transfer to Medicaid Fund	275,000	394,160	406,500	775,659	775,659	225,003	225,003	225,003
Transfer to Point2point Fund		192,000	190,000	190,000	190,000	0	0	0
Transfer to Capital Projects Fund	18,487,923	5,273,562	5,414,168	0	0	0	0	0
	<b>\$20,988,103</b>	<b>\$8,739,060</b>	<b>\$8,560,956</b>	<b>\$3,515,947</b>	<b>\$3,515,947</b>	<b>\$3,236,215</b>	<b>\$3,236,215</b>	<b>\$3,236,215</b>
<b>Reserves</b>								
Operating Contingency			52,457	52,457	0	0	0	0
Self-Insurance, Risk, and HRA Liability						500,000	500,000	500,000
	<b>\$0</b>	<b>\$0</b>	<b>\$52,457</b>	<b>\$52,457</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>Total Requirements</b>	<b>\$64,881,625</b>	<b>\$54,453,856</b>	<b>\$56,351,144</b>	<b>\$53,216,079</b>	<b>\$53,163,622</b>	<b>\$55,075,356</b>	<b>\$55,075,356</b>	<b>\$55,075,356</b>

Not Appropriated (Board Required Operating Reserve) **	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Reserve</b>								
Working Capital	18,565,536	12,814,032	7,026,933	13,057,619	10,323,451	8,896,429	8,896,429	8,896,429
<b>Requirements &amp; Working Capital</b>	<b>\$83,447,161</b>	<b>\$67,267,888</b>	<b>\$63,378,077</b>	<b>\$66,273,698</b>	<b>\$63,487,073</b>	<b>\$63,971,785</b>	<b>\$63,971,785</b>	<b>\$63,971,785</b>

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

Percentage Change Analysis		FY 2017-18 Actual compared with FY 2016-17 Actual			FY 2018-19 Estimate compared with FY 2017-18 Actual	FY 2019-20 Proposed compared with FY 2018-19 Budget	FY 2019-20 Approved compared with FY 2018-19 Amended	FY 2019-20 Adopted compared with FY 2018-19 Budget
Total Resources		-24.1%			-5.6%	0.9%	-3.5%	0.9%
Total Operating Revenues		-7.9%			2.7%	-6.8%	-6.8%	-6.8%
Total Nonoperating Revenues		15.3%			4.0%	0.9%	0.9%	0.9%
Total Requirements		-16.1%			-2.4%	-2.3%	3.5%	-2.3%
Total Operating Requirements		4.1%			8.6%	7.5%	3.4%	7.5%
Total Transfers		-58.4%			-59.8%	-62.2%	-8.0%	-62.2%
Total Reserves		-31.0%			-19.4%	26.6%	-31.9%	26.6%



**Lane Transit District  
General Fund  
Fiscal Year 2019-2020**

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	14,535,224	12,502,331	12,143,821	12,468,345	12,133,863	12,133,863	12,133,863
Amalgamated Transit Union	21,295,895	24,272,156	24,851,697	25,914,464	27,847,866	27,847,866	27,847,866
Capital-Related Payroll	(1,287,330)	(797,208)	(938,300)	(760,241)	(755,219)	(755,219)	(755,219)
<b>Total Personnel Services</b>	<b>\$34,543,789</b>	<b>\$35,977,279</b>	<b>\$36,057,218</b>	<b>\$37,622,568</b>	<b>\$39,226,510</b>	<b>\$39,226,510</b>	<b>\$39,226,510</b>

<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Advertising Agency Fees	62,632	107,007	107,000	80,000	65,000	65,000	65,000
Advertising Media	104,388	0	120,000	0	0	0	0
Bus Wash & Cleaning Supplies	28,449	27,924	28,000	33,000	38,000	38,000	38,000
Cleaning	544,834	790,588	987,000	912,000	865,000	865,000	865,000
Computer Hardware Support	358,553	956,710	1,216,423	1,218,826	1,103,577	1,103,577	1,103,577
Contracted Security/Professional Services	426,827	14,922	22,500	22,500	22,500	22,500	22,500
Employee Programs	50,731	62,886	95,600	94,200	137,450	137,450	137,450
Employee Relations	17,680	59,740	56,000	41,000	51,000	51,000	51,000
Equipment Service Contracts	54,778	55,583	100,000	101,500	93,000	93,000	93,000
Facility Skilled Trades	117,916	105,786	155,000	150,600	146,000	146,000	146,000
Fuel & Lubricants - Buses	2,289,876	2,046,720	2,297,862	2,298,362	2,512,000	2,512,000	2,512,000
Fuel - Administrative Vehicles	23,729	19,636	19,636	30,000	35,000	35,000	35,000
General Business Expenses	278,353	293,978	402,597	420,264	548,163	548,163	548,163
General Insurance Premiums	100,094	252,666	124,400	120,400	49,918	49,918	49,918
General Maintenance/Repair	123,473	141,035	308,700	382,100	296,760	296,760	296,760
Grant Funded			(171,500)	0	0	0	0
Maintenance Contract Service - Revenue Vehicles	61,987	34,420	90,000	88,500	90,000	90,000	90,000
Market Research & Information	180,162	0	0	0	0	0	0
Office/Computer Supplies	74,678	70,136	189,309	107,500	101,850	101,850	101,850
Parts & Tires	1,028,298	1,316,444	1,558,601	2,047,171	2,087,440	2,087,440	2,087,440
Payroll-Related Costs	655,217	614,075	779,516	778,816	775,596	775,596	775,596
Printed Passenger Information	68,508	55,348	63,000	96,000	60,000	60,000	60,000
Printed Transportation Supplies	424	4,194	3,100	8,900	15,100	15,100	15,100
Professional Services	1,125,838	1,173,565	1,325,700	1,466,513	1,331,560	1,331,560	1,331,560
Program Supplies	86,352	77,753	114,075	62,725	125,500	125,500	125,500
Project/Event Supplies	6,522	2,172	3,500	3,500	0	0	0
Rebuilds	63,718	111,456	70,000	85,000	70,000	70,000	70,000
Recruitment Expenses	27,222	20,094	26,500	47,500	30,000	30,000	30,000
Safety	11,096	8,004	16,500	15,900	15,502	15,502	15,502
Screening/Medical	35,269	15,500	29,200	27,200	34,210	34,210	34,210
Shop & Facility Supplies	101,598	160,260	98,915	102,515	121,200	121,200	121,200
Shop Tooling/Equipment	15,666	3,078	7,500	7,500	7,500	7,500	7,500
Telecom & Network	158,141	226,471	228,545	229,575	251,581	251,581	251,581
Training & Travel	219,678	267,068	215,800	214,490	215,800	215,800	215,800
Transportation Demand Management	90,986	0	0	0	0	0	0
Transfer to the Accessible Services Fund		(114,401)	0	(152,500)	(165,000)	(165,000)	(165,000)
Uniforms	106,648	95,292	125,750	132,650	138,750	138,750	138,750
Utilities	407,464	468,410	579,500	479,000	484,160	484,160	484,160
Vehicle Liability	229,838	188,389	282,100	262,100	347,864	347,864	347,864
Warranty	(1,824)	(1,520)	0	0	0	0	0
Website Support	13,934	6,125	8,820	9,800	10,650	10,650	10,650
<b>Total Material &amp; Services</b>	<b>\$9,349,733</b>	<b>\$9,737,517</b>	<b>\$11,680,513</b>	<b>\$12,025,107</b>	<b>\$12,112,631</b>	<b>\$12,112,631</b>	<b>\$12,112,631</b>
<b>Total</b>	<b>\$43,893,522</b>	<b>\$45,714,796</b>	<b>\$47,737,731</b>	<b>\$49,647,675</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>



**Lane Transit District  
Department Summary  
Fiscal Year 2019-2020**

Department Budget	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>EXECUTIVE OFFICE</b>							
<b>Executive Office</b>							
Personnel Services	705,327	971,583	682,654	621,240	625,650	625,650	625,650
Materials & Services	177,682	154,014	224,000	224,000	508,270	508,270	508,270
	<b>\$883,009</b>	<b>\$1,125,597</b>	<b>\$906,654</b>	<b>\$845,240</b>	<b>\$1,133,920</b>	<b>\$1,133,920</b>	<b>\$1,133,920</b>
<b>Board of Directors</b>							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	45,852	0	0	0	0	0	0
	<b>\$45,852</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Internal Audit</b>							
Personnel Services	118,964	0	0	0	0	0	0
Materials & Services	1,653	0	0	0	0	0	0
	<b>\$120,618</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Public Affairs</b>							
Personnel Services	280,351	397,520	334,561	186,900	0	0	0
Materials & Services	163,005	233,999	211,875	310,875	0	0	0
	<b>\$443,356</b>	<b>\$631,519</b>	<b>\$546,436</b>	<b>\$497,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Planning &amp; Development</b>							
Personnel Services	704,038	1,067,235	921,567	969,046	878,757	878,757	878,757
Materials & Services	61,675	253,191	314,422	345,135	58,970	58,970	58,970
	<b>\$765,712</b>	<b>\$1,320,426</b>	<b>\$1,235,989</b>	<b>\$1,314,181</b>	<b>\$937,727</b>	<b>\$937,727</b>	<b>\$937,727</b>
<b>Service Planning</b>							
Personnel Services	372,298	0	0	0	0	0	0
Materials & Services	14,333	0	0	0	0	0	0
	<b>\$386,631</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>ADMINISTRATIVE SERVICES</b>							
<b>Marketing &amp; Communications</b>							
Personnel Services	580,332	681,718	603,235	531,344	524,723	524,723	524,723
Materials & Services	443,929	292,894	501,800	293,858	304,000	304,000	304,000
	<b>\$1,024,261</b>	<b>\$974,612</b>	<b>\$1,105,035</b>	<b>\$825,202</b>	<b>\$828,723</b>	<b>\$828,723</b>	<b>\$828,723</b>
<b>Human Resources</b>							
Personnel Services	698,287	649,475	741,765	799,654	735,188	735,188	735,188
Materials & Services	187,878	210,253	318,900	322,400	376,110	376,110	376,110
	<b>\$886,165</b>	<b>\$859,728</b>	<b>\$1,060,665</b>	<b>\$1,122,054</b>	<b>\$1,111,298</b>	<b>\$1,111,298</b>	<b>\$1,111,298</b>
<b>Finance</b>							
Personnel Services	1,051,909	759,945	908,912	952,183	905,942	905,942	905,942
Materials & Services	670,418	355,879	385,859	304,600	574,733	574,733	574,733
	<b>\$1,722,326</b>	<b>\$1,115,824</b>	<b>\$1,294,771</b>	<b>\$1,256,783</b>	<b>\$1,480,675</b>	<b>\$1,480,675</b>	<b>\$1,480,675</b>
<b>Business Services</b>							
Personnel Services	0	701,953	907,309	766,073	749,497	749,497	749,497
Materials & Services	0	168,094	141,000	220,400	135,500	135,500	135,500
	<b>\$0</b>	<b>\$870,047</b>	<b>\$1,048,309</b>	<b>\$986,473</b>	<b>\$884,997</b>	<b>\$884,997</b>	<b>\$884,997</b>
<b>Material Management</b>							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	0	0	4,400,323	\$4,640,000	\$4,640,000	\$4,640,000
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,400,323</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>
<b>Information Technology</b>							
Personnel Services	774,845	660,840	668,517	705,470	790,932	790,932	790,932
Materials & Services	310,795	1,353,475	1,654,628	1,664,971	1,568,788	1,568,788	1,568,788
	<b>\$1,085,639</b>	<b>\$2,014,315</b>	<b>\$2,323,145</b>	<b>\$2,370,441</b>	<b>\$2,359,720</b>	<b>\$2,359,720</b>	<b>\$2,359,720</b>
<b>Intelligent Transportations Systems</b>							
Personnel Services	296,402	14,016	0	0	0	0	0
Materials & Services	227,602	0	0	0	0	0	0
	<b>\$524,004</b>	<b>\$14,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Facilities Management</b>							
Personnel Services	1,406,552	1,262,726	1,122,665	1,420,659	1,454,821	1,454,821	1,454,821
Materials & Services	1,319,375	1,572,487	2,104,415	2,057,315	1,885,660	1,885,660	1,885,660
	<b>\$2,725,927</b>	<b>\$2,835,213</b>	<b>\$3,227,080</b>	<b>\$3,477,974</b>	<b>\$3,340,481</b>	<b>\$3,340,481</b>	<b>\$3,340,481</b>
<b>Insurance &amp; Risk Services</b>							
Materials & Services	8,803	6,515	14,000	13,500	13,002	13,002	13,002
Insurance & Risk Services	985,149	1,055,130	1,186,016	1,161,316	1,173,378	1,173,378	1,173,378
	<b>\$993,952</b>	<b>\$1,061,645</b>	<b>\$1,200,016</b>	<b>\$1,174,816</b>	<b>\$1,186,380</b>	<b>\$1,186,380</b>	<b>\$1,186,380</b>



**Lane Transit District  
Department Summary  
Fiscal Year 2019-2020**

Department Budget	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>SERVICE DELIVERY</b>							
<b>Customer Services</b>							
Personnel Services	670,683	601,238	703,841	616,300	733,422	733,422	733,422
Materials & Services	9,793	31,061	41,000	41,000	117,500	117,500	117,500
	<b>\$680,476</b>	<b>\$632,299</b>	<b>\$744,841</b>	<b>\$657,300</b>	<b>\$850,922</b>	<b>\$850,922</b>	<b>\$850,922</b>
<b>Accessible Services</b>							
Personnel Services	346,712	279,152	169,862	341,797	245,046	245,046	245,046
Materials & Services	50,133	3,181	8,300	8,300	22,800	22,800	22,800
	<b>\$396,845</b>	<b>\$282,333</b>	<b>\$178,162</b>	<b>\$350,097</b>	<b>\$267,846</b>	<b>\$267,846</b>	<b>\$267,846</b>
<b>Public Safety</b>							
Personnel Services	355,682	977,695	996,001	1,003,646	963,893	963,893	963,893
Materials & Services	106,418	84,734	87,250	85,989	87,250	87,250	87,250
	<b>\$462,100</b>	<b>\$1,062,429</b>	<b>\$1,083,251</b>	<b>\$1,089,635</b>	<b>\$1,051,143</b>	<b>\$1,051,143</b>	<b>\$1,051,143</b>
<b>Point2point*</b>							
Personnel Services	476,920	3,629	0	8,300	0	0	0
Materials & Services	463,552	0	0	0	0	0	0
	<b>\$940,472</b>	<b>\$3,629</b>	<b>\$0</b>	<b>\$8,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Transit Training</b>							
Personnel Services	418,467	493,648	139,655	136,372	138,525	138,525	138,525
Materials & Services	30,103	24,622	29,825	29,825	40,160	40,160	40,160
	<b>\$448,570</b>	<b>\$518,270</b>	<b>\$169,480</b>	<b>\$166,197</b>	<b>\$178,685</b>	<b>\$178,685</b>	<b>\$178,685</b>
<b>Transit Operations</b>							
Personnel Services	21,518,437	21,751,478	22,717,684	23,673,679	23,496,049	23,496,049	23,496,049
Materials & Services	517,756	105,822	156,500	138,950	177,810	177,810	177,810
	<b>\$22,036,194</b>	<b>\$21,857,300</b>	<b>\$22,874,184</b>	<b>\$23,812,629</b>	<b>\$23,673,859</b>	<b>\$23,673,859</b>	<b>\$23,673,859</b>
<b>Maintenance</b>							
Personnel Services	5,176,657	4,703,431	4,438,990	4,889,905	4,484,065	4,484,065	4,484,065
Materials & Services	3,682,495	3,832,164	4,300,723	402,350	428,700	428,700	428,700
	<b>\$8,859,151</b>	<b>\$8,535,595</b>	<b>\$8,739,713</b>	<b>\$5,292,255</b>	<b>\$4,912,765</b>	<b>\$4,912,765</b>	<b>\$4,912,765</b>
<b>Non-Departmental</b>							
Personnel Services - STIF Increased Service	(1,409,074)	0	0	0	2,000,000	2,000,000	2,000,000
Personnel Services - Retirement Payout					500,000	500,000	500,000
Materials & Services	(128,665)	0	0	0	0	0	0
	<b>(\$1,537,739)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500,000</b>	<b>\$2,500,000</b>	<b>\$2,500,000</b>
<b>Total</b>	<b>\$43,893,522</b>	<b>\$45,714,797</b>	<b>\$47,737,731</b>	<b>\$49,647,675</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>

\*FY19 Point2point Administrative Wages, Materials and Services are budgeted in Point2point Fund 014

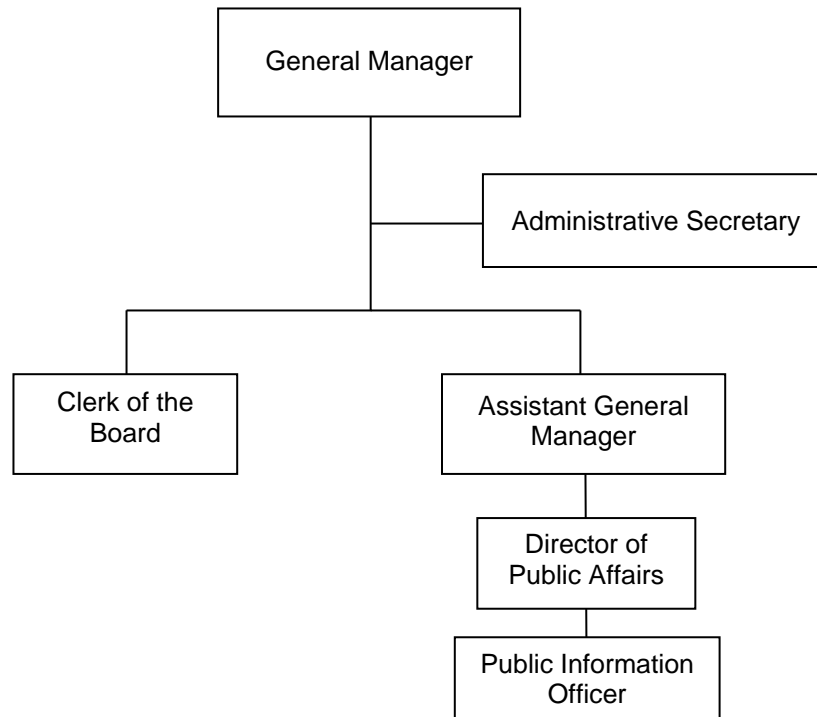
Summary by Type	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
Personnel Services	34,543,789	35,977,281	36,057,218	37,622,568	39,226,510	39,226,510	39,226,510
Materials & Services	8,364,584	8,682,385	10,494,497	10,863,791	10,926,251	10,926,251	10,926,251
Insurance & Risk Services	985,149	1,055,130	1,186,016	1,161,316	1,186,380	1,186,380	1,186,380
<b>Total</b>	<b>\$43,893,522</b>	<b>\$45,714,797</b>	<b>\$47,737,731</b>	<b>\$49,647,675</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>	<b>\$51,339,141</b>



**Lane Transit District  
Department Summary  
Fiscal Year 2019-2020**

Department Budget	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
Personnel Profile	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
Executive Office	6.00	6.00	6.00	4.00	4.00	4.00	4.00
Internal Audit	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Affairs	4.00	4.00	4.00	1.00	0.00	0.00	0.00
Planning & Development	10.34	10.34	10.34	7.50	7.50	7.50	7.50
Human Resources	6.00	6.00	5.00	6.00	6.00	6.00	6.00
Finance	9.70	9.70	9.70	8.70	8.80	8.80	8.80
Business Services	0.00	0.00	0.00	7.00	7.00	7.00	7.00
Information Technology	5.00	6.00	6.00	5.00	5.70	5.70	5.70
Facilities Management	10.00	10.00	10.00	11.00	11.00	11.00	11.00
Customer Services	9.00	9.00	9.00	8.50	8.00	8.00	8.00
Accessible Services	2.00	2.00	2.00	2.50	3.00	3.00	3.00
Marketing	7.50	7.50	7.50	4.00	5.00	5.00	5.00
Service Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Safety	13.50	13.50	13.50	13.00	13.00	13.00	13.00
Point2point	4.38	4.38	4.38	6.88	5.50	5.50	5.50
Transit Training	2.00	2.00	2.00	1.00	1.00	1.00	1.00
Intelligent Transportation Services	2.00	0.00	0.00	0.00	0.00	0.00	0.00
Operations	238.00	238.00	230.00	218.00	218.00	218.00	218.00
Maintenance	44.00	44.00	44.00	40.00	41.00	41.00	41.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>374.42</b>	<b>372.42</b>	<b>363.42</b>	<b>344.08</b>	<b>344.50</b>	<b>344.50</b>	<b>344.50</b>

# 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.
- 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.





Executive Office

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	705,327	971,583	682,654	621,240	625,650	625,650	625,650
Amalgamated Transit Union	0	0	0	0	0	0	0
<b>Total</b>	<b>\$705,327</b>	<b>\$971,583</b>	<b>\$682,654</b>	<b>\$621,240</b>	<b>\$625,650</b>	<b>\$625,650</b>	<b>\$625,650</b>

<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	146,411	71,868	104,000	116,000	345,850	345,850	345,850
Training & Travel	13,694	33,588	24,000	24,000	43,150	43,150	43,150
General Business Expenses	11,565	45,226	93,000	81,000	113,170	113,170	113,170
Office/Computer Supplies	4,135	3,333	3,000	3,000	6,100	6,100	6,100
Fuel - Administrative Vehicles	1,877	0	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$177,682</b>	<b>\$154,014</b>	<b>\$224,000</b>	<b>\$224,000</b>	<b>\$508,270</b>	<b>\$508,270</b>	<b>\$508,270</b>
<b>Percent Change</b>				<b>0%</b>	<b>127%</b>	<b>127%</b>	<b>127%</b>

<b>Total</b>	<b>\$883,009</b>	<b>\$1,125,597</b>	<b>\$906,654</b>	<b>\$845,240</b>	<b>\$1,133,920</b>	<b>\$1,133,920</b>	<b>\$1,133,920</b>
<b>Percent Change</b>				<b>-7%</b>	<b>25%</b>	<b>25%</b>	<b>25%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
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	0.00	1.00	1.00
Assistant General Manager - Administrative Services	1.00	1.00	1.00	0.00	0.00	1.00	1.00
Assistant General Manager				1.00	1.00	0.00	0.00
Compliance Manager	1.00	1.00	1.00	0.00	0.00	1.00	1.00
Clerk of the Board				1.00	1.00	0.00	0.00
Internal Auditor/TransitStat Manager		1.00	1.00	0.00	0.00	1.00	1.00
Executive Office Secretary	1.00	1.00	1.00	0.00	0.00	1.00	1.00
Administrative Secretary				1.00	1.00	0.00	0.00
Executive Office Assistant	1.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>4.00</b>	<b>4.00</b>	<b>6.00</b>	<b>6.00</b>



Board of Directors

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	0	0	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Training & Travel	6,506	0	0	0	0	0	0
General Business Expenses	10,444	0	0	0	0	0	0
Professional Services	28,902	0	0	0	0	0	0
<b>Total</b>	<b>\$45,852</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Total</b>	<b>\$45,852</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>



Internal Audit

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	118,964	0	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
<b>Total</b>	<b>\$118,964</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Training & Travel	1,503	0	0	0	0	0	0
General Business Expenses	150	0	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$1,653</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				N/A	N/A	N/A	N/A
<b>Total</b>	<b>\$120,617</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				N/A	N/A	N/A	N/A
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Internal Auditor/TransitStat Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



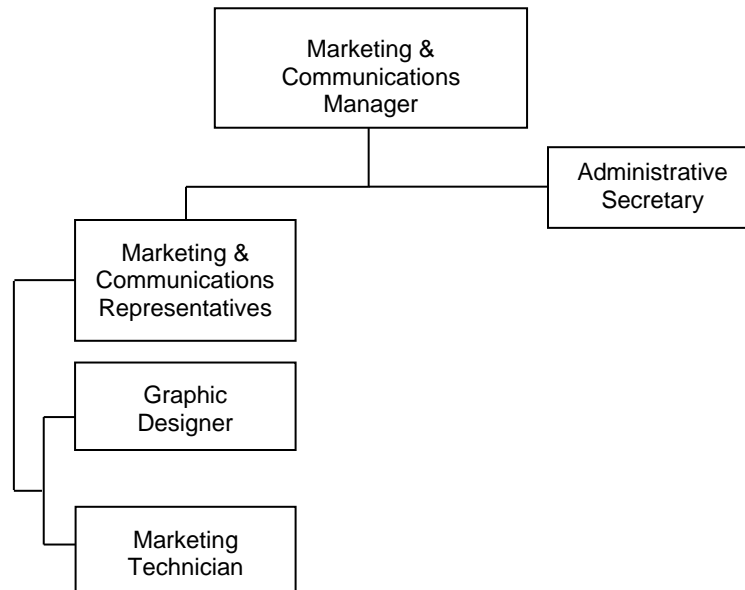
Public Affairs

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	280,351	397,520	335,361	186,900	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	(800)	0	0	0	0
<b>Total</b>	<b>\$280,351</b>	<b>\$397,520</b>	<b>\$334,561</b>	<b>\$186,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	70,865	97,420	110,000	215,000	0	0	0
General Business Expenses	72,790	98,041	88,375	84,375	0	0	0
Training & Travel	17,398	36,980	10,000	10,000	0	0	0
Office/Computer Supplies	1,952	1,559	3,500	1,500	0	0	0
Project/Event Supplies	0	0	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$163,005</b>	<b>\$233,999</b>	<b>\$211,875</b>	<b>\$310,875</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				47%	N/A	N/A	N/A

<b>Total</b>	<b>\$443,356</b>	<b>\$631,519</b>	<b>\$546,436</b>	<b>\$497,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				-9%	N/A	N/A	N/A

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Public Affairs	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Clerk of the Board	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Public Information Officer	1.00	1.00	1.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Marketing and Communications



## 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.



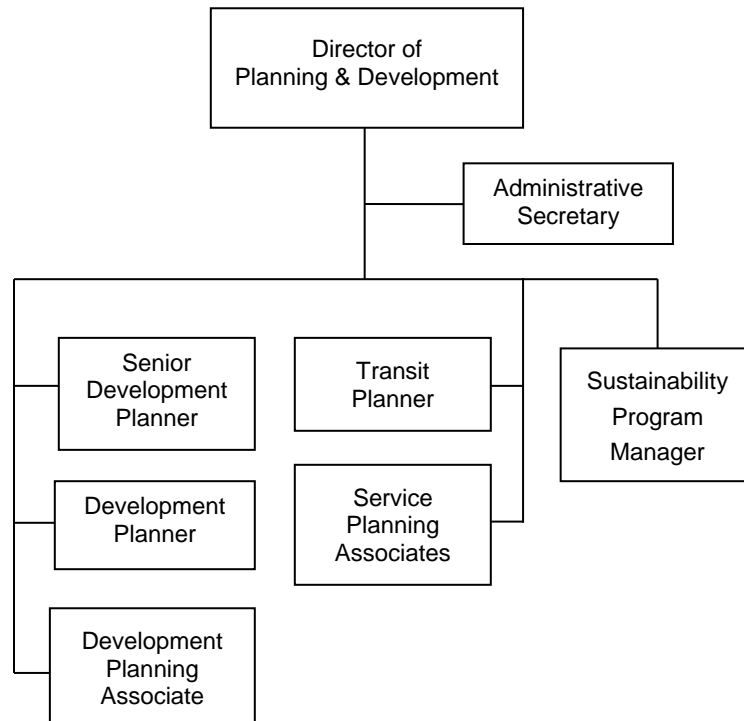
Marketing & Communications

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	580,332	682,062	632,635	537,944	532,238	532,238	532,238
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(344)	(29,400)	(6,600)	(7,515)	(7,515)	(7,515)
<b>Total</b>	<b>\$580,332</b>	<b>\$681,718</b>	<b>\$603,235</b>	<b>\$531,344</b>	<b>\$524,723</b>	<b>\$524,723</b>	<b>\$524,723</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Advertising Media	101,119	0	120,000	0	0	0	0
General Business Expenses	51,565	4,165	12,800	16,358	32,500	32,500	32,500
Printed Passenger Information	68,508	55,348	63,000	96,000	60,000	60,000	60,000
Professional Services	58,088	18,768	31,500	26,000	115,000	115,000	115,000
Program Supplies	59,292	66,451	80,500	38,500	23,000	23,000	23,000
Office/Computer Supplies	32,163	36,490	79,000	25,000	7,000	7,000	7,000
Project/Event Supplies	6,522	2,172	3,500	3,500	0	0	0
Advertising Agency Fees	62,632	107,007	107,000	80,000	65,000	65,000	65,000
Training & Travel	3,792	2,393	4,500	8,500	1,500	1,500	1,500
Market Research & Information	0	0	0	0	0	0	0
Telecom & Network	248	100	0	0	0	0	0
<b>Total</b>	<b>\$443,929</b>	<b>\$292,894</b>	<b>\$501,800</b>	<b>\$293,858</b>	<b>\$304,000</b>	<b>\$304,000</b>	<b>\$304,000</b>
<b>Percent Change</b>				<b>-41%</b>	<b>-39%</b>	<b>-39%</b>	<b>-39%</b>

<b>Total</b>	<b>\$1,024,261</b>	<b>\$974,612</b>	<b>\$1,105,035</b>	<b>\$825,202</b>	<b>\$828,723</b>	<b>\$828,723</b>	<b>\$828,723</b>
<b>Percent Change</b>				<b>-25%</b>	<b>-25%</b>	<b>-25%</b>	<b>-25%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Marketing & Communications Manager	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Marketing & Communications Representative	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Project Communications Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Graphic Designer	1.50	1.50	1.50	1.00	1.00	1.00	1.00
Marketing Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary					1.00	1.00	1.00
Distribution Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

# 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 statewide and regional partners on metropolitan planning and development efforts.
- Conduct corridor analyses including public engagement and technical analysis.
- Conduct environmental analyses 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 Transit Development Plans and Strategic Business 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

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	704,038	1,220,000	1,147,467	1,047,446	977,310	977,310	977,310
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(152,765)	(225,900)	(78,400)	(98,553)	(98,553)	(98,553)
<b>Total</b>	<b>\$704,038</b>	<b>\$1,067,235</b>	<b>\$921,567</b>	<b>\$969,046</b>	<b>\$878,757</b>	<b>\$878,757</b>	<b>\$878,757</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	47,442	187,263	230,000	266,013	3,000	3,000	3,000
Training & Travel	9,513	13,514	10,000	10,000	0	0	0
General Business Expenses	4,664	52,414	74,122	69,122	55,970	55,970	55,970
Office/Computer Supplies	55	0	300	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$61,675</b>	<b>\$253,191</b>	<b>\$314,422</b>	<b>\$345,135</b>	<b>\$58,970</b>	<b>\$58,970</b>	<b>\$58,970</b>
<b>Percent Change</b>				<b>10%</b>	<b>-81%</b>	<b>-81%</b>	<b>-81%</b>

<b>Total</b>	<b>\$765,712</b>	<b>\$1,320,426</b>	<b>\$1,235,989</b>	<b>\$1,314,181</b>	<b>\$937,727</b>	<b>\$937,727</b>	<b>\$937,727</b>
<b>Percent Change</b>				<b>6%</b>	<b>-24%</b>	<b>-24%</b>	<b>-24%</b>

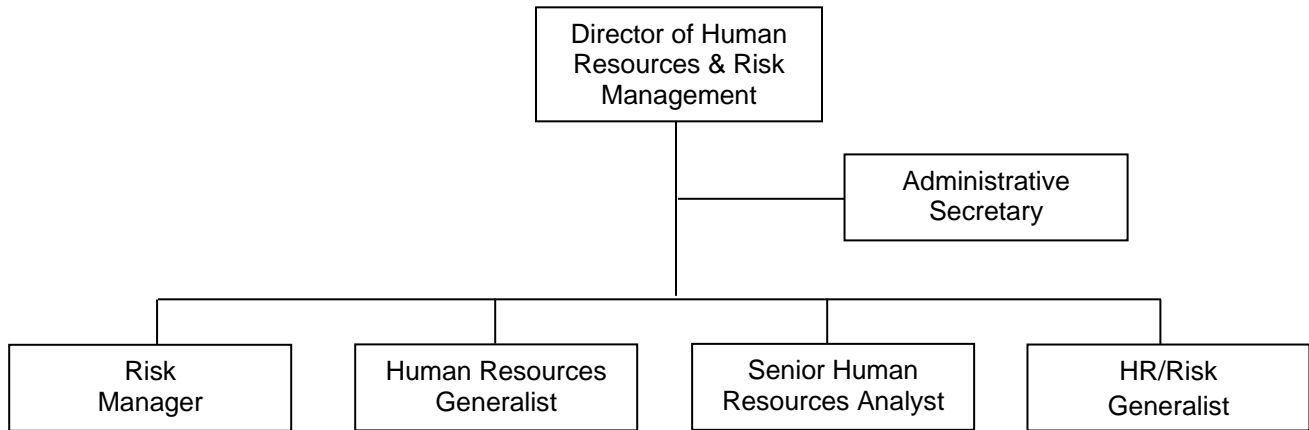
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Planning & Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Project Manager	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Sustainability Program Manager				0.50	0.50	0.50	0.50
Service Planner	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Transit Planner				1.00	1.00	1.00	1.00
Development Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Development Planner				1.00	1.00	1.00	1.00
Development Planning Associate				1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Associate Service Planner	2.00	2.00	2.00	0.00	0.00	0.00	0.00
Service Planning Associate				2.00	2.00	2.00	2.00
Planning Technician	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Administrative Secretary	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Interns	1.34	1.34	1.34	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>10.34</b>	<b>10.34</b>	<b>10.34</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>



Service Planning

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	371,069	0	0	0	0	0	0
Amalgamated Transit Union	1,229	0	0	0	0	0	0
<b>Total</b>	<b>\$372,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	9,537	0	0	0	0	0	0
Training & Travel	4,225	0	0	0	0	0	0
General Business Expenses	571	0	0	0	0	0	0
Office/Computer Supplies	0	0	0	0	0	0	0
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$14,333</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Total</b>	<b>\$386,631</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Customer Services & Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Planning & Development Manager	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transit Planner	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# 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

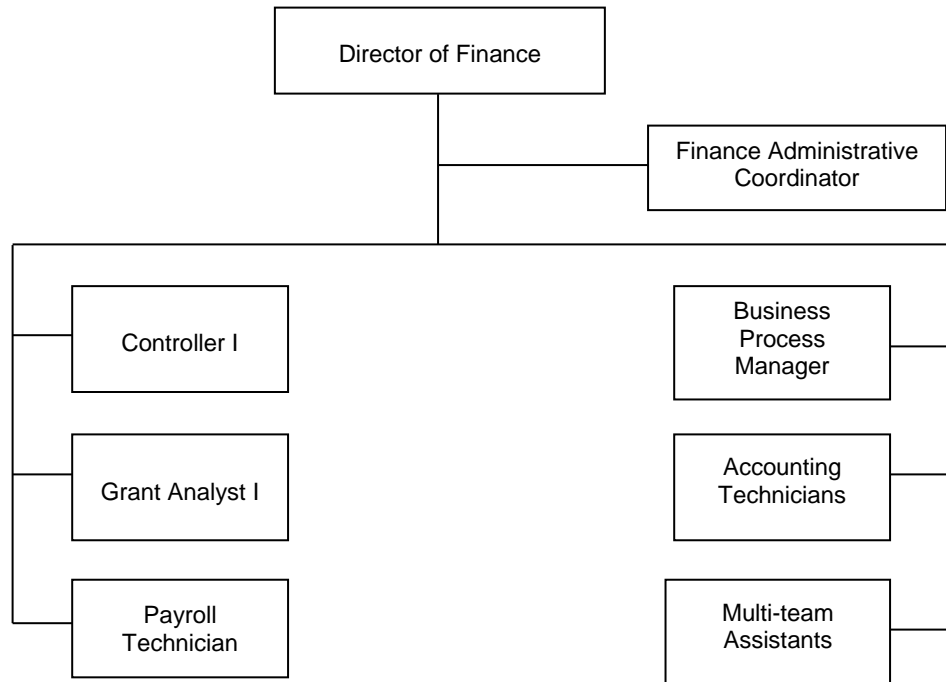
<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	698,287	649,706	742,065	802,854	735,863	735,863	735,863
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(232)	(300)	(3,200)	(675)	(675)	(675)
<b>Total</b>	<b>\$698,287</b>	<b>\$649,475</b>	<b>\$741,765</b>	<b>\$799,654</b>	<b>\$735,188</b>	<b>\$735,188</b>	<b>\$735,188</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Employee Programs	34,471	33,107	67,500	66,100	105,750	105,750	105,750
Training & Travel	41,334	55,102	73,000	73,000	73,750	73,750	73,750
Employee Relations	17,680	59,740	56,000	41,000	51,000	51,000	51,000
Professional Services	17,984	16,698	52,000	52,000	67,000	67,000	67,000
Screening/Medical	35,269	15,500	29,200	27,200	34,210	34,210	34,210
Recruitment Expenses	27,222	20,094	26,500	47,500	30,000	30,000	30,000
General Business Expenses	10,952	9,045	11,700	14,500	12,900	12,900	12,900
Office/Computer Supplies	2,966	968	3,000	1,100	1,500	1,500	1,500
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$187,878</b>	<b>\$210,253</b>	<b>\$318,900</b>	<b>\$322,400</b>	<b>\$376,110</b>	<b>\$376,110</b>	<b>\$376,110</b>
<b>Percent Change</b>				1%	18%	18%	18%
<b>Total</b>	<b>\$886,165</b>	<b>\$859,728</b>	<b>\$1,060,665</b>	<b>\$1,122,054</b>	<b>\$1,111,298</b>	<b>\$1,111,298</b>	<b>\$1,111,298</b>
<b>Percent Change</b>				6%	5%	5%	5%
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Human Resources & Risk Management	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Risk Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Training Specialist	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Claims Specialist	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Human Resources/Risk Generalist				1.00	1.00	1.00	1.00
Human Resources Generalist	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>



Insurance & Risk Services

<b>Insurance &amp; Risk Services &amp; Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Payroll-Related Costs	655,217	614,075	779,516	778,816	775,596	775,596	775,596
Vehicle Liability	229,838	188,389	282,100	262,100	347,864	347,864	347,864
General Insurance Premiums	100,094	252,666	124,400	120,400	49,918	49,918	49,918
Safety	8,803	6,515	14,000	13,500	13,002	13,002	13,002
<b>Total</b>	<b>\$993,952</b>	<b>\$1,061,645</b>	<b>\$1,200,016</b>	<b>\$1,174,816</b>	<b>\$1,186,380</b>	<b>\$1,186,380</b>	<b>\$1,186,380</b>
<b>Percent Change</b>				<b>-2%</b>	<b>-1%</b>	<b>-1%</b>	<b>-1%</b>

# Finance



## Finance

- Provide financial, planning, budgeting, forecasting, reporting, analysis, and accounting support services to the organization.
- Manage grants.
- Manage assets.



Finance

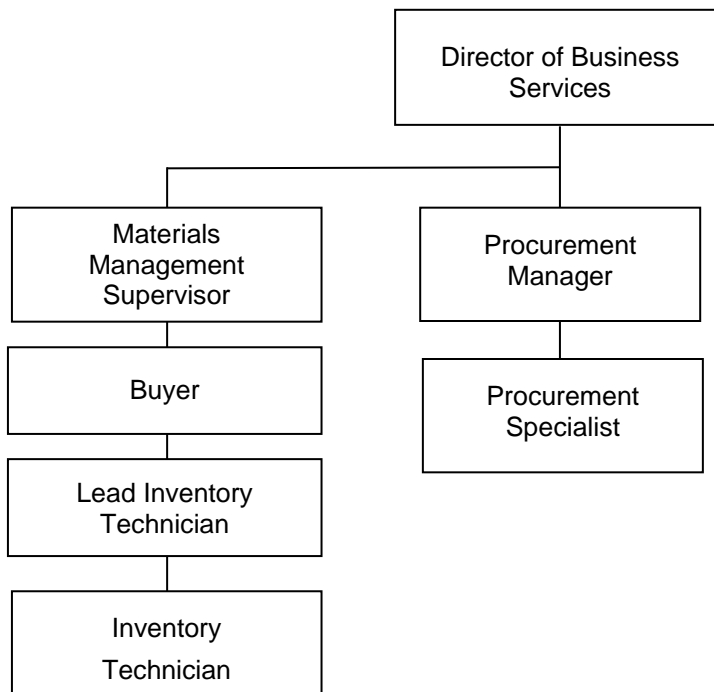
<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	1,051,909	759,945	917,312	952,183	905,942	905,942	905,942
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	0	(8,400)	0	0	0	0
<b>Total</b>	<b>\$1,051,909</b>	<b>\$759,945</b>	<b>\$908,912</b>	<b>\$952,183</b>	<b>\$905,942</b>	<b>\$905,942</b>	<b>\$905,942</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	644,426	343,533	354,400	288,000	402,000	402,000	402,000
Training & Travel	11,564	4,450	15,000	7,000	2,400	2,400	2,400
Office/Computer Supplies	2,513	5,583	9,959	4,600	4,600	4,600	4,600
General Business Expenses	11,338	1,735	5,500	3,800	164,473	164,473	164,473
General Maintenance/Repair	577	578	1,000	1,200	1,260	1,260	1,260
Telecom & Network	0	0	0	0	0	0	0
<b>Total</b>	<b>\$670,418</b>	<b>\$355,879</b>	<b>\$385,859</b>	<b>\$304,600</b>	<b>\$574,733</b>	<b>\$574,733</b>	<b>\$574,733</b>
<b>Percent Change</b>				<b>-21%</b>	<b>49%</b>	<b>49%</b>	<b>49%</b>

<b>Total</b>	<b>\$1,722,326</b>	<b>\$1,115,824</b>	<b>\$1,294,771</b>	<b>\$1,256,783</b>	<b>\$1,480,675</b>	<b>\$1,480,675</b>	<b>\$1,480,675</b>
<b>Percent Change</b>				<b>-3%</b>	<b>14%</b>	<b>14%</b>	<b>14%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Business Process Manager				1.00	1.00	1.00	1.00
Controller	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Controller I				1.00	1.00	1.00	1.00
Procurement Manager	1.00	1.00	1.00	0.00	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	0.00	0.00	0.00	0.00
Grant Analyst I	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Finance Coordinator	1.00	1.00	1.00	1.00	0.40	0.40	0.40
Accounting Assistant	0.70	0.70	0.70	0.70	0.00	0.00	0.00
Multi-team Assistant					1.40	1.40	1.40
<b>Total FTE</b>	<b>9.70</b>	<b>9.70</b>	<b>9.70</b>	<b>8.70</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>



# Business Services



## Procurement

- Manage and support the purchase of 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)
  - 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

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	0	0	540,809	373,994	394,161	394,161	394,161
Amalgamated Transit Union	0	0	371,300	392,079	355,366	355,366	355,366
Capital-Related Payroll	0	0	(4,800)	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$907,309</b>	<b>\$766,073</b>	<b>\$749,527</b>	<b>\$749,527</b>	<b>\$749,527</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	0	0	105,200	185,000	65,000	65,000	65,000
Training & Travel	0	0	12,000	12,000	10,000	10,000	10,000
Office/Computer Supplies	0	0	5,000	5,000	5,000	5,000	5,000
General Business Expenses	0	0	15,800	15,900	53,000	53,000	53,000
Computer Hardware Support	0	0	0	0	0	0	0
Uniforms	0	0	2,500	2,500	2,500	2,500	2,500
General Maintenance/Repair	0	0	500	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,000</b>	<b>\$220,400</b>	<b>\$135,500</b>	<b>\$135,500</b>	<b>\$135,500</b>
<b>Percent Change</b>				<b>56%</b>	<b>-4%</b>	<b>-4%</b>	<b>-4%</b>
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,048,309</b>	<b>\$986,473</b>	<b>\$885,027</b>	<b>\$885,027</b>	<b>\$885,027</b>
<b>Percent Change</b>				<b>-6%</b>	<b>-16%</b>	<b>-16%</b>	<b>-16%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Business Services				1.00	1.00	1.00	1.00
Compliance Manager				0.00	0.00	0.00	0.00
Procurement Manager					0.00	0.00	0.00
Materials Management Supervisor				1.00	1.00	1.00	1.00
Procurement Contract Officer				0.00	0.00	0.00	0.00
Procurement Specialist				1.00	1.00	1.00	1.00
Buyer				1.00	1.00	1.00	1.00
Buyer II				1.00	0.00	0.00	0.00
Buyer I				3.00	0.00	0.00	0.00
Lead Inventory Technician					1.00	1.00	1.00
Inventory Technician					2.00	2.00	2.00
<b>Total FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>



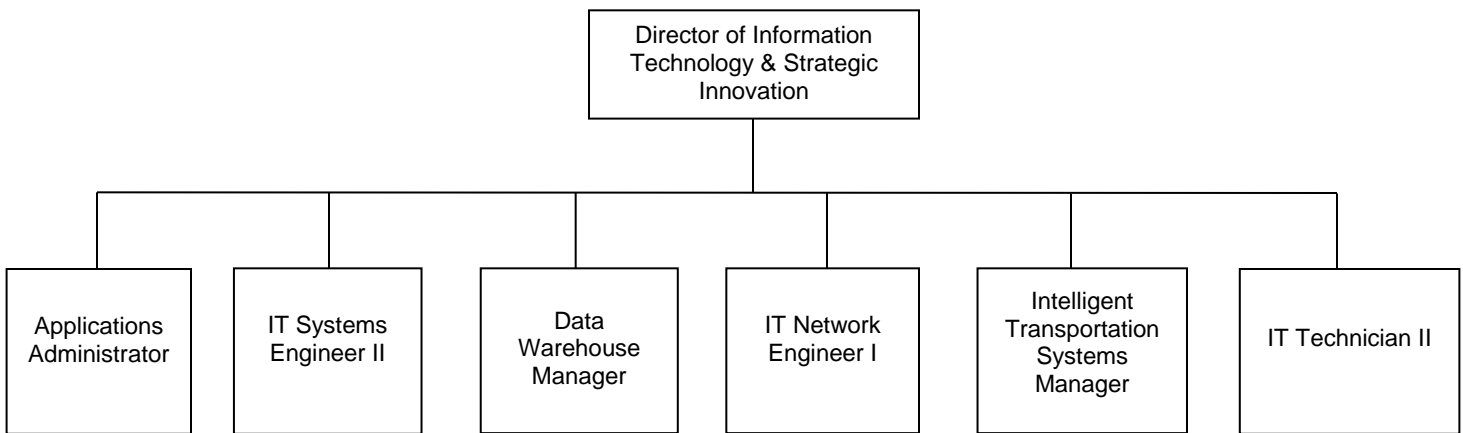
Procurement

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	0	368,506	0	0	0	0	0
Amalgamated Transit Union	0	333,447	0	0	0	0	0
Capital-Related Payroll	0	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$701,953</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	0	120,184	0	0	0	0	0
Training & Travel	0	13,565	0	0	0	0	0
Office/Computer Supplies	0	687	0	0	0	0	0
General Business Expenses	0	15,689	0	0	0	0	0
Computer Hardware Support	0	15,542	0	0	0	0	0
Uniforms	0	2,427	0	0	0	0	0
General Maintenance/Repair	0	0	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$168,094</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

<b>Total</b>	<b>\$0</b>	<b>\$870,047</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Procurement Manager		1.00	0.00	0.00	0.00	0.00	0.00
Purchasing Specialist		1.00	0.00	0.00	0.00	0.00	0.00
Inventory Supervisor		1.00	0.00	0.00	0.00	0.00	0.00
Lead Inventory Technician		1.00	0.00	0.00	0.00	0.00	0.00
Inventory Technician		2.00	0.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>0.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# 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

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	774,845	720,139	861,917	713,111	796,044	796,044	796,044
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(59,299)	(193,400)	(7,641)	(5,112)	(5,112)	(5,112)
<b>Total</b>	<b>\$774,845</b>	<b>\$660,840</b>	<b>\$668,517</b>	<b>\$705,470</b>	<b>\$790,932</b>	<b>\$790,932</b>	<b>\$790,932</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Computer Hardware Support	227,580	933,794	1,209,423	1,208,826	1,088,577	1,088,577	1,088,577
Equipment Service Contracts	0	24,914	25,000	25,000	27,500	27,500	27,500
General Business Expenses	22,992	1,046	3,800	3,660	4,800	4,800	4,800
Office/Computer Supplies	0	13,763	47,000	47,000	54,000	54,000	54,000
Parts & Tires	0	4,022	22,740	19,810	22,740	22,740	22,740
Professional Services	22,714	175,644	143,000	155,000	143,000	143,000	143,000
Shop & Facility Supplies	8,224	624	2,700	2,700	6,700	6,700	6,700
Telecom & Network	6,231	171,524	184,145	185,175	202,821	202,821	202,821
Training & Travel	160	22,020	8,000	8,000	8,000	8,000	8,000
Website Support	22,893	6,125	8,820	9,800	10,650	10,650	10,650
<b>Total</b>	<b>\$310,795</b>	<b>\$1,353,476</b>	<b>\$1,654,628</b>	<b>\$1,664,971</b>	<b>\$1,568,788</b>	<b>\$1,568,788</b>	<b>\$1,568,788</b>
<b>Percent Change</b>				1%	-5%	-5%	-5%
<b>Total</b>	<b>\$1,085,639</b>	<b>\$2,014,316</b>	<b>\$2,323,145</b>	<b>\$2,370,441</b>	<b>\$2,359,720</b>	<b>\$2,359,720</b>	<b>\$2,359,720</b>
<b>Percent Change</b>				2%	2%	2%	2%

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Information Technology	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Director of IT & Strategic Innovation					1.00	1.00	1.00
Intelligent Transportation Systems Manager		1.00	1.00	1.00	1.00	1.00	1.00
Database Administrator					1.00	1.00	1.00
Business Intelligence Analyst	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Applications Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00
IT Systems Engineer II					1.00	1.00	1.00
IT Project Manager	1.00	1.00	1.00	1.00	0.00	0.00	0.00
IT Systems Engineer I					0.00	0.00	0.00
IT Network Engineer I					0.00	0.00	0.00
IT Support Technician II	1.00	1.00	1.00	0.00	0.70	0.70	0.70
<b>Total FTE</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>5.70</b>	<b>5.70</b>	<b>5.70</b>



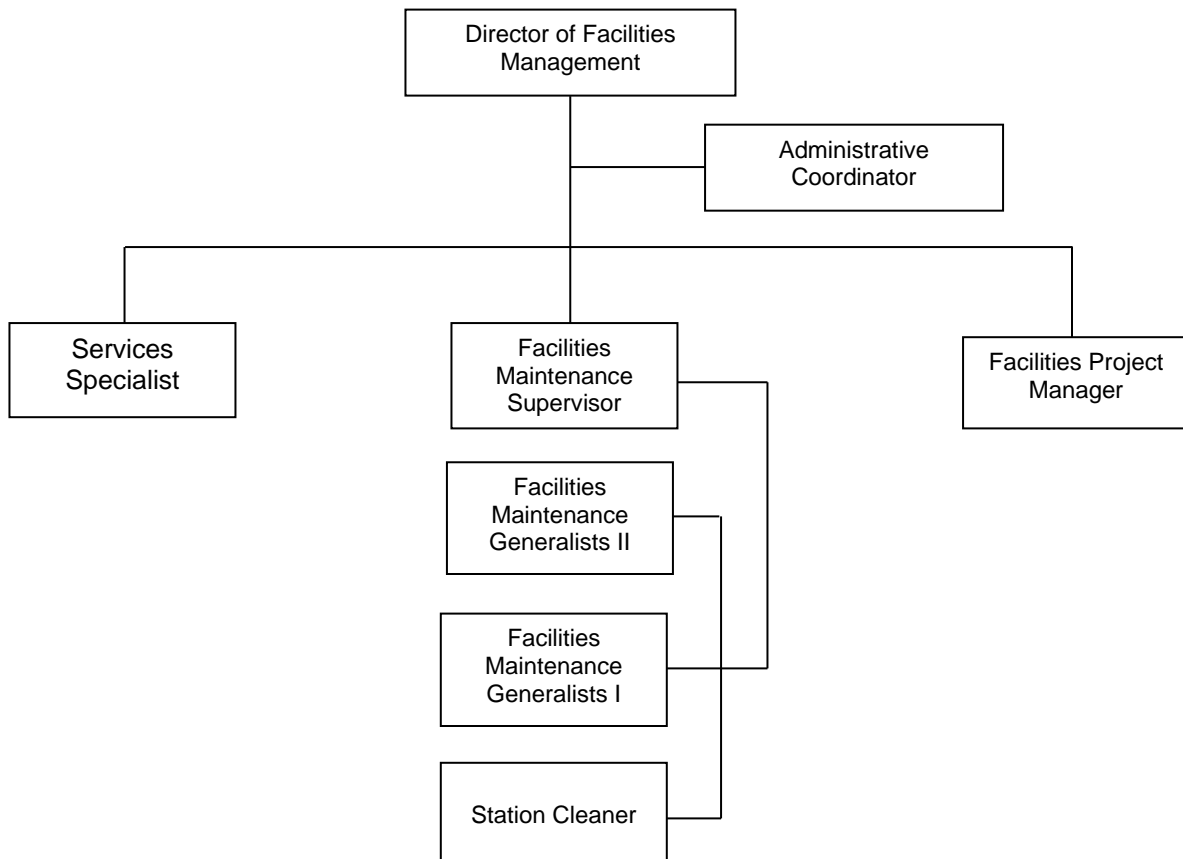
Intelligent Transportation Systems

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	296,402	14,016	0	0	0	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
<b>Total</b>	<b>\$296,402</b>	<b>\$14,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Telecom & Network	98,285	0	0	0	0	0	0
Computer Hardware Support	123,420	0	0	0	0	0	0
Professional Services	646	0	0	0	0	0	0
Training & Travel	(35)	0	0	0	0	0	0
Parts & Tires	4,104	0	0	0	0	0	0
Shop & Facility Supplies	1,117	0	0	0	0	0	0
Rebuilds	0	0	0	0	0	0	0
General Business Expenses	67	0	0	0	0	0	0
Office/Computer Supplies	0	0	0	0	0	0	0
<b>Total</b>	<b>\$227,602</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

<b>Total</b>	<b>\$524,004</b>	<b>\$14,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Intelligent Transportation Systems Manager	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Engineering Technician	1.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# 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.





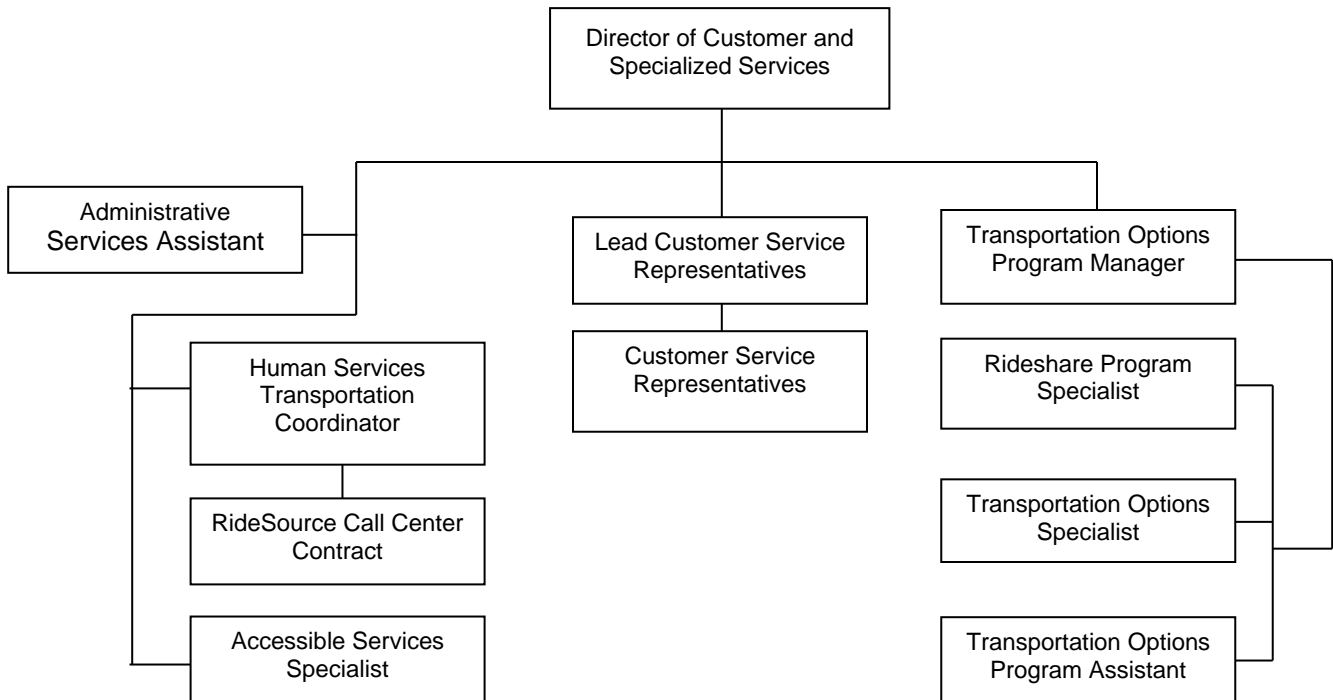
Facilities Management

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	1,320,238	1,181,521	1,176,665	1,368,797	1,403,823	1,403,823	1,403,823
Amalgamated Transit Union	86,314	83,026	88,100	81,862	81,724	81,724	81,724
Capital-Related Payroll	0	(1,821)	(142,100)	(30,000)	(30,726)	(30,726)	(30,726)
<b>Total</b>	<b>\$1,406,552</b>	<b>\$1,262,726</b>	<b>\$1,122,665</b>	<b>\$1,420,659</b>	<b>\$1,454,821</b>	<b>\$1,454,821</b>	<b>\$1,454,821</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Cleaning	544,834	790,588	987,000	912,000	865,000	865,000	865,000
Utilities	407,464	468,410	579,500	479,000	484,160	484,160	484,160
General Maintenance/Repair	93,835	113,542	248,200	324,900	236,500	236,500	236,500
Professional Services	48,531	54,551	95,000	88,000	95,000	95,000	95,000
Facility Skilled Trades	117,916	105,786	155,000	150,600	146,000	146,000	146,000
Shop & Facility Supplies	37,318	49,473	46,215	48,315	59,500	59,500	59,500
General Business Expenses	21,870	18,192	24,500	63,000	38,500	38,500	38,500
Transfer to the Accessible Services Fund	0	(67,576)	(114,500)	(95,500)	(111,000)	(111,000)	(111,000)
Fuel - Administrative Vehicles	2,480	0	0	0	0	0	0
Training & Travel	11,926	8,454	8,000	8,000	4,000	4,000	4,000
Equipment Service Contracts	32,064	30,669	75,000	76,500	65,500	65,500	65,500
Office/Computer Supplies	949	255	500	500	1,000	1,000	1,000
Uniforms	0	152	0	2,000	1,500	1,500	1,500
Telecom & Network	189	(10)	0	0	0	0	0
<b>Total</b>	<b>\$1,319,375</b>	<b>\$1,572,487</b>	<b>\$2,104,415</b>	<b>\$2,057,315</b>	<b>\$1,885,660</b>	<b>\$1,885,660</b>	<b>\$1,885,660</b>
<b>Percent Change</b>				<b>-2%</b>	<b>-10%</b>	<b>-10%</b>	<b>-10%</b>

<b>Total</b>	<b>\$2,725,927</b>	<b>\$2,835,213</b>	<b>\$3,227,080</b>	<b>\$3,477,974</b>	<b>\$3,340,481</b>	<b>\$3,340,481</b>	<b>\$3,340,481</b>
<b>Percent Change</b>				<b>8%</b>	<b>4%</b>	<b>4%</b>	<b>4%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Facilities	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Facilities Project Manager				1.00	1.00	1.00	1.00
Systems Specialist	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Facilities Services Specialist					1.00	1.00	1.00
Facilities Maintenance Generalist II	3.00	3.00	3.00	3.00	2.00	2.00	2.00
Facilities Maintenance Generalist I	1.00	1.00	1.00	1.00	2.00	2.00	2.00
Facilities Laborer					1.00	1.00	1.00
Station Cleaner	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Administrative Coordinator II					1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

# 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

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	66,989	46,985	89,691	41,000	107,669	107,669	107,669
Amalgamated Transit Union	603,695	554,928	648,900	616,300	625,753	625,753	625,753
Capital-Related Payroll	0	(675)	(34,750)	0	0	0	0
<b>Total</b>	<b>\$670,683</b>	<b>\$601,238</b>	<b>\$703,841</b>	<b>\$657,300</b>	<b>\$733,422</b>	<b>\$733,422</b>	<b>\$733,422</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Training & Travel	490	5,818	5,000	5,000	3,500	3,500	3,500
Program Supplies	3,643	6,040	17,500	11,500	86,500	86,500	86,500
Printed Transportation Supplies	0	3,935	0	6,000	12,000	12,000	12,000
Office/Computer Supplies	1,781	2,531	6,900	6,900	6,900	6,900	6,900
General Business Expenses	2,388	10,160	6,100	6,100	3,100	3,100	3,100
Uniforms	1,491	2,577	5,500	5,500	5,500	5,500	5,500
<b>Total</b>	<b>\$9,793</b>	<b>\$31,061</b>	<b>\$41,000</b>	<b>\$41,000</b>	<b>\$117,500</b>	<b>\$117,500</b>	<b>\$117,500</b>
<b>Percent Change</b>				0%	187%	187%	187%

<b>Total</b>	<b>\$680,476</b>	<b>\$632,299</b>	<b>\$744,841</b>	<b>\$698,300</b>	<b>\$850,922</b>	<b>\$850,922</b>	<b>\$850,922</b>
<b>Percent Change</b>				-6%	14%	14%	14%

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Customer Services & Planning	0.00	0.00	0.00	0.50	0.00	0.00	0.00
Customer & Accessible Services Manager	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Lead Customer Service Representative	2.00	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	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Total FTE</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>8.50</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>



Accessible Services

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	346,712	431,103	169,862	507,497	390,271	390,271	390,271
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(151,950)	0	(165,700)	(145,225)	(145,225)	(145,225)
<b>Total</b>	<b>\$346,712</b>	<b>\$279,152</b>	<b>\$169,862</b>	<b>\$341,797</b>	<b>\$245,046</b>	<b>\$245,046</b>	<b>\$245,046</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Telecom & Network	28,721	28,358	29,000	29,000	33,000	33,000	33,000
Training & Travel	2,927	8,809	5,000	5,000	10,000	10,000	10,000
General Business Expenses	11,156	4,798	15,000	13,000	9,500	9,500	9,500
Transfer to the Accessible Services Fund	0	(46,825)	0	(57,000)	(54,000)	(54,000)	(54,000)
Office/Computer Supplies	41	0	4,300	3,300	4,300	4,300	4,300
Computer Hardware Support	7,288	7,374	7,000	10,000	15,000	15,000	15,000
Program Supplies	0	666	5,000	5,000	5,000	5,000	5,000
Grant Funded	0	0	(57,000)	0	0	0	0
<b>Total</b>	<b>\$50,133</b>	<b>\$3,181</b>	<b>\$8,300</b>	<b>\$8,300</b>	<b>\$22,800</b>	<b>\$22,800</b>	<b>\$22,800</b>
<b>Percent Change</b>				<b>0%</b>	<b>175%</b>	<b>175%</b>	<b>175%</b>

<b>Total</b>	<b>\$396,845</b>	<b>\$282,333</b>	<b>\$178,162</b>	<b>\$350,097</b>	<b>\$267,846</b>	<b>\$267,846</b>	<b>\$267,846</b>
<b>Percent Change</b>				<b>97%</b>	<b>50%</b>	<b>50%</b>	<b>50%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Customer Services & Planning	0.00	0.00	0.00	0.50	1.00	1.00	1.00
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
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.50</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



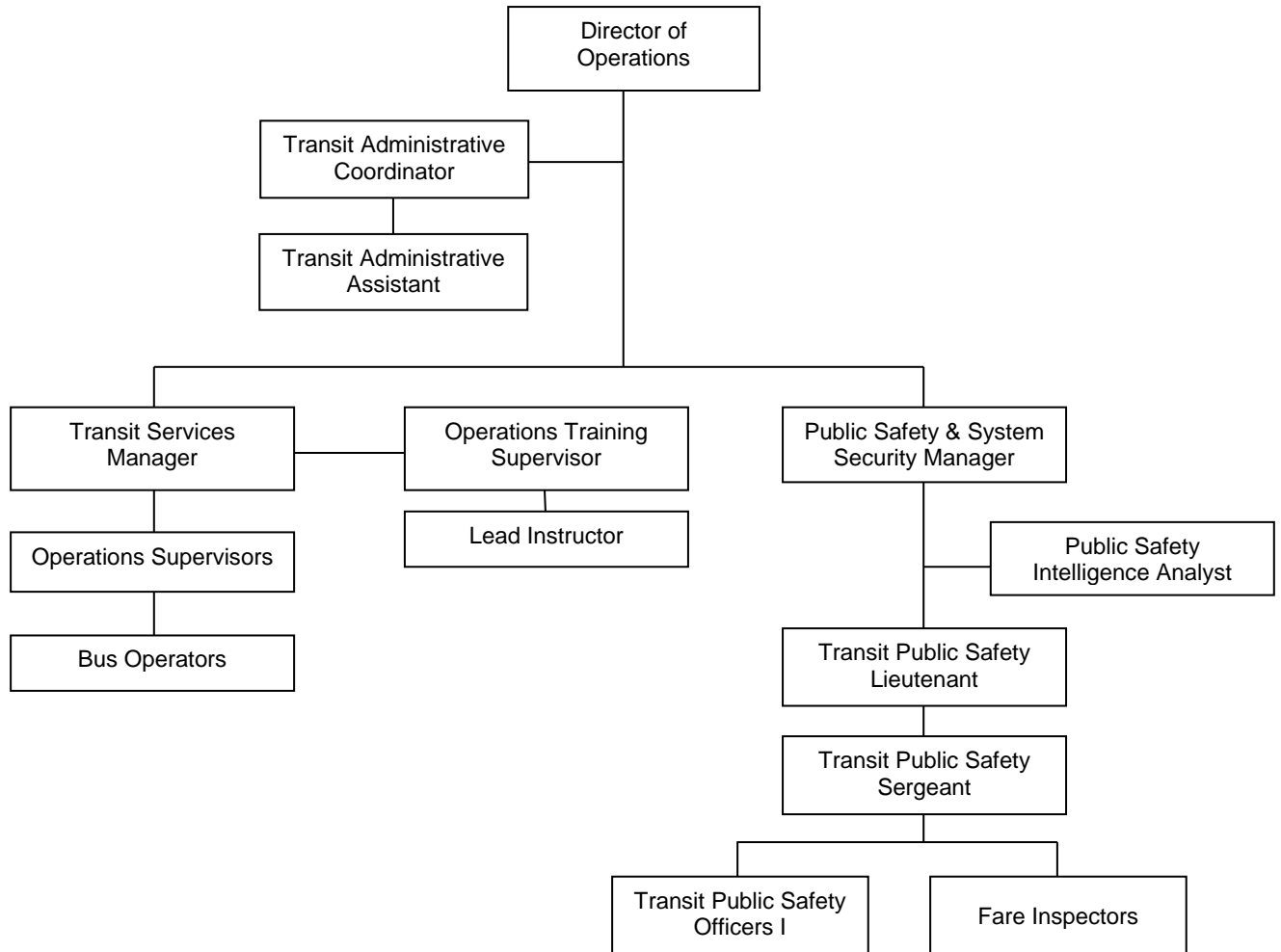
Point2point

<b>Personnel Services*</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	476,920	431,861	0	477,000	473,739	0	0
Amalgamated Transit Union	0	0	0	0	0	0	0
Capital-Related Payroll	0	(428,232)		(468,700)	(473,739)	0	0
<b>Total</b>	<b>\$476,920</b>	<b>\$3,629</b>	<b>\$0</b>	<b>\$8,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services*</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Market Research & Information	180,162	0	0	0	0	0	0
Transportation Demand Management	90,986	0	0	0	0	0	0
General Business Expenses	26,785	0	0	0	0	0	0
Program Supplies	15,437	0	0	0	0	0	0
Advertising Media	3,269	0	0	0	0	0	0
Office/Computer Supplies	4,267	0	0	0	0	0	0
Professional Services	14,150	0	0	0	0	0	0
Training & Travel	5,462	0	0	0	0	0	0
Website Support	5,710	0	0	0	0	0	0
Computer Hardware Support	265	0	0	0	0	0	0
Safety	116,811	0	0	0	0	0	0
Telecom & Network	248	0	0	0	0	0	0
<b>Total</b>	<b>\$463,552</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>					<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Total</b>	<b>\$940,472</b>	<b>\$3,629</b>	<b>\$0</b>	<b>\$8,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Percent Change</b>					<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

<b>Personnel Profile*</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
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	0.00	0.00	0.00	2.00	2.00	2.00	2.00
SmartTrips Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Schools Program Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Transportation Options Program Assistant				1.50	1.50	1.50	1.50
Intern	0.38	0.38	0.38	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>4.38</b>	<b>4.38</b>	<b>4.38</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>

\*FY20 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

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	2,488,809	2,406,689	2,503,687	2,710,659	2,513,232	2,513,232	2,513,232
Amalgamated Transit Union	19,029,629	19,344,789	20,213,997	20,963,020	20,982,817	20,982,817	20,982,817
<b>Total</b>	<b>\$21,518,437</b>	<b>\$21,751,478</b>	<b>\$22,717,684</b>	<b>\$23,673,679</b>	<b>\$23,496,049</b>	<b>\$23,496,049</b>	<b>\$23,496,049</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Uniforms	55,068	29,472	57,000	50,200	60,500	60,500	60,500
General Business Expenses	43,848	20,097	24,300	22,800	28,750	28,750	28,750
Training & Travel	30,026	19,634	18,000	18,000	29,100	29,100	29,100
Employee Programs	16,260	29,779	28,100	28,100	31,700	31,700	31,700
Fuel - Administrative Vehicles	7,062	0	0	0	0	0	0
Contracted Security/Professional Services	343,826	0	0	0	0	0	0
Office/Computer Supplies	6,578	2,398	7,100	3,600	3,700	3,700	3,700
Program Supplies	3,666	1,385	4,400	2,550	4,700	4,700	4,700
Professional Services	4,750	300	13,600	10,000	15,000	15,000	15,000
Bus Wash & Cleaning Supplies	1,938	0	0	0	0	0	0
Telecom & Network	4,251	2,129	2,400	2,400	2,760	2,760	2,760
Printed Transportation Supplies	0	0	600	400	600	600	600
Safety	482	629	1,000	900	1,000	1,000	1,000
<b>Total</b>	<b>\$517,756</b>	<b>\$105,822</b>	<b>\$156,500</b>	<b>\$138,950</b>	<b>\$177,810</b>	<b>\$177,810</b>	<b>\$177,810</b>
<b>Percent Change</b>				<b>-11%</b>	<b>14%</b>	<b>14%</b>	<b>14%</b>

<b>Total</b>	<b>\$22,036,194</b>	<b>\$21,857,300</b>	<b>\$22,874,184</b>	<b>\$23,812,629</b>	<b>\$23,673,859</b>	<b>\$23,673,859</b>	<b>\$23,673,859</b>
<b>Percent Change</b>				<b>4%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Transit Operations	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transit Services Manager				1.00	1.00	1.00	1.00
Operations Supervisor	14.00	14.00	14.00	14.00	14.00	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	221.00	221.00	213.00	202.00	200.00	200.00	200.00
<b>Total FTE</b>	<b>238.00</b>	<b>238.00</b>	<b>230.00</b>	<b>220.00</b>	<b>218.00</b>	<b>218.00</b>	<b>218.00</b>



Transit Training

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	165,818	160,513	139,655	136,372	138,525	138,525	138,525
Amalgamated Transit Union	252,649	333,133	0	0	0	0	0
<b>Total</b>	<b>\$418,467</b>	<b>\$493,646</b>	<b>\$139,655</b>	<b>\$136,372</b>	<b>\$138,525</b>	<b>\$138,525</b>	<b>\$138,525</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Training & Travel	16,810	15,273	7,300	9,990	10,400	10,400	10,400
General Business Expenses	3,013	2,822	6,850	5,960	10,750	10,750	10,750
Professional Services	7,095	4,400	8,000	8,000	11,710	11,710	11,710
Office/Computer Supplies	875	586	4,000	2,500	2,500	2,500	2,500
Uniforms	0	301	0	1,200	1,500	1,500	1,500
Program Supplies	2,309	1,240	3,675	2,175	3,300	3,300	3,300
<b>Total</b>	<b>\$30,103</b>	<b>\$24,622</b>	<b>\$29,825</b>	<b>\$29,825</b>	<b>\$40,160</b>	<b>\$40,160</b>	<b>\$40,160</b>
<b>Percent Change</b>				<b>0%</b>	<b>35%</b>	<b>35%</b>	<b>35%</b>

<b>Total</b>	<b>\$448,570</b>	<b>\$518,268</b>	<b>\$169,480</b>	<b>\$166,197</b>	<b>\$178,685</b>	<b>\$178,685</b>	<b>\$178,685</b>
<b>Percent Change</b>				<b>-2%</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>

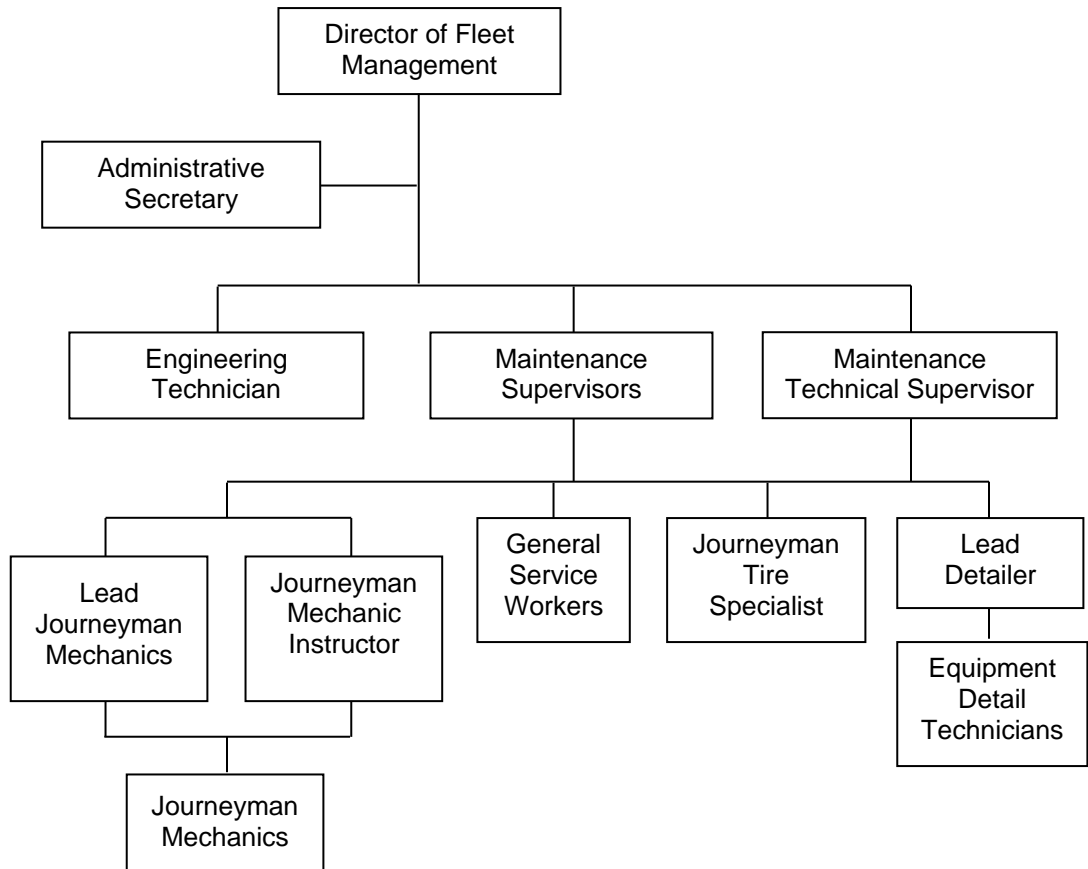
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Operations Training Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Lead Instructor	1.00	1.00	1.00	0.00	0.00	0.00	0.00
<b>Total FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>



Public Safety

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	355,682	977,695	996,001	1,003,646	963,893	963,893	963,893
Amalgamated Transit Union	0	0	0	0	0	0	0
<b>Total</b>	<b>\$355,682</b>	<b>\$977,695</b>	<b>\$996,001</b>	<b>\$1,003,646</b>	<b>\$963,893</b>	<b>\$963,893</b>	<b>\$963,893</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Professional Services	0	2,936	4,000	4,000	4,000	4,000	4,000
Training & Travel	3,252	21,784	10,000	10,000	10,000	10,000	10,000
Contracted Security/Professional Services	83,002	14,922	22,500	22,500	22,500	22,500	22,500
General Business Expenses	7,304	9,364	18,250	18,239	18,250	18,250	18,250
Printed Transportation Supplies	424	259	2,500	2,500	2,500	2,500	2,500
Program Supplies	2,004	1,972	3,000	3,000	3,000	3,000	3,000
Uniforms	165	7,784	750	10,750	10,750	10,750	10,750
Safety	0	861	1,500	1,500	1,500	1,500	1,500
Office/Computer Supplies	7,238	869	12,250	1,000	2,250	2,250	2,250
Telecom & Network	3,031	23,984	12,500	12,500	12,500	12,500	12,500
<b>Total</b>	<b>\$106,418</b>	<b>\$84,734</b>	<b>\$87,250</b>	<b>\$85,989</b>	<b>\$87,250</b>	<b>\$87,250</b>	<b>\$87,250</b>
<b>Percent Change</b>				-1%	0%	0%	0%
<b>Total</b>	<b>\$462,100</b>	<b>\$1,062,429</b>	<b>\$1,083,251</b>	<b>\$1,089,635</b>	<b>\$1,051,143</b>	<b>\$1,051,143</b>	<b>\$1,051,143</b>
<b>Percent Change</b>				1%	-3%	-3%	-3%
<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Public Safety & System Security Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Chief of Public Safety and System Security				0.00	0.00	0.00	0.00
Public Safety Intelligence Analyst	1.50	1.50	1.50	1.00	1.00	1.00	1.00
Transit Public Safety Lieutenant	1.00	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	1.00
Transit Public Safety Officer I	7.00	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	2.00
<b>Total FTE</b>	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>

# Maintenance



## Maintenance

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



Maintenance

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration	1,255,611	1,084,668	992,890	1,028,702	931,829	931,829	931,829
Amalgamated Transit Union	3,921,046	3,620,652	3,529,400	3,861,203	3,552,236	3,552,236	3,552,236
Capital-Related Payroll	0	(1,889)	(83,300)	0	0	0	0
<b>Total</b>	<b>\$5,176,657</b>	<b>\$4,703,431</b>	<b>\$4,438,990</b>	<b>\$4,889,905</b>	<b>\$4,484,065</b>	<b>\$4,484,065</b>	<b>\$4,484,065</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Fuel & Lubricants - Buses	2,289,876	2,046,720	2,297,862	0	0	0	0
Parts & Tires	1,024,194	1,312,423	1,535,861	135,400	139,700	139,700	139,700
Professional Services	27,013	80,000	75,000	53,500	65,000	65,000	65,000
Maintenance Contract Service - Revenue Vehicles	61,987	34,420	90,000	88,500	90,000	90,000	90,000
Uniforms	49,925	52,580	60,000	60,500	56,500	56,500	56,500
Shop & Facility Supplies	63,163	110,164	50,000	1,500	5,000	5,000	5,000
Shop Tooling/Equipment	15,666	3,078	7,500	7,500	7,500	7,500	7,500
Training & Travel	16,299	5,682	6,000	6,000	10,000	10,000	10,000
Bus Wash & Cleaning Supplies	26,511	27,924	28,000	20,000	25,000	25,000	25,000
Fuel - Administrative Vehicles	12,309	19,636	15,000	0	0	0	0
Office/Computer Supplies	2,933	1,114	3,500	2,500	3,000	3,000	3,000
General Business Expenses	1,388	1,184	2,500	2,450	2,500	2,500	2,500
Warranty	(1,824)	(1,520)	0	0	0	0	0
Rebuilds	63,718	111,456	70,000	0	0	0	0
Telecom & Network	276	387	500	500	500	500	500
General Maintenance/Repair	29,062	26,915	59,000	24,000	24,000	24,000	24,000
<b>Total</b>	<b>\$3,682,495</b>	<b>\$3,832,164</b>	<b>\$4,300,723</b>	<b>\$402,350</b>	<b>\$428,700</b>	<b>\$428,700</b>	<b>\$428,700</b>
<b>Percent Change</b>				<b>-91%</b>	<b>-90%</b>	<b>-90%</b>	<b>-90%</b>

<b>Total</b>	<b>\$8,859,151</b>	<b>\$8,535,594</b>	<b>\$8,739,713</b>	<b>\$5,292,255</b>	<b>\$4,912,765</b>	<b>\$4,912,765</b>	<b>\$4,912,765</b>
<b>Percent Change</b>				<b>-39%</b>	<b>-44%</b>	<b>-44%</b>	<b>-44%</b>

<b>Personnel Profile</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Director of Maintenance	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Director of Fleet Management					1.00	1.00	1.00
Maintenance Supervisor	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Technical Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Inventory Supervisor	1.00	1.00	1.00	0.00	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lead Journey-Level Mechanic	4.00	4.00	4.00	3.00	3.00	3.00	3.00
Lead Journeyman Mechanic	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Journey-Level Mechanic	18.00	18.00	18.00	19.00	20.00	20.00	20.00
Journey-Level Tire Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00
General Service Worker	6.00	6.00	6.00	5.00	5.00	5.00	5.00
Lead Inventory Technician	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Inventory Technician	2.00	2.00	2.00	0.00	0.00	0.00	0.00
Lead Detailer	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Engineering Technician	0.00	0.00	0.00	1.00	1.00	1.00	1.00
Equipment Detail Technician	5.00	5.00	5.00	4.00	4.00	4.00	4.00
<b>Total FTE</b>	<b>44.00</b>	<b>44.00</b>	<b>44.00</b>	<b>40.00</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>



Materials Management

<b>Personnel Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Administration				0	0	0	0
Amalgamated Transit Union				0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Fuel & Lubricants - Buses				2,298,362	2,512,000	2,512,000	2,512,000
Parts & Tires				1,891,961	1,925,000	1,925,000	1,925,000
Shop & Facility Supplies				50,000	50,000	50,000	50,000
Bus Wash & Cleaning Supplies				13,000	13,000	13,000	13,000
Fuel - Administrative Vehicles				30,000	35,000	35,000	35,000
Rebuilds				85,000	70,000	70,000	70,000
Telecom & Network				0	0	0	0
General Maintenance/Repair				32,000	35,000	35,000	35,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,400,323</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,400,323</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>	<b>\$4,640,000</b>
<b>Percent Change</b>				<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

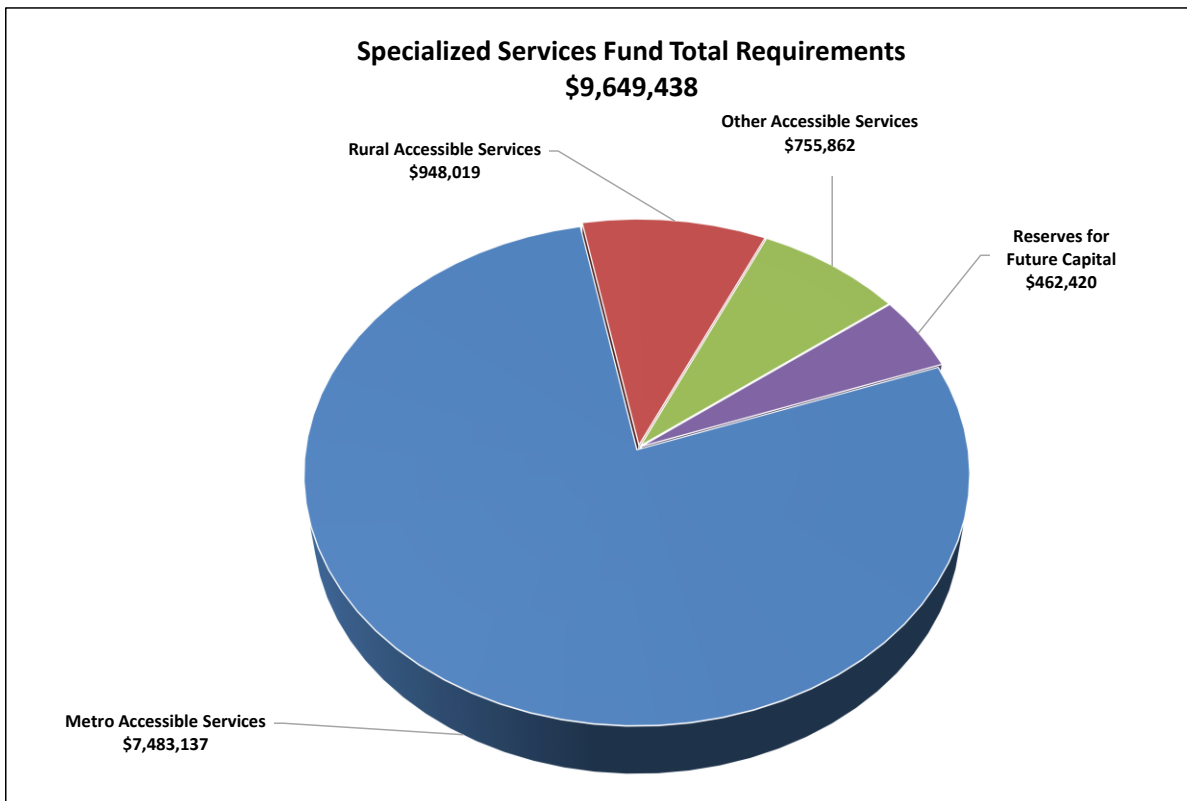
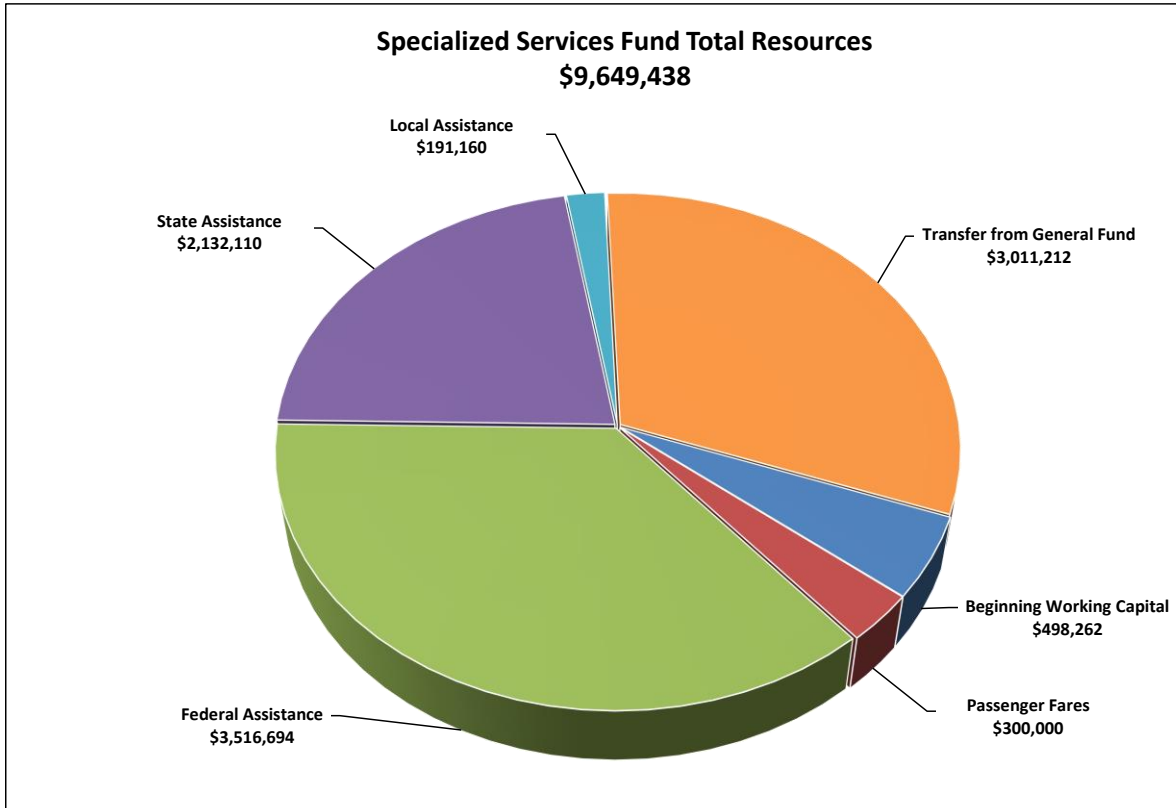


Non-Departmental

<b>Materials &amp; Services</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY 2018-19 Budget</b>	<b>FY 2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Personnel Services - STIF Increased Service	(1,280,409)	0	0	0	2,000,000	2,000,000	2,000,000
Personnel Services	0	0	0	0	500,000	500,000	500,000
Materials & Services	(128,665)	0	0	0	0	0	0
<b>Total</b>	<b>(\$1,409,074)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>
<b>Percent Change</b>					<i>N/A</i>	<i>N/A</i>	<i>N/A</i>



# Lane Transit District





# Specialized Services

Through LTD's Specialized 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. Specialized 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  
Specialized Services Fund  
Fiscal Year 2019-2020**

Resources	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Beginning Working Capital</b>	\$145,585	(\$186,217)	\$292,623	\$146,644	\$498,262	\$498,262	\$498,262
<b>Operating Revenues</b>							
Passenger Fares	299,505	307,808	388,790	350,000	300,000	300,000	300,000
Federal Assistance	2,077,516	2,419,408	2,880,096	2,880,096	3,516,694	3,516,694	3,516,694
State Assistance	1,173,555	849,384	1,418,850	1,418,850	2,092,110	2,092,110	2,132,110
Local Assistance	124,360	115,504	123,550	123,550	191,160	191,160	191,160
Miscellaneous		200	0	0	0	0	0
	<b>\$3,674,936</b>	<b>\$3,692,304</b>	<b>\$4,811,286</b>	<b>\$4,772,496</b>	<b>\$6,099,964</b>	<b>\$6,099,964</b>	<b>\$6,139,964</b>
<b>Other Sources</b>							
Transfer from General Fund *	2,273,633	2,879,338	2,550,288	2,550,288	3,011,212	3,011,212	3,011,212
	<b>\$2,273,633</b>	<b>\$2,879,338</b>	<b>\$2,550,288</b>	<b>\$2,550,288</b>	<b>\$3,011,212</b>	<b>\$3,011,212</b>	<b>\$3,011,212</b>
<b>Total Resources</b>	<b>\$6,094,154</b>	<b>\$6,385,425</b>	<b>\$7,654,197</b>	<b>\$7,469,428</b>	<b>\$9,609,438</b>	<b>\$9,609,438</b>	<b>\$9,649,438</b>

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

Requirements	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Requirements</b>							
<b>Eugene-Springfield Services</b>							
ADA RideSource	4,975,665	5,247,670	5,798,356	5,686,646	6,788,567	6,788,567	6,788,567
Transit Training and Hosts	106,129	118,583	154,438	154,439	154,038	154,038	154,038
Special Transport	100,770	90,823	98,350	98,350	115,532	115,532	115,532
STIF Grant Administration					280,000	280,000	280,000
LTD Staff Time			33,000	33,000	145,000	145,000	145,000
	<b>\$5,182,564</b>	<b>\$5,457,076</b>	<b>\$6,084,144</b>	<b>\$5,972,435</b>	<b>\$7,483,137</b>	<b>\$7,483,137</b>	<b>\$7,483,137</b>
<b>Rural Lane County Services</b>							
South Lane & STIF Expansion	138,073	137,893	152,014	152,014	249,399	249,399	249,399
Oakridge & STIF Expansion	187,504	233,367	216,538	248,240	241,514	241,514	241,514
Florence & STIF Expansion	256,890	197,316	215,298	222,098	417,106	417,106	417,106
Florence/Yachats	3,877	573	286,410	166,750	0	0	40,000
Volunteer Coordination	377	64,552	116,000	0	0	0	0
Service Animal Program		2,318	86,500	45,000	0	0	0
	<b>\$586,721</b>	<b>\$636,019</b>	<b>\$1,072,760</b>	<b>\$834,102</b>	<b>\$908,019</b>	<b>\$908,019</b>	<b>\$948,019</b>
<b>Other Services</b>							
Mobility Management	93,106	98,563	189,670	139,670	140,862	140,862	140,862
Crucial Connections	3,882	3,645	5,000	10,000	7,500	7,500	7,500
Veterans Transportation	6,589	9,459	10,000	15,000	12,500	12,500	12,500
Mobility as a Service					595,000	595,000	595,000
Lane County Coordination	58,669	34,019	0	0	0	0	0
	<b>\$162,246</b>	<b>\$145,686</b>	<b>\$204,670</b>	<b>\$164,629</b>	<b>\$755,862</b>	<b>\$755,862</b>	<b>\$755,862</b>
<b>Total Operating Requirements</b>	<b>\$5,931,531</b>	<b>\$6,238,781</b>	<b>\$7,361,574</b>	<b>\$6,971,166</b>	<b>\$9,147,018</b>	<b>\$9,147,018</b>	<b>\$9,187,018</b>
<b>Contingency</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Requirements</b>	<b>\$5,931,531</b>	<b>\$6,238,781</b>	<b>\$7,491,574</b>	<b>\$6,971,166</b>	<b>\$9,147,018</b>	<b>\$9,147,018</b>	<b>\$9,187,018</b>

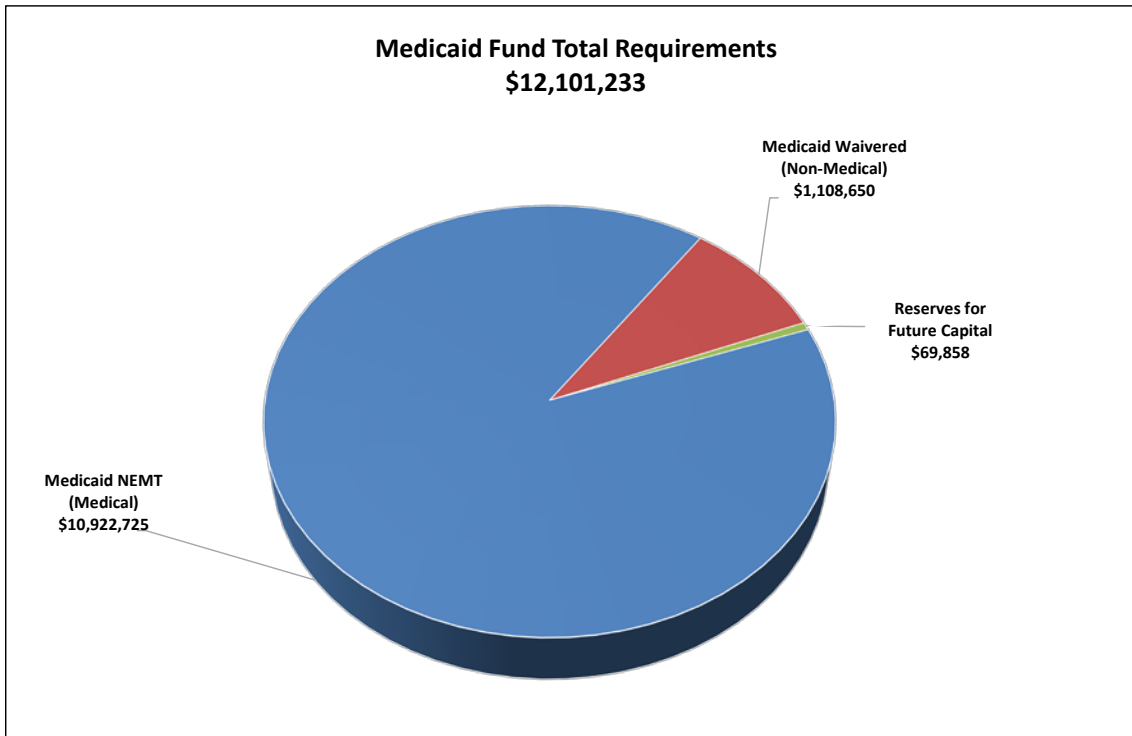
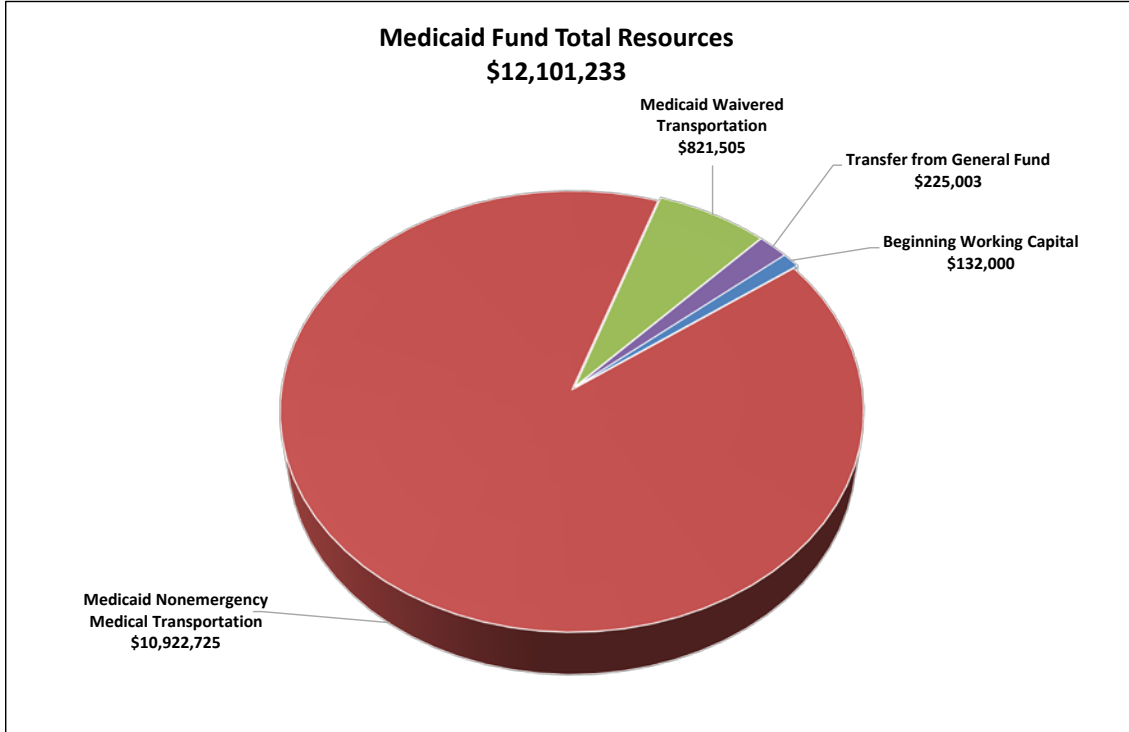
Not Appropriated (Board Required Operating Reserve) **	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Reserve</b>							
Working Capital	162,623	146,644	162,623	498,262	462,420	462,420	462,420
<b>Requirements &amp; Working Capital</b>	<b>\$6,094,154</b>	<b>\$6,385,425</b>	<b>\$7,654,197</b>	<b>\$7,469,428</b>	<b>\$9,609,438</b>	<b>\$9,609,438</b>	<b>\$9,649,438</b>

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

Percentage Change Analysis	FY 2017-18 Actual compared with FY 2016-17 Actual	FY 2018-19 Estimate compared with FY 2017-18 Actual	FY 2019-20 Proposed compared with FY 2018-19 Budget	FY 2019-20 Approved compared with FY 2018-19 Budget	FY 2019-20 Adopted compared with FY 2018-19 Budget
Total Resources	4.8%	17.0%	25.5%	25.5%	26.1%
Transfer from General Fund	26.6%	-11.4%	18.1%	18.1%	18.1%
Total Requirements	5.2%	11.7%	22.1%	22.1%	22.6%



# 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.

On August 1, 2017, Medicaid payments from the CCO changed once more to better cover service costs. Trillium reimburses LTD for actual transportation costs (taxi rides as an example) and continues to receive a PMPM payment for administrative costs. The District continues to work with the contractor providing service to ensure costs do not go over the allocated administrative PMPM allocated dollars.

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 Disability 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 2019-2020**

Resources	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Beginning Working Capital</b>	(\$144,741)	(\$146,556)	\$0	(\$369,159)	(\$369,159)	\$132,000	\$132,000	\$132,000
<b>Operating Revenues</b>								
Medicaid Nonemergency Medical Transportation	8,536,855	8,721,161	9,429,775	10,779,775	10,779,775	10,922,725	10,922,725	10,922,725
Medicaid Waivered Transportation	737,079	636,610	788,500	788,500	788,500	821,505	821,505	821,505
	<b>\$9,273,934</b>	<b>\$9,357,771</b>	<b>\$10,218,275</b>	<b>\$11,568,275</b>	<b>\$11,568,275</b>	<b>\$11,744,230</b>	<b>\$11,744,230</b>	<b>\$11,744,230</b>
<b>Other Sources</b>								
Transfer from General Fund for Operations	275,000	394,160	406,500	775,659	775,659	225,003	225,003	225,003
	<b>\$275,000</b>	<b>\$394,160</b>	<b>\$406,500</b>	<b>\$775,659</b>	<b>\$775,659</b>	<b>\$225,003</b>	<b>\$225,003</b>	<b>\$225,003</b>
<b>Total Resources</b>	<b>\$9,404,193</b>	<b>\$9,605,375</b>	<b>\$10,624,775</b>	<b>\$11,974,775</b>	<b>\$11,974,775</b>	<b>\$12,101,233</b>	<b>\$12,101,233</b>	<b>\$12,101,233</b>

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

Requirements	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Requirements</b>								
Medicaid Medical Services								
Services	6,820,897	6,990,471	7,307,500	8,657,500	8,652,000	8,720,000	8,720,000	8,720,000
Mobility Management	85,839	88,921	98,000	98,000	98,000	101,250	101,250	101,250
Program Administration	1,705,245	1,823,520	2,024,275	2,024,275	2,024,275	2,101,475	2,101,475	2,101,475
	<b>\$8,611,981</b>	<b>\$8,902,912</b>	<b>\$9,429,775</b>	<b>\$10,779,775</b>	<b>\$10,774,275</b>	<b>\$10,922,725</b>	<b>\$10,922,725</b>	<b>\$10,922,725</b>
Medicaid Non-Medical (Waivered) Services								
Services	668,028	822,547	733,000	733,000	733,000	765,000	765,000	765,000
Mobility Management	38,471	38,140	50,000	50,000	50,000	51,500	51,500	51,500
Program Administration	6,165	128	5,000	5,000	10,500	7,150	7,150	7,150
Grant Program Match Requirements	226,103	210,807	275,000	275,000	275,000	285,000	285,000	285,000
	<b>\$938,767</b>	<b>\$1,071,622</b>	<b>\$1,063,000</b>	<b>\$1,063,000</b>	<b>\$1,068,500</b>	<b>\$1,108,650</b>	<b>\$1,108,650</b>	<b>\$1,108,650</b>
<b>Contingency</b>	<b>\$0</b>	<b>\$0</b>	<b>\$132,000</b>	<b>\$132,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Requirements</b>	<b>\$9,550,748</b>	<b>\$9,974,534</b>	<b>\$10,624,775</b>	<b>\$11,974,775</b>	<b>\$11,842,775</b>	<b>\$12,031,375</b>	<b>\$12,031,375</b>	<b>\$12,031,375</b>

Not Appropriated (Board Required Operating Reserve) **	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Reserve</b>								
Working Capital	(146,555)	(369,159)	0	0	132,000	69,858	69,858	69,858
<b>Requirements &amp; Working Capital</b>	<b>\$79,548</b>	<b>\$9,605,375</b>	<b>\$10,624,775</b>	<b>\$11,974,775</b>	<b>\$11,974,775</b>	<b>\$12,101,233</b>	<b>\$12,101,233</b>	<b>\$12,101,233</b>

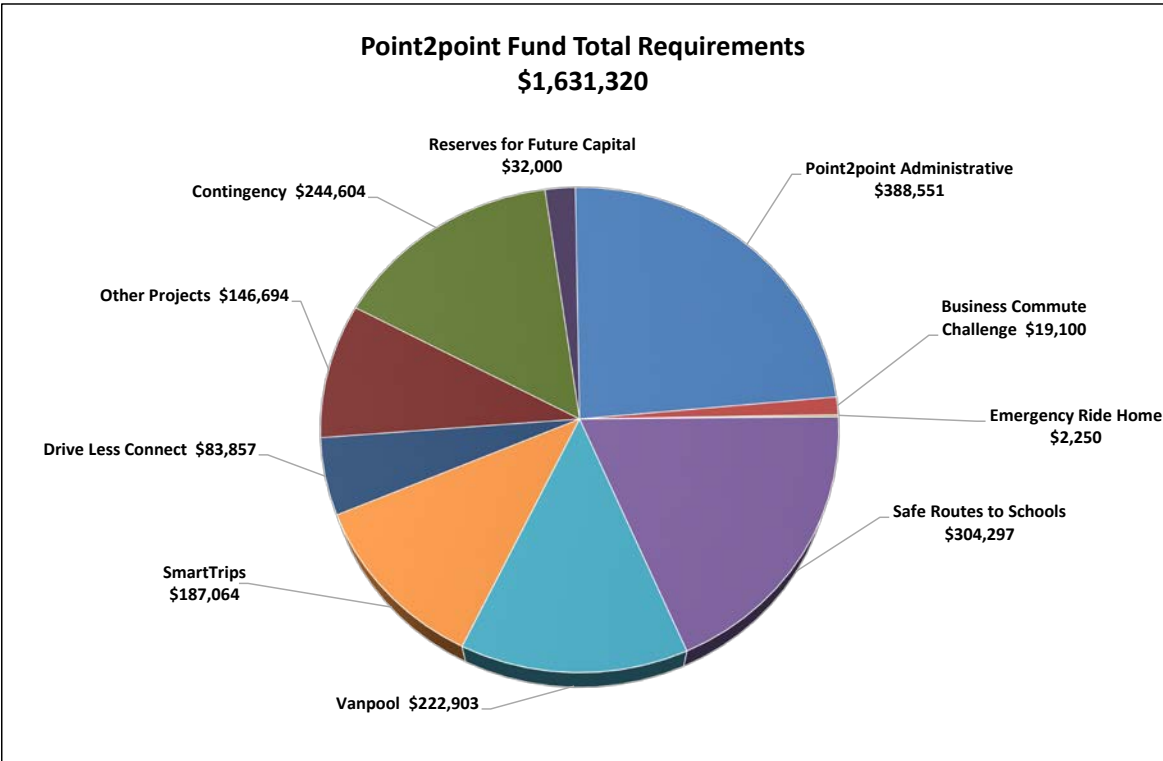
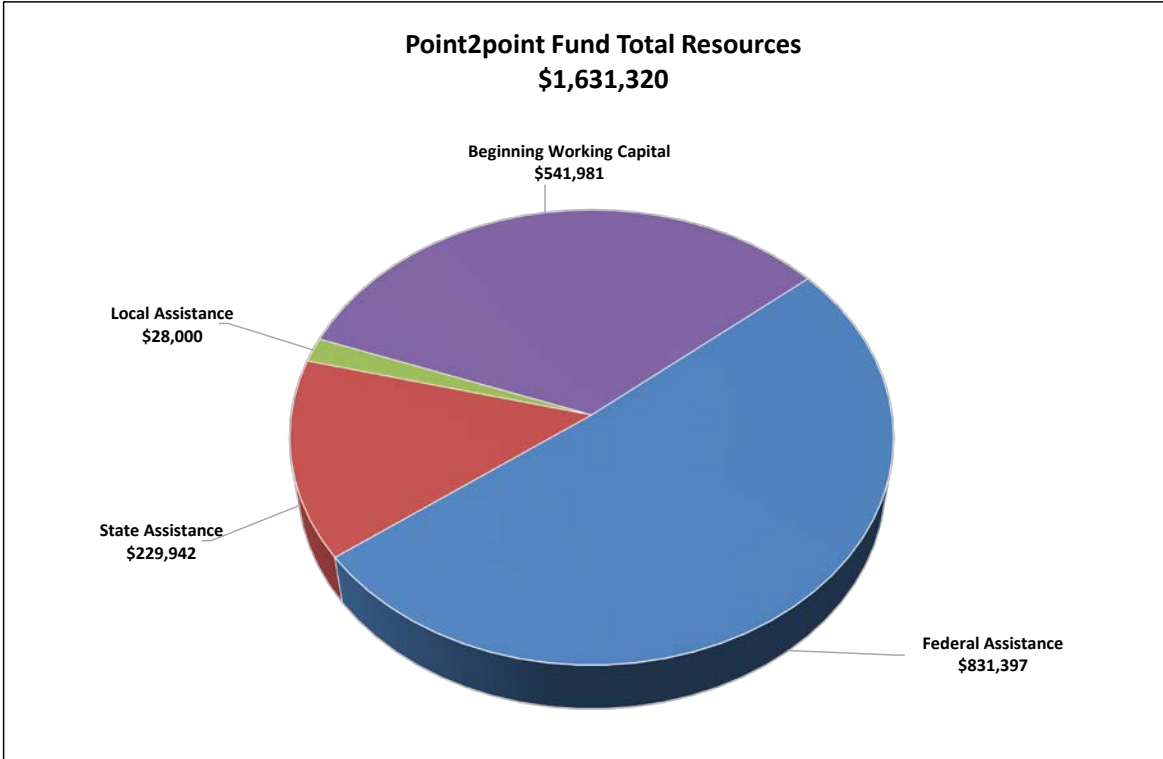
\*\* - Not appropriated; Board required operating reserves cannot be used without Board approval

operating revenues over requirements

Percentage Change Analysis	FY 2017-18 Actual compared with FY 2016-17 Actual	FY 2018-19 Budget	FY 2018-19 Amended	FY 2018-19 Estimate compared with FY 2017-18 Actual	FY 2019-20 Proposed compared with FY 2018-19 Budget	FY 2019-20 Approved compared with FY 2018-19 Amended	FY 2019-20 Adopted compared with FY 2018-19 Budget
Total Resources	2.1%			24.7%	13.9%	1.1%	1.1%
Transfer from General Fund	43.3%			96.8%	-44.6%	-71.0%	-71.0%
Total Requirements	4.4%			18.7%	13.2%	1.1%	1.1%



# 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.

#### **Congestion Mitigation**

- Point2point staff assist ODOT and regional partners with congestion mitigation during construction disruption events, communicated with the general public, employers, and schools on options for travel during closures or extended delays.

#### **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 2019-2020**

Resources	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Beginning Working Capital</b>	\$0	\$0	\$0	\$351,981	\$541,981	\$541,981	\$541,981
<b>Operating Revenues</b>							
Federal Assistance		989,179	828,443	824,789	831,397	831,397	831,397
State Assistance		43,082	364,655	363,099	229,942	229,942	229,942
Local Assistance		32,893	28,000	28,000	28,000	28,000	28,000
	\$0	\$1,065,154	\$1,221,098	\$1,215,888	\$1,089,339	\$1,089,339	\$1,089,339
<b>Other Sources</b>							
Transfer from General Fund for operations		192,000	190,000	190,000	0	0	0
	\$0	\$192,000	\$190,000	\$190,000	\$0	\$0	\$0
<b>Total Resources</b>	\$0	\$1,257,154	\$1,411,098	\$1,757,869	\$1,631,320	\$1,631,320	\$1,631,320

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

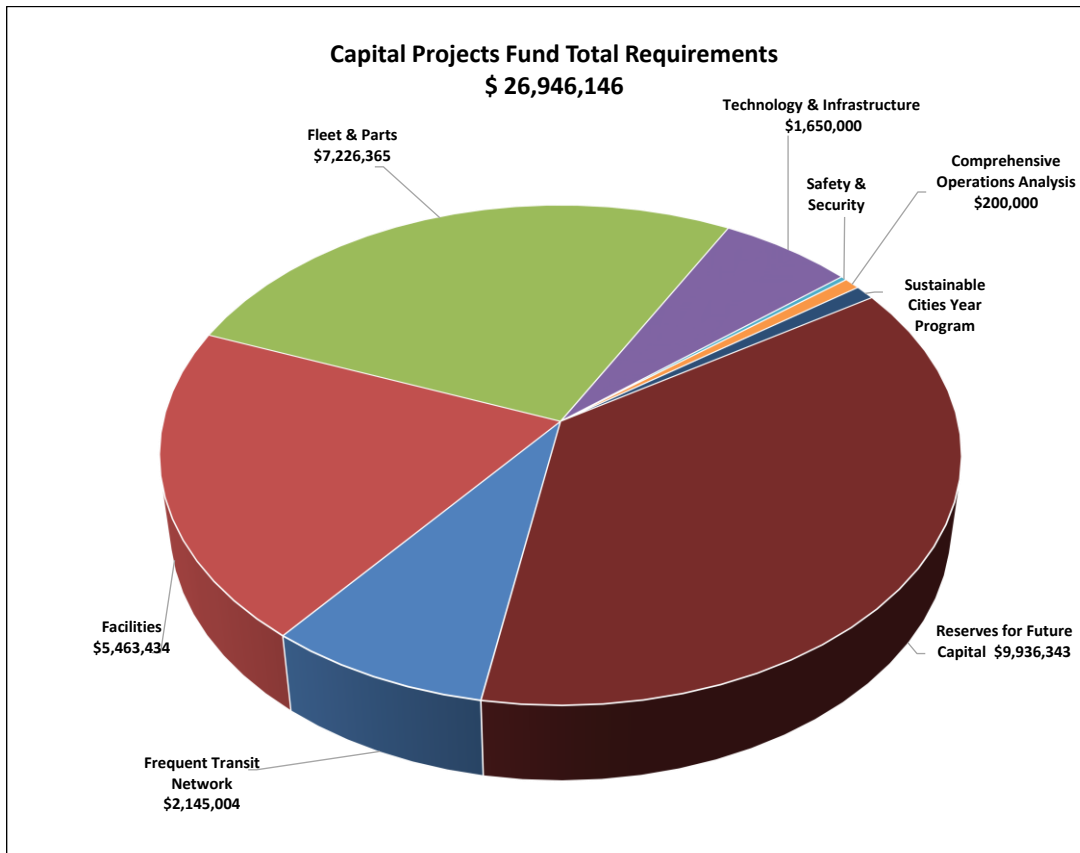
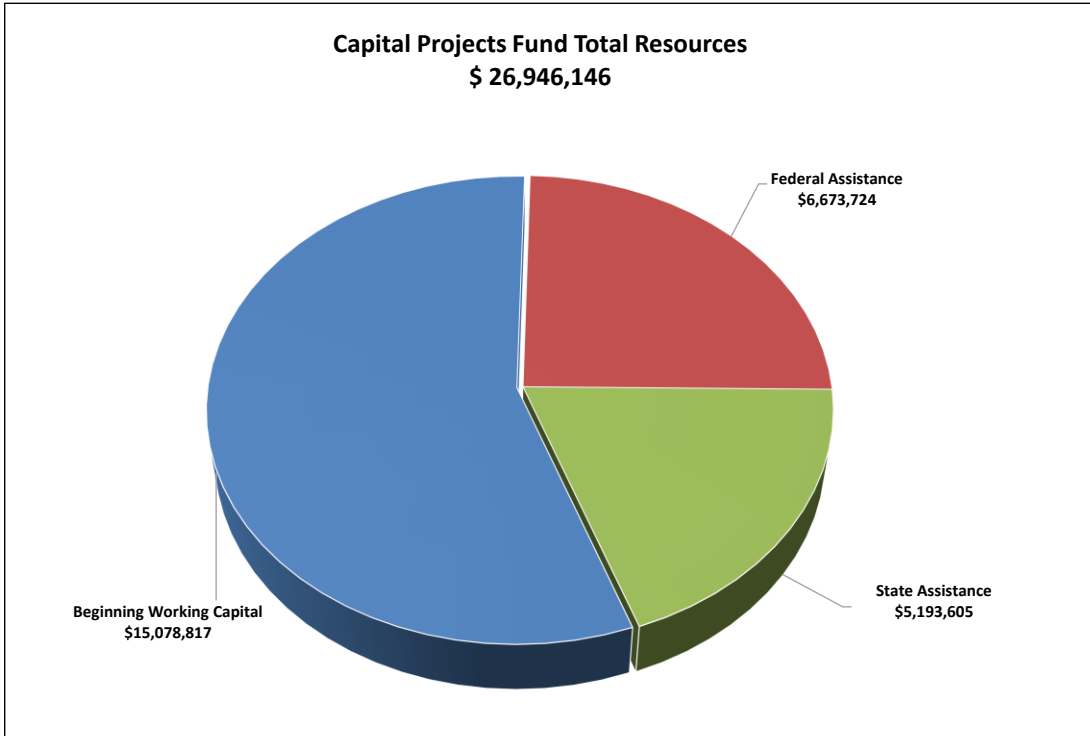
Requirements	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Requirements</b>							
<b>Point2point Administrative</b>		257,431	450,735	506,074	388,551	388,551	388,551
<b>Business Commute Challenge</b>		55,916	19,100	19,100	19,100	19,100	19,100
<b>Emergency Ride Home</b>		914	2,000	2,000	2,250	2,250	2,250
<b>Employer Transportation Coordinators</b>		38,817	5,000	5,000	0	0	0
<b>Safe Routes to Schools</b>		242,674	347,159	326,864	304,297	304,297	304,297
<b>Vanpool</b>		116,414	186,304	180,000	222,903	222,903	222,903
<b>Projects</b>							
Carshare		20	3,500	1,000	3,500	3,500	3,500
SRTS Mapping		1,067					
Driveless Connect		38,473	39,000	15,350	83,857	83,857	83,857
SmartTrips		137,536	285,370	139,000	187,064	187,064	187,064
Transportation Coordinator Pilot		10,819	21,300	13,500	0	0	0
ODOT Construction Mitigation					76,994	76,994	76,994
Innovation Grant "Nudge"			6,915	8,000	55,000	55,000	55,000
SWTS Safe Ways To School			8,000		8,000	8,000	8,000
Be Safe Be Seen Rural Safety		5,092	3,200		3,200	3,200	3,200
<b>Total Operating Requirements</b>	\$0	\$905,173	\$1,377,583	\$1,215,888	\$1,354,716	\$1,354,716	\$1,354,716
<b>Contingency</b>	\$0		\$33,515	\$541,981	\$244,604	\$244,604	\$244,604
<b>Total Requirements</b>	\$0	\$905,173	\$1,411,098	\$1,757,869	\$1,599,320	\$1,599,320	\$1,599,320

Not Appropriated (Board Required Operating Reserve) **	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Budget	FY 2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Operating Reserve</b>							
Working Capital		351,981	0	0	32,000	32,000	32,000
<b>Requirements &amp; Working Capital</b>	\$0	\$1,257,154	\$1,411,098	\$1,757,869	\$1,631,320	\$1,631,320	\$1,631,320

Percentage Change Analysis		FY 2017-18 Actual compared with FY 2016-17 Actual		FY 2018-19 Estimate compared with FY 2017-18 Actual	FY 2019-20 Proposed compared with FY 2018-19 Budget	FY 2019-20 Approved compared with FY 2018-19 Budget	FY 2019-20 Adopted compared with FY 2018-19 Budget
Total Resources		N/A		39.8%	15.6%	15.6%	15.6%
Transfer from General Fund		N/A		-1.0%	-100.0%	-100.0%	-100.0%
Total Requirements		N/A		39.8%	15.6%	15.6%	15.6%



# Lane Transit District





**Lane Transit District  
Capital Projects Fund  
Fiscal Year 2019-2020**

Resources	FY 2016-17 Actual	FY 2017-18 Actual	FY2018-19 Budget	FY2018-19 Amended	FY2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Beginning Working Capital</b>	<b>(\$2,729,790)</b>	<b>\$7,430,028</b>	<b>\$5,398,538</b>	<b>\$19,146,271</b>	<b>\$19,146,271</b>	<b>\$19,439,494</b>	<b>\$19,439,494</b>	<b>\$15,078,817</b>
<b>Grants</b>								
Federal Assistance	22,119,296	12,721,447	3,268,505	5,790,019	5,790,019	3,313,724	3,313,724	6,673,724
State Assistance	5,214,087	4,745,108	664,350	1,091,373	1,091,373	5,193,605	5,193,605	5,193,605
Local Assistance	31,678	214,468	38,202	0	0	0	0	0
	<b>\$27,365,061</b>	<b>\$17,681,023</b>	<b>\$3,971,057</b>	<b>\$6,881,392</b>	<b>\$6,881,392</b>	<b>\$8,507,329</b>	<b>\$8,507,329</b>	<b>\$11,867,329</b>
<b>Other Sources</b>								
Transfer from General Fund	18,487,923	5,273,562	5,414,168	0	4,360,677	0	0	0
	<b>\$18,487,923</b>	<b>\$5,273,562</b>	<b>\$5,414,168</b>	<b>\$0</b>	<b>\$4,360,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Resources</b>	<b>\$43,123,194</b>	<b>\$30,384,613</b>	<b>\$14,783,763</b>	<b>\$26,027,663</b>	<b>\$30,388,340</b>	<b>\$27,946,823</b>	<b>\$27,946,823</b>	<b>\$26,946,146</b>

Requirements	FY 2016-17 Actual	FY 2017-18 Actual	FY2018-19 Budget	FY2018-19 Amended	FY2018-19 Estimate	FY 2019-20 Proposed	FY 2019-20 Approved	FY 2019-20 Adopted
<b>Improvement Projects (IP)</b>								
<b>Frequent Transit Network</b>								
Franklin Boulevard Phase 1 Transit Stations	78,564	44,588	550,000	358,373	358,373	396,627	396,627	396,627
MovingAhead	874,092	507,632	500,000	500,000	500,000	451,252	451,252	451,252
West Eugene EmX Extension	26,709,015	5,055,893	660,000	1,000,000	1,000,000	430,000	430,000	430,000
Commerce Street Connect Bridge		1,072,341	0	0	0	0	0	0
Willow Creek Facility	1,202,674	698,044	0	0	0	0	0	0
Main Street-McVay Transportation Study	44,033	6,960	206,874	30,000	30,000	205,000	205,000	205,000
River Road Transit Community Implementation Plan			270,000	500,000	500,000	274,000	274,000	274,000
FTN Safety & Amenity Improvements						388,125	388,125	388,125
<b>Facilities</b>								
Santa Clara Transit Center	234,938	31,511	940,000	600,000	600,000	5,188,434	5,188,434	5,188,434
Hunsaker Development Project				5,000	5,000	30,000	30,000	30,000
Fleet & FM Building-Glenwood (Bus Parking Lot)			50,000	0	0	0	0	0
Passenger Boarding Improvements			50,000	71,777	71,777	100,000	100,000	100,000
Miscellaneous Improvements						100,000	100,000	100,000
Bus Lift for Maintenance Bay 1						20,000	20,000	20,000
<b>Technology Infrastructure &amp; Systems</b>								
Fare Management System			750,000	750,000	750,000	765,000	765,000	765,000
Novus Modules						400,000	400,000	400,000
Capital Outlay	<b>\$29,143,316</b>	<b>\$7,416,969</b>	<b>\$3,976,874</b>	<b>\$3,815,150</b>	<b>\$3,815,150</b>	<b>\$8,748,438</b>	<b>\$8,748,438</b>	<b>\$8,748,438</b>
<b>State of Good Repair (SGR)</b>								
<b>Fleet</b>								
Revenue Vehicles - Fixed Route	3,845,617	61,989	6,599,115	4,295,000	4,295,000	389,558	389,558	4,589,558
Revenue Vehicles - Non Fixed Route						750,000	750,000	750,000
Revenue Vehicles - Accessible Services	1,470	726	1,310,000	1,200,000	1,200,000	878,000	878,000	878,000
Support Vehicles	230,068	0	0	0	0	303,000	303,000	303,000
Shop Equipment	112,476	0	0	0	0	50,000	50,000	50,000
Spare Parts for Vehicles		46,245	50,000	327,000	327,000	0	0	0
Replacement Parts		189,015	275,000	0	0	0	0	0
Hybrid Bus DPIM Replacements				101,000	101,000	150,000	150,000	150,000
Associated Capital Maintenance Parts (ACM)				327,000	327,000	366,500	366,500	366,500

<b>Requirements</b>	<b>FY 2016-17 Actual</b>	<b>FY 2017-18 Actual</b>	<b>FY2018-19 Budget</b>	<b>FY2018-19 Amended</b>	<b>FY2018-19 Estimate</b>	<b>FY 2019-20 Proposed</b>	<b>FY 2019-20 Approved</b>	<b>FY 2019-20 Adopted</b>
Miscellaneous	125,760	0	220,000	20,000	20,000	0	0	0
Fleet Procurement Plan						139,307	139,307	139,307
<b>Facilities</b>								
Stations, Shelters & Facilities	713,878	30,860	0	0	0	25,000	25,000	25,000
Facilities Building & Bus Parking Lot		3,424,126	0	0	0	0	0	0
<b>Technology Infrastructure &amp; Systems</b>								
Computer Hardware & Software	878,260	64,635	620,000	582,491	582,491	485,000	485,000	485,000
Intelligent Transportation Systems	1,099,549	1,160	39,500	121,205	121,205	0	0	0
<b>Safety &amp; Security</b>								
Transit Security Projects	10,236	0	0	0	0	0	0	0
Natural Hazards Response & Mitigation Plan						75,000	75,000	75,000
Capital Outlay	<b>\$7,017,314</b>	<b>\$3,818,756</b>	<b>\$9,113,615</b>	<b>\$6,973,696</b>	<b>\$6,973,696</b>	<b>\$3,611,365</b>	<b>\$3,611,365</b>	<b>\$7,811,365</b>
<b>Other Projects</b>								
Transit Tomorrow (COA)		2,617	150,000	160,000	160,000	200,000	200,000	200,000
Sustainable Cities Year Program						250,000	250,000	250,000
Capital Outlay	<b>\$0</b>	<b>\$2,617</b>	<b>\$150,000</b>	<b>\$160,000</b>	<b>\$160,000</b>	<b>\$450,000</b>	<b>\$450,000</b>	<b>\$450,000</b>
<b>Contingency</b>	0	0	0	0	0	0	0	0
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Capital Outlay</b>	<b>\$36,160,630</b>	<b>\$11,238,342</b>	<b>\$13,240,489</b>	<b>\$10,948,846</b>	<b>\$10,948,846</b>	<b>\$12,809,803</b>	<b>\$12,809,803</b>	<b>\$17,009,803</b>
<b>Reserves for Future Capital</b>	<b>\$0</b>	<b>\$19,146,272</b>	<b>\$1,543,274</b>	<b>\$15,078,817</b>	<b>\$19,439,494</b>	<b>\$15,137,020</b>	<b>\$15,137,020</b>	<b>\$9,936,343</b>
<b>Total Requirements</b>	<b>\$36,160,630</b>	<b>\$30,384,613</b>	<b>\$14,783,763</b>	<b>\$26,027,663</b>	<b>\$30,388,340</b>	<b>\$27,946,823</b>	<b>\$27,946,823</b>	<b>\$26,946,146</b>



**Lane Transit District**

# *General Information*



**Lane Transit District  
FY 2019-2020 Salary Schedule**

<b>Job Classification</b>	<b>Grade</b>	<b>Current Salary Range</b>	
Assistant General Manager	22	103,990	138,653
Director of Planning & Development	20	90,828	125,808
Director of Public Affairs	19	84,887	113,182
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 and Strategic Innovat	19	84,887	113,182
Director of Facilities	19	84,887	113,182
Director of Fleet Management	19	84,887	113,182
Director of Operations	19	84,887	113,182
Intelligent Transportation Systems Manager	19	84,887	113,182
Data Warehouse Manager	18	79,332	105,776
Business Process Manager	17	74,142	98,856
IT Systems Engineer II	17	74,142	98,856
Public Safety and Systems Security Manager	17	74,142	98,856
Transportation Operations Manager	17	74,142	98,856
Applications Administrator	15	64,761	86,348
Senior Development Planner	15	64,761	86,348
IT Network Engineer I	15	64,761	86,348
Facilities Project Manager	15	64,761	86,348
Procurement Manager	15	64,761	86,348
Sustainability Program Manager	15	64,761	86,348
Marketing & Communications Manager	15	64,761	86,348
Transportation Options Program Manager	15	64,761	86,348
Public Information Officer	15	64,761	86,348
Controller I	14	60,524	80,698
Engineering Technician	14	60,524	80,698
Grants Analyst I	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
Facilities Services Specialist	14	60,524	80,698
Development Planner	14	60,524	80,698
Transit Planner	14	60,524	80,698
Senior Human Resources 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
HR/Risk Generalist	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 I	9	43,154	57,538
Marketing Technician	9	43,154	57,538
Facilities Administrative Coordinator II	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
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
Facilities Laborer	6	35,229	46,971
Transportation Options Program Assistant	4	30,769	41,025
Transit Fare Inspector	4	30,769	41,025
Multi-Team Assistant	4	30,769	41,025



**Lane Transit District**  
**Wage Rates – Amalgamated Transit Union, Local 757**

**ATU-Represented Pay Table July 1, 2019 through December 31, 2019**

<b>Transit Operations</b>	<b>1st 9 Months</b>	<b>2nd 9 Months</b>	<b>3rd 9 Months</b>	<b>4th 9 Months</b>	<b>5th 9 Months</b>	<b>Thereafter</b>
Bus Operator	\$19.73	\$21.04	\$22.34	\$23.64	\$24.96	\$26.27
<b>Fleet Services</b>						
Lead Journeyman	\$24.27	\$25.82	\$27.38	\$28.96	\$30.52	\$32.44
Journeyman Mechanic	\$23.08	\$24.59	\$26.11	\$27.58	\$29.11	\$30.91
Journeyman Tire Specialist	\$23.08	\$24.59	\$26.11	\$27.58	\$29.11	\$30.91
General Service Worker	\$19.34	\$20.60	\$21.88	\$23.18	\$24.44	\$26.05
Lead Detailer	\$19.67	\$20.97	\$22.28	\$23.55	\$24.86	\$26.16
Equipment Detail Technician	\$18.78	\$19.99	\$21.24	\$22.45	\$23.65	\$24.92
Lead Inventory Technician	\$21.02	\$22.36	\$23.75	\$25.16	\$26.55	\$28.27
Inventory Technician	\$20.03	\$21.31	\$22.63	\$24.00	\$25.27	\$26.94
<b>Customer Services</b>						
Lead Customer Service Representative	\$19.67	\$20.97	\$22.28	\$23.55	\$24.86	\$26.16
Customer Service Representative	\$18.78	\$19.99	\$21.24	\$22.45	\$23.65	\$24.92
<b>Facilities Services</b>						
Station Cleaner	\$19.67	\$20.97	\$22.28	\$23.55	\$24.86	\$26.16

**ATU-Represented Pay Table January 1, 2020 through June 30, 2020**

<b>Transit Operations</b>	<b>1st 9 Months</b>	<b>2nd 9 Months</b>	<b>3rd 9 Months</b>	<b>4th 9 Months</b>	<b>5th 9 Months</b>	<b>Thereafter</b>
Bus Operator	\$20.03	\$21.36	\$22.68	\$23.99	\$25.33	\$26.66
<b>Fleet Services</b>						
Lead Journeyman	\$24.63	\$26.21	\$27.79	\$29.39	\$30.98	\$32.93
Journeyman Mechanic	\$23.43	\$24.96	\$26.50	\$27.99	\$29.55	\$31.37
Journeyman Tire Specialist	\$23.43	\$24.96	\$26.50	\$27.99	\$29.55	\$31.37
General Service Worker	\$19.63	\$20.91	\$22.21	\$23.53	\$24.81	\$26.44
Lead Detailer	\$19.97	\$21.28	\$22.61	\$23.90	\$25.23	\$26.55
Equipment Detail Technician	\$19.06	\$20.29	\$21.56	\$22.79	\$24.00	\$25.29
Lead Inventory Technician	\$21.34	\$22.70	\$24.11	\$25.54	\$26.95	\$28.69
Inventory Technician	\$20.33	\$21.63	\$22.97	\$24.36	\$25.65	\$27.34
<b>Customer Services</b>						
Lead Customer Service Representative	\$19.97	\$21.28	\$22.61	\$23.90	\$25.23	\$26.55
Customer Service Representative	\$19.06	\$20.29	\$21.56	\$22.79	\$24.00	\$25.29
<b>Facilities Services</b>						
Station Cleaner	\$19.97	\$21.28	\$22.61	\$23.90	\$25.23	\$26.55



## Lane Transit District Operating Revenue & Cost Measurements - Fixed-Route System Last Ten Fiscal Years

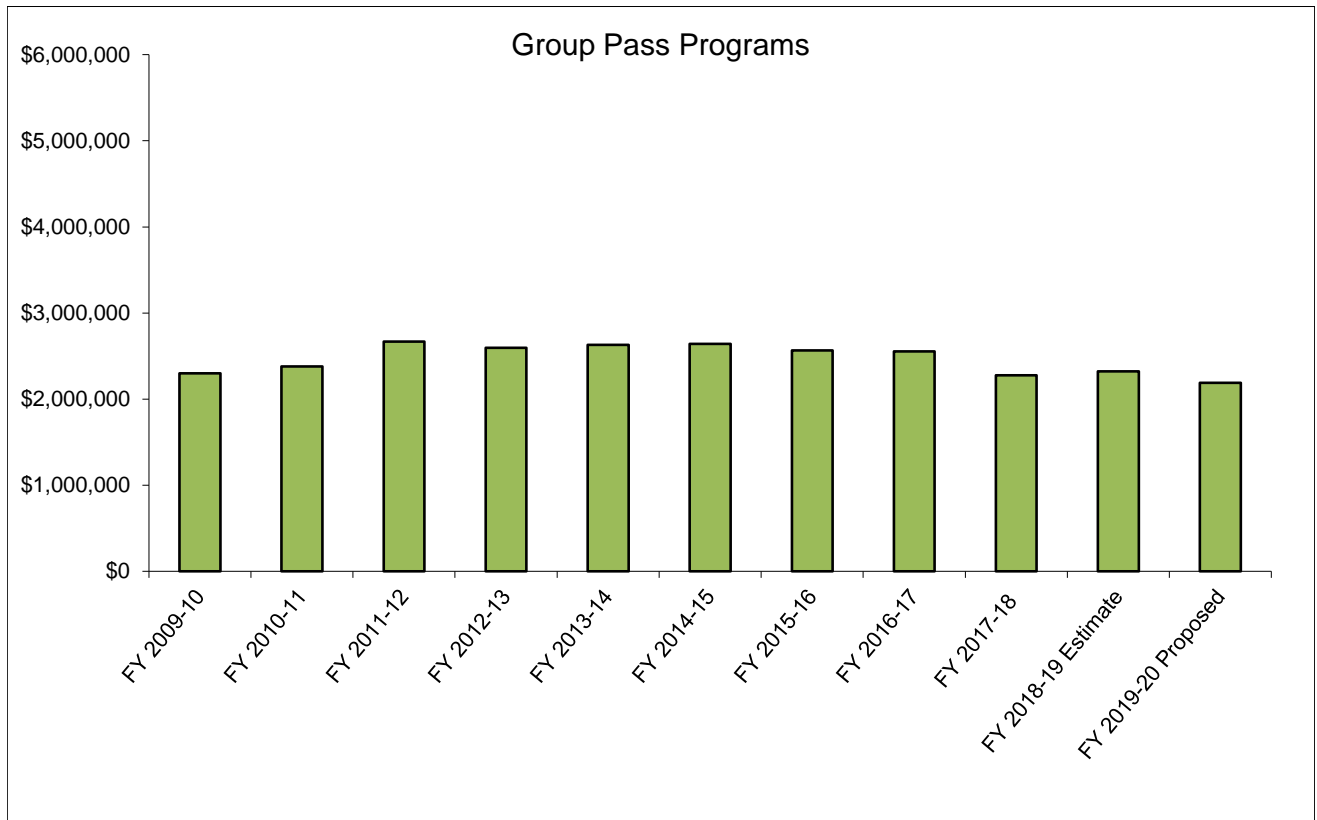
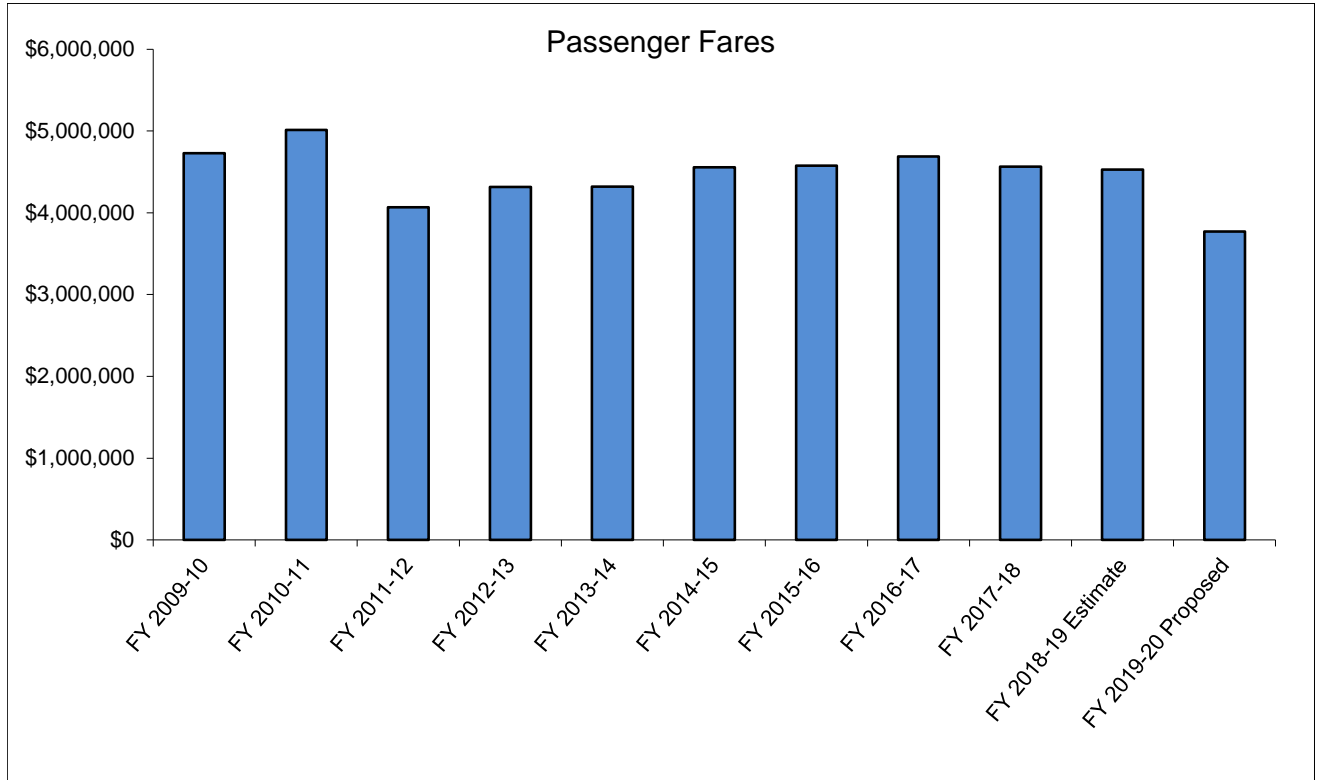
Fiscal Year	Operating* Revenues	Operating* Expenses	Revenue Margin	Revenue Hours	Percent Change	Operating Revenue / Service Hour	Percent Change	Operating Expenses / Revenue Hour	Percent Change
2017-18	\$ 7,338,415	\$ 45,740,984	16.0%	295103	4.9%	\$24.87	-11.7%	\$155.00	-8.5%
2016-17	7,921,433	47,650,801	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%

Fiscal Year	Employees	Revenue Hours / Employees	Percent Change	Passenger Fares	Passenger Boardings	Passenger Fares / Boarding	Operating Expenses / Boarding	Percent Change	Revenue Hours / Trip
2017-18	355	831.28	1.1%	\$ 6,740,382	10,146,391	0.66	4.51	-3.5%	0.029
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

Fiscal Year	Miles	Operating Expenses / Mile	Percent Change	Fleet Maintenance Costs	Fleet Maintenance Cost / Mile	Percent Change	Fuel Cost	Fuel Cost / Mile	Percent Change
2017-18	3,688,939	12.399	2.3%	\$ 6,308,199	1.710	8.8%	\$ 2,249,024	0.610	-1.9%
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%

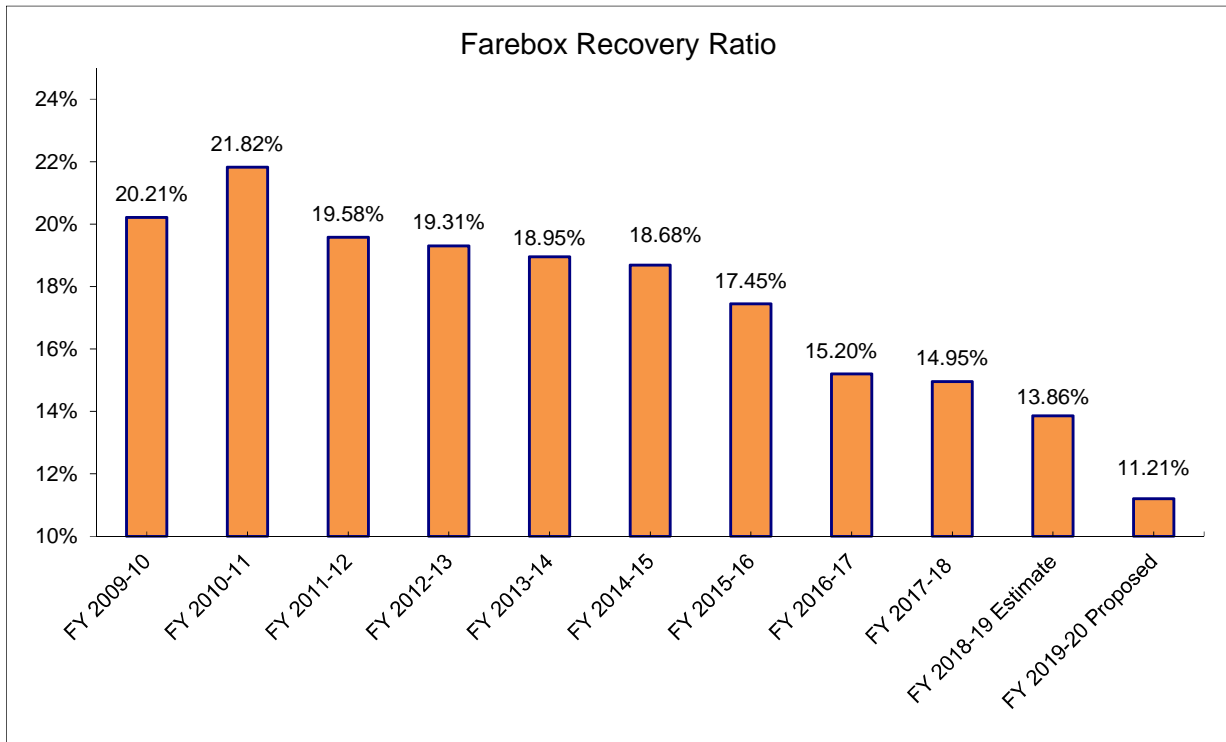
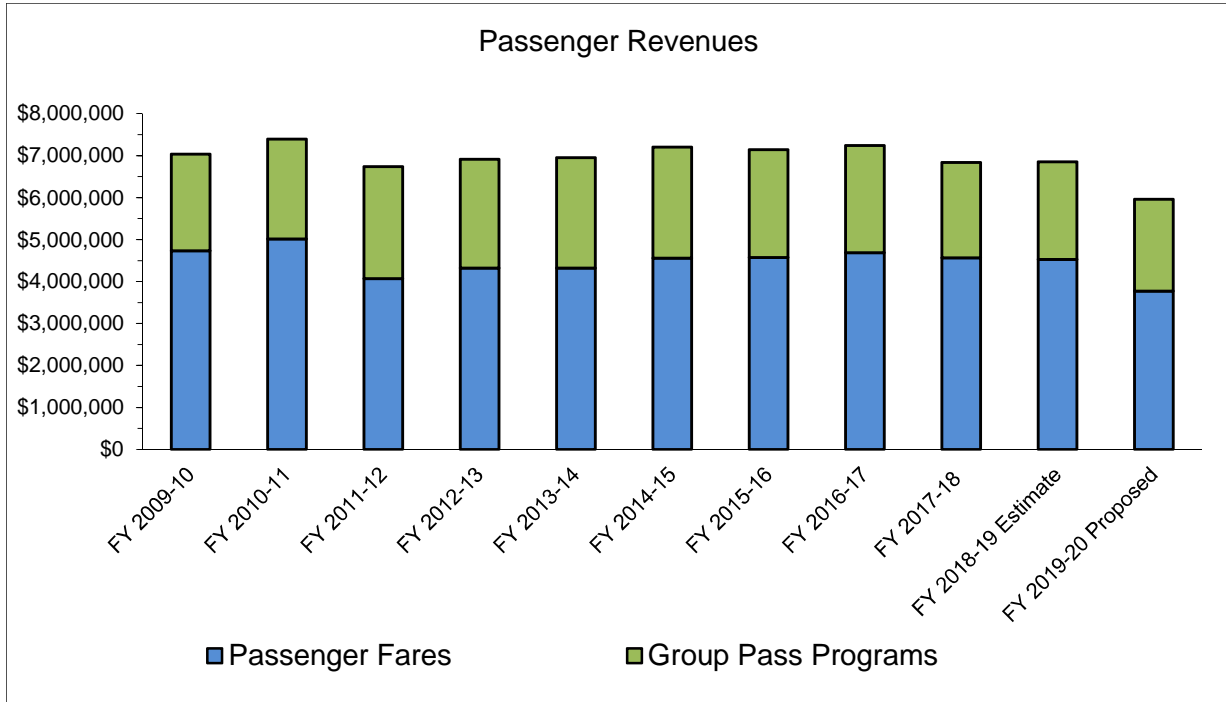


# Lane Transit District



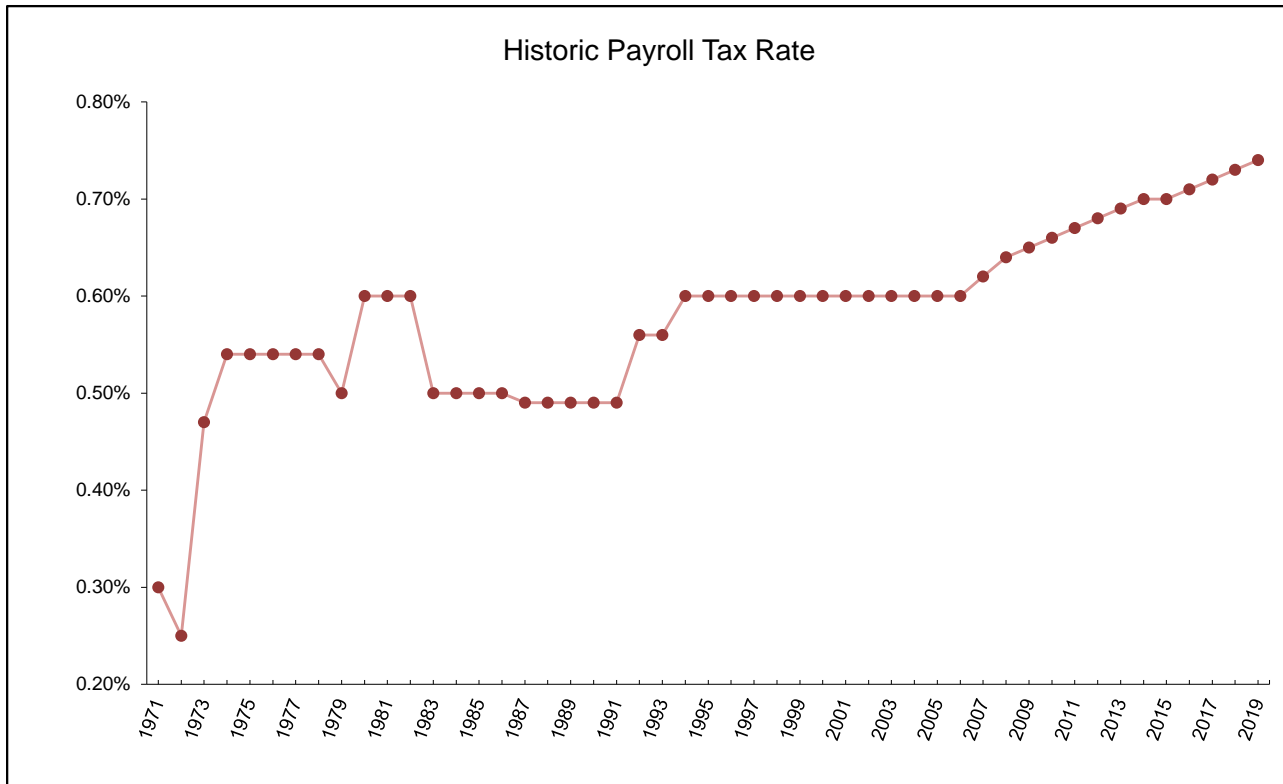
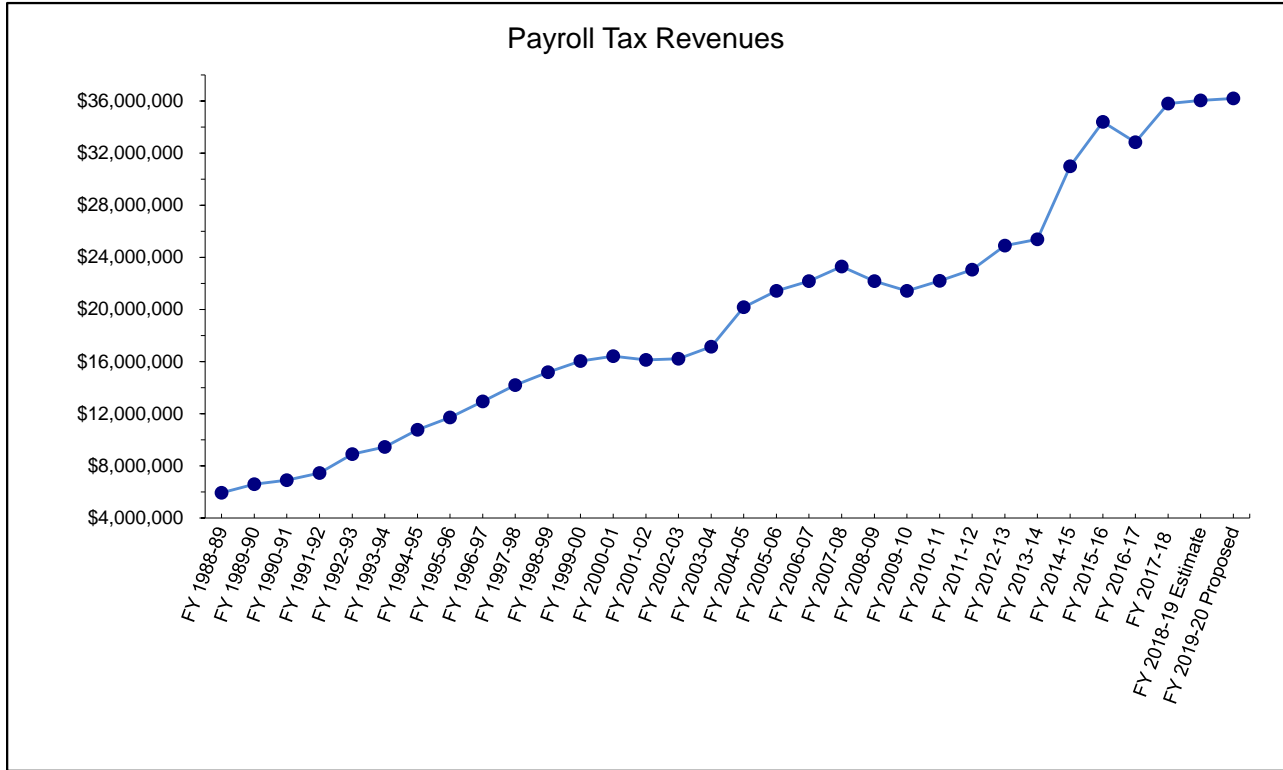


# Lane Transit District



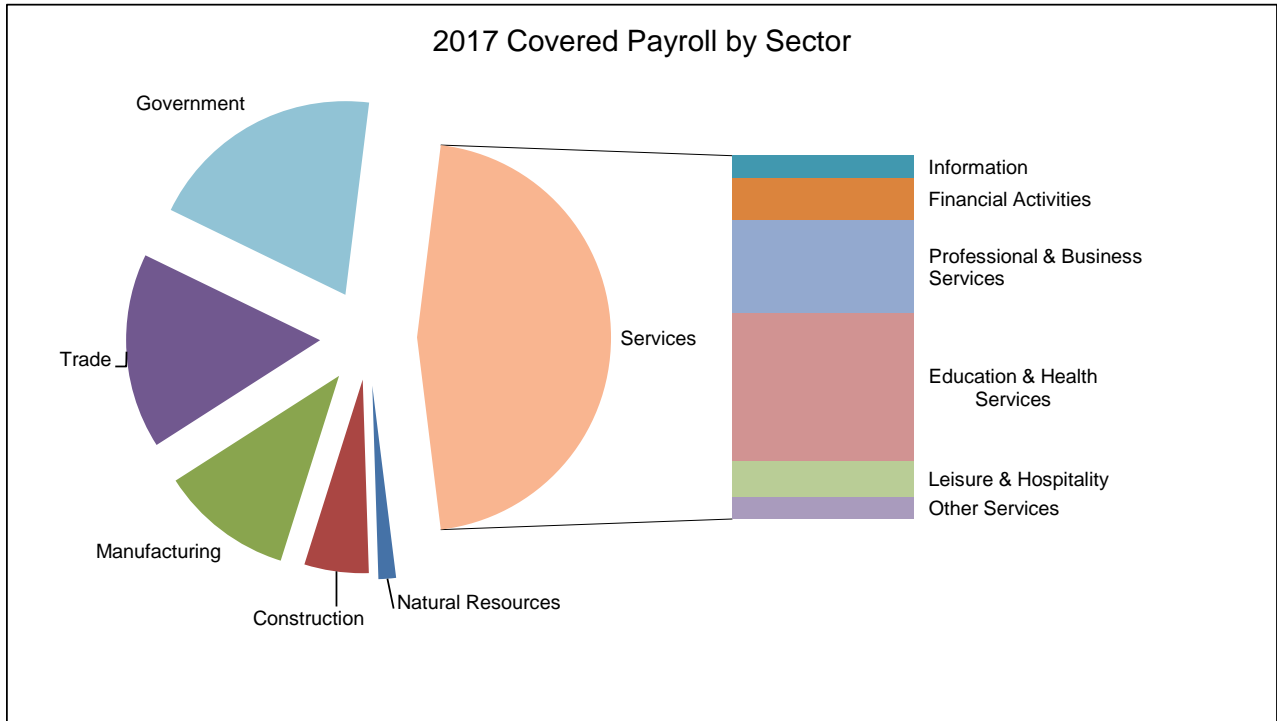
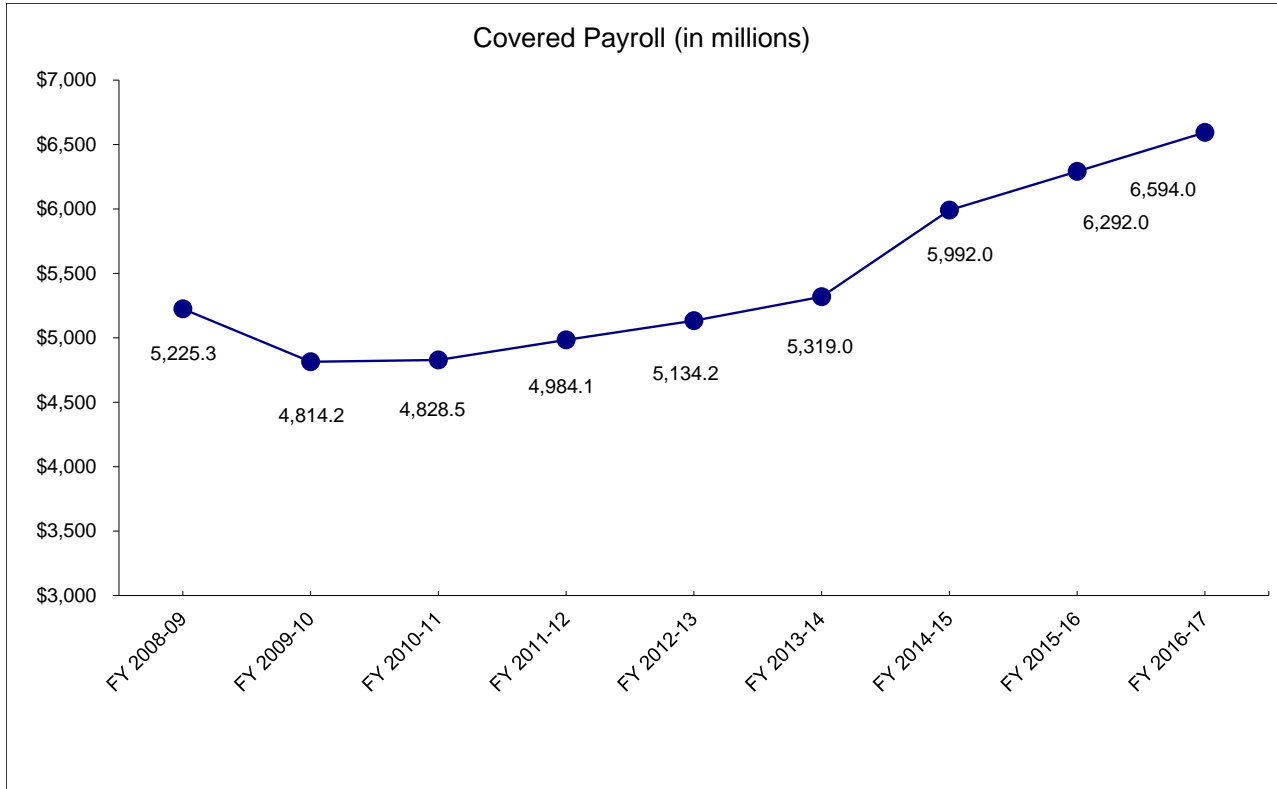


# Lane Transit District



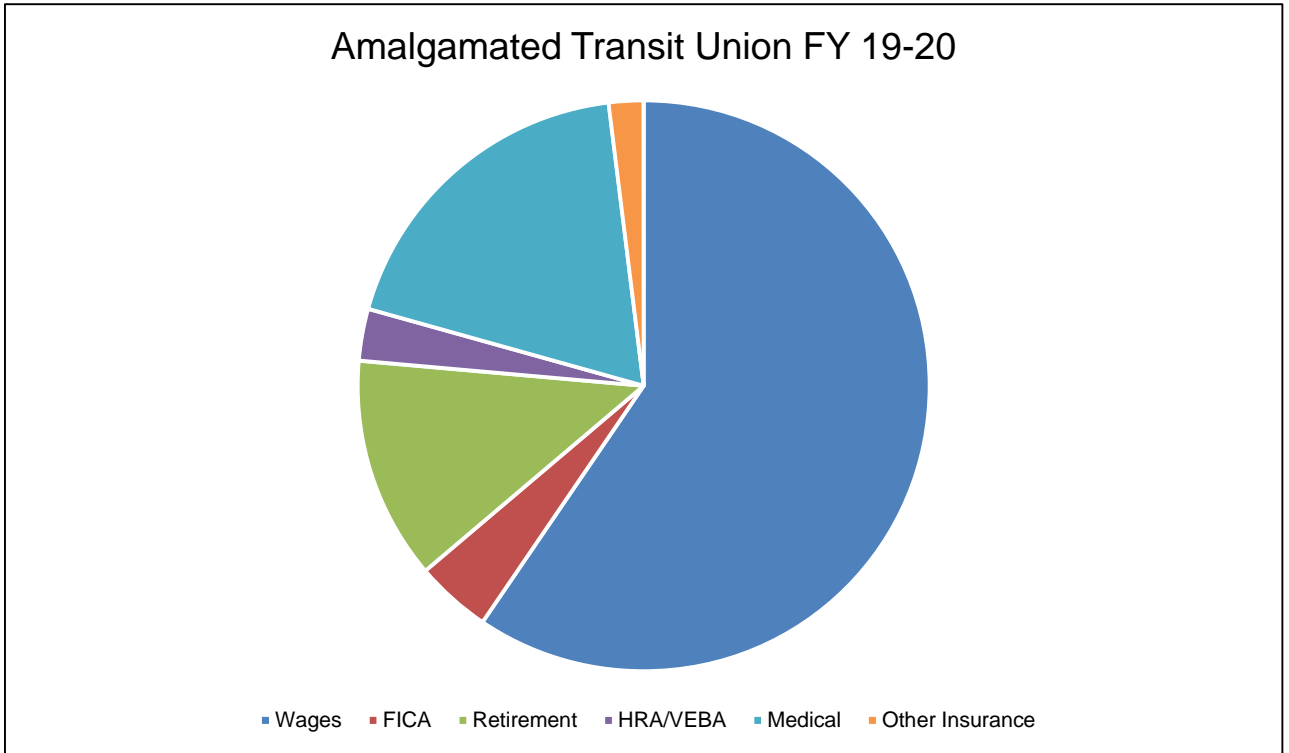
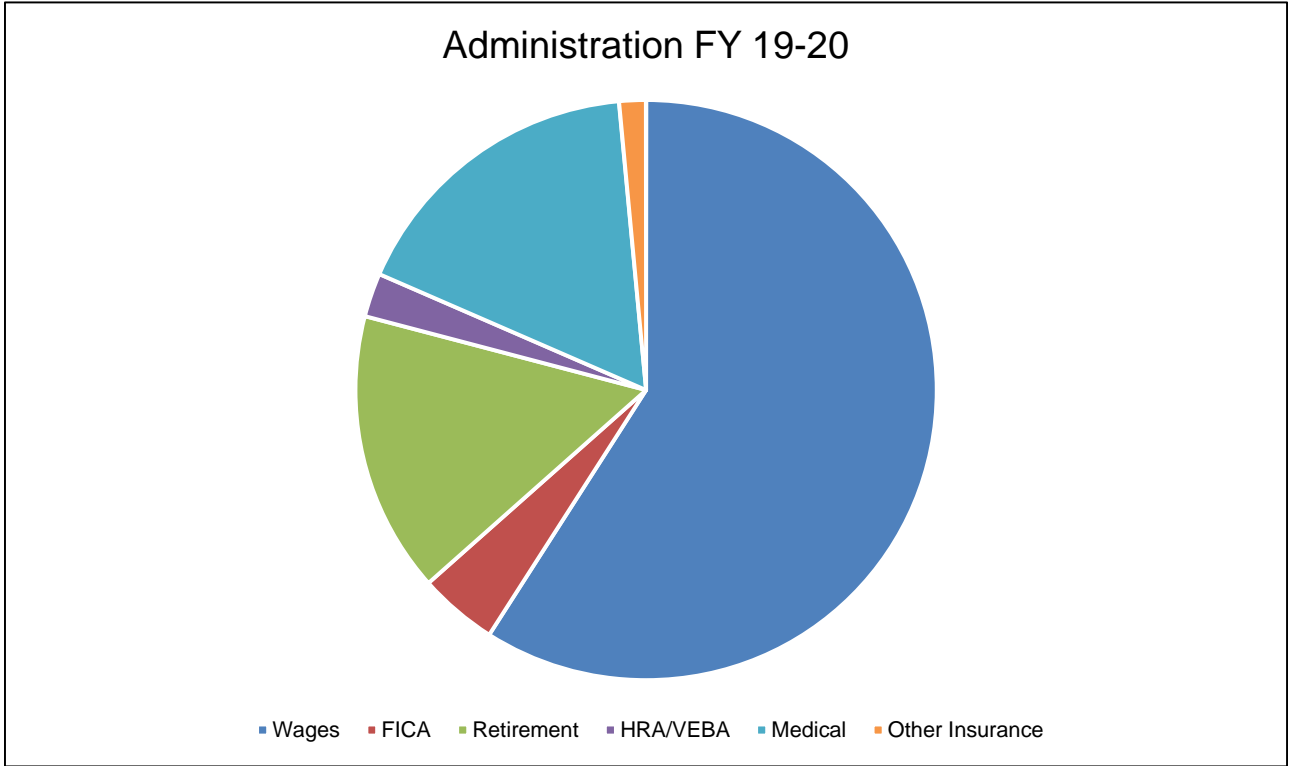


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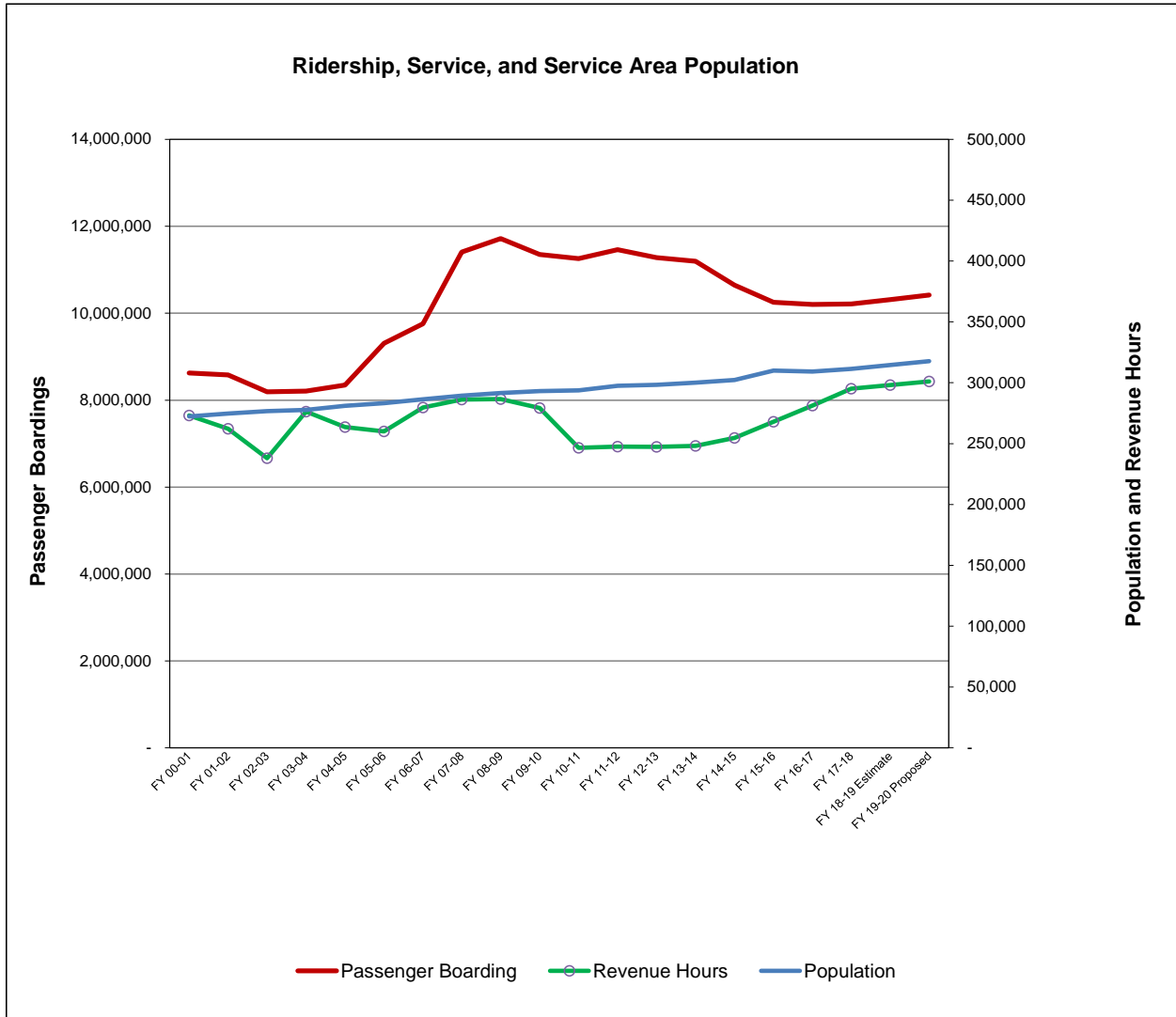


# Lane Transit District





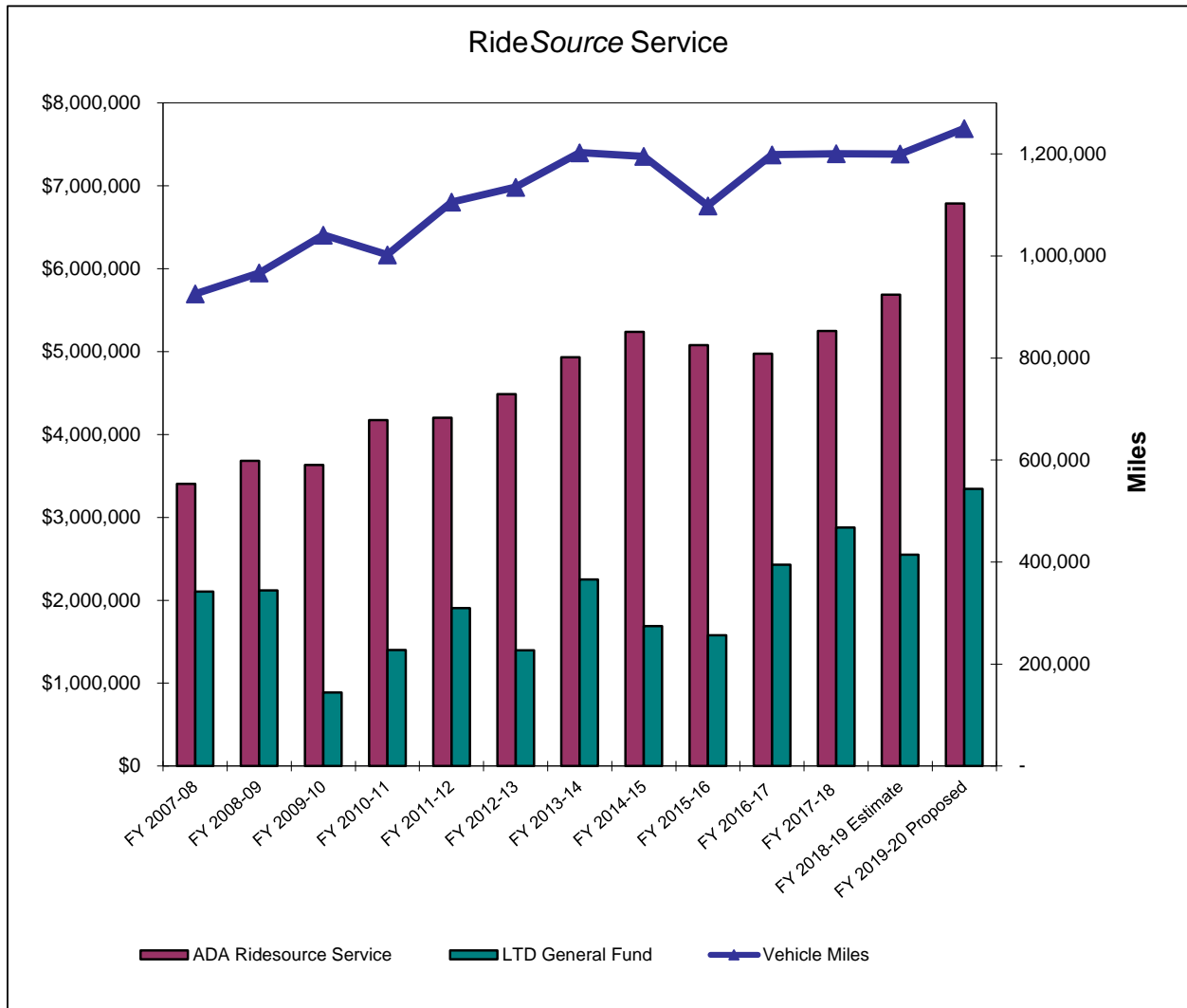
# Lane Transit District







# Lane Transit District



# COMMUNITY INVESTMENT PLAN

2019-2028



**LTD** | Lane Transit District

# Lane Transit District

COMMUNITY INVESTMENT PLAN  
OCTOBER 9, 2018

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# SECTION 1: CONTEXT FOR LTD'S COMMUNITY INVESTMENTS

## COMMUNITY INVESTMENTS 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.

Community Investments allow LTD to meet operational and long-term goals. LTD believes in providing people the independence to achieve their goals while 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 Community Investment Plan (CIP) is a 10-year framework that provides direction and guidance for LTD's community 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.

## COMMUNITY INVESTMENT PRIORITIES

LTD 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).<sup>1</sup>

The FY 2019-2028 CIP totals approximately \$240 million in projects with funding secured or securable (e.g. formula funds), \$6 million in projects with funding identified, but still in the application process and \$36 million in projects with an unidentified funding source.

Project Category	Tier I	Tier II	Tier III	Total Project Cost
	Funding Secured/securable	Funding identified. In application process	Funding source not identified	
Improvement Projects	16,696,212	2,610,000	24,150,000	43,456,212
State of Good Repair	15,271,462	2,185,780	11,146,000	28,603,242
Preventative Maintenance	29,200,000	-	-	29,200,000
Point2point	1,836,143	41,410	237,838	2,115,391
Medicaid	107,284,750			107,284,750
Accessible Services	69,726,900	1,026,240		70,753,140
Totals	240,015,467	5,863,430	35,533,838	281,412,735

Sections 2 and 3 summarize all CIP projects included in the 10-year plan.

## 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 minimum 30-day comment period. The public can submit in writing any comments or questions about the plan 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 plan to the Board for adoption.

### Development and Review Schedule

<b>July 1</b>	Fiscal year begins
<b>July – June</b>	Staff track progress of projects and funding
<b>August – September</b>	Staff develops draft CIP
<b>September</b>	Submit CIP to public for 30-day comment period
<b>October</b>	Public hearing on CIP; public comments/staff responses published
<b>November</b>	Board adopts CIP
<b>April</b>	Staff develop budget. CIP priorities are matched with limited resources into the proposed budget
<b>April</b>	Budget Committee is presented draft proposed budget and approves a budget
<b>May</b>	Board of Directors adopt a budget

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

## PROJECT FUNDING DECISIONS

There are six types of projects in the CIP: 1) State of Good Repair, 2) Improvement, 3) Non-capital, 4) Medicaid, 5) Accessible Services, and 6) Point2point. 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. Improvement 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. Non-capital projects include projects that provide insightful data and analysis for informed investment decision-making. These can include asset condition assessments, technology assessments, and transportation network assessments. Medicaid projects provide transportation services to individuals who qualify for the Oregon Health Plan. Accessible Services projects provide transportation services for older adults and people with disabilities. Lastly, Point2point projects provide transportation options that reduce the reliance on single-occupancy vehicles.

Projects are reviewed by staff, and eight criteria are considered when making final project funding decisions:

- 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 and/or put the District out of compliance with legal, compliance, or regulatory mandates?
- 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 and will the ongoing costs be sustainable given the projected incoming revenue sources?
- 4) Other Benefits - What benefits (beyond ridership/quality of service delivery) does the project have to the community (e.g., data insight, better transparency)?
- 5) Ridership/Quality of Service Delivery – What impact will this project have on ridership, quality of service delivery, and benefits to the community?
- 6) Economic Impact – How will a project increase the District's revenue, create jobs, and/or improve the local economy?
- 7) Environmental Impact – How will a project preserve the natural environment, conserve natural resources, reduce pollution, or otherwise contribute to a sustainable community?
- 8) Alignment with Agency Strategic Objectives – To what extent does this project align with the District's strategic objective “to provide people with the independence to achieve their goals and to create a more vibrant, sustainable, and equitable community”?

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

Funding tiers include the following:

**Tier I:** Full funding has been secured or is securable (e.g. formula funds).

**Tier II:** Funding is in the application process and/or funding source has been identified.

**Tier III:** Funding source has not yet been identified.

LTD's final decision to commit funds occurs through the annual budget process. Although the CIP is the starting point for the annual budget, the projects actually budgeted each year vary from those proposed in the CIP as a result of available funding and the funding needs of existing projects already underway. Projects proposed

in the CIP reflect the planned project cost. 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.

**Non-capital:** These projects include non-capital community investments or State of Good Repair projects.

**Other:** These projects include other programs funded with grant funds including Accessible Services, Medicaid, Point2point Transportation Options, preventive maintenance, and other miscellaneous purchases.

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 1 OF 13)

State of Good Repair											
		Future Year Projections									
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total
<b>Facilities</b>	-	530,000	575,000	1,235,000	20,000	-	150,000	450,000	-	-	2,960,000
Facilities Assessment	-			150,000							150,000
River Road Transit Station Disposal		25,000	50,000	25,000							100,000
Bus Wash Improvements				730,000	20,000						750,000
LED Light Upgrade							50,000	450,000			500,000
Glenwood Fire System Update				150,000							150,000
Welding Bay Relocation				150,000							150,000
Clock Improvements							100,000				100,000
Heat Pump Replacement - Eugene	-	225,000	5,000								230,000
Overhead Door Replacement		230,000	20,000								250,000
Bus Gate Improvements		50,000	500,000								550,000
Fleet Generator Fuel Tank				30,000							30,000



## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 2 OF 13)

State of Good Repair											
		Future Year Projections									
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total
<b>Fleet</b>	<b>11,773,462</b>	<b>5,850,623</b>	<b>1,014,158</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,638,242</b>
Accessible Services Vehicle	970,149										970,149
Diamond Express Vehicle	333,698										333,698
Florence/Yachats Vehicle	100,000										100,000
Rhody Express Vehicle	100,000										100,000
Mobility as a Service Vehicle	100,000										100,000
Misc Equipment	50,000	50,000									100,000
Non-Revenue Vehicles	-	255,000	225,000								480,000
Five 40-foot Electric Buses (No/Low)		4,639,565									4,639,565
Five 40-foot Buses in 2019	4,200,000										4,200,000
Fleet Procurement Plan	139,307										139,307
Electric Bus Fleet Procurement	389,558	389,558	389,558								1,168,673
Replacement Parts - ACM	261,700	366,500	249,600								877,800
Spare Parts for Tooling for 16200	337,336										337,336
Five 60-foot Diesel Bus Procurement	3,930,641										3,930,641
One 40-foot Diesel/Hybrid Bus	760,073										760,073
Spare Parts for Vehicles	101,000	150,000	150,000								401,000

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 3 OF 13)

### State of Good Repair

	FY 2019	Future Year Projections									Ten Year Total
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	
<b>Safety &amp; Security</b>	-	48,000	-	-	-	-	-	-	-	-	48,000
Non-Revenue Security Vehicle	-	48,000									48,000

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 4 OF 13)

State of Good Repair											
		Future Year Projections									
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total
<b>Technology Infrastructure &amp; Systems</b>	<b>996,000</b>	<b>3,456,000</b>	<b>1,511,000</b>	<b>346,000</b>	<b>168,000</b>	<b>96,000</b>	<b>96,000</b>	<b>96,000</b>	<b>96,000</b>	<b>96,000</b>	<b>6,957,000</b>
<b>Hardware</b>	5,000	1,345,000	830,000	-	72,000	-	-	-	-	-	2,252,000
<b>Software</b>											
VoIP Replacement				250,000							250,000
Intrusion Detection System	75,000										75,000
HASTUS and MIDAS Upgrade		600,000									600,000
Other Software	-	1,475,000	585,000	-	-	-	-	-	-	-	2,060,000
<b>Non-Capital</b>											
Disaster Recovery Study	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
AWS Vcenter			50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
Mobile Device Management	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	60,000
Intrusion Prevention System (Proxy		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	90,000
HR Software		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	90,000
Cloud File Storage			10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	80,000
Data Warehousing	900,000										900,000
<b>Totals</b>	<b>12,769,462</b>	<b>9,884,623</b>	<b>3,100,158</b>	<b>1,581,000</b>	<b>188,000</b>	<b>96,000</b>	<b>246,000</b>	<b>546,000</b>	<b>96,000</b>	<b>96,000</b>	<b>28,603,242</b>

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 5 OF 13)

Improvement Projects													Project Total
	Estimated pre-2019	FY 2019	Future Year Projections									Ten Year Total	
			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028		
<b>Facilities</b>	<b>3,710,559</b>	<b>1,555,000</b>	<b>7,938,434</b>	<b>3,290,000</b>	<b>3,185,000</b>	<b>780,000</b>	<b>3,200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>20,748,434</b>	<b>24,458,993</b>
Eugene Station Modernization	N/A	-	-	35,000	2,885,000	80,000	-	-	-	-	-	3,000,000	3,000,000
Passenger Boarding Improvements	N/A	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000	1,000,000
Bus Lift for Maintenance Bay 1	N/A	-	20,000	430,000	-	-	-	-	-	-	-	450,000	450,000
Operation Command Control	N/A	-	-	-	-	500,000	3,000,000	-	-	-	-	3,500,000	3,500,000
Santa Clara Transit Station	1,736,566	1,350,000	6,188,434	1,025,000	-	-	-	-	-	-	-	8,563,434	10,300,000
System Facilities Improvements	N/A	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000	1,000,000
UO Station South	N/A	-	1,500,000	1,500,000	-	-	-	-	-	-	-	3,000,000	3,000,000
Hunsaker Development Project	1,973,993	5,000	30,000	100,000	100,000	-	-	-	-	-	-	235,000	2,208,993

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 6 OF 13)

Improvement Projects													
			Future Year Projections										Project Total
	Estimated pre-2019	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
<b>Frequent Transit Network</b>	<b>99,562,458</b>	<b>3,426,286</b>	<b>640,146</b>	<b>1,475,146</b>	<b>1,888,125</b>	<b>7,600,000</b>	<b>425,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,454,703</b>	<b>115,017,161</b>
Existing EmX Corridor Improvement	N/A	-	125,000	1,000,000	1,500,000	7,600,000	425,000	-	-	-	-	10,650,000	10,650,000
EmX Franklin BLVD Phase 1 Transit Stations	N/A	755,000										755,000	755,000
Main-McVay Transit Study	562,458	160,000	127,021	87,021								374,042	1,310,542
River Road Transit Community Implentation	N/A	564,000										564,000	564,000
MovingAhead	N/A	947,286										947,286	947,286
West Eugene EmX Extension	99,000,000	1,000,000										1,000,000	100,000,000
FTN Safety and Amenity Improvements	N/A		388,125	388,125	388,125							1,164,375	1,164,375

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 7 OF 13)

Improvement Projects													
			Future Year Projections									Project Total	
	Estimated pre-2019	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
<b>Technology Infrastructure &amp; Systems</b>	-	1,165,000	-	-	75,000	-	-	-	-	-	-	1,240,000	1,240,000
Fare Management System	N/A	765,000				-	-					765,000	765,000
<b>Software</b>													-
CRM	N/A				75,000							75,000	75,000
Novus Modules	N/A	400,000										400,000	400,000

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 8 OF 13)

### Improvement Projects

	Estimated pre-2019	FY 2019	Future Year Projections										Project Total	
			FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total		
<b>Non-Capital Projects</b>	<b>154,745</b>	<b>1,123,075</b>	<b>1,650,000</b>	<b>1,280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>280,000</b>	<b>6,013,075</b>	<b>6,167,820</b>
COA	154,745	538,075											538,075	692,820
STIF Grant Administration		120,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	280,000	2,640,000	2,640,000
Communications Assessment		105,000	45,000										150,000	150,000
Mobility as a Service (MaaS)	N/A	360,000	1,000,000	1,000,000									2,360,000	2,360,000
Sustainable Cities Year Program (SCYP)	N/A		250,000										250,000	250,000
Natural Hazards Response & Mitigation Plan	N/A	-	75,000										75,000	75,000
<b>Totals for CI</b>	<b>103,427,762</b>	<b>7,269,361</b>	<b>10,228,580</b>	<b>6,045,146</b>	<b>5,428,125</b>	<b>8,660,000</b>	<b>3,905,000</b>	<b>480,000</b>	<b>480,000</b>	<b>480,000</b>	<b>480,000</b>	<b>480,000</b>	<b>43,456,212</b>	<b>146,883,974</b>

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 9 OF 13)

### Accessible Services

Accessible Services												
Future Year Projections												Project Total
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
<b>Out-of District</b>												
Rural ADA Fleet PM	17,600	17,600	17,600	17,600	17,600	17,600	17,600	17,600	17,600	17,600	176,000	176,000
Diamond Express PM	12,839	12,839	12,839	12,839	12,839	12,839	12,839	12,839	12,839	12,839	128,390	128,390
Florence/Yachats	298,960	298,960	298,960	298,960	298,960	298,960	298,960	298,960	298,960	298,960	2,989,600	2,989,600
Oakridge Diamond Express	102,624	102,624	102,624	102,624	102,624	102,624	102,624	102,624	102,624	102,624	1,026,240	1,026,240
Oakridge Diamond Express	83,814	83,814	83,814	83,814	83,814	83,814	83,814	83,814	83,814	83,814	838,140	838,140
Rhody Express	174,098	174,098	174,098	174,098	174,098	174,098	174,098	174,098	174,098	174,098	1,740,980	1,740,980



## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 10 OF 13)

Accessible Services												
Future Year Projections												Project Total
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
<b>In-District</b>												
Metro ADA Fleet PM	335,399	335,399	335,399	335,399	335,399	335,399	335,399	335,399	335,399	335,399	3,353,990	3,353,990
Crucial Connections	4,999	4,999	4,999	4,999	4,999	4,999	4,999	4,999	4,999	4,999	49,990	49,990
DD Services	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	2,412,000	24,120,000	24,120,000
Lane County Coordination Mobility Management	165,672	165,672	165,672	165,672	165,672	165,672	165,672	165,672	165,672	165,672	1,656,720	1,656,720
Mental Health and Homeless	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	98,350	983,500	983,500
Metro ADA Ops and Shopper Services	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	2,850,001	28,500,010	28,500,010
Pearl Buck	153,850	153,850	153,850	153,850	153,850	153,850	153,850	153,850	153,850	153,850	1,538,500	1,538,500
Service Animal Pilot	86,500										86,500	86,500
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	899,450
Transit Host	76,960	76,960	76,960	76,960	76,960	76,960	76,960	76,960	76,960	76,960	769,600	769,600
Travel Training	73,507	73,507	73,507	73,507	73,507	73,507	73,507	73,507	73,507	73,507	735,070	735,070
Veterans Transportation	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000	100,000
Volunteer Coordination	116,000										116,000	116,000
Volunteer Reimbursement	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	94,446	944,460	944,460
<b>Totals</b>	<b>7,257,564</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>7,055,064</b>	<b>70,753,140</b>	<b>70,753,140</b>

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 11 OF 13)

Medicaid											
		Future Year Projections									
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total
NEMT - State Reimbursed	540,375	540,375	540,375	540,375	540,375	540,375	540,375	540,375	540,375	540,375	5,403,750
NEMT - Trillium	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	9,125,100	91,251,000
Waivered - Non-Medical	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	1,063,000	10,630,000
<b>Totals</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>10,728,475</b>	<b>107,284,750</b>

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 12 OF 13)

Preventative Maintenance												
		Future Year Projections										Project Total
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
Grant-funded PM	4,200,000	4,200,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	29,200,000	29,200,000
<b>Totals</b>	<b>4,200,000</b>	<b>4,200,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>2,600,000</b>	<b>29,200,000</b>	<b>29,200,000</b>

## SECTION 2: MASTER LIST OF ALL PROJECTS (PAGE 13 OF 13)

### Point2point

		Future Year Projections										
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Ten Year Total	
Drive Less Connect	41,410										41,410	
Employer Transportation Coordinator Toolkit	15,362	Spend over 2019-2020										15,362
Safe Routes to School Assistants	50,462	Spend over 2019-2023										50,462
Smart Routes to School Bike Parking	90,851	Spend over 2019-2020										90,851
SmartTrips 3	100,000										100,000	
SmartTrips New Resident	137,838	Spend over 2019-2021										137,838
Safe Routes to School Bike Ped Program Expansion	172,148	Spend over 2019-2021										172,148
Safe Routes to School Regional Program	630,249										630,249	
Transportation Options	399,571										399,571	
UO Gateway SmartTrips	180,000	Spend over 2019-2021										180,000
SRTS Outreach and encouragement Program 2019-21	112,500										112,500	
Vanpool	185,000										185,000	
<b>Totals</b>	<b>2,115,391</b>	-	-	-	-	-	-	-	-	-	<b>2,115,391</b>	

# SECTION 3: FUNDING SUMMARY (PAGE 1 OF 13)

## State of Good Repair

	Project Tier	General Funds	STF	DOT	Local	5310	5307	5339	5309	5337	STIF	CMAQ	STBG	Funding Total
<b>Facilities</b>		<b>2,960,000</b>	-	-	-	-	-	-	-	-	-	-	-	<b>2,960,000</b>
Facilities Assessment	Tier III	150,000												150,000
River Road Transit Station Disposal	Tier III	100,000												100,000
Bus Wash Improvements	Tier III	750,000												750,000
LED Light Upgrade	Tier III	500,000												500,000
Glenwood Fire System Update	Tier III	150,000												150,000
Welding Bay Relocation	Tier III	150,000												150,000
Clock Improvements	Tier III	100,000												100,000
Heat Pump Replacement - Eugene	Tier III	230,000												230,000
Overhead Door Replacement	Tier III	250,000												250,000
Bus Gate Improvements	Tier III	550,000												550,000
Fleet Generator Fuel Tank	Tier III	30,000												30,000

# SECTION 3: FUNDING SUMMARY (PAGE 2 OF 13)

State of Good Repair														
	Project													
	Tier	General Funds	STF	DOT	Local	5310	5307	5339	5309	5337	STIF	CMAQ	STBG	Funding Total
<b>Fleet</b>		<b>3,134,770</b>	<b>151,942</b>	<b>320,333</b>	<b>130,000</b>	<b>537,725</b>	<b>3,559,368</b>	<b>6,619,848</b>	<b>1,820,272</b>	<b>588,984</b>	<b>650,000</b>	<b>1,000,000</b>	<b>125,000</b>	<b>18,638,242</b>
Accessible Services Vehicle	Tier I	149,790	7,043	61,534		537,725			214,057					970,149
Diamond Express Vehicle	Tier I		34,629	169,069	130,000									333,698
Florence/Yachats Vehicle	Tier I		10,270	89,730										100,000
Rhody Express Vehicle	Tier III		100,000											100,000
Mobility as a Service Vehicle	Tier III										100,000			100,000
Misc Equipment	Tier III	20,000					80,000							100,000
Non-Revenue Vehicles	Tier III	96,000					384,000							480,000
Five 40-foot Electric Buses (No/Low)	Tier I	609,890						3,479,675			550,000			4,639,565
Five 40-foot Buses in 2019	Tier I	852,745					2,072,328	943,814		331,113				4,200,000
Fleet Procurement Plan	Tier II	14,307											125,000	139,307
Electric Bus Fleet Procurement	Tier II	168,673										1,000,000	-	1,168,673
Replacement Parts - ACM	Tier II	175,560					702,240							877,800
Spare Parts for Tooling for 16XXX	Tier I	67,467							269,869					337,336
Five 60-foot Diesel Bus Procurement	Tier I	786,127						1,550,297	1,336,346	257,871				3,930,641
One 40-foot Diesel/Hybrid Bus	Tier I	114,011						646,062						760,073
Spare Parts for Vehicles	Tier III	80,200					320,800							401,000

# SECTION 3: FUNDING SUMMARY (PAGE 3 OF 13)

State of Good Repair														
	Project Tier	General Funds	STF	DOT	Local	5310	5307	5339	5309	5337	STIF	CMAQ	STBG	Funding Total
<b>Safety &amp; Security</b>		9,600	-	-	-	-	38,400	-	-	-	-	-	-	48,000
Non-Revenue Security Vehicle	Tier III	9,600					38,400							48,000

# SECTION 3: FUNDING SUMMARY (PAGE 4 OF 13)

## State of Good Repair

	Project Tier	General Funds	STF	DOT	Local	5310	5307	5339	5309	5337	STIF	CMAQ	STBG	Funding Total
<b>Technology Infrastructure &amp; Systems</b>		<b>6,957,000</b>	-	-	-	-	-	-	-	-	-	-	-	<b>6,957,000</b>
<b>Hardware</b>														
	Tier III	2,252,000	-	-	-	-	-	-	-	-	-	-	-	2,252,000
<b>Software</b>														
	Tier III													
	Tier III	250,000												250,000
	Tier III	75,000												75,000
	Tier III	600,000												600,000
	Tier III	2,060,000	-	-	-	-	-	-	-	-	-	-	-	2,060,000
<b>Non-Capital</b>														
	Tier III	100,000												100,000
	Tier III	400,000												400,000
	Tier III	60,000												60,000
	Tier III	90,000												90,000
	Tier III	90,000												90,000
	Tier III	80,000												80,000
	Tier III	900,000												900,000
<b>Totals</b>		<b>13,061,370</b>	<b>151,942</b>	<b>320,333</b>	<b>130,000</b>	<b>537,725</b>	<b>3,597,768</b>	<b>6,619,848</b>	<b>1,820,272</b>	<b>588,984</b>	<b>650,000</b>	<b>1,000,000</b>	<b>125,000</b>	<b>28,603,242</b>



# SECTION 3: FUNDING SUMMARY (PAGE 5 OF 13)

Improvement Projects																
	Project Tier	General Funds	STBG	CMAQ	ConnectOregon	TOD	City of Eugene	FHWA	5307 - Formula	Oregon Lottery	Federal Small Starts	2017 State Transp Improv Fund	ICAM Federal	Trillium Innovation	Funding Total	Project Total
<b>Facilities</b>		<b>17,858,993</b>	<b>600,000</b>	<b>-</b>	<b>3,000,000</b>	<b>-</b>	<b>-</b>		<b>3,000,000</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>24,458,993</b>	<b>24,458,993</b>
Eugene Station Modernization	Tier III	3,000,000													3,000,000	3,000,000
Passenger Boarding Improvements	Tier III	1,000,000													1,000,000	1,000,000
Bus Lift for Maintenance Bay 1	Tier III	450,000													450,000	450,000
Operation Command Control	Tier III	3,500,000													3,500,000	3,500,000
Santa Clara Transit Station	Tier I	3,700,000	600,000		3,000,000				3,000,000						10,300,000	10,300,000
System Facilities Improvements	Tier III	1,000,000													1,000,000	1,000,000
UO Station South	Tier III	3,000,000													3,000,000	3,000,000
Hunsaker Development Project	Tier III	2,208,993													2,208,993	2,208,993

# SECTION 3: FUNDING SUMMARY (PAGE 6 OF 13)

## Improvement Projects

	Project Tier	General Funds	5339	STBG	CMAQ	ConnedOregon	TOD	City of Eugene	FHWA	5307 - Formula	Oregon Lottery	Federal Small Starts	2017 State Transp Improv Fund	ICAM Federal	Trillium Innovation	Funding Total	Project Total
<b>Frequent Transit Network</b>		<b>15,220,603</b>	<b>750,000</b>	<b>475,000</b>	<b>525,000</b>	<b>1,925,800</b>	<b>450,000</b>	<b>79,800</b>	<b>315,000</b>	<b>2,850,000</b>	<b>17,800,000</b>	<b>75,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>115,391,203</b>	<b>115,017,161</b>
Existing EmX Corridor Improvement	Tier III	10,650,000														10,650,000	10,650,000
EmX Franklin BLVD Phase 1 Transit Stations	Tier I	429,200				325,800										755,000	755,000
Main-McVay Transit Study	Tier I	245,542	750,000						315,000							1,310,542	1,310,542
River Road Transit Community Implentation Plan	Tier I	34,200					450,000	79,800								564,000	564,000
MovingAhead	Tier I	97,286								850,000						947,286	947,286
West Eugene EmX Extension	Tier I	3,600,000				1,600,000				2,000,000	17,800,000	75,000,000				100,000,000	100,000,000
FTN Safety and Amenity Improvements	Tier I	164,375		475,000	525,000											1,164,375	1,164,375

## SECTION 3: FUNDING SUMMARY (PAGE 7 OF 13)

### Improvement Projects

	Project Tier	General Funds	STBG	CMAQ	ConnectOregon	TOD	City of Eugene	FHWA	5307 - Formula	Oregon Lottery	Federal Small Starts	2017 State Transp Improv Fund	ICAM Federal	Trillium Innovation	Funding Total	Project Total
<b>Technology Infrastructure &amp; Systems</b>		840,000	-	-	-	-	-	-	-	-	-	-	240,000	160,000	1,240,000	990,000
Fare Management System	Tier III	765,000													765,000	765,000
<b>Software</b>																-
CRM	Tier III	75,000													75,000	75,000
Novus Modules	Tier III												240,000	160,000	400,000	150,000

## SECTION 3: FUNDING SUMMARY (PAGE 8 OF 13)

Improvement Projects																	
	Project Tier	General Funds	5339	STBG	CMAQ	ConnedOregon	TOD	City of Eugene	FHWA	5307 - Formula	Oregon Lottery	Federal Small Starts	2017 State Transp Improv Fund	ICAM Federal	Trillium Innovation	Funding Total	Project Total
<b>Non-Capital Projects</b>		1,113,982	-	53,838	-	-	-	-	-	-	-	-	5,000,000	-	-	6,167,820	6,167,820
Comprehensive Operations Analysis	Tier I	638,982		53,838												692,820	692,820
STIF Grant Administration	Tier I												2,640,000			2,640,000	2,640,000
Communications Assessment	Tier I	150,000														150,000	150,000
Mobility as a Service (MaaS)	Tier II												2,360,000			2,360,000	2,360,000
Sustainable Cities Year Program (SCYP)	Tier II	250,000														250,000	250,000
Natural Hazards Response & Mitigation	Tier III	75,000														75,000	75,000
<b>Totals</b>		35,033,578	750,000	1,128,838	525,000	4,925,800	450,000	79,800	315,000	5,850,000	17,800,000	75,000,000	5,000,000	240,000	160,000	147,258,016	146,883,974

# SECTION 3: FUNDING SUMMARY (PAGE 9 OF 13)

## Accessible Services

	Project Tier	General Funds	General Funds via LTD Staff	STF	5310	5310 Direct Disbursement (non formula)	Transit Network/Intercity Connection	Oregon Dept of Human Services	Federal Funds through DHS	Local Funds	Farebox	Yachats Grant	Annual Funding Total	Projected 10 year Project Total
<b>Out-of District</b>														
Rural ADA Fleet PM	Tier I			1,356	11,844							4,400	17,600	176,000
Diamond Express PM	Tier I	2,568					10,271						12,839	128,390
Florence/Yachats	Tier I		12,550	286,410									298,960	2,989,600
Oakridge Diamond Express	Tier II			58,000			277			12,000	32,347		102,624	1,026,240
Oakridge Diamond Express	Tier I						83,814						83,814	838,140
Rhody Express	Tier I			61,270			76,328			36,500			174,098	1,740,980

# SECTION 3: FUNDING SUMMARY (PAGE 10 OF 13)

## Accessible Services

	Project Tier	General Funds	General Funds via LTD Staff	STF	5310	5310 Direct Disbursement (non formula)	Transit Network/Intercity Connection	Oregon Dept of Human Services	Federal Funds through DHS	Local Funds	Farebox	Yachats Grant	Annual Funding Total	Projected 10 year Project Total
<b>In-District</b>														-
Metro ADA Fleet PM	Tier I			34,445	300,954								335,399	3,353,990
Crucial Connections	Tier I			513	4,486								4,999	49,990
DD Services	Tier I	612,000							1,800,000				2,412,000	24,120,000
Lane County Coordination Mobility Management	Tier I			17,015	148,657								165,672	1,656,720
Mental Health and Homeless	Tier I			10,101	88,249								98,350	983,500
Metro ADA Ops and Shopper Services	Tier I	1,642,868			674,995	232,138				300,000			2,850,001	28,500,010
Pearl Buck	Tier I				86,850					67,000			153,850	1,538,500
Service Animal Pilot	Tier I		30,000	56,500									86,500	86,500
South Lane Services	Tier I			89,945									89,945	899,450
Transit Host	Tier I			7,904	69,056								76,960	769,600
Travel Training	Tier I			7,367	66,140								73,507	735,070
Veterans Transportation	Tier I			1,027	8,973								10,000	100,000
Volunteer Coordination	Tier I		7,300	108,700									116,000	116,000
Volunteer Reimbursement	Tier I			7,693	67,210					19,543			94,446	944,460
<b>Totals</b>		<b>2,257,436</b>	<b>49,850</b>	<b>748,245</b>	<b>1,527,415</b>	<b>232,138</b>	<b>170,690</b>	<b>-</b>	<b>1,800,000</b>	<b>435,043</b>	<b>32,347</b>	<b>4,400</b>	<b>7,257,564</b>	<b>70,753,140</b>

## SECTION 3: FUNDING SUMMARY (PAGE 11 OF 13)

<b>Medicaid</b>							
	<b>Funding Tier</b>	<b>General Funds</b>	<b>Oregon Health Authority</b>	<b>Trillium CHP</b>	<b>Oregon Dept of Human Services</b>	<b>Annual Project Total</b>	<b>Projected 10 year project total</b>
NEMT - State Reimbursed	Tier I	13,200	527,175			540,375	<b>5,403,750</b>
NEMT - Trillium	Tier I	222,500		8,902,600		9,125,100	<b>91,251,000</b>
Waivered - Non-Medical	Tier I	275,000			788,000	1,063,000	<b>10,630,000</b>
<b>Totals</b>		<b>510,700</b>	<b>527,175</b>	<b>8,902,600</b>	<b>788,000</b>	<b>10,728,475</b>	<b>107,284,750</b>

SECTION 3: FUNDING SUMMARY (PAGE 12 OF 13)

<b>Preventative Maintenance</b>					
	<b>Funding Tier</b>	<b>General Funds</b>	<b>5307</b>	<b>Projected 10 year total</b>	<b>Annual Project Total</b>
Grant-funded PM	Tier I	5,840,000	23,360,000	29,200,000	2,920,000
<b>Totals</b>		<b>5,840,000</b>	<b>23,360,000</b>	<b>29,200,000</b>	<b>2,920,000</b>



# SECTION 3: FUNDING SUMMARY (PAGE 13 OF 13)

Point2point																		
	Project Tier	General Funds	STBG	ODOT DLC	ODOT Innovation	CMAQ	City of Eugene	FTA	STBG - BETHEL	STBG-4J	SPRINGFLD SCHOOL	BETHEL SCHOOL	4J SCHOOL	ODOT STIP ENHANCE FY15-18	ODOT REGION 2	Flex Funds	TAP	Funding Total
Drive Less Connect	Tier II			41,410														41,410
Employer Transportation Coordinator Toolkit	Tier I				15,362													15,362
Safe Routes to School Assistants	Tier I	4,700	45,762															50,462
Smart Routes to School Bike Parking	Tier I	18,170				72,681												90,851
SmartTrips 3	Tier III						10,270							89,730				100,000
SmartTrips New Resident	Tier III	12,838														125,000		137,838
Safe Routes to School Bike Ped Program Expansion	Tier I					154,468	17,680											172,148
Safe Routes to School Regional Program	Tier I	40,059	15,176					39,000	39,471	88,641	44,745	4,054	9,103				350,000	630,249
Transportation Options	Tier I	5,000	300,000												94,571			399,571
UO Gateway SmartTrips	Tier I															180,000		180,000
SRTS Outreach and encouragement Program 2019-21	Tier I	22,500				90,000												112,500
Vanpool	Tier I	185,000																185,000
<b>Totals</b>		<b>288,267</b>	<b>360,938</b>	<b>41,410</b>	<b>15,362</b>	<b>317,149</b>	<b>27,950</b>	<b>39,000</b>	<b>39,471</b>	<b>88,641</b>	<b>44,745</b>	<b>4,054</b>	<b>9,103</b>	<b>89,730</b>	<b>94,571</b>	<b>305,000</b>	<b>350,000</b>	<b>2,115,391</b>

# SECTION 4: 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.<sup>2</sup>

<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.<sup>3</sup>

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.

<https://www.oregon.gov/ODOT/Planning/Pages/STS.aspx>

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.<sup>4</sup>

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

<sup>3</sup> Oregon Sustainable Transportation Initiative, Oregon.gov, [www.oregon.gov/ODOT/Programs/Pages/OSTI.aspx](http://www.oregon.gov/ODOT/Programs/Pages/OSTI.aspx).

<sup>4</sup> 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.<sup>5</sup>

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](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.<sup>6</sup> 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. TransPlan was adopted, updated, and amended by the full governing bodies of Eugene, Springfield, and Lane County. It was most recently amended in July 2002. TransPlan also served as the RTP for the MPO, which at that time did not include the City of Coburg. Since then, new RTPs have replaced TransPlan, the latest being adopted in 2017.

### **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. It includes consideration of all transportation modes: roadways, transit, bikeways, and pedestrian circulation, as well as freight movement and regional aspects of air, rail, and inter-city bus service.

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).<sup>7</sup>

<https://www.lcog.org/DocumentCenter/View/5430>

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

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

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

### **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 adopted its TSP in 2017. 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 Plan<sup>8</sup> and the Oregon Highway Plan.

City of Eugene TSP:

<https://www.eugene-or.gov/3941/Transportation-System-Plan>

City of Springfield TSP:

<http://www.springfield-or.gov/dpw/TSP.htm>

### **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

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<sup>8</sup> City of Eugene Transportation System Plan. <https://www.eugene-or.gov/3941/Transportation-System-Plan>

maintenance costs, conserve fuel, accommodate alternative transportation modes, and promote economic development.<sup>9</sup>

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 that projects selected for funding under the Enhanced Mobility for Individuals and Individuals with Disabilities (Section 5310) Program be included in a locally developed, coordinated public transit-human services transportation plan, and that the plan be developed and approved through a process that includes participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public utilizing transportation services. These coordinated plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation. This plan is currently under revision.

[https://www.ltd.org/file\\_viewer.php?id=2158](https://www.ltd.org/file_viewer.php?id=2158)

### ***Long-Term Planning***

The Long-Range Transit Plan takes stock of LTD's current conditions, considers implications of the future, and identifies short- and long-term goals that can help LTD adapt to future changes and uncertainties. This plan is currently under revision.

### ***System Safety Program Plan***

The System Safety Program Plan (SSPP) serves as a guideline for the establishment of technical and managerial safety strategies to identify, assess, prevent, and control hazards to transit customers, employees, the public, 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.

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<sup>9</sup> Lane County, "Capital Improvement Program," [www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx](http://www.lanecounty.org/departments/pw/transplanning/pages/cip.aspx).

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 January 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		
<b>FTA §5310/ODOT E&amp;D: Seniors and Individuals with Disabilities</b>	Seniors and individuals with disabilities; includes capital projects, preventative maintenance, and 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	<a href="https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310">https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310</a>
<b>FTA §5311: Formula Grants for Rural Areas</b>	Rural populations less than 50,000	Formula to states	Formula to rural providers	Accessible Services	<a href="https://www.transit.dot.gov/rural-formula-grants-5311">https://www.transit.dot.gov/rural-formula-grants-5311</a>
<b>Transit Network and Intercity</b>	Bus service over longer distances between cities and regions	Minimum 15 percent set aside from 5311	Discretionary to intercity providers	Accessible Services, Capital	<a href="https://www.transit.dot.gov/rural-formula-grants-5311">https://www.transit.dot.gov/rural-formula-grants-5311</a>
<b>FTA §5309: Fixed Guideway Capital</b>	Major projects (New Starts, Small Starts)	Discretionary to urban areas		Capital	<a href="https://www.transit.dot.gov/funding/grants/capital-investment-grants-5309">https://www.transit.dot.gov/funding/grants/capital-investment-grants-5309</a>
<b>FTA §5309: Capital Investment Grant Pilot</b>	Public-private partnership projects	Discretionary			<a href="https://www.transit.dot.gov/funding/grants/expedited-project-delivery-capital-investment-grants-pilot-5309">https://www.transit.dot.gov/funding/grants/expedited-project-delivery-capital-investment-grants-pilot-5309</a>

Program/Source	Purpose	Allocation Method		LTD Fund	Program Links
		USDOT	ODOT		
<b>FTA §5339:</b> Bus and Bus Facilities	Vehicles, facilities, equipment	Discretionary for urban areas, state	Discretionary rural and small urban via state. Includes Bus and bus facilities and low or no emissions programs	Capital	<a href="https://www.transit.dot.gov/funding/grants/bus-bus-facilities-infrastructure-investment-program">https://www.transit.dot.gov/funding/grants/bus-bus-facilities-infrastructure-investment-program</a> <a href="https://www.transit.dot.gov/research-innovation/lonocap">https://www.transit.dot.gov/research-innovation/lonocap</a> <a href="https://www.transit.dot.gov/funding/grants/lowno">https://www.transit.dot.gov/funding/grants/lowno</a>
<b>FTA §5303/4:</b> Statewide and Non-Metropolitan Planning	Transportation planning	Formula to urban areas, states	Discretionary		<a href="https://www.transit.dot.gov/funding/grants/metropolitan-statewide-planning-and-nonmetropolitan-transportation-planning-5303-5304">https://www.transit.dot.gov/funding/grants/metropolitan-statewide-planning-and-nonmetropolitan-transportation-planning-5303-5304</a>
<b>FTA §5307:</b> Urbanized Area	Any in urban areas	Formula to urban areas		Point2point (FHWA STP transfers), Capital	<a href="https://www.transit.dot.gov/funding/grants/urbanized-area-formula-grants-5307">https://www.transit.dot.gov/funding/grants/urbanized-area-formula-grants-5307</a>
<b>FTA §5307:</b> Special Allocation of Old Funds	Passenger rail	Discretionary	Discretionary		<a href="https://www.transit.dot.gov/funding/grants/commuter-rail-positive-train-control-grants">https://www.transit.dot.gov/funding/grants/commuter-rail-positive-train-control-grants</a>
<b>FTA §5337:</b> State of Good Repair	Fixed guideways	Discretionary and formula to urban areas		General Fund, Capital	<a href="https://www.transit.dot.gov/funding/grants/state-good-repair-grants-5337">https://www.transit.dot.gov/funding/grants/state-good-repair-grants-5337</a>
<b>FTA §5311(c):</b> Tribal Transit	Any	Formula to tribal transit providers			<a href="https://www.transit.dot.gov/funding/grants/tribal-transit-formula-grants-5311c2b">https://www.transit.dot.gov/funding/grants/tribal-transit-formula-grants-5311c2b</a>
<b>FHWA CMAQ:</b> 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	<a href="https://www.transit.dot.gov/funding/grants/grant-programs/flexible-funding-programs-congestion-mitigation-and-air-quality">https://www.transit.dot.gov/funding/grants/grant-programs/flexible-funding-programs-congestion-mitigation-and-air-quality</a>
<b>FHWA STP:</b> Surface Transportation Block Grant Program - 23 USC 133 ODOT E&D Program/ FTA §5310	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	<a href="http://www.oregon.gov/odot/tid/stip/Pages/default.aspx">http://www.oregon.gov/odot/tid/stip/Pages/default.aspx</a> <a href="https://www.transit.dot.gov/funding/grants/flexible-funding-programs-surface-transportation-block-grant-program-23-usc-133">https://www.transit.dot.gov/funding/grants/flexible-funding-programs-surface-transportation-block-grant-program-23-usc-133</a>



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

## 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 January 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
<b>STF: Special Transportation Fund ORS 391.800 through 391.830</b>	Seniors, people with disabilities	ODOT by formula and discretionary; STF agency discretionary local prioritization	Accessible Services, Capital	<a href="http://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx">http://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx</a>

Program/Source	Purpose	Allocation Method	LTD Fund	Program Links
<b>Statewide Transportation Improvement Fund</b> (Available January 1, 2019)	Expanding public transportation services	To be determined by the Oregon Transportation Commission		<a href="https://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx">https://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx</a>
<b>ConnectOregon Program Lottery-backed Bonds</b>	Capital	ODOT discretionary STF agency discretionary local prioritization	Capital	<a href="http://www.oregon.gov/ODOT/Programs/Pages/ConnectOregon.aspx">http://www.oregon.gov/ODOT/Programs/Pages/ConnectOregon.aspx</a>
<b>Direct Legislative Appropriation Generally Lottery - backed Bonds</b>	Any transit purpose	DAS formula		<a href="http://www.oregon.gov/odot/stip/pages/index.aspx">http://www.oregon.gov/odot/stip/pages/index.aspx</a>

## APPENDIX C: PROJECT DESCRIPTIONS

### IMPROVEMENT PROJECTS – FACILITIES

Eugene Station Modernization			#21-ESMODN-0301001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	3,000,000		FY 2021-2023	Business Case Justification
<b>Total Project</b>	<b>3,000,000</b>			

Improvements and maintenance at the Eugene Station located at 11th Avenue and Willamette Street in downtown Eugene. Improvement to the site is broken into two categories: exterior and building improvements. These improvements are to improve customers' experience in the station as well as maintaining/updating the station's components to keep it in a state of good repair. The list below is not an exhaustive list but does capture the majority of scope.

Passenger/Exterior Improvements: (1) 10th & Olive as a “welcome mat” for Eugene; (2) additional parking for District vehicle parking and employee parking; (3) sign updates (information, rules, etc.); (4) update crosswalks; (5) wayfinding updates; (6) refreshing coating on site furniture; (7) IT improvements - PA system, real time signs, and dynamic displays; and (8) security improvements.

Building Improvements: (1) CSC downstairs kitchenette and cash room redesign; (2) CSC elevator proximity card; (3) CSC real-time displays; (4) CSC public restroom updates; (5) operator lounge updates; (6) trash enclosure expansion; (7) re-roof; (8) lockers for Operations employees; (9) energy-efficient lighting fixtures; and (10) CSC upstairs kitchen update.

Passenger Boarding Improvements			#19-PBIMPR-0301002	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	1,000,000		FY 2019-2028	Project Initiation
<b>Total Project</b>	<b>1,000,000</b>			

Improve amenities and support infrastructure at passenger boarding areas such as assessable pathway, shelter, furniture, and/or signage.

Bus Lift for Maintenance Bay 1			#20-LIFTB1-0301003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	450,000		FY 2020-2021	Business Case Justification
<b>Total Project</b>	<b>450,000</b>			

Acquire and install new vehicle lift for equipment in Bay 1 to expand vehicle maintenance capacity. Currently, LTD has four 60-foot lifts. As the fleet trends to include more 60-foot buses, adding this capacity will be necessary to maintain the aging fleet. Additionally, 60-foot lifts have the flexibility to lift all bus sizes.

Operation Command Control			#23-OPERCC-0301004	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	3,500,000		FY 2023-2024	Business Case Justification
<b>Total Project</b>	<b>3,500,000</b>			

Expand Administration Building to include modern operations dispatch, operator report area, training classrooms, restrooms/showers, and recovery areas.

Santa Clara Transit Station			#17-SCTSTA-0301005	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5307 Formula - 1738-2018-1	3,000,000	3,000,000	FY 2017-2021	Planning
STBG	600,000	600,000		
ConnectOregon - 31655	3,000,000	2,831,336		
LTD Match	3,700,000	3,662,894		
<b>Total Project</b>	<b>10,300,000</b>	10,094,230		

Construct new station near Hunsaker Lane and River Road in Eugene, including a Park & Ride. The new facility will accommodate both regular and EmX service, reducing operational delays and improving the customer experience.

System Facilities Improvements			#19-SYSFAC-0301006	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	1,000,000	1,000,000	FY 2019-2028	Project Initiation
<b>Total Project</b>	<b>1,000,000</b>	1,000,000		

Continued improvement of transit facilities and support infrastructure primarily comprised of projects that respond to changes in internal and external needs.

UO Station South			#20-UOSTNS-0301007	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	3,000,000		FY 2020-2021	Business Case Justification
<b>Total Project</b>	<b>3,000,000</b>			

Replace the current UO Station South as a result of the University of Oregon's new Classroom and Faculty Office Building site that will be built within the current PLC parking lot.

Hunsaker Development Project			#16-HUNSKR-0301008	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	2,208,993	235,000	FY 2016-2022	Planning
<b>Total Project</b>	<b>2,208,993</b>	235,000		

Disposition of remaining property adjacent to the Santa Clara Transit Station to allow for future development of vacant land around the transit station.

## IMPROVEMENT PROJECTS - FREQUENT TRANSIT NETWORK

Existing EmX Corridor Improvement			#20-FKLNXI-0301009	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	10,650,000		FY 2020-2024	Business Case Justification
<b>Total Project</b>	<b>10,650,000</b>			

Bus lane and station capacity improvements to accommodate higher bus frequency and increased passenger demands.

EmX Franklin Blvd Phase 1 Transit Stations			#19-FKLNST-0301010	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	429,200	429,200	FY 2019	Build, Construction, Assemble
ConnectOregon - 30139	325,800	325,800		
<b>Total Project</b>	<b>755,000</b>	755,000		

Construct two EmX stations (one for either direction of travel) within the City of Springfield's revised roadway layout.

Main-McVay Transit Study			#19-M/McTS-0301011	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	245,542	58,042	FY 2013-2021	Planning
5339-OR-2017-019-00	750,000	0		
FHWA Transfer 5307 - OR-2018-035-00	315,000	315,000		
<b>Total Project</b>	<b>1,310,542</b>	373,042		

LTD is working in partnership with the City of Springfield to identify the highest priority transit capital improvements along the Main Street Corridor in coordination with the City of Springfield's Main Street Safety Project.

River Road Transit Community Implementation Plan			#19-RRTCIP-0301012	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	34,200	34,200	FY 2019	Build, Construction, Assemble
TOD - OR-2017-019-00	450,000	450,000		
City of Eugene	79,800	79,800		
<b>Total Project</b>	<b>564,000</b>	564,000		

Collaborative effort between the City of Eugene and LTD to enable transit-oriented development along the River Road Corridor.

West Eugene EmX Extension			#12-WEEEXT-0301013	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	3,600,000	400,000	FY 2012-2019	Project Close-out
ConnectOregon	1,600,000	750,000		
5307-Formula - 1738-2018-2	2,000,000	2,000,000		
Oregon Lottery	17,800,000	1,018,274		
Federal Small Starts	75,000,000	1,700,000		
<b>Total Project</b>	<b>100,000,000</b>	5,868,274		

Design, engineering, construction, and the purchase of vehicles for the West Eugene EmX Extension. The extension of the EmX Green Line from the Eugene Station to West 11th Avenue west of Commerce Street, which opened for service in September 2017.

MovingAhead			#19-MOVAHD-0301014	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	97,286	97,286	FY 2019	Planning
FHWA Transfer 5307- OR-2018-025-00	850,000	850,000		
<b>Total Project</b>	<b>947,286</b>	947,286		

MovingAhead is a cooperative effort of the City of Eugene, LTD, and regional partners in the community to determine what improvements are needed on some of our most important transportation corridors.

FTN Safety and Amenity Improvements			#20-FTNSAI-0301015	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	164,375	164,375	FY 2020-2022	Planning
STBG	475,000	475,009		
CMAQ	525,000	525,000		
<b>Total Project</b>	<b>1,164,375</b>	1,164,384		

Using results of the Pedestrian Network Analysis (a study that is part of the Comprehensive Operations Analysis called Transit Tomorrow), implement various safety and amenity improvements along the Frequent Transit Network (FTN).

## IMPROVEMENT PROJECTS - TECHNOLOGY INFRASTRUCTURE & SYSTEMS

Fare Management System			#19-FAREMS-0301016	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	765,000		FY 2019	Business Case Justification
<b>Total Project</b>	<b>765,000</b>			

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.

Software - CRM			#22-CRMSFT-0301017	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	75,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>75,000</b>			

Purchase and implementation of contact management software to manage communications with LTD customers, community members, and stakeholders, and ensure a more unified communications strategy. Contacts can then be tracked through multiple different arms of the agency to provide a more comprehensive and coordinated approach to communicating both inside and outside the agency.

Software - NOVUS Modules			#19-NOVUSM-0301018	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ICAM Federal Grant	240,000		FY 2019	Secure Funding
Trillium Innovation Grant	160,000			
<b>Total Project</b>	<b>400,000</b>			

Software in support of the RideSource center, allocated to purchase the Passenger Portal module in NOVUS. This module will allow RideSource customers to book their own rides in a secure web page. This will free up call center resources and provide a greatly enhanced user experience for our customers. They will also be able to book rides at times when the call center is not open. Call center space is currently very constrained with no room to seat more customer service representatives. This software has the potential to alleviate the problems with finding more space for staff.

## IMPROVEMENT PROJECTS - NON-CAPITAL PROJECTS

Comprehensive Operations Analysis				#19-COMPOA-0301019
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	638,982	638,982	FY 2019	Planning
STBG - 1738-2018-9	53,838	53,838		
<b>Total Project</b>	<b>692,820</b>	692,820		

Called "Transit Tomorrow", this is a detailed study of a transit system designed to identify existing strengths, areas for improvements, and options to improve and increase usage.

Communications Assessment				#19-COMASS-0301020
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	150,000	150,000	FY 2019 - 2020	Planning
<b>Total Project</b>	<b>150,000</b>	150,000		

A detailed study of LTD's communications structure and systems to identify strengths, areas for improvement, and options to increase efficiency and effectiveness.

Mobility as a Service (MaaS)				#19-MOBSVC-0301021
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
2017 State Transportation Improvement Fund	2,360,000		FY 2019 - 2021	Secure Funding
<b>Total Project</b>	<b>2,360,000</b>			

Procurement and operational expenses for a mobility on demand pilot project to be conducted January-December 2019; possible expansion and implementation depending on the outcome of the pilot project. Also includes developing strategic partnerships with other services that would complement our work and includes a Mobility Management Plan.

Sustainable Cities Year Program (SCYP)				#20-SCYPRG-0301022
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	250,000		FY 2020 - FY 2021	Secure Funding
<b>Total Project</b>	<b>250,000</b>			

A university/community partnership program that matches the resources of the University of Oregon with one Oregon partner each year to help advance that partner's sustainability goals. Majority of work would take place in FY20, with final deliverables in early FY21.



STIF Grant Administration			#19-STIFGA-0301023	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
2017 State Transportation Improvement Fund	2,640,000		FY 2019 - 2028	Secure Funding
<b>Total Project</b>	<b>2,640,000</b>			

Reflects 10-year estimate of LCOG and LTD costs for overall administration of STIF program. Includes the outreach and recommendation, monitoring, reporting, and other administration activities.

Natural Hazards Response & Mitigation Plan			#20-NHRAMP-0301024	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	75,000		FY 2020	Secure Funding
<b>Total Project</b>	<b>75,000</b>			

LTD currently has a System Security and Emergency Preparedness Plan that addresses man-made catastrophes likely to befall the District. Part of this document is a Continuity of Operations Plan that guides the response and recovery to such incidents. Due to the growth of the District, and likelihood of a natural hazard impacting our area, it is necessary that the District also has a separate Natural Hazards Mitigation and Response Plan in place. It is to the District's benefit to retain experts in this field to assist in this effort. It will be imperative that this plan coincides with those of our partner agencies and stakeholders, resulting in the desired, coordinated results.

## STATE OF GOOD REPAIR – FACILITIES

Facilities Assessment			#22-FACASS-0302001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	150,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>150,000</b>			

This is a 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.

River Road Transit Station Disposal			#19-FACASS-0302001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	100,000		FY2019 - 2022	Business Case Justification
<b>Total Project</b>	<b>100,000</b>			

Effort to sell the existing River Road Transit Station asset in a process that is compliant with Federal Transit Administration real estate rules. Tasks may include broker, appraisals, and recording fees. Contingency costs to accommodate asset management/investment should transit service be repositioned to the new Santa Clara Transit Station prior to sale finalization.

Bus Wash Improvements			#22-BUSWSH-0302003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	750,000		FY 2022-2023	Business Case Justification
<b>Total Project</b>	<b>750,000</b>			

Remove existing bus wash equipment and replace with new. The current manufacturer of our existing system is out of business which does not allow LTD to find replacement parts for their proprietary parts. We are on the last set of brushes and are anticipating another four years of useful life.

LED Light Upgrade			#25-LEDUPG-0302004	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	500,000		FY2025 - 2026	Business Case Justification
<b>Total Project</b>	<b>500,000</b>			

Replace light fixtures to LED technology for increased energy efficiency in the Glenwood Administration and Fleet Buildings.

Glenwood Fire System Update			#22-FIREUP-0302005	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	150,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>150,000</b>			

Modify existing fire systems to an addressable system with strobes and horns to meet current fire code requirements for new buildings.

Welding Bay Relocation			#22-WELDBR-0302006	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	150,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>150,000</b>			

Relocate welding bay to a well ventilated area that does not conflict with other work flows.

Clock Improvements			#25-CLOCKI-0302007	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	100,000		FY 2025	Business Case Justification
<b>Total Project</b>	<b>100,000</b>			

Replace the existing/original clocks throughout the Eugene Station. This is to provide reliable/accurate information for passengers and operators.

Heat Pump Replacement - Eugene Station			#20-ESHTPR-0302008	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	230,000		FY 2020-2021	Business Case Justification
<b>Total Project</b>	<b>230,000</b>			

Replace existing heat pumps throughout both buildings. Existing heat pumps that are original to the buildings have reached the end of their useful life; some have completely failed, which compromises the environmental controls of the internal space. According to the Air Conditioning, Heating & Refrigeration Institute (AHRI), the average lifespan of a heat pump is approximately 14-15 years.

Overhead Door Replacement			#20-OVDRRP-0302009	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	250,000		FY 2020-2021	Business Case Justification
<b>Total Project</b>	<b>250,000</b>			

Replace all original overhead doors and operators throughout the Glenwood Operational Campus to improve reliability. This systems is original to the building and has reached its useful life; failures to these components are trending upwards and having down bays impacts our service delivery.

Bus Gate Improvements			#20-BUSGTI-0302010	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	550,000		FY 2020-2021	Business Case Justification
<b>Total Project</b>	<b>550,000</b>			

Provide reliable automated bus yard entrance gates that secure the perimeter, allow for a staging area that does not block the public right-of-way and accommodates future porter or staff access checkpoint.

Fleet Generator Fuel Tank			#22-FGFTNK-0302011	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	30,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>30,000</b>			

Provide a double-walled fuel tank for the generator stored at the south side of the Fleet Building to meet updated requirements for new above-ground storage tanks.

## STATE OF GOOD REPAIR - FLEET

Accessible Services Vehicle Replacement			#19-ASVEHR-0302012	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	149,790	149,790	FY 2019	Project Initiation
STF - FY18	7,043	7,043		
DOT - 32197	61,534	61,534		
5310 - OR-16-X045	304,871	304,871		
5310 - OR-2017-026-00	232,854	232,854		
5309 - OR-04-0049	214,057	214,057		
<b>Total Project</b>	<b>970,149</b>	970,149		

The purchase of replacement and expansion vehicles for the provision of metro Accessible Services such as the American with Disabilities Act complementary paratransit service.

Diamond Express Vehicle			#19-DMXVEH-0302013	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
DOT - 31455	169,069	169,069	FY 2019	Project Initiation
STF - out of district	34,629	34,629		
Local - City of Oakridge	130,000	130,000		
<b>Total Project</b>	<b>333,698</b>	333,698		

The replacement of the highly problematic Diamond Express vehicle, currently being covered by an old 300 series bus. The communities of Oakridge and Westfir have come to depend on Diamond Express to access the metro area. The service acts as a lifeline and connects residents to local hospitals, shopping, schools, and employment.

Florence/Yachats Vehicle			#19-F/YVEH-0302014	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF - 31386	10,270	10,270	FY 2019	Project Initiation
DOT 5311 - 31675	89,730	89,730		
<b>Total Project</b>	<b>100,000</b>	100,000		

This vehicle is being paid for by a special one-off ODOT grant especially for this program. This vehicle will be a connector for Yachats and Florence. It will help the Yachats community have more access to medical care, education, and services for daily living.

Rhody Express Vehicle			#19-RHXVEH-0302015	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 & STF or Direct Disb	100,000	100,000	FY 2019	Project Initiation
<b>Total Project</b>	<b>100,000</b>	100,000		

This vehicle is not programmed for replacement this year but will need to be replaced in the next two years. The Florence community has come to depend on the Rhody Express as its transportation throughout the area. This service connects residents to local hospitals, shopping, schools, and employment.

Mobility as a Service Vehicle			#19-MOBVEH-0302016	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STIF - 2019	100,000		FY 2019	Secure Funding
<b>Total Project</b>	<b>100,000</b>			

The purchase of a new vehicle for the provision of mobility on demand services.

Miscellaneous Equipment			#19-MISCEQ-0302017	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
TBD	100,000		FY 2019-2020	Business Case Justification
<b>Total Project</b>	<b>100,000</b>			

The purchase of miscellaneous equipment for the administration/operation of transportations services. This includes equipment to service vehicles to keep them in good repair and equipment to increase safety and bus maintenance.

Non-Revenue Vehicles			#20-NREVVH-0302018	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	96,000		FY 2020-2021	Business Case Justification
TBD	384,000			
<b>Total Project</b>	<b>480,000</b>			

The purchase of replacement and additional non-revenue vehicles used to support LTD's departmental vehicle needs. This includes vehicles used for operations, transportation supervision, facilities services, fleet maintenance, and other operations and administration requirements.

Five 40-foot Electric Buses (No/Low)				#20-40FTEV-0302019
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	609,890	609,890	FY 2020	Project Initiation
5339 - OR-2018-012-00	3,479,675	3,479,675		
STIF	550,000	550,000		
<b>Total Project</b>	<b>4,639,565</b>	4,639,565		

Procurements of five additional 40-foot electric buses to replace aging fleet.

Five 40-foot Buses in 2019				#19-40FT19-0302020
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	852,745	852,745	FY 2019	Project Initiation
5307 - OR-95-X055-02	2,072,328	2,072,328		
5339 - OR-2017-015-00	943,814	943,814		
5337 - OR-2017-016-00	331,113	331,113		
<b>Total Project</b>	<b>4,200,000</b>	4,200,000		

Procurement of five 40-foot electric buses in fiscal year 2019 to replace aging fleet.

Fleet Procurement Plan				#19-FLTPRP-0302021
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	14,307		FY 2019	Business Case Justification
STBG	125,000			
<b>Total Project</b>	<b>139,307</b>			

Transit vehicles have a lifespan of approximately 12 years. As LTD considers further electrification of its fleet, as well as other fuel types, it will need to determine how to make that transition and what types of vehicles will allow it to continue to provide high-quality service to the community while lowering its environmental impact and controlling operating and maintenance costs. This plan will assist LTD in strategically investing in its fleet during this transition period and also in understanding what mix of vehicle types will maximize operational capacity in the long run. The Fleet Procurement Plan will also help LTD to understand when the capital costs of replacing transit vehicles is more cost effective than maintaining older vehicles.

Electric Bus Fleet Procurement			#19-EBUSPR-0302022	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	168,673		FY 2019-2021	Business Case Justification
CMAQ	1,000,000			
<b>Total Project</b>	<b>1,168,673</b>			

Transit vehicles have a lifespan of approximately 12 years. In its effort to be fiscally responsible, LTD has maintained many of its vehicles beyond 12 years. However, as vehicles age, maintenance costs increase, and this increase eventually offsets any savings generated by delaying the purchase of new vehicles. Many of LTD's vehicles are at the appropriate point in their lifespan to consider replacement.

LTD's Community Investment Plan identifies more than \$30,000,000 in vehicle replacement needs during the FFY18-21 grant period. Therefore, LTD is requesting \$1,000,000 in STBG funds to assist in the purchasing of two 40-foot, all-electric, transit buses. Each 40-foot, all-electric bus is expected to cost approximately \$850,000 for a total project cost of approximately \$1,700,000.

Replacement Parts - ACM			#19-ACMPTS-0302023	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	175,560	175,560	FY 2019-2021	Project Initiation
5307 Formula - 1738-2018-8	702,240	702,240		
<b>Total Project</b>	<b>877,800</b>	877,800		

The purchase of replacement parts that are failing and/or unreliable as they have reached the end of their useful lives. This will be used for major component replacements on qualified buses as covered in the FTA circular.

Spare Parts for Tooling for 16200 Series Buses			#19-TOOLSP-0302024	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	67,467	64,467	FY 2019	Project Initiation
5309 - OR-04-0038	269,869	269,869		
<b>Total Project</b>	<b>337,336</b>	334,336		

Procurement of spare parts, tooling, and training for 16200 series 2016 New Flyer buses.

**Five 60-foot Diesel Bus Procurement** #19-60FTDL-0302025

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	786,127	786,127	FY 2019	Project Initiation
5339 - 1738-2018-3	967,350	967,350		
5339 - OR-2016-020-01	582,947	582,947		
5309 - OR-03-0122-01	1,336,346	1,336,346		
5337 - 1738-2018-3	257,871	257,871		
<b>Total Project</b>	<b>3,930,641</b>	3,930,641		

Procurement of five 60-foot diesel buses will replace the oldest 60-foot subfleet, four of which are no longer usable for revenue service and the fifth one is used sparingly because of ongoing mechanical issues.

**One 40-foot Diesel/Hybrid Bus** #19-40FTDH-0302026

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	114,011	114,011	FY 2019	Rollout, Commissioning, Active
5339 - OR-2018-021-00	646,062	646,062		
<b>Total Project</b>	<b>760,073</b>	760,073		

Procurement of one 40-foot diesel/hybrid bus to help relieve the pressure of using part of LTD's contingency bus fleet in revenue service. These contingency buses range in age from 15 years to 19 years.

**Spare Parts for Vehicles** #19-VEHPTS-0302027

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	80,200		FY 2019-2021	Business Case Justification
5307	320,800			
<b>Total Project</b>	<b>401,000</b>			

Purchase of critical replacement parts to avoid downtime and disruption to service.



## STATE OF GOOD REPAIR - SAFETY & SECURITY

Non-Revenue Security Vehicle			#20-SECVEH-0302028	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
LTD Match	9,600		FY 2020	Business Case Justification
TBD	38,400			
<b>Total Project</b>	<b>48,000</b>			

The current vehicle is ten years old and sustained body damage from an accident two years ago, which was repaired. Since then there have been times that the vehicle has not been available because of ongoing issues, which seems to be associated with the accident damage. Currently, this issue has been rectified, but there still is the potential for more issues in the future.

## STATE OF GOOD REPAIR - HARDWARE

Hardware			#19-HARDWR-0302029	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	2,252,000		FY 2019-2023	Business Case Justification
<b>Total Project</b>	<b>2,252,000</b>			

Purchase and installation of servers, workstations, peripherals, batteries, and equipment that supports the work of Administrative employees, core data processing, and operations.

## STATE OF GOOD REPAIR - SOFTWARE

VoIP Replacement			#22-VOIPRP-0302031	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	250,000		FY 2022	Business Case Justification
<b>Total Project</b>	<b>250,000</b>			

Purchase and installation of voice over IP replacement for the current phone system. A new system will provide necessary features such as the ability for LTD employees to answer phones remotely in emergency situations, better call center management and reporting, and greatly improved administration of the system.

Intrusion Detection System			#19-INTDTC-0302032	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	75,000		FY 2019	Business Case Justification
<b>Total Project</b>	<b>75,000</b>			

Purchase and installation of an intrusion detection and prevention system to continuously scan LTD's network and prevent any malicious attacks or intrusions.

HASTUS and MIDAS Upgrade			#19-HASMID-0302033	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	600,000		FY 2019	Business Case Justification
<b>Total Project</b>	<b>600,000</b>			

Upgrade HASTUS (Service planning software) to current version. Replace MIDAS (work assignment/bid management software) with a HASTUS module. This will streamline operations, allowing for a more seamless integration with less dependence on internal processes to tie the products together. Also included will be the ability for bus operators to bid electronically, eliminating the current lengthy, complicated, and paper-reliant process.

Other Software			#20-OTHSFT-0302034	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	2,060,000		FY 2020-2022	Business Case Justification
<b>Project Total</b>	<b>2,060,000</b>			

Purchase and installation of software that supports our Administrative employees, their workstations, servers, and system administration, as well as our Operations, Maintenance, and Customer Service areas. Over the next few years we will need to upgrade and/or migrate to newer software platforms (e.g. Office 365), and will migrate some or most of our servers to the cloud.

## STATE OF GOOD REPAIR - NON-CAPITAL

Disaster Recovery Study			#19-DISREC-0302032	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	100,000		FY 2019-2028	Business Case Justification
<b>Total Project</b>	<b>100,000</b>			

Commission/perform a study to understand the options and costs associated with a disaster recovery plan for the IT infrastructure, including databases, servers, files, e-mail, etc.

**AWS Vcenter** **#21-AWSVCT-0302033**

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	400,000		FY 2021-2028	Business Case Justification
<b>Total Project</b>	<b>400,000</b>			

Project to transfer on premise virtual servers to Amazon cloud-based servers. Cloud computing allows for elastic computing based on the needs of the moment and scales accordingly. Cloud computing creates a “pay for what you use” scenario, and better reliability and failover. Additionally, hosting servers offsite will decrease risk in the event of natural disaster.

**Mobile Device Management** **#19-MOBDEV-0302034**

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	60,000		FY 2019-2028	Business Case Justification
<b>Total Project</b>	<b>60,000</b>			

Purchase mobile device management software to control tablets and phones.

**Intrusion Prevention System (Proxy Service)** **#20-INTPRV-0302035**

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	90,000		FY 2020-2028	Business Case Justification
<b>Total Project</b>	<b>90,000</b>			

Network security/threat prevention technology to detect and prevent LTD service disruptions due to malware and other cyber-attacks.

**HR Software** **#20-HRSFTW-0302036**

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	90,000		FY 2020-2028	Business Case Justification
<b>Total Project</b>	<b>90,000</b>			

Purchase and implementation of a Human Resource software package to improve efficiencies in recruiting, training, and employee management. This will remove redundant processes, improve efficiency, and allow for employees to be better served through their recruitment and their career arc at LTD. Payroll management software may be included in this project.

**Cloud File Storage** **#21-CLDSTG-0302037**

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	80,000		FY 2021-2028	Business Case Justification
<b>Total Project</b>	<b>80,000</b>			

Set up cloud-based storage instead of local server (on premise) storage of files and folders necessary for Administration and Operations.

Data Warehousing			#19-DATAWH-0302038	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Fund	900,000		FY 2019	Business Case Justification
<b>Total Project</b>	<b>900,000</b>			

Procurement of software, professional services, consulting, and potentially cloud hosting to consolidate and create a data warehouse that would encompass data from Operations systems, Finance systems, Planning and Scheduling systems, and potential Electronic Fare Collection systems. This warehouse would allow more accurate data for staff use, better reporting capabilities, and result in a documented system that can be more easily maintained and updated.

## PREVENTATIVE MAINTENANCE

Preventative Maintenance			#19-PREVMN-0103001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5307 Formula - OR-2018-023	3,360,000	3,360,000	FY19	Secure Funding
General Fund	840,000	840,000		
<b>Total Project</b>	<b>4,200,000</b>	4,200,000		

Preventative maintenance on federal assets to improve their performance, safety and longevity.

## ACCESSIBLE SERVICES – OUT-OF-DISTRICT

Rural ADA Fleet Preventative Maintenance			#19-ODRFLT-0154001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	11,844	11,844	FY 2019	Rollout, Commissioning, Active
STF/State - 31386	4,400	4,400		
STF - 32010	1,356	1,356		
<b>Total Project</b>	<b>17,600</b>	17,600		

Out-of-district paratransit and rural fleet preventative maintenance.

Diamond Express Preventative Maintenance			#19-DMEXPM-0154002	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5311 - 31971	10,271	10,271	FY 2019	Rollout, Commissioning, Active
General Fund	2,568	2,568		
<b>Total Project</b>	<b>12,839</b>	12,839		

Diamond Express preventative maintenance.

Florence/Yachats			#19-F/YACH-0154003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF/State - 31386	286,410	286,410	FY 2019	Rollout, Commissioning, Active
General Fund (in kind)	12,550	12,550		
<b>Total Project</b>	<b>298,960</b>	298,960		

Twelve-month pilot project operations connecting Florence and Yachats to provide public transportation along the only unserved gap along the entire West Coastal highway.

Oakridge Diamond Express			#19-OAKDMX-0154004	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Farebox	32,347	32,347	FY 2019	Rollout, Commissioning, Active
Local Funds	12,000	12,000		
Transit Network/Intercity Connection - 31971	84,091	84,091		
STF - 32010	58,000	58,000		
<b>Total Project</b>	<b>186,438</b>	186,438		

Operations in and between Oakridge and Metro area.

Rhody Express			#19-RHDYXP-0154005	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Local Funds	36,500	36,500	FY 2019	Rollout, Commissioning, Active
5311 - 31923	76,328	76,328		
STF - 32010	61,270	61,270		
<b>Total Project</b>	<b>174,098</b>	174,098		

The Rhody Express is a local shuttle service within the city limits of Florence (plus a stop at the local tribal casino four miles outside the city limits) that is operated by River Cities Taxi.

## ACCESSIBLE SERVICES - IN DISTRICT

Metro ADA Fleet Preventative Maintenance			#19-A&RFLT-0154006	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	300,954	300,954	FY 2019	Rollout, Commissioning, Active
STF - 32010	34,445	34,445		
<b>Total Project</b>	<b>335,399</b>	335,399		

In-district paratransit fleet preventative maintenance.

Crucial Connections			#19-CRUCON-0154007	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	4,486	4,486	FY 2019	Rollout, Commissioning, Active
STF - 32010	513	513		
<b>Total Project</b>	<b>4,999</b>	4,999		

Transportation to relieve an immediate (non-emergency) or evolving situation when no other transportation option can be identified; offers quick relief to allow time to formulate long-term resolution. Crucial Connections pays for a limited number of trips that are situation specific and is administered through RideSource.

DD Services			#19-DDSRVC-0154008	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Federal Funds through DHS	1,800,000	1,800,000	FY 2019	Rollout, Commissioning, Active
General Funds	612,000	612,000		
<b>Total Project</b>	<b>2,412,000</b>	2,412,000		

Transportation for eligible individuals who receive vocational benefits through Lane County Developmental Disabilities Services. Provides transportation to/from home and work. This is shared cost service offered through the RideSource Call Center.

Lane County Coordination Mobility Management			#19-MOBMGT-0154009	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	148,657	148,657	FY 2019	Rollout, Commissioning, Active
STF - 32010	17,015	17,015		
<b>Total Project</b>	<b>165,672</b>	165,672		

LTD oversees the coordination of transportation and transportation eligibility across a variety of transportation programs, including ADA paratransit, Medicaid Medical (NEMT) and Non-Medical, Veterans Transportation, and Crucial Connections (gap-based transportation) under its Mobility Management Program. Transportation eligibility assessments are conducted mostly in the homes of participants by a trained transportation coordinator. Assessments are conducted through three agencies, coordinated by Lane Council of Governments: LCOG Senior & Disability Services, White Bird Clinic, and Alternative Work Concepts.

Mental Health and Homeless			#19-MENH&H-0154010	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	88,249	88,249	FY 2019	Rollout, Commissioning, Active
STF - 32010	10,101	10,101		
<b>Total Project</b>	<b>98,350</b>	98,350		

Mental health transportation services in partnership with White Bird Clinic provides basic transportation for clients experiencing severe, persistent mental illness who are elderly, veterans, unhoused, and at/or below the national poverty level. The service is cost effective to the community by reducing crisis care for clients.

Metro ADA Ops and Shopper Services			#19-OP&SHP-0154011	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Farebox Revenue	300,000	300,000	FY 2019	Rollout, Commissioning, Active
5310 Formula - OR-2018-024	232,138	232,138		
5310 - 32197	674,995	674,995		
General Funds	1,642,868	1,642,868		
<b>Total Project</b>	<b>2,850,001</b>	2,850,001		

This is origin-to-destination service within the metro area for people unable to use regular bus service (some or all of the time) because of a disability. RideSource ADA meets the Federal Transit Administration-mandated ADA requirements, serving a ¾ mile boundary around the fixed-route service. The Shopper is a low-cost, neighborhood-based shopping shuttle operating within the same metro ADA boundary. The driver assists people with their groceries and packages and is currently operated by Medical Transportation Management. Transportation coordinators from White Bird Clinic, Alternative Work Concepts, and Senior and Disabled Services (S&DS) make in-person evaluations to determine eligibility. S&DS is a division of the Lane Council of Governments and the local Area Agency on Aging.

Pearl Buck				#19-PRLBCK-0154012
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	86,850	86,850	FY 2019	Rollout, Commissioning, Active
Local Funds	67,000	67,000		
<b>Total Project</b>	<b>153,850</b>	153,850		

Pearl Buck Center contracts with RideSource to transport at-risk children attending Pearl Buck Preschool. RideSource is a central partner with Pearl Buck Center in providing children, whose parents have cognitive disabilities, with safe, dependable, door-to-door transportation to a specialized preschool program.

Service Animal Pilot				#19-SVANML-0154013
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF/State - 31386	56,500	56,500	FY 2019	Rollout, Commissioning, Active
General Funds	30,000	30,000		
<b>Total Project</b>	<b>86,500</b>	86,500		

A service animal “paw print” program, which expedites boarding processes.

South Lane Services				#19-SLSRVC-0154014
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF - 32010	89,945	89,945	FY 2019	Rollout, Commissioning, Active
<b>Total Project</b>	<b>89,945</b>	89,945		

South Lane Wheels (SLW) provides service to the general public in the rural areas of South Lane County, including the communities of Cottage Grove, Dorena, Lorane, London, and Creswell, with transportation to Eugene-Springfield. This project provides matching for SLW's 5311 funding. Without SLW, the cost of providing transportation to the outlying areas would overtax the remaining system, create a service gap that may force residents to move to urban areas, and potentially undermine the effectiveness of the remaining businesses and community services.

Transit Host				#19-TRHOST-0154015
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	69,056	69,056	FY 2019	Rollout, Commissioning, Active
STF - 32010	7,904	7,904		
<b>Total Project</b>	<b>76,960</b>	76,960		

Alternative Work Concepts contracts with LTD to provide the Transit Host Program, which allows people who otherwise would use paratransit services the additional support needed to use the fixed-route system for their routine trips. Transit hosts are located at the main downtown transfer station to assist with scheduled transfers from one bus to another, which enables people to reach their final destination. This added support mechanism results in a great cost savings to LTD, and, more importantly, means greater independence, self-worth, and empowerment to people with significant disabilities.



Travel Training				#19-TRVLTR-0154016
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	66,140	66,140	FY 2019	Rollout, Commissioning, Active
STF - 32010	7,367	7,367		
<b>Total Project</b>	<b>73,507</b>	73,507		

Alternative Work Concepts contracts with LTD to provide travel training to people with disabilities on the fixed-route bus system.

Veterans Transportation				#19-VETTRP-0154017
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
5310 - 32197	8,973	8,973	FY 2019	Rollout, Commissioning, Active
STF - 32010	1,027	1,027		
<b>Total Project</b>	<b>0,000</b>	10,000		

Transportation for service members, veterans, and their families. Most trips funded are for critical medical needs or to provide a short-term, stop-gap solution while a permanent transportation plan is implemented in conjunction with the VA hospitals, Disabled American's Veteran's transportation program, and volunteers.

Volunteer Coordination				#19-VOLCRD-0154018
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF/State - 31386	108,700	108,700	FY 2019	Rollout, Commissioning, Active
General Fund (LTD Staff)	7,300	7,300		
<b>Total Project</b>	<b>116,000</b>	116,000		

The RideSource Call Center works to provide door-through-door service for people who need a high level of assistance and do not have other transportation options. Medical Transportation Management, Senior and Disabled Services, and the Senior Companion Program all participate in the support and recruitment of volunteers. Some volunteer programs provide long-distance transportation services to and from medical appointments. This program funds recruitment, retention, and training of volunteer drivers.

Volunteer Reimbursement				#19-VOLRMB-0154019
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STF - 32010	7,693	7,693	FY 2019	Rollout, Commissioning, Active
5310 - 32197	67,210	67,210		
Local Funds	19,543	19,543		
<b>Total Project</b>	<b>94,446</b>	94,446		

This is a door-through-door service for people who need a high level of assistance and do not have other transportation options. Medical Transportation Management (MTM), Senior and Disabled Services, and the Senior Companion Program all participate in the support and recruitment of volunteers. Volunteer drivers using their own cars receive a per mile reimbursement. MTM volunteers often use agency vehicles. The program serves older adults and people with disabilities throughout Lane County.

## MEDICAID

NEMT - State Reimbursed			#19-NEMTSR-0165001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Oregon Health Authority	527,175	527,175	ONGOING	Rollout, Commissioning, Active
General Fund	13,200	13,200		
<b>Total Project</b>	<b>540,375</b>	540,375		

Non-emergency medical transportation - state reimbursed

NEMT - Trillium			#19-NEMTTR-0165002	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Trillium CHP	8,902,600	8,902,600	ONGOING	Rollout, Commissioning, Active
General Fund	222,500	222,500		
<b>Total Project</b>	<b>9,125,100</b>	9,125,100		

Non-emergency medical transportation - Trillium reimbursed

Waivered - Non-Medical			#19-WAVNMD-0165003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Oregon Department of Human Services	788,000	788,000	ONGOING	Rollout, Commissioning, Active
General Fund	275,000	275,000		
<b>Total Project</b>	<b>1,063,000</b>	1,063,000		

Waivered transportation is non-medical rides for low-income seniors and disabled persons living outside of nursing facilities. Rides are for basic needs, including grocery shopping, social outings, church, and hair care.

## POINT2POINT

Drive Less Connect			#19-DLCONN-0146001	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT - 32517	41,410	41,410	FY 2019-2021	Rollout, Commissioning, Active
<b>Total Project</b>	<b>41,410</b>	41,410		

Point2point manages the Drive Less Connect Ridesharing Database for this region. Included with this effort is year-round outreach and education on how to use the program, encouraging carpooling and the tracking of transportation options trips along with the preparation and leadership of Lane County-wide participation in the Oregon Drive Less Challenge held in the early fall each year. This is funded by ODOT and a state priority outlined in the State Transportation Options Plan.

Employer Transportation Coordinator Toolkit			#19-TOOLKT-0146002	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT - 32359	15,362	15,362	FY 2019	Rollout, Commissioning, Active
<b>Total Project</b>	<b>15,362</b>	15,362		

Develop a host of tools for the local business employer transportation coordinators to use to assist their employees with accessing transportation options information. The project is designed to develop a Transportation Options (TO) Liaison Toolkit to create a cadre of community transportation option information specialists. This is funded by ODOT as a demonstration project to help all TO providers in Oregon with new tools when working with employers. It is outlined in the Point2point five-year strategic plan that is directed by all local jurisdictional transportation staff.

Safe Routes to School Assistants			#19-SRTSAS-0146003	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STBG - OR-2018-026	45,762	45,762	FY 2019-2023	Rollout, Commissioning, Active
General Fund (in kind)	4,700	4,700		
<b>Total Project</b>	<b>50,462</b>	50,462		

Safe Routes To School (SRTS) program assistants work closely with the school district SRTS coordinators implementing enhanced SRTS encouragement events, expanded education, and outreach services at the three local school districts (Bethel, Eugene, and Springfield). This program has proven to affect behavior change and school-age travel choices to and from school. This effort supports all local partner agency transportation goals and is a priority to all of them.

Smart Routes to School Bike Parking			#19-SMTBKP-0146004	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
CMAQ 1738-2018-10	72,681	72,681	FY 2019-2020	Rollout, Commissioning, Active
General Fund	18,170	7,464		
<b>Total Project</b>	<b>90,851</b>	80,145		

Develop short-term bicycle parking at three local school districts to improve the worst bike parking supply as rated in the Safe Route To School Regional Bicycle Parking Assessment. This effort is to help improve deficiencies in local school district bike parking facilities and in turn make it easier for local students to bike to school, which is a regional partner agency priority.

SmartTrips 3			#19-SMRTP3-0146005	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
ODOT STIP Enhance FY15-18	89,730		FY 2019	Business Case Justification
City of Eugene	10,270			
<b>Total Project</b>	<b>100,000</b>			

SmartTrips is a household outreach program that shares customized transportation options-related materials along with conducting local transportation-themed events that highlight local amenities that can be accessed by using transportation options. It is modeled after social science behavior change theory programs and has a proven mode shift effect after the program intervention. This program is focused on the Churchill neighborhood and will conclude in late fall of 2018. This effort supports all regional goals around transportation education and awareness and climate recovery.

SmartTrips New Resident			#19-SMRTNR-0146006	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
Flex Funds	125,000		FY 2019-2021	Secure Funding
General Fund	12,838			
<b>Total Project</b>	<b>137,838</b>			

This pilot project develops a regional SmartTrips New Resident program. SmartTrips is a comprehensive approach to reducing drive-alone trips and increasing biking, walking, and public transit in targeted geographic areas of the city. Key components of the program will be tailored neighborhood specific information mailed or delivered in person to new residents in the Lane MPO area giving the new residents access to relevant and current transportation options they can use for some of all of their local trips. Follow-up phone calls and/or e-mails will be used whenever possible to assist the new residents with their travel options questions or perceived barriers for use of some travel modes. In addition to encouragement, resource newsletters will be sent to participants throughout the pilot once they engage. This effort helps to meet the regions goals around transportation awareness and climate recovery and is outlined in the Point2point five-year strategic plan that was approved by all regional partner agencies.

Safe Routes to School Bike Ped Program  
Expansion

#19-BKPEDX-0146007

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
CMAQ	154,468		FY 2019-2021	Secure Funding
City of Eugene (in kind)	17,680			
<b>Total Project</b>	<b>172,148</b>			

The Regional Safe Routes to School (SRTS) mission is to serve a diverse community of parents, students, and organizations advocating for and promoting the use of transportation options including active transportation and the practice of safe bicycling and walking to and from schools throughout the Central Lane MPO area. The Eugene-Springfield SRTS program provides in-class pedestrian safety to second grade students and in-class bicycle safety education to fifth or sixth grade students throughout the regional school districts. These programs teach students how to walk and bike safely. They also encourage active travel and promote safe travel behaviors, which in turn can result in future safe drivers. This is a regional priority outlined specifically in local TSPs, the state transportation options plan, and the Point2point five-year strategic plan. The program is growing exponentially, and this helps meet some of that demand.

Safe Routes to School Regional Program #19-SRTSRG-0146008

FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STBG Springfield - 1738-2018-10	15,176	15,176	FY 2019-2021	Rollout, Commissioning, Active
FHWA Transfer 5307 - OR-2018-026	39,000	39,000		
STBG - Bethel - 1738-2018-10	39,471	39,471		
STBG - 4J - 1738-2018-10	88,641	88,641		
Springfield School - HU-19-10-09	44,745	44,745		
Bethel School - FHWA Transfer 5307 OR-2018-026	4,054	4,054		
4J School - FHWA Transfer OR-2018-026	9,103	9,103		
TAP	350,000			
General Funds	40,059			
<b>Total Project</b>	<b>630,249</b>	240,190		

This project supports funding for three district Safe Routes To School programs in order to maintain the current level of K-8 programming in the 4J, Bethel, and Springfield school districts from FFY 2019-2021. This is a regional partner/agency priority and is listed in all local TSPs, the state transportation options plan, and the Point2point five-year strategic plan. It has multi-year committed funding.

Transportation Options			#19-TRANOP-0146009	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
FHWA Transfer 5307 - OR-2017-024	300,000	300,000	FY 2019-2021	Secure Funding
ODOT - REGION 2 - 32517	94,571	94,571		
GENERAL FUNDS	5,000	5,000		
<b>Total Project</b>	<b>399,571</b>	399,571		

This program provides a variety of positive marketing opportunities for LTD and more importantly provides options for the region's travelers to use a variety of transportation options in the region. Point2point does extensive year-round outreach and education about how to use the options and does a great deal of education on how to access and trip plan using the LTD fixed-route and accessible services transportation. The face-to-face outreach component provides a human face to the services we provide. Direct services include the management of the Valley Vanpool Program (17 vans), Emergency Ride Home, Drive Less Connect Ridesharing software for Lane County, lead the Business Commute Challenge and the Oregon Drive Less Challenge in Lane County, and lead the Regional Safe Routes to Schools Program. The Point2point program is supported by local and state partners, and it helps meet the regional goals around improving transportation system efficiency and climate recovery.

UO Gateway SmartTrips			#19-SMTUOG-0146010	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
STP - OR-95-X030	180,000	180,000	FY 2019-2021	Rollout, Commissioning, Active
<b>Total Project</b>	<b>180,000</b>	180,000		

LTD will conduct public outreach (SmartTrips) relative to the enhanced EmX service, which will be beneficial to the business community. Increasing awareness of transportation resources and the various options available, in addition to the enhanced EmX service, will facilitate the establishment of long-term and sustainable transportation practices. This is a priority to the City of Springfield and helps meet the regional goals around transportation system efficiency.

SRTS Outreach and encouragement Program 2019-21			#19-SRTSOE0146011	
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
CMAQ	90,000	90,000	FY 2019	Rollout, Commissioning, Active
General Funds	22,500	22,500		
<b>Total Project</b>	<b>112,500</b>	112,500		

Outreach and encouragement activities for the Safe Routes to School (SRTS) program. This adds funding to the expanding SRTS program for the last two years of the funding cycle. It is a growing program and is a regional priority.

Vanpool		#19-VNPOOL-0146010		
FUNDING SOURCE	BUDGET	REMAINING	TIMELINE	PROJECT PHASE
General Funds	185,000	185,000	FY 2019	Rollout, Commissioning, Active
<b>Total Project</b>	<b>185,000</b>	185,000		

Operation of Point2point-Valley Vanpool program. Manage interest and help conduct outreach on the vanpool program and help attract new riders. Manage issues with the vanpools as they arise. Manage pick-up and drop-off locations. The vanpool program helps reduce 2,000,000 miles on Interstate 5 each year and helps meet the state and local goals around lowering congestion and reducing CO2. It is funded by the FTD funding reimbursement cycle and 50% by the participants.



**Lane Transit District**

# ***Glossary***



# 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 older adults and people with disabilities and other grant funded services; technical assistance through grant writing and contract management; program development for services throughout Lane County; and oversight of the RideSource Call Center. Primary focus is transportation for older adults, people with disabilities, and persons with low incomes.
ACES	<i>Accessible and Customer Services (LTD)</i> – An LTD work group.
ACH	<i>Automated Clearing House</i> – The process/organization/institute that electronic payments (paperless checks) go through before being transmitted to a vendor’s bank account.
ACT	<i>Area Commission on Transportation</i> – Advisory body chartered by the Oregon Transportation Commission (OTC) addressing all aspects of transportation (surface, marine, air, and transportation safety) with primary focus on the state transportation system.
ADA	<i>Americans with Disabilities Act of 1990</i> - Federal civil rights legislation for people with disabilities; requires accessibility features and practices on public transit systems and the provision of a “complementary paratransit service” for persons unable to use regularly scheduled fixed-route services due to a disability.
ADAAA	<i>Americans with Disabilities Act Amendments Act of 2008</i> – Effective January 1, 2009, the amendments to the ADA clarifies and reiterates who is covered by the law’s civil rights protections and revises the definition of “disability” to more broadly encompass impairments that substantially limit a major life activity. The law also states that mitigating measures, including assistive devices, auxiliary aids, accommodations, medical therapies, and supplies have no bearing in determining whether a disability qualifies under the law.
Ad Hoc Fare Policy Committee	The Ad Hoc Fare Policy Committee is a short-term committee created for the purpose of reviewing the District’s fare system. The committee will provide recommendations to the Board of Directors regarding the current fare system structure.
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.
ARRC	<i>Accident Route Review Committee</i> - A team of elected and appointed employees who review accidents and make a determination of preventability based on standards, policy and best practices. This committee may also review routing changes and make recommendation based on safety and training.
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.
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**

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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.

Budget Committee

The committee meets on an as-needed basis but generally convenes in the fourth quarter of each fiscal year in time to provide advice to the Board of Directors prior to the adoption of an annual budget. The Committee is composed of all seven Board members and seven citizen members. Each LTD Board member selects one citizen member to fill a term of three years.

**C**

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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	<i>Comprehensive Annual Financial Report</i> (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.
CATC	<i>Comprehensive and Accessible Transportation Committee</i> - A state-mandated advisory committee that reports to the LTD Board of Directors and LTD staff on issues related to accessible public transportation and human services transportation throughout Lane County. The CATC is composed of 16 members representing seniors and people with disabilities, including representatives from east, west, and South Lane County. Members also represent rural service providers, South Lane Wheels, Rhody Express, and the Diamond Express.
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>Community Investment Plan</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.
COA	<i>Comprehensive Operations Analysis</i> , Project name was changed to Transit Tomorrow
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.
Comprehensive Review	Formerly known as Triennial Review this is an FTA audit of LTD policies, procedures, and internal controls required every three years.
<i>ConnectOregon</i>	<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.
CMAQ	<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.

<b>D</b>
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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>Developmental Disabilities</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. As defined by Oregon Administrative Rule
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** *Department of Human Services (State of Oregon)*

**Diamond Express** Service introduced in March 2003 that makes an intercity connection between Oakridge and Eugene-Springfield three times each weekday. Coordinated through Accessible Services and funded with grants from federal Section 5311(f) Intercity Passenger Program, Special Transportation Fund, and local contributions.

**DMAP** *Division of Medical Assistance Programs (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** *Department of Labor (Federal)*

**DOR** *Department of Revenue (State of Oregon)*

**DOT** *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.

**DPS** *Transit Public Safety & System Security (LTD)* – An LTD work group.

**Dwell Time** Length of time a bus is stopped to load and unload passengers.

**E**

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**EA** *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.

EC	<i>Employee Council</i> – A group that represents the administrative employees of the District.
ECC	<i>Equity and Community Consortium</i> – An information and resource sharing and coordination forum for agencies and jurisdictions that provide governmental and public services in the Eugene-Springfield metropolitan area. The ECC reaffirms, renews, and expands the purpose, goals, and efforts embodied in the 2008 Diversity and Human Rights Consortium.
Economic Indicator	Statistical representation used in tracking the health of the economy. Examples include the Consumer Price Index and the Unemployment Rate.
EFT Payment	<i>Electronic Funds Transfer for Payments</i> – Payments that are transferred from LTD’s bank account to a vendor’s bank account via an electronic file transmission on the bank’s website; another name for paperless checks.
EHRC	<i>Eugene Human Rights Commission</i>
EIS	<i>Environmental Impact Statement</i> – An analysis, conducted for federally funded or approved projects per the National Environmental Policy Act of 1969 (NEPA), of the environmental impacts of proposed land development and transportation projects.
ERH	<i>Emergency Ride Home</i> - A program sponsored and funded by the Point2point program that provides emergency rides to employees who have commuted to work by means other than driving alone.
EmX (pronounced “MX”)	The name given to LTD’s bus rapid transit system; short for Emerald Express.
EmX West	An extension of the EmX Green Line that connects downtown Eugene and the West 11 <sup>th</sup> 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.
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 minimum 40 pay hours per week
EZ Access	See Rider Card



# F

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Fall Bid	The term “bid” refers to the selection of work by bus operators. Operators bid based upon their seniority in the union. LTD has three bids per year: fall, winter, and summer. Service adjustments are timed with the bids.
Fare Instrument	Ticket or pass purchased in advance that is used as payment for a transit ride.
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:	
<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 5339	<i>Alternative Analysis Program</i> – Provides funding for new fixed guideway investment alternatives analyses.
Finance Committee	The Committee provides the Board of Directors with oversight and recommendations of Lane Transit District's finances. The Committee is responsible to review and make recommendations to the Board of Directors regarding all contracts valuing \$150,000 and above as set forth in resolution 2017-03-15-011. The Finance Committee is composed of three Board members and meets on the second Monday of the month on an as needed basis.
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.
FM	<i>Facilities Management (LTD)</i> – An LTD work group
FMO	<i>Financial Management Oversight</i> – A periodic review of a transit district's financial policy, procedures, and internal related controls performed by independent consultants and paid for by the FTA.
FONSI	<i>Finding of No Significant Impact</i> - A National Environmental Policy Act of 1969 (NEPA) compliance document that affirms that an environmental assessment found that alternatives were evaluated and a proposed action would have no significant impact on the human environment.
Franklin EmX Corridor	An EmX route from downtown Eugene to downtown Springfield.
Frequency of Service	The number of transit vehicles in a given period passing by any given point on a route.

FSA	<i>Flexible Spending Account</i> – A benefit offered to an employee by an employer that allows a fixed amount of pre-tax wages to be set aside for qualified expenses. Qualified expenses may include child care or uncovered medical expenses. The amount set aside must be determined in advance and employees lose any unused dollars in the account at year-end.
FTA	<i>Federal Transit Administration</i> – An administration in the U.S. Department of Transportation that assists in developing improved mass transportation methods, techniques, facilities, and equipment; encourages planning and establishment of urban mass transportation systems; and assists states and local governments and their authorities in financing urban mass transportation systems.
FTN	<i>Frequent Transit Network</i> – Projects encompass the planning, design, and construction of service that increases capacity along major transportation corridors. The FTN strengthens regional connectivity by tying service and investment decisions to the level of development along corridors.

G

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GASB	<i>Governmental Accounting Standards Board</i> – An accounting industry organization, part of the Financial Accounting Foundation, that issues Statements of Financial Accounting Standards that define and govern generally accepted accounting principles (GAAP) for state and local government entities in the United States.
Gateway EmX Extension	An extension of the EmX Green Line that connects downtown Springfield with the Gateway area.
Gateway Transportation Program	Assistance supplied by Point2point to reduce congestion, coordinate information and educational services, and work with businesses, property owners, and agency representatives to implement a variety of Transportation Option strategies in the Gateway area.
GDT	<i>Green Dream Team</i> A group that exists to guide and facilitate a collaborative cross-departmental effort that will support LTD's mission of creating a more vibrant, sustainable, and equitable community.
Geographic Coverage	Geographic coverage is the measure of how close transit service comes to where residents live. It will often be referred to as the percentage of households within a quarter-mile walking distance to a transit route.
GFOA	<i>Government Finance Officers Association</i> – A national group responsible for issuance of the Certificate of Achievement for Excellence in Financial Reporting.

GPP	<i>Group Pass Program</i> - Program designed for organizations to allow bulk purchase of transit passes for all members of the group at a significant cost savings.
GPS	<i>Global Positioning System</i> – Satellite-based information system required for real-time automated vehicle location system and passenger information system.
Guideway	Transit-only lane with curbs; used interchangeably with “transitway.”

## H

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Half 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.
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.
Human Resources Committee	The Human Resources (HR) Committee provides the Board of Directors with oversight and recommendations related to Lane Transit District's relationship with its General Manager, including the General Manager's goals, annual performance evaluation, performance, and compensation. The HR Committee is composed of three Board members who meet on the second Thursday of the month on an as needed basis to discuss issues related to LTD's employees
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

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Intermodal	The ability to connect, and the connections between, modes of transportation.
IT	<i>Information Technology</i> (LTD) – An LTD work group.
ITS	<i>Intelligent Transportation Systems</i> -- Advanced technologies systems like signal priority and automated vehicle locating that foster the use of advanced technologies to improve the safety, reliability, and efficiency of public transportation systems.

L

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LaneACT	<i>Lane Area Commission on Transportation</i> -- An advisory body established to provide a forum for stakeholders to collaborate on transportation issues affecting Lane County and to strengthen state/local partnerships in transportation.
LC	<i>Leadership Council</i> – LTD’s management team that addresses issues of the day.
LCC	<i>Lane Community College</i>
LCOG	<i>Lane Council of Governments</i> – A voluntary organization of local governments that strives for comprehensive, regional planning.
Livability Initiative	A joint venture of the U.S. Department of Transportation (DOT), U.S. Department of Housing and Urban Development (HUD), and U.S. Environmental Protection Agency (EPA) to promote livable communities, improve the quality of life for more Americans, and create more transportation choices that serve the needs of individual communities.
LOC	<i>Local Organizing Committee</i>
Local Budget Law	State of Oregon statutory requirements governing the budget process, as detailed in Oregon Revised Statutes (ORS) 294.305-565.
LPA	<i>Locally Preferred Alternative</i> -- A federal term for the preferred design for a project.

# M

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Main-McvWay Governance Committee	The Our Main Street projects are coordinated through a three-tiered management structure that includes project direction provided by an ad hoc Governance Team membership and protocols.
MAP-21	<i>“Moving Ahead for Progress in the 21<sup>st</sup> 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 Disability 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.
Moving Ahead Oversight Committee	The City of Eugene and the Lane Transit District (LTD) are working with the community to prioritize corridors for near-term enhancements that serve people using transit, biking, walking, and mobility devices. MovingAhead will build from Envision Eugene and LTD's Long Range Transit Plan. These documents call for improving service for people using transit, and facilities for people biking and walking in our community.
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.
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.
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).
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 *Mini-Extra Board* – Same as Extra Board except that Mini-Extra Board bus operators are guaranteed 60 hours per pay period instead of 80 hours.

**N**

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NEMT *Non-Emergent Medical Transportation* – Trips provided through the RideSource Call Center for persons qualified for Oregon Health Plan Plus (OHP+) and who have no other reliable means of getting to and from Medicaid-covered medical services.

NEPA *National Environmental Policy Act of 1969* – An act to establish a national policy for the environment, to provide for the establishment of a Council on Environmental Quality, and for other purposes.

New Starts Program A category of the Federal Transit Administration Capital Investment Program (49 USC 5309) that is used to fund new fixed-guideway systems, or an extension to an existing fixed-guideway system such as rail and potentially bus rapid transit.

NOFA *Notification of Funding Availability*

Northwest Natural Privately owned natural gas provider for the District.

NTD *National Transit Database* – The system through which the Federal Transit Administration (FTA) collects uniform transit data needed by the Secretary of Transportation to administer department programs. The data consist of selected financial and operating data that describe public transportation characteristics. Recipients of FTA Urbanized Area Formula Program (Section 5307) and Nonurbanized Area Formula Program (Section 5311) are required by statute to submit data to the NTD.

NTI *National Transit Institute* -- Training, education, and clearinghouse services in support of public transportation in the United States.

**O**

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OAA *Older Americans Act* – 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 *Oregon Administrative Rules* – A compilation of the administrative rules of Oregon state agencies, compiled, indexed, and published by the Secretary of State's Office.

ODOT *Oregon Department of Transportation* – 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.
OMPOC	<i>Oregon Metropolitan Planning Organization Consortium</i> - The Oregon MPO Consortium is a forum for Metropolitan Planning Organizations (MPO) whose purpose includes addressing Oregon's growing transportation needs within metropolitan areas, the role of the State of Oregon in transportation investments and other related transportation needs and issues within the state.
OPEB	<i>Other Post-Employment Benefits</i> – Benefits received by an employee when he or she begins retirement, including health care and life insurance premiums, and deferred compensation. It does not include pension benefits.
Operating Revenues:	
<i>Cash fares</i>	Revenues from cash fares and daily, monthly, and three-month passes.
<i>Group pass</i>	Revenues from group pass programs with businesses such as ASUO and Symantec.
OPS	<i>Transit Operations (LTD)</i> – An LTD work group.
OPTIS	<i>Oregon Public Transit Information System</i> - An electronic web-based software program used for managing ODOT Public Transit Division grants.
ORS	<i>Oregon Revised Statutes</i> – The codified laws of the State of Oregon, which is published every two years to incorporate each legislative session's new laws.
OSHA	<i>Occupational Safety and Health Administration</i> – Agency responsible for promulgating rules, setting health and safety standards, and overseeing enforcement, whether by direct federal effort or by relying on state enforcement programs.
OTA	<i>Oregon Transit Association</i> – Created to assist members in the development and improvement of efficient, safe, and convenient transportation services, techniques and methods, facilities, and equipment.
OTC	<i>Oregon Transportation Commission</i> - Establishes state transportation policy and guides the planning, development, and management of a

statewide integrated transportation network. The governor appoints five commissioners, ensuring that different geographic regions of the state are represented. One member must live east of the Cascade mountain range; no more than three can belong to one political party.

OTP

*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*

Services given in regular transit revenue service, but paid for by some organization rather than by the rider, and for rides given along special routes for which revenue may be guaranteed by a beneficiary of the service. Example: Contractual arrangements for special service rides for sporting events, community events, etc., where fares are paid on a contractual basis

*Sponsored Services*

Public transportation services that are provided by a transit provider as part of a sponsorship or donation. Common sponsored agencies include local non-profit agencies who facilitate events and programs.

*Payroll taxes*

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

*Self-employment taxes*

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

*State-in-lieu taxes*

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

*Other operating grants*

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

**P**

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P&D

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

P2P

*Point2point* -- 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

*Purchasing Card* – A charge card issued to employees that works in a similar way to credit cards and can be used to purchase goods or services.

Paratransit

Alternatives to traditional modes of public transit such as bus and rail. Often refers to flexibly scheduled and routed transportation services

	using small buses or minivans. LTD's paratransit services are coordinated under the RideSource Call Center.
Park & Ride Program	A program funded by Point2point to maintain existing sites and identify potential new sites where drivers can park their cars and either take a bus, walk, ride a bike, or meet a carpool.
Passenger Boarding	Occurs when a customer boards the bus.
Passenger Miles	The total number of miles traveled by passengers on transit vehicles; calculated by accumulating the total for all trip segments resulting from multiplying the number of passengers determined to be on board for each trip segment by the length of the trip segment.
PBI	<i>Passenger Boarding Improvements</i> – Capital improvements to aid passengers in boarding and deboarding transit vehicles. These may include improvements to transit stations, shelters, stops, and bus stop signs, among others.
PCE	<i>Progressive Corridor Enhancement</i> – A program to implement incrementally various transit enhancements along a corridor. Typical enhancements include signal priority, improved stops and stations, through-routing, improved service frequency, and queue- jump lanes. Improvements could eventually lead to implementation of an EmX level of service.
Peak Service (peak assignments)	Describes the point of time during the day when the District has the maximum number of buses operating. It is often described as the a.m. peak and the p.m. peak.
Pension Trusts	LTD maintains two pension trusts: one for union employees (ATU/LTD Pension Trust) and one for non-union employees (Salaried Employees Retirement Plan). These trusts differ somewhat in basic structure, but each has a Board of Trustees that has certain oversight responsibilities. The LTD Board is responsible for appointing three Trustees to the Salaried Trust and two Trustees to the ATU/LTD Trust. The three trustees for the Salaried Trust are the LTD Board president, the general manager, and the Human Resources director. The two trustees appointed by the Board for the ATULTD trust are the LTD Board president and the general manager.
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.
PUD	<i>Planned Unit Development</i> - A type of building development and regulatory process. As a building development, it is a designed grouping of both varied and compatible land uses, such as housing, recreation, commercial centers, and industrial parks, all within one contained development or subdivision

**Q**

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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**

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RAMP	<i>Real Estate Acquisition Management Program</i>
Reduced Fare Program	See Half Fare Program
Report Time	The time an operator is allotted to perform safety pre-check of vehicles prior to going out for the day.
Revenue Hours	The period of time a bus is in service, boarding and deboarding customers.
Rhody Express	A local public transit service operating in Florence coordinated through Accessible Services. Funded under Section 5311 Rural General Public Program, Special Transportation Fund, and City of Florence.
Rider Cards	LTD provides rider cards such as Honored Rider free fare for persons age 65 and older, or half fare for any persons with a current, valid Medicare card, or proof of receiving SSI or SSD along with a valid photo ID card. Veterans who receive 50 percent or higher disability benefit are also eligible for half fare. Persons with disabilities who need an accessible accommodation in order to ride the bus may also be eligible for half fare. The Half-Fare and Honored Rider cards may be obtained at the LTD Customer Service Center.

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**

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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 36 minutes or more 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.
SCTC	<i>Santa Clara Transit Station</i> - Proposed development of a transit station, located at the former Santa Clara Elementary School site on River Road between Green Lane and Hunsaker Lane in North Eugene.
SDS	<i>Senior and Disability 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.
SharePoint	A web-based collaborative platform that integrates with Microsoft Office. A document management and storage system.
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 Rider Card program.
STBG	<i>Statewide Transportation Improvement Fund</i> is a new state payroll tax (one-tenth of 1 percent) collected from Oregon employees as a result of the passage of House Bill 2017 and provides a new dedicated source of funding to expand public transportation to access jobs, improve mobility, relieve congestion and reduce greenhouse gas emissions around Oregon.
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.
STF Advisory Committee	The Special Transportation Fund Committee is a state-mandated advisory committee that advises the LTD Board of Directors in carrying out the purposes of the Special Transportation Fund (the “STF”) for the elderly and people with disabilities Special Transportation Operating (the “STO”) Grants Program.
STIF	<i>Statewide Transportation Improvement Fund</i> is a new state payroll tax (one-tenth of 1 percent) collected from Oregon employees as a result of the passage of House Bill 2017 and provides a new dedicated source of funding to expand public transportation to access jobs, improve mobility, relieve congestion and reduce greenhouse gas emissions around Oregon.
STIF Advisory Committee	The LTD Board of Directors has appointed an Advisory Committee to review potential STIF-funded projects and create a prioritized list of

projects for the county. The Advisory Committee will meet at least two times per year.

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 Planning Committee	This committee is composed of a core group of representatives from the LTD Board of Directors, key LTD partners including: the Eugene City Council, Springfield City Council, Lane County Board of Commissioners, and Oregon Department of Transportation. The committee also includes a diverse set of representatives from within the community. The Strategic Planning Committee provides the LTD Board of Directors with independent advice on strategic planning issues related to advancing the goals of the Long-Range Transit Plan, including but not limited to, developing the Frequent Transit Network, making better connections, reducing trip and waiting times, bridging the first and last mile, creating safer ways to access service, and optimizing solutions for urban and rural areas.
STRR	<i>Surface Transportation Reauthorization &amp; 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. Bids are timed with the service adjustment.
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**

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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 Tomorrow	LTD's effort to find out how to better get people to where they are going and what LTD's services will look like in the future by combining technical analysis and broad-based community input.
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 <i>RideSource</i> paratransit.
Transit way	Transit-only lane with curbs; used interchangeably with guideway.
Transportation Disadvantaged	Persons who must rely on public transit or paratransit services for most of their transportation. Typically refers to individuals of age without access to or ability to legally operate a personal vehicle.
Transportation for America	A growing, national coalition committed to creating a new national transportation program that will take America into the 21st Century by building a modernized infrastructure and healthy communities where people can live, work and play.

Transportation Options	A grant-funded program housed at Lane Transit District charged with the coordination and implementation of many of the region's transportation options.
Triennial Review	See Comprehensive Review.
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.
TVM	<i>Ticket Vending Machine</i> – A fare machine on the platform of the EmX stations for riders to purchase bus passes.

**U**

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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**

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Vacation Bid	Process by which bus operators choose their vacation time in seniority order based on a limited number of vacation spot available each week.
Vanpool	Program to coordinate intercity commuter transit utilizing a 7- to 15-passenger van driven by one of the commuters.

VEBA *Voluntary Employee Beneficiary Association* – Employer-paid employee benefit to assist with co-pays, deductibles, and other health care related costs incurred by the employee.

VMT *Vehicle Miles Traveled* – 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**

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EmX West Formerly referred to as West Eugene EmX Extension (WEEE), EmX West is an extension of the EmX Green Line that connects downtown Eugene and the West 11<sup>th</sup> 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. Bids are timed with the service adjustments.

**X**

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XB *Extra Board* – 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.