

RESOLUTION

BE IT RESOLVED that the Board of Directors of Lane Transit District hereby adopts the budget for the Fiscal Year 1998-99 in the total combined fund sum of \$47,897,187 now on file at Lane Transit District offices.

BE IT FURTHER RESOLVED that the amounts for the Fiscal Year beginning July 1, 1998, and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND - OPERATING BUDGET

Personnel Services	\$ 14,269,162
Materials & Services	4,685,375
Total Operating	<u>18,954,537</u>

GENERAL FUND - NON-OPERATING

Transfer to Special Transportation	742,500
Transfer to Capital Fund	2,500,000
Self-Insurance Contingency	1,000,000
Operating Contingency	500,000
Payroll Tax Fluctuation Contingency	<u>4,500,000</u>

Total Non-operating	<u>9,242,500</u>
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Total General Fund	\$ 28,197,037
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SPECIAL TRANSPORTATION FUND

Total Subcontracting Costs	\$ <u>1,392,500</u>
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Fund Total	\$ 1,392,500
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CAPITAL FUND

Capital Outlay	\$ <u>18,307,650</u>
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Total Capital Fund	\$ 18,307,650
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June 24, 1988
Date

Patricia Hocken
Board President

CERTIFICATION

The undersigned duly qualified and acting Executive Secretary of the Lane Transit District certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors held on June 24, 1998.

Susan J. Hekimoglu
Signature of Recording Officer

Administrative Secretary II
Title of Recording Officer

July 15, 1998
Date

Lane Transit District
FY 1998-99
General Fund Revenue & Expense Summary

	FY 1995-1996 Actual	FY 1996-1997 Actual	FY 1997-1998 Budget	FY 1997-1998 Estimated	FY 1998-1999 As Approved	FY 1998-1999 For Adoption
Net Working Capital	4,201,630	5,179,028	5,631,007	5,655,244	6,437,567	6,437,567
Revenues						
Operating Revenues						
Passenger Fares	2,449,018	2,702,169	2,913,360	2,991,360	3,137,320	3,137,320
Group Pass	589,418	647,347	682,380	712,000	744,000	744,000
Total Passenger Fares	3,038,437	3,349,517	3,595,740	3,703,360	3,881,320	3,881,320
Other Revenues						
Special Services	64,600	59,086	255,000	200,000	121,000	121,000
Advertising	271,998	330,517	351,230	355,000	370,000	370,000
Miscellaneous	122,215	98,380	44,400	87,010	77,150	77,150
Interest	647,778	751,183	815,000	844,000	850,000	850,000
Payroll Taxes	11,709,671	12,938,315	13,690,700	13,880,000	14,500,000	14,500,000
Self-Employment Taxes	695,104	893,555	803,370	803,400	820,000	820,000
State-In-Lieu-of Tax	853,045	933,359	885,000	885,000	902,700	902,700
Other Operating Grants	143,905	52,405	190,000	110,000	237,300	237,300
Sale of Property	0	0	0	0	0	0
Total Other Revenues	14,508,317	16,056,799	17,034,700	17,164,410	17,878,150	17,878,150
Total Revenues	17,546,754	19,406,316	20,630,440	20,867,770	21,759,470	21,759,470
Total Resources	21,748,384	24,585,344	26,261,447	26,523,014	28,197,037	28,197,037
Requirements						
Operating Appropriations						
Personnel Services	10,811,445	11,460,199	12,979,785	12,937,224	14,319,795	14,269,162
Materials & Services	2,890,486	3,299,246	3,791,442	3,553,523	3,963,342	4,013,975
Insurance & Risk Services	645,912	639,638	707,000	599,700	671,400	671,400
Total Operating Appropriations	14,347,843	15,399,084	17,478,227	17,090,447	18,954,537	18,954,537
Other Non-Operating Requirements						
Transfer to Capital Fund	2,233,224	2,958,980	2,330,000	2,330,000	2,500,000	2,500,000
Transfer to Special Transportation	477,156	572,036	665,000	665,000	742,500	742,500
Reserves-Operating Contingency	0	0	500,000	0	500,000	500,000
Reserves-Payroll Tax Fluctuation	0	0	4,312,820	0	4,500,000	4,500,000
Reserves-Self Insurance	0	0	975,400	0	1,000,000	1,000,000
Total Other Non-Operating Requirements	2,710,380	3,531,016	8,783,220	2,995,000	9,242,500	9,242,500
Total Requirements	17,058,223	18,930,100	26,261,447	20,085,447	28,197,037	28,197,037

Percentage Change Analysis	FY 96-97 Actual compared with FY 95-96 Actual		FY 97-98 Estimated compared with FY 96-97 Actual		FY 98-99 As Approved compared with FY 97-98 Budget	FY 98-99 For Adoption compared with FY 97-98 Budget
Total Passenger Fares		10.24%		10.56%	7.94%	7.94%
Total Other Revenues		10.67%		6.90%	4.95%	4.95%
Total Revenues		10.60%		7.53%	5.47%	5.47%
Total Resources		13.04%		7.88%	7.37%	7.37%
Total Operating Appropriations		7.33%		10.98%	8.45%	8.45%
Total Other Non-Operating Requirements		30.28%		-15.18%	5.23%	5.23%
Total Requirements		10.97%		6.10%	7.37%	7.37%

GENERAL ADMINISTRATION

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>As Approved</u>	<u>For Adoption</u>
Personnel Services - Administration	383,581	390,906	450,020	440,555	560,710	560,710
Materials & Services						
Fuel & Lubricants - Administrative Fleet	1,802	2,337	2,500	2,500	2,500	2,500
General Business Expenses	54,648	29,459	40,000	34,000	36,700	36,700
Letterhead & Miscellaneous Forms	2,640	2,307	2,600	2,000	2,600	2,600
Miscellaneous	989	410	1,100	500	1,000	1,000
Office/Computer Supplies	6,783	8,908	9,350	9,100	9,700	9,700
Professional Services	40,849	64,649	93,660	92,960	93,960	93,960
Training & Travel	9,445	10,505	13,500	11,000	25,500	25,500
Total Materials & Services	<u>117,157</u>	<u>118,576</u>	<u>162,710</u>	<u>152,060</u>	<u>171,960</u>	<u>171,960</u>
Total General Administration	<u>500,738</u>	<u>509,482</u>	<u>612,730</u>	<u>592,615</u>	<u>732,670</u>	<u>732,670</u>
Percent Change		1.7%		16.3%	19.6%	19.6%
Personnel - FTE	<u>8.00</u>	<u>7.00</u>	<u>7.50</u>	<u>7.50</u>	<u>9.00</u>	<u>9.00</u>

PUBLIC AFFAIRS

	FY 1995-96 <u>Actual</u>	FY 1996-97 <u>Actual</u>	FY 1997-98 <i>Budget</i>	FY 1997-98 <u>Estimated</u>	FY 1998-99 <i>As Approved</i>	FY 1998-99 <i>For Adoption</i>
Personnel Services - Administration	33,735	71,899	75,180	77,638	131,927	131,927
Materials & Services						
Advertising Agency Fees	-	19,635	-	-	-	-
Advertising Media	-	41,029	-	-	-	-
General Business Expenses	-	32,168	28,100	24,180	58,200	58,200
Market Research & Information	-	7,886	12,000	12,000	12,000	12,000
Office/Computer Supplies	-	8,321	1,500	260	300	300
Professional Services	6,000	37,345	23,200	30,000	19,000	19,000
Training & Travel	-	5,723	5,000	4,000	4,000	4,000
Total Materials & Services	6,000	152,107	69,800	70,440	93,500	93,500
Total Public Affairs	39,735	224,006	144,980	148,078	225,427	225,427
Percent Change		463.8%		-33.9%	55.5%	55.5%
Personnel - FTE	1.00	1.00	1.00	1.00	2.00	2.00

FINANCE

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel Services - Administration	315,815	364,892	413,680	421,790	494,240	504,240
Materials & Services						
Professional Services	16,901	21,602	28,000	33,200	38,040	38,040
Training & Travel	3,528	3,617	6,000	6,000	7,500	7,500
Office/Computer Supplies	3,318	4,143	3,520	2,820	3,240	3,240
General Business Expenses	2,377	1,939	2,940	3,140	3,180	3,180
Letterhead & Miscellaneous Forms	2,893	2,517	3,000	3,000	2,000	2,000
Miscellaneous	443	3,858	200	200	300	300
Total Materials & Services	29,460	37,676	43,660	48,360	54,260	54,260
Total Finance	345,275	402,568	457,340	470,150	548,500	558,500
Percent Change		16.6%		16.8%	19.9%	22.1%
Personnel - FTE	7.80	7.80	7.80	7.80	8.80	8.80

HUMAN RESOURCES

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel Services - Administration	212,819	225,933	238,260	247,920	265,630	265,630
Materials & Services						
Employee Relations	62,317	101,122	110,308	76,500	93,300	93,300
Employee Programs	35,609	37,025	45,298	47,300	54,900	54,900
Medical	10,416	17,865	23,600	23,000	24,600	24,600
Professional Services - Training	1,005	5,454	12,000	5,000	12,000	12,000
Professional Services	5,724	25,098	33,000	35,000	6,000	6,000
Training & Travel	5,562	5,432	5,880	6,400	5,900	5,900
Office/Computer Supplies	2,866	889	2,580	2,800	3,000	3,000
General Business Expenses	1,994	1,787	1,700	2,500	2,500	2,500
Miscellaneous	649	490	804	800	800	800
Total Materials & Services	126,142	195,162	235,170	199,300	203,000	203,000
Total Information Services	338,961	421,095	473,430	447,220	468,630	468,630
Percent Change		24.2%		6.2%	-1.0%	-1.0%
Personnel - FTE	4.00	4.00	4.00	4.00	4.00	4.00

HUMAN RESOURCES Insurance / Liability Costs

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>As Approved</u>	<u>For Adoption</u>
Administrative Fees	1,529	-	2,088	1,800	2,000	2,000
General Insurance Premiums	54,647	59,889	75,600	64,300	85,000	85,000
Professional Services	-	-	-	-	-	-
Vehicle Liability Insurance	153,681	177,815	198,000	127,000	190,000	190,000
Workers' Compensation	436,054	401,935	431,400	406,600	394,400	394,400
Total Insurance / Liability	<u>645,912</u>	<u>639,638</u>	<u>707,088</u>	<u>599,700</u>	<u>671,400</u>	<u>671,400</u>
Percent Change		-1.0%		-6.2%	-5.0%	-5.0%

INFORMATION SERVICES

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel Services - Administration	124,185	124,082	130,680	136,030	216,170	216,170
Materials & Services						
Telephone	37,874	42,919	45,584	45,620	50,700	50,700
Office/Computer Supplies	4,383	4,738	6,350	6,350	11,200	11,200
Computer Software Support	3,705	5,098	4,580	4,580	10,400	10,400
Computer Hardware Support	3,770	3,891	5,696	5,423	8,700	8,700
Website Support	-	-	7,164	8,525	7,800	7,800
Professional Services - Training	4,806	4,299	5,400	5,400	7,200	7,200
Training & Travel	2,016	3,368	6,100	5,000	4,800	4,800
General Business Expenses	1,172	1,548	500	500	400	400
Total Materials & Services	57,726	65,860	81,374	81,398	101,200	101,200
Total Information Services	181,911	189,943	212,054	217,428	317,370	317,370
Percent Change		4.4%		14.5%	49.7%	49.7%
Personnel - FTE	2.00	2.00	2.00	2.00	3.00	3.00

PLANNING & DEVELOPMENT

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel Services - Administration	214,556	192,591	243,300	223,715	149,600	149,600
Materials & Services						
Training & Travel	4,950	6,720	7,980	9,000	9,000	9,000
Professional Services	25,034	66,490	71,100	71,100	2,000	2,000
General Business Expenses	1,204	925	940	1,350	1,300	1,300
Office/Computer Supplies	575	461	150	350	300	300
Letterhead & Miscellaneous Forms	269	2,049	120	300	150	150
Miscellaneous	482	44	150	150	120	120
Total Materials & Services	32,514	76,688	80,440	82,250	12,870	12,870
Total Planning & Development	247,069	269,279	323,740	305,965	162,470	162,470
Percent Change		9.0%		13.6%	-49.8%	-49.8%
Personnel - FTE	3.80	3.80	4.00	4.00	4.00	4.00

SERVICE PLANNING & MARKETING

	FY 1995-96 Actual	FY 1996-97 Actual	FY 1997-98 Budget	FY 1997-98 Estimated	FY 1998-99 As Approved	FY 1998-99 For Adoption
Personnel						
Personnel Services - Administration	391,713	465,846	589,260	589,565	678,600	685,600
Personnel Services - Contract	267,271	289,628	327,050	326,330	344,800	344,800
Total Personnel Services	658,984	755,474	916,310	915,895	1,023,400	1,030,400
Materials & Services						
Advertising Media	188,637	151,604	307,700	310,800	302,000	302,000
Printed Passenger Information	101,542	101,179	133,500	136,543	131,900	131,900
Advertising Agency Fees	135,775	91,757	71,000	70,800	73,000	73,000
TDM Grant Costs	23,662	-	-	-	54,000	54,000
General Business Expenses	63,078	71,638	77,631	60,085	44,100	44,100
Professional Services	10,598	35,120	37,500	37,000	38,500	35,500
Printed Transportation Supplies	25,961	17,749	20,000	29,000	36,000	36,000
Office/Computer Supplies	16,169	31,118	29,275	28,700	34,000	31,000
Market Research & Information	30,979	1,200	21,000	12,300	29,500	29,500
Project/ Event Supplies	15,885	24,970	31,000	23,200	27,000	26,000
Training & Travel	15,132	16,707	16,550	14,000	16,800	16,800
Program Supplies	9,253	9,218	14,080	12,650	13,600	13,600
Letterhead & Miscellaneous Forms	3,609	2,974	8,000	5,000	8,000	8,000
Miscellaneous	796	858	3,250	19,250	4,040	4,040
Utilities	7,860	8,413	9,000	2,000	-	-
Total Materials & Services	648,937	564,503	779,486	761,328	812,440	805,440
Total Service Planning & Marketing	1,307,920	1,319,977	1,695,796	1,677,223	1,835,840	1,835,840
Percent Change		0.9%		27.1%	8.3%	8.3%

Personnel - FTE	17.00	17.50	19.50	20.50	20.50	20.50
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	FY 1995-96 Actual	FY 1996-97 Actual	FY 1997-98 Budget	FY 1997-98 Estimated	FY 1998-99 As Approved	FY 1998-99 For Adoption
Service Planning & Marketing by Cost Center						
Commuter Solutions Program	77,015	106,255	113,270	110,710	168,100	168,100
Service Planning And Marketing	832,266	799,622	1,132,060	1,121,503	1,237,270	1,237,270
Customer Service Center	398,640	414,101	450,466	445,010	430,470	430,470
Total Service Planning & Marketing	1,307,920	1,319,977	1,695,796	1,677,223	1,835,840	1,835,840

TRANSIT OPERATIONS

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel						
Personnel Services - Administration	791,202	840,306	978,480	937,106	1,091,505	1,091,505
Personnel Services - Contract	6,228,779	6,554,935	7,385,995	7,399,505	7,980,493	7,927,860
Total Personnel Services	<u>7,019,981</u>	<u>7,395,241</u>	<u>8,364,475</u>	<u>8,336,611</u>	<u>9,071,998</u>	<u>9,019,365</u>
Materials & Services						
Professional Services	91,406	91,372	96,700	88,100	140,968	140,968
Training & Travel	4,647	4,810	14,460	7,910	19,000	19,000
General Business Expenses	1,425	1,408	2,100	9,650	11,251	11,251
Professional Services - Training	5,430	7,740	15,000	-	10,000	10,000
Fuel & Lubricants - Administrative Fleet	5,595	5,980	6,300	6,300	7,200	7,200
Office/Computer Supplies	4,789	3,775	5,082	4,530	5,680	5,680
Printed Transportation Supplies	3,130	3,143	4,680	4,180	4,880	4,880
Program Supplies	2,227	3,534	4,024	2,800	3,440	3,440
Miscellaneous	1,591	1,336	1,200	1,200	2,100	2,100
Employee Programs	4,248	6,624	9,400	5,400	1,000	1,000
Subcontracted Transportation	1,782	(21)	-	-	-	-
Total Materials & Services	<u>126,268</u>	<u>129,701</u>	<u>158,946</u>	<u>130,070</u>	<u>205,519</u>	<u>205,519</u>
Total Transit Operations	<u>7,146,249</u>	<u>7,524,942</u>	<u>8,523,421</u>	<u>8,466,681</u>	<u>9,277,517</u>	<u>9,224,884</u>
Percent Change		5.3%		12.5%	8.8%	8.2%
Personnel - FTE	<u>187.00</u>	<u>194.00</u>	<u>204.75</u>	<u>204.75</u>	<u>210.75</u>	<u>210.75</u>

FLEET SERVICES

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel						
Personnel Services - Administration	344,591	352,200	366,240	364,495	385,460	385,460
Personnel Services - Contract	1,370,428	1,455,926	1,598,360	1,571,515	1,735,000	1,735,000
Total Personnel Services	1,715,019	1,808,126	1,964,600	1,936,010	2,120,460	2,120,460
Materials & Services						
Parts & Tires	642,089	700,402	737,300	717,300	730,900	730,900
Fuel & Lubricants - Bus Fleet	580,514	675,514	741,300	671,950	702,200	702,200
Utilities	88,776	87,628	97,000	88,580	97,400	97,400
Maintenance Contract Services-Bus Fleet	46,835	61,049	44,400	50,700	67,500	67,500
Warranty/ Rebuilds	16,078	30,438	41,798	42,200	44,198	44,198
Shop & Facility Supplies	45,887	45,976	41,500	38,400	43,000	43,000
Training & Travel	10,004	6,688	12,000	12,000	16,600	16,600
Equipment Service Contracts	12,386	7,353	7,000	7,000	7,000	7,000
Office/Computer Supplies	1,853	2,749	3,000	2,600	2,700	2,700
Letterhead & Miscellaneous Forms	886	2,290	700	600	2,500	2,500
Fuel & Lubricants - Administrative Fleet	895	919	800	1,100	1,300	1,300
Miscellaneous	264	370	500	500	750	750
General Business Expenses	181	81	200	347	200	200
Total Materials & Services	1,446,647	1,621,456	1,727,498	1,633,277	1,716,248	1,716,248
Total Fleet Services	3,161,666	3,429,581	3,692,098	3,569,287	3,836,708	3,836,708
Percent Change		8.5%		4.1%	3.9%	3.9%
Personnel - FTE	41.8	42.0	43.0	43.0	45.0	45.0

FACILITY SERVICES

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Personnel Services - Administration	132,770	131,056	183,280	201,060	285,660	270,660
Materials & Services						
Cleaning	160,768	167,864	215,520	204,200	313,200	328,200
Utilities	34,457	35,588	88,900	70,040	101,890	101,890
Shop & Facility Supplies	20,378	23,072	35,840	30,750	47,890	47,890
General Maintenance/Repair	20,407	30,885	44,130	32,200	42,540	42,540
Landscaping/ Rehabilitation	31,420	17,576	25,020	24,000	33,500	33,500
Facility Skilled Trades	13,188	17,714	13,520	9,700	22,900	22,900
Equipment Service Contracts	13,123	8,500	15,300	12,500	16,450	16,450
General Business Expenses	2,150	3,778	6,100	5,350	6,395	6,395
Training & Travel	1,926	1,471	3,300	3,300	4,000	4,000
Fuel & Lubricants - Administrative Fleet	1,389	1,648	2,400	2,000	2,400	2,400
Facility Maintenance Supplies	-	-	540	300	500	500
Miscellaneous	184	727	300	500	480	480
Office/Computer Supplies	245	542	200	200	200	200
Major Projects (Non-Capital)	-	28,151	1,200	-	-	-
Total Materials & Services	299,635	337,516	452,270	395,040	592,345	607,345
Total Facilities Services	432,405	468,573	635,550	596,100	878,005	878,005
Percent Change		8.4%		27.2%	38.1%	38.1%
Personnel - FTE	3.0	3.0	5.75	5.75	5.75	5.0

	FY 1995-96	FY 1996-97	FY 1997-98	FY 1997-98	FY 1998-99	FY 1998-99
	Actual	Actual	Budget	Estimated	As Approved	For Adoption
Facility Services by Cost Center						
Facility Services	138,664	137,813	192,880	209,710	296,435	281,435
Glenwood Facility	170,385	167,068	185,510	174,390	200,560	200,560
Eugene Station	-	-	-	-	199,030	214,030
Stations	67,677	103,418	185,740	141,700	106,400	106,400
Shelters	52,440	58,990	65,580	67,300	70,100	70,100
Bus Stops (Signs)	3,238	1,284	5,840	3,000	5,480	5,480
Total Facilities Services	432,405	468,573	635,550	596,100	878,005	878,005

Lane Transit District
 FY 1998-99
 Special Transportation Fund

	FY 1995-96 Actual	FY 1996-97 Actual	FY 1997-98 Budget	FY 1997-98 Estimated	FY 1998-99 As Approved	FY 1998-99 For Adoption
Net Working Capital	-	-	-		-	-
State Special Transportation (STF)						
Operating	404,840	373,772	370,000	370,000	370,000	370,000
STF Contingency & Capital	-	-	280,000	239,000	280,000	280,000
Transfer from General Fund	477,156	572,036	665,000	665,000	742,500	742,500
Total Resources	881,996	945,808	1,315,000	1,274,000	1,392,500	1,392,500
STF Flow Through						
Operating	404,840	373,772	370,000	370,000	370,000	370,000
Contingency & Capital			280,000	239,000	280,000	280,000
LTD General Fund						
RideSource	419,756	510,036	594,000	594,000	664,500	664,500
LCOG Administration	57,400	62,000	71,000	71,000	74,000	74,000
Capital Match	-	-	-	-	4,000	4,000
Total Requirements	881,996	945,808	1,315,000	1,274,000	1,392,500	1,392,500

<u>Percentage Change Analysis</u>	<u>FY 96-97 Actual compared with FY 95-96 Actual</u>	<u>FY 97-98 Estimated compared with FY 96-97 Actual</u>	<u>FY 98-99 Approved compared with FY 97-98 Budget</u>	<u>FY 98-99 For Adoption compared with FY 97-98 Budget</u>
Total Resources	7.23%	34.70%	5.89%	5.89%
Transfer from General Fund	19.88%	16.25%	11.65%	11.65%
Total Requirements	7.23%	34.70%	5.89%	5.89%

Lane Transit District
Capital Fund Budget
Fiscal Year 1998-1999

	FY1995-1996 Actual	FY 1996-1997 Actual	FY 1997-1998 Budget	FY 1997-1998 Estimated	FY 1998-1999 Requested
Net Working Capital	4,816,591	6,518,962	7,952,362	7,956,076	8,371,650
Federal Grants					
Section 5307	1,140,860	829,839	4,069,169	4,149,169	2,940,000
Section 5309	1,243,408	4,907,211	4,588,304	4,588,304	4,220,000
Other Funds	-	11,794	-	30,000	45,000
Total Federal Grants	2,384,268	5,748,844	8,657,473	8,767,473	7,205,000
Other Sources					
OTIB Loan Proceeds	-	-	781,000	50,000	231,000
Total Other Sources	-	-	781,000	50,000	231,000
Transfer from General Fund	2,233,224	2,958,980	2,330,000	2,330,000	2,500,000
Total Resources	9,434,083	15,226,786	19,720,835	19,103,549	18,307,650
Requirements					
<u>Grant-Funded</u>					
ADP Hardware/Software	152,556	99,044	254,130	254,130	230,600
Automated Fare Systems					50,000
AVL System					100,000
Bus-Related Equipment	50,135	-	199,400	199,400	122,250
Bus Rapid Transit	-	-	250,000	250,000	750,000
Bus Station, Stops, & Terminals	300,077	296,465	2,005,500	1,755,500	1,269,500
Eugene Station	1,998,047	6,092,824	5,077,000	4,450,000	45,000
Facilities	230,342	20,244	261,000	261,000	1,035,000
Miscellaneous Equipment	111,858	541,691	56,500	56,500	107,330
Revenue Rolling Stock	-	3,070	1,914,000	1,921,519	4,754,970
Radio/Communications			314,580	1,070,000	362,500
Shop Equipment	26,827	46,463	35,050	35,050	6,800
Support Vehicles	36,581	78,417	42,000	42,000	57,000
General Unallocated	-	-	121,800	121,800	-
Total Grant-Funded	2,906,423	7,178,218	10,530,960	10,416,899	8,890,950
<u>Non-Grant</u>					
Facilities	7,028	-	-	-	-
Other Local Capital	1,670	92,492	1,131,000	315,000	304,700
General Unallocated					200,000
Total Non-Grant	8,698	92,492	1,131,000	315,000	504,700
Total Capital Appropriations	2,915,121	7,270,710	11,661,960	10,731,899	9,395,650
Fund Balance Reserves	6,518,962	7,956,076	8,058,875	8,371,650	8,912,000
Total Obligations	9,434,083	15,226,786	19,720,835	19,103,549	18,307,650

AGENDA ITEM SUMMARY

DATE OF MEETING: June 24, 1998

ITEM TITLE: ADOPTION OF FISCAL YEAR 1998-99 BUDGET

PREPARED BY: Diane Hellekson, Finance Manager

ACTION REQUESTED: (1) Hold public hearing on Fiscal Year 1998-99 budget
(2) Adopt Fiscal Year 1998-99 budget by resolution

BACKGROUND: The Budget Committee approved the budget for Fiscal Year 1998-99 on April 23, 1998. The operating budget is \$18,954,537. The grand legal total of all combined funds plus reserves and transfers is \$47,897,187. A public hearing on the budget must be held, and a final budget must be adopted by the Board of Directors before July 1, 1998.

The attached total budget for the General Fund is exactly the same as the authorized spending in the approved budget for FY 1998-99. However, the appropriations by general category recommended for budget adoption are slightly different than what was approved by the Budget Committee. The Personnel Services category has been reduced by \$50,633 in order to remove appropriations for the weekend cleaning of the Eugene Station that had originally been budgeted for an employee, but will now be contracted from an outside service provider (\$15,000); and to eliminate the inadvertent double-budgeting of a Transit Operations training position (net \$35,633). The Materials and Services category has been increased by the same net \$50,633 to provide for the additional Eugene Station contracted cleaning (\$15,000) and to adequately provide for the net debt service that will be required after December 31, 1998, for the loan from the Oregon Transportation Infrastructure Bank (OTIB). At the time the proposed budget was prepared and presented, the OTIB loan appeared to be stalled indefinitely at the State level. It now appears that the loan may close by June 30. (The paperwork was completed in May.) Public budget law requires that principal payments be appropriated, as well as net interest payments.

The Special Transportation Fund has no change from the fund budget that was proposed to and approved by the Budget Committee.

The total appropriation for the Capital Fund has been increased by \$410,000. Four projects account for this total. In all four cases, the projects were originally budgeted to be completed in FY 1997-98, and could not be completed as planned. Therefore, this \$410,000 does not represent an increase in spending, but rather a reprogramming of project expenditures from the current fiscal year to FY 1998-99. The four projects are: financial system software replacement (\$30,000, delayed by a decision to replace the payroll/human resources systems before the financial systems instead of after); Glenwood parking lot resealing (\$100,000, delayed by inclement weather); Eugene Station final details (\$45,000, delayed by the "punch list" process); and the radio system replacement project (\$235,000, delayed by technical difficulties). Of this \$410,000 total, \$330,000 will be covered by grant funds that will be expended in FY 1998-99 instead of FY 1997-98, and the remaining \$80,000 by the matching funds that will be transferred in the current year (as originally planned). These matching funds will appear as an increase to beginning fund net working capital.

All of the changes proposed for the General Fund and Capital Fund are well within the scope of what can be legally approved by the Board without referral back to the Budget Committee. A description of the changes (if approved) will be reported to the citizen members of the Budget Committee, and a copy of the final budget document will be provided to each member as soon as a FY 1998-99 budget is adopted.

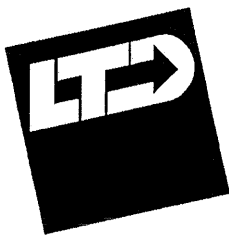
ATTACHMENTS:

Resolution
General Fund Budget
Special Transportation Fund Budget
Capital Fund Budget

PROPOSED MOTION:

I move approval of the attached Resolution adopting the Fiscal Year 1998-99 budget and appropriating \$47,897,187 as represented in the Resolution.

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Lane Transit District
P. O. Box 7070
Eugene, Oregon 97401

(503) 741-6100
Fax (503) 741-6111

COPY

PLACED BY FAX

June 10, 1998

TO: DEBBIE BUZALSKY, LEGAL PUBLICATIONS
THE REGISTER-GUARD; FAX NO. 683-7622

FROM: JO SULLIVAN, EXECUTIVE SECRETARY
LANE TRANSIT DISTRICT (telephone 741-6103)

LTD PO# 05147

PLEASE PUBLISH THE ATTACHED BUDGET HEARING NOTICE
ON SUNDAY, JUNE 14, 1998.

FAX NAME: LANE TRANSIT ADMIN
FAX NUMBER: 5417416111

DATE: 10-JUN-98
TIME: 08:15

DATE	TIME	REMOTE FAX NAME AND NUMBER	DURATION	PG	RESULT	DIAGNOSTIC
10-JUN	08:12 S	96837622	0:02:17	4	OK	66384010018C

S=FAX SENT
I=POLL IN(FAX RECEIVED)
O=POLLED OUT(FAX SENT)

TO PRINT THIS REPORT AUTOMATICALLY, SELECT AUTOMATIC REPORTS IN THE SETTINGS MENU.
TO PRINT MANUALLY, PRESS THE REPORT/SPACE BUTTON, THEN PRESS ENTER.

6/10/98 - called Debbie @ 9:46 am - she
got the fax and said it looks
fine

CL

A meeting of the LANE TRANSIT DISTRICT will be held on _____, 19____
(Governing Body) (Date)
 a.m.
at p.m. at 3500 EAST 17TH AVENUE EUGENE OREGON. The purpose of this meeting is to discuss the budget for
(Location)
the fiscal year beginning July 1, 1998 as approved by the LANE TRANSIT DISTRICT Budget Committee.
(Municipal Corporation)

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at LANE TRANSIT DISTRICT
Administration Office
3500 EAST 17TH AVENUE EUGENE, OREGON between the hours of 8:00AM and 5:00PM. This budget was prepared on
(Street Address)

a basis of accounting that is consistent; not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

County <u>LANE</u>	City <u>Eugene</u>	Date	Chairperson of Governing Body <u>Ms. Pat Hocken</u>	Telephone Number <u>541 741 6100</u>
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FINANCIAL SUMMARY

TOTAL OF ALL FUNDS		Adopted Budget This Year—19 <u>97</u> - <u>98</u>	Approved Budget Next Year—19 <u>98</u> - <u>99</u>
Anticipated Requirements	1. Total Personal Services	<u>12,979,785</u>	<u>14,319,795</u>
	2. Total Materials and Supplies	<u>4,498,442</u>	<u>4,634,742</u>
	3. Total Capital Outlay	<u>11,661,960</u>	<u>8,985,650</u>
	4. Total Debt Service		
	5. Total Transfers	<u>2,995,000</u>	<u>3,242,500</u>
	6. Total Contingencies	<u>5,788,220</u>	<u>6,000,000</u>
	7. Total All Other Expenditures and Requirements	<u>1,315,000</u>	<u>1,392,500</u>
	8. Total Unappropriated or Ending Fund Balance	<u>8,058,875</u>	<u>8,912,000</u>
	9. Total Requirements — add lines 1 through 8	<u>47,297,282</u>	<u>47,487,187</u>
Anticipated Resources	10. Total Resources Except Property Taxes	<u>47,297,282</u>	<u>47,487,187</u>
	11. Total Property Taxes Required to Balance Budget		
	12. Total Resources — add lines 10 and 11	<u>47,297,282</u>	<u>47,487,187</u>
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Required to Balance Budget (line 11)		
	14. Plus: Estimated Property Taxes Not to be Received		
	A. Loss Due to Constitutional Limits		
	B. Discounts Allowed, Other Uncollected Amounts		
15. Total Tax Levy — add lines 13 and 14			
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit _____)		
	17. Local Option Levy		
	18. Levy for Bonded Debt or Obligations		

STATEMENT OF INDEBTEDNESS

Debt Outstanding		Debt Authorized, Not Incurred	
<input checked="" type="checkbox"/> None	<input type="checkbox"/> As Summarized Below	<input type="checkbox"/> None	<input type="checkbox"/> As Summarized Below

PUBLISH BELOW ONLY IF COMPLETED

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year
	July 1, 19____—____ Approved Budget Year	July 1, 19____—____ Approved Budget Year
Bonds		
Interest Bearing Warrants		
Other		
Total Indebtedness		

Short-Term Debt

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

FUND LIABLE	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost

**FORM
LB-2**

**FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED**

Publish ONLY completed portion of this page. Total Anticipated Requirements **must equal** Total Resources.

Republication

Name of Fund <i>GENERAL Fund</i>	Actual Data Last Year <i>1996-1997</i>	Adopted Budget This Year <i>1997-1998</i>	Approved Budget Next Year <i>1998-1999</i>
1. Total Personal Services	11,460,200	12,979,785	14,319,795
2. Total Materials and Services	3,938,884	4,498,442	4,634,742
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers	3,531,016	2,995,000	3,242,500
6. Total Contingencies		5,788,220	6,000,000
7. Total All Other Expenditures and Requirements ..			
8. Total Unappropriated or Ending Fund Balance ..			
9. Total Requirements	18,930,100	26,261,447	28,197,037
10. Total Resources Except Property Taxes	18,930,100	26,261,447	28,197,037

Name of Fund <i>SPECIAL Transportation Fund</i>	Actual Data Last Year <i>1996-1997</i>	Adopted Budget This Year <i>1997-1998</i>	Approved Budget Next Year <i>1998-1999</i>
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements ..	945,808	1,315,000	1,392,500
8. Total Unappropriated or Ending Fund Balance ..			
9. Total Requirements	945,808	1,315,000	1,392,500
10. Total Resources Except Property Taxes	945,808	1,315,000	1,392,500

Name of Fund <i>CAPITAL Projects Fund</i>	Actual Data Last Year <i>1996-1997</i>	Adopted Budget This Year <i>1997-1998</i>	Approved Budget Next Year <i>1998-1999</i>
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay	7,270,710	11,661,960	8,985,650
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements ..			
8. Total Unappropriated or Ending Fund Balance ..	7,956,076	8,058,875	8,912,000
9. Total Requirements	15,226,786	19,720,835	17,897,650
10. Total Resources Except Property Taxes	15,226,786	19,720,835	17,897,650

Name of Fund	Actual Data Last Year _____	Adopted Budget This Year _____	Approved Budget Next Year _____
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements ..			
8. Total Unappropriated or Ending Fund Balance ..			
9. Total Requirements			
10. Total Resources Except Property Taxes			

Name of Fund: GENERAL FUND	Actual Data	Adopted Budget	Approved Budget
	Last Year 1996-1997	This Year 1997-1998	Next Year 1998-1999
1. Total Personal Services	11,460,200	12,979,785	14,319,795
2. Total Materials and Services	3,938,884	4,498,442	4,634,742
3. Total Capital Outlay	-	-	-
4. Total Debt Service	-	-	-
5. Total Transfers	3,531,016	2,995,000	3,242,500
6. Total Contingencies	-	5,788,220	6,000,000
7. Total All Other Expenditures and Requirements	-	-	-
8. Total Unappropriated or Ending Fund Balance	-	-	-
9. Total Requirements	<u>18,930,100</u>	<u>26,261,447</u>	<u>28,197,037</u>
10. Total Resources Except Property Taxes	<u>18,930,100</u>	<u>26,261,447</u>	<u>28,197,037</u>

Name of Fund: SPECIAL TRANSPORTATION FUND	Actual Data	Adopted Budget	Approved Budget
	Last Year 1996-1997	This Year 1997-1998	Next Year 1998-1999
1. Total Personal Services	-	-	-
2. Total Materials and Services	-	-	-
3. Total Capital Outlay	-	-	-
4. Total Debt Service	-	-	-
5. Total Transfers	-	-	-
6. Total Contingencies	-	-	-
7. Total All Other Expenditures and Requirements	945,808	1,315,000	1,392,500
8. Total Unappropriated or Ending Fund Balance	-	-	-
9. Total Requirements	<u>945,808</u>	<u>1,315,000</u>	<u>1,392,500</u>
10. Total Resources Except Property Taxes	<u>945,808</u>	<u>1,315,000</u>	<u>1,392,500</u>

Name of Fund: CAPITAL PROJECTS FUND	Actual Data	Adopted Budget	Approved Budget
	Last Year 1996-1997	This Year 1997-1998	Next Year 1998-1999
1. Total Personal Services	-	-	-
2. Total Materials and Services	-	-	-
3. Total Capital Outlay	7,270,710	11,661,960	8,985,650
4. Total Debt Service	-	-	-
5. Total Transfers	-	-	-
6. Total Contingencies	-	-	-
7. Total All Other Expenditures and Requirements	-	-	-
8. Total Unappropriated or Ending Fund Balance	7,956,076	8,058,875	8,912,000
9. Total Requirements	<u>15,226,786</u>	<u>19,720,835</u>	<u>17,897,650</u>
10. Total Resources Except Property Taxes	<u>15,226,789</u>	<u>19,720,835</u>	<u>17,897,650</u>

Financial Summary

Total of All Funds	Adopted Budget	Approved Budget
	This Year 1996-1997	Next Year 1997-1998
1. Total Personal Services	12,979,785	14,319,795
2. Total Materials and Services	4,498,442	4,634,742
3. Total Capital Outlay	11,661,960	8,985,650
4. Total Debt Service	-	-
5. Total Transfers	2,995,000	3,242,500
6. Total Contingencies	5,788,220	6,000,000
7. Total All Other Expenditures and Requirements	1,315,000	1,392,500
8. Total Unappropriated or Ending Fund Balance	8,058,875	8,912,000
9. Total Requirements	<u>47,297,282</u>	<u>47,487,187</u>
10. Total Resources Except Property Taxes	47,297,282	47,487,187
11. Total Property Taxes Required to Balance Budget	-	-
12. Total Resources	<u>47,297,282</u>	<u>47,487,187</u>