

LANE TRANSIT DISTRICT

RESOLUTION

WHEREAS, there is a need to transfer funds from operating contingency reserves to personnel services and materials & services budget categories to ensure compliance with Oregon Budget Law; and

WHEREAS, in order to effect this increase in personnel services and materials & services it is necessary to transfer funds to cover the costs of these changes; and

WHEREAS, there are funds available in operating contingency for unseen events;

NOW, THEREFORE, BE IT RESOLVED that budget appropriations for the Fiscal Year 1994-95 are hereby revised as follows:

GENERAL FUND

REDUCTIONS IN APPROPRIATIONS

Operating contingency	\$38,720
Total Reductions	\$38,720

GENERAL FUND

INCREASES IN APPROPRIATIONS

Personnel Services	\$36,320
Materials & Services	\$2,400
Total Increases	\$38,720

April 19, 1995
Date Adopted

Patricia Hocken
Board President

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
GENERAL ADMINISTRATION					
PERSONNEL COSTS					
General Manager	1	79,110		2,790	81,900
Dir of Admin Svcs	1	59,100		11,700	70,800
Executive Secretary	1	40,190		1,610	41,800
Supervisory Secretary	0	0	6,470	0	6,470
Administrative Secretary	2.6	65,500	(2,360)	(1,140)	62,000
Receptionist	1	17,500		1,100	18,600
Temp Unclass-Admin		500		0	500
Loaned Exec to UW		5,000		0	5,000
 CAL/Sick Accrual		 14,000		 27,000	 41,000
Total Salaries		280,900	4,110	43,060	328,070
 Fringe Benefits		 76,890		 (4,110)	 72,780
Total Personnel	6.6	357,790	4,110	38,950	400,850
MATERIALS & SERVICES					
General Business Expenses		32,950		0	32,950
Training & Travel		15,000		(5,000)	10,000
Office & Comp Supplies		13,600		0	13,600
Miscellaneous		3,000		0	3,000
Elections expense		0		0	0
Fuel & Lubricants-Admin Veh		3,000		0	3,000
Professional Services		72,200		54,000	126,200
Total M & S		139,750	0	49,000	188,750
Total General Admin		497,540	4,110	87,950	589,600

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
FINANCE					
PERSONNEL COSTS					
Finance Administrator	1	50,300		3,850	54,150
Purchasing Agent	1	40,200		3,700	43,900
Accounting Technician	3.50	79,350		14,950	94,300
Farebox Data Clerk	0.85	13,300		(100)	13,200
Temp Unclassified	0.35	7,350		(6,840)	510
CAL/Sick Accrual		0			0
Contra acct - to grant		0			0
Total Salaries		190,500		15,560	206,060
Fringe Benefits		62,140		(3,690)	58,450
Total Personnel	6.7	252,640		11,870	264,510
MATERIALS & SERVICES					
General Business Expenses		3,100		0	3,100
Training & Travel		4,800		0	4,800
Office & Comp Supplies		5,700		0	5,700
Prof Services		17,200		0	17,200
Prof Services-Training		3,000		0	3,000
Total M & S		33,800		0	33,800
Total Finance		286,440		11,870	298,310

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
MANAGEMENT					
INFORMATION SERVICES (MIS)					
PERSONNEL COSTS					
MIS Administrator	1	46,220		4,530	50,750
Computer Sys. Analyst	1	40,190		1,960	42,150
CAL/Sick Accrual		0			0
Total Salaries		86,410		6,490	92,900
Fringe Benefits		24,710		(2,070)	22,640
Total Personnel	2	111,120		4,420	115,540
MATERIALS & SERVICES					
General Business Exp		1,000		0	1,000
Training & Travel		3,900		0	3,900
Telephone		38,700		(2,200)	36,500
Office & Computer Supplies		4,550		0	4,550
Prof Services-Training		6,000		0	6,000
Hardware Support		6,600		0	6,600
Software Support		9,850		(4,000)	5,850
Total M & S		70,600		(6,200)	64,400
Total MIS		181,720		(1,780)	179,940

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
HUMAN RESOURCES/ SAFETY & RISK					
PERSONNEL COSTS					
HR Administrator	1	46,220		380	46,600
Safety/Risk Coordinator	1	44,820		(4,170)	40,650
HR Specialist	0	0		0	0
HR Sec. (from Transp.)	0	0		0	0
Contract emp. task team		0		0	0
Temporary Unclassified		7,800		12,000	19,800
Employee Incentive Pay		8,000		0	8,000
CAL/Sick Accrual		0			0
Total Salaries		106,840		8,210	115,050
Fringe Benefits		26,160		(710)	25,450
Total Personnel	2	133,000		7,500	140,500
MATERIALS & SERVICES					
General Business Exp		2,600		500	3,100
Training & Travel		5,000		(3,000)	2,000
Employee Programs		33,100		14,600	47,700
Office & Computer Supplies		2,550		(600)	1,950
Prof Services		10,000		35,500	45,500
Employee Relations		27,950		14,500	42,450
Prof Services - training		13,500		(11,000)	2,500
Medical		9,000		(3,500)	5,500
Total M & S		103,700		47,000	150,700
Total Human Resources		236,700		54,500	291,200

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
PLANNING					
PERSONNEL COSTS					
Planning Administrator	1	50,300		3,850	54,150
Transit Planner	3	117,800		5,800	123,600
Temp Unclassified		11,000		(2,600)	8,400
CAL/Sick Accrual		0			0
Contra acct - to grant		0			0
Total Salaries		179,100		7,050	186,150
Fringe Benefits		48,710		(3,620)	45,090
Total Personnel	4	227,810		3,430	231,240
MATERIALS & SERVICES					
General Business Expenses		450		0	450
Training & Travel		5,200		0	5,200
Office & Comp Supplies		600		(300)	300
Miscellaneous		200		300	500
Prof Services		9,000		32,200	41,200
Total M & S		15,450		32,200	47,650
Total Planning		243,260		35,630	278,890

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
MARKETING					
PERSONNEL COSTS					
Marketing Administrator	1	50,300		3,850	54,150
Marketing Representative	3	102,830		(4,330)	98,500
Graphic Artist	1	30,670		1,180	31,850
Marketing Assistant	0	0		1,370	1,370
Temp Unclassified		11,000		0	11,000
CAL/Sick Accrual		0			
Total Salaries		194,800		2,070	196,870
Fringe Benefits		55,830		(5,300)	50,530
Total Personnel	5	250,630		(3,230)	247,400
MATERIALS & SERVICES					
General Business Expenses		35,600		0	35,600
Training & Travel		7,000		0	7,000
Printed Passenger Information		83,300		0	83,300
Office & Computer Supplies		15,000		0	15,000
Project & Event Supplies		12,400		0	12,400
Program Supplies		600		0	600
Miscellaneous		1,100		0	1,100
Prof Services		8,000		0	8,000
Ad Agency Fees		138,700		0	138,700
Advertising Media		245,400		0	245,400
Market Research & Information		67,000		0	67,000
Total M & S		614,100		0	614,100
Total Marketing		864,730		(3,230)	861,500

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
CUSTOMER SERVICE CENTER					
PERSONNEL COSTS					
CSC Administrator	1	46,220		3,830	50,050
CAL/Sick Accrual		0			0
Total Salaries		46,220		3,830	50,050
CONTRACT WAGES					
Full-time Inf. Clerks	8	180,600		(8,600)	172,000
Part-time Inf. Clerks	1	14,200		150	14,350
Inf. Clerks-Over-time		8,600		5,150	13,750
Shoe Allowance		315		0	315
Incentive Pay		3,600		0	3,600
CAL/Sick Accrual		2,000		0	2,000
Total Contract Wages	9	209,315		(3,300)	206,015
Fringe Ben. - Salaries		12,880		(750)	12,130
Fringe Ben. - Contract		65,290		1,060	66,350
Total Personnel	10	333,705		840	334,545
MATERIALS & SERVICES					
General Business Expenses		17,700		0	17,700
Training & Travel		3,700		0	3,700
Utilities		6,900		0	6,900
Printed Transp Supplies		15,900		0	15,900
Office & Comp Supplies		17,500		0	17,500
Program Supplies		8,300		0	8,300
Prof Services		4,500		0	4,500
Total M & S		74,500		0	74,500
Total Cust Svc Center		408,205		840	409,045

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
TRANSPORTATION DEMAND MANAGEMENT (TDM)					
PERSONNEL COSTS					
Transp. Projects Coord.	1	29,000		1,500	30,500
Total Salaries		29,000		1,500	30,500
Fringe Benefits		9,890		(1,520)	8,370
Total Personnel	1	38,890		(20)	38,870
MATERIALS & SERVICES					
General Business Expenses		200		0	200
Training & Travel		1,000		0	1,000
Office & Comp Supplies		20,300		(11,500)	8,800
Program Supplies		0		0	0
Prof Services		20,000		(10,000)	10,000
Total M & S		41,500		(21,500)	20,000
Total TDM		80,390		(21,520)	58,870

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
TRANSPORTATION					
PERSONNEL COSTS					
Director of Operations	1	59,100		(13,600)	45,500
Transp. Administrator	1	50,300		2,200	52,500
Asst Transp Administrator	1	46,220		3,780	50,000
Transp. Supervisor	4	167,110		11,290	178,400
System Supervisor	6	227,080		6,220	233,300
Operations Sec. (to HR)	1	25,190		3,710	28,900
Transp. Secretary	1	22,670		1,430	24,100
Clerical Assistant	1	16,480		670	17,150
Operators/Temp. Admin.		0		44,400	44,400
CAL/Sick Accrual				(15,000)	(15,000)
Total Salaries	16	614,150		45,100	659,250
CONTRACT WAGES					
Full-time Operators	140	4,054,200		(53,300)	4,000,900
Part-time Operators	26	418,500		(5,100)	413,400
Overtime Pay Premium		109,000		(2,600)	106,400
Shoe Allowance		5,800		0	5,800
Incentive Pay		31,700		(500)	31,200
CAL/Sick Accrual		20,000		5,000	25,000
Total Contract Wages	166	4,639,200		(56,500)	4,582,700
Fringe Ben. - Salaries		184,140		(17,180)	166,960
Fringe Ben. - Contract		1,265,180		9,080	1,274,260
Total Personnel	182	6,702,670		(19,500)	6,683,170
MATERIALS & SERVICES					
General Business Expenses		4,520		0	4,520
Training & Travel		6,000		0	6,000
Employee programs		0		0	0
Printed Transp Supplies		8,460		1,490	9,950
Office & Computer Supplies		3,500		0	3,500
Program Supplies		1,750		0	1,750
Miscellaneous		900		0	900
Fuel & Lubricants-Admin Vhcls		5,300		0	5,300
Prof Services - Security		78,000		0	78,000
Prof Services - Training/Organization		13,700		20,000	33,700
Drug & Alcohol testing		0		0	0
Taxi/train program		0		700	700
Total M & S		122,130		22,190	144,320
Total Transportation		6,824,800		2,690	6,827,490

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
MAINTENANCE					
PERSONNEL COSTS					
Maint. Administrator	1	50,300		3,850	54,150
Inventory Supervisor	1	41,780		2,870	44,650
Maintenance Supervisor	3	125,330		9,570	134,900
Maintenance Secretary	1	25,190		1,610	26,800
CAL/Sick Accrual		0			
Total Salaries	6	242,600		17,900	260,500
CONTRACT WAGES					
Journeyman I Mechanic	5	151,100		413,900	565,000
Journeyman II Mechanic	15	432,000		(432,000)	0
General Service Wrkrs	6	160,000		(4,000)	156,000
Parts Clerks	3	83,000		0	83,000
Lead Cleaner	1	28,200		0	28,200
Inside Cleaner	4	107,000		(7,000)	100,000
Overtime Pay		19,900		3,600	23,500
Shoe Allowance		1,330		320	1,650
Tool/Dif/Lead pay		20,260		3,040	23,300
Incentive Pay		6,500		0	6,500
PT-Inside Cleaner	1.8	28,000		0	28,000
CAL/Sick Accrual		7,000		(7,000)	0
Total Contract Wages	35.8	1,044,290		(29,140)	1,015,150
Fringe Ben. - Salaries		71,180		(5,470)	65,710
Fringe Ben. - Contract		300,760		(2,520)	298,240
Total Personnel	41.8	1,658,830		(19,230)	1,639,600
MATERIALS & SERVICES					
General Business Expenses		450		0	450
Training & Travel		5,900		0	5,900
Utilities		98,100		0	98,100
Office & Computer Supplies		3,675		0	3,675
Subtotal		108,125		0	108,125
Fuel & Lubricants		594,400	(4,110)	(63,890)	526,400
Parts & Tires		523,450		(12,000)	511,450
Grant-Paid Parts		124,000		0	124,000
Shop & Facility Supplies		35,750		0	35,750
Drug & Alcohol testing		0		0	0
Equip Service Contracts		3,600		0	3,600
Maint Contracted Svcs		42,700		0	42,700
Warranties & Rebuilds		3,300		3,600	6,900
Subtotal		1,327,200	(4,110)	(72,290)	1,250,800
Total M & S		1,435,325	(4,110)	(72,290)	1,358,925
Total Maintenance		3,094,155	(4,110)	(91,520)	2,998,525

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

	FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
FACILITIES MAINTENANCE					
PERSONNEL COSTS					
Facilities Coordinator	1	41,780		2,970	44,750
Facilities Maint Specialist	1	25,050		5,450	30,500
Facilities Maint Assistant	0	0		0	0
Overtime		1,800		0	1,800
Temporary Unclassed		0		4,000	4,000
CAL/Sick Acctng Accrual		0			
Total Salaries		68,630		12,420	81,050
Fringe Benefits		21,560		(1,130)	20,430
Total	1	90,190		11,290	101,480
MATERIALS & SERVICES					
General Business Expenses		2,500		0	2,500
Training & Travel		2,300		0	2,300
Office & Comp Supplies		510		0	510
Fuel & lubricants		0		0	0
Prof Services		0		0	0
Subtotal		5,310		0	5,310
Glenwood Facility Maintenance		171,190		0	171,190
Bus Station Maintenance		85,850		(10,000)	75,850
Shelter Maintenance		61,200		(3,000)	58,200
Bus Stops & Sign Maint		8,200		0	8,200
Total M & S		331,750		(13,000)	318,750
Total Facilities Maint		421,940		(1,710)	420,230

**LANE TRANSIT DISTRICT
GENERAL FUND DIVISION BUDGETS
BUDGET TRANSFER DETAIL FOR FY 94-95**

FTE	Original Budget 94-95	3/15/95 TRANSFER	4/19/95 TRANSFER	Amended Budget 94-95
RISK FUNDING				
Workers' Compensation	330,000		0	330,000
Unemployment payments	13,000		5,000	18,000
Total Payroll Costs	343,000		5,000	348,000
VEHICLE LIABILITY				
Premiums	60,000		0	60,000
Deductible	100,000		(60,000)	40,000
Management	22,000		20,000	42,000
Total Vehicle Liability	182,000		(40,000)	142,000
General Insurance Premiums	55,500		0	55,500
Administrative Fees	15,000		0	15,000
Professional Services - legal	15,000		0	15,000
Total Risk Funding	610,500		(35,000)	575,500
SUMMARY				
Total Personnel	10,157,275	4,110	36,320	10,197,705
Total Materials & Services	3,593,105	(4,110)	2,400	3,591,395
Grand Total	13,750,380	0	38,720	13,789,100
OPERATING CONTINGENCY RESERVE	300,000		(38,720)	261,280
Total Non-departmental	300,000	0	(38,720)	261,280
Grant Total Operating Budget	13,750,380	0	38,720	13,789,100