

MINUTES OF BUDGET COMMITTEE MEETING

LANE COUNTY MASS TRANSIT DISTRICT

June 19, 1974

Meeting of the budget committee of Lane County Mass Transit District was held at the City Hall in Eugene, Oregon, on June 19, 1974, at 7:40 p.m. pursuant to adjournment from its meeting of June 18, 1974.

Present were the following:

Board members

Jack Craig  
Daniel M. Herbert, Chairman,  
presiding  
Glenn E. Randall  
Ruth A. Shepherd

Absent:

Gary Buell  
Marcella Fetzer  
Kenneth H. Kohnen

Appointed members

Irvin Fletcher  
Mack Fullmer  
Jim Martin  
Russell Poff  
Dick Rice, Secretary  
Dennis Spitze  
Agnes VanDevender

Mr. Herbert asked if there was any public comment, and, there being none called on the general manager, Mr. Dyer, who presented to the members a paper showing distribution of the duties of the proposed staff among the various projects in the proposed budget.

In response to inquiry from Mr. Randall, the general manager explained that the budget contained no dollar amount for salary for a safety and training officer because the budget officer in preparation of the budget was trying to avoid increasing the tax rate. In response to further inquiry, Mr. Dyer explained that if provision was made for a safety and training officer, he would be phased in at the beginning of the second quarter so that his salary for the rest of the year would be \$7,500.00.

On motion duly seconded, the committee then voted to add the sum of \$7,500.00 to the Operations part of the Personal Services section of the budget for salary for a safety and training officer.

Mr. Rice moved that the number of driver supervisors listed under "Operations" in the Personal Services section of the budget

be kept at two instead of increasing the number to three as requested in the proposed budget, thereby reducing the amount in the proposed budget for driver supervisors from \$34,935.00 to \$27,500.00. The motion was seconded and discussed. The general manager told the committee that he felt he would need three supervisors because of the extended hours of operation. The motion was brought to a vote and failed.

Mr. Craig then moved to approve the "Operations" category of the Personal Services section of the budget in the total sum of \$1,758,635.00 plus the addition of \$7,500.00 previously made for the safety and training officer making a new total for the "Operations" category of \$1,766,135.00. The motion was seconded and discussed. A member of the public, Ed Rubey, suggested to the committee that it should not add fourteen drivers before the new buses are obtained. The motion was brought to a vote and carried.

The committee then proceeded to consideration of the "General Administration" category under the Personal Services section of the budget. The chairman announced that Mr. Buell's motion at the previous meeting, which had been placed on the table, should now be removed from the table and brought before the committee, said motion having been that the administration staff not be increased this year. Mr. Craig moved that the motion be tabled. His motion was seconded, brought to a vote and carried.

Mr. Craig then moved that the proposed budget figure of \$110,310.00 for the General Administration under the Personal Services section be accepted. The motion was seconded and discussed. A member of the audience, Craig Robinson, suggested to the board that the salary of Fred Dyer, general manager, should be increased to \$23,320.00 for the year instead of the \$22,200.00 in the proposed budget. Mr. Jack Craig moved to amend his motion so as to increase the general manager's salary to \$23,320.00 for the year, making an increase of \$1,120.00 in the General Administration part of the Personal Services section of the proposed budget and bringing the total of the General Administration section to \$111,430.00. The amendment was accepted by the second and was discussed, brought to a vote and carried.

Mr. Poff then moved to reduce the total of the General Administration portion of the Personal Services section from \$111,430.00 to \$100,000.00. The motion was seconded and discussed. Mr. Poff proposed that the reduction could be accomplished by eliminating the position of the additional administrative assistant requested in the proposed budget. The motion was brought to a vote and carried.

On motion duly seconded, the committee then moved to adopt the total administration portion of the Personal Services section in the total sum of \$100,000.00 as amended.

The committee then considered the "Benefits" category of the Personal Services section of the budget, and on motion of Mr. Martin duly seconded, the board voted to approve the total Benefits in the proposed amount of \$425,500.00.

The committee proceeded to the Materials and Supplies section of the proposed budget and, after discussion, and on motion duly seconded, the committee voted to approve the total Materials and Supplies of \$666,390.00 as proposed in the budget.

The committee next took up the Contractual Services section of the budget, and after brief discussion and on motion duly seconded, voted to approve the total Contractual Services of \$216,900.00 as proposed in the budget.

The Capital Outlay section of the budget was then discussed by the committee. A member of the audience, Ed Rubey, objected to the contingency allowance of \$95,000.00 in this section of the budget, pointing out that when added to the contingency item of \$20,765.00 in the Materials and Supplies section, there was a total contingency allowance of \$115,765.00 which Mr. Rubey thought was too high. Mr. Dyer replied that the \$95,000.00 contingency allowance in the Capital Outlay section of the budget was a federal requirement to provide against cost increases in the capital items.

On motion duly seconded, the committee voted to approve the total Capital Outlay figure of \$1,532,800.00 as proposed in the budget.

The committee then began discussion of the Resources section of the budget in the total sum of \$4,710,535.00. Mr. Dyer informed the committee that the beginning fund balance item of Resources in the proposed budget in the sum of \$79,200.00 which he had estimated would be available at the end of the 1973-74 fiscal year would not, in fact, exist and there would be no beginning fund balance. He proposed that the loss of that resource in the amount of \$79,200.00 less the net reduction in the expenditures of \$2,810.00 be offset by increasing the proposed fare box revenues from \$915,795.00 to \$992,185.00. On motion of Mr. Craig duly seconded, the board voted to adopt the Resources section of the budget as adjusted by Mr. Dyer's proposal so as to eliminate the beginning fund balance of \$79,200.00 and increase the fare box revenues to \$992,185.00, making total resources of \$4,707,725.00.

On motion duly seconded, the committee voted to approve the budget document as revised by the budget committee in the amount of \$2,291,635.00 for Personal Services, \$666,390.00 for Materials and Supplies, \$216,900.00 for Contractual Services, and \$1,532,800.00 for Capital Outlay, making a total budget of \$4,707,725.00, with total Resources as submitted by the budget officer except for the deletion of the beginning fund balance

of \$79,200.00 and the increase of fare box revenues to \$992,185.00 making a revised total Resources in the sum of \$4,707,725.00.

The committee then considered recommendations for the handling of budget matters in the ensuing fiscal year. Several of the members of the committee expressed the opinion that it would be beneficial if information could be provided to the committee members from time to time, henceforth, so that they would be better prepared for the next year's budget procedure. On motion of Mr. Fullmer, duly seconded, the committee voted to request the general manager to see that the committee members be furnished in the future with quarterly or more frequent financial reports and information as to the relationship between expenditures and income, so that they would be better informed and prepared to serve on the committee.

Meeting adjourned.

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Secretary