
**LANE COUNCIL OF GOVERNMENTS
REVISED**

2003-2004 BUDGET

April 2004

**LANE COUNCIL OF GOVERNMENTS
REVISED 2003-2004 BUDGET**

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Executive Director's Comment and Recommendation

April 2004

Members of the LCOG Budget Committee and Board of Directors:

Attached for your consideration and approval is a proposed *Revised Budget* for fiscal year 2003-04. As in previous years, an amendment to the budget at this time is intended to capture the changes which have occurred during the first ten months of the year. Both the available revenues and necessary expenditures for the LCOG organization are constantly subject to change. This proposed amendment reflects management's best understanding of the agency's needs and capacity for the balance of the fiscal year. Its approval by the Board's adoption of Resolution 2004-1 is recommended.

The proposed *Revised Budget* would reduce the agency's budgetary authorization for fiscal year 2003-04 by \$317,961, or approximately 1.4 percent from the annual budget adopted last June. If approved, it would place the current year's LCOG budget at \$21,763,942. The modest contraction from the revenues anticipated in the original budget is a reflection of a variety of public finance issues that have affected government at all levels. However, while a decreased authorization is recommended, the change—approximately 1.4 percent—is not a significant one from what was anticipated ten months ago.

Attention is directed to the Budget Summary on page ___. Revenue changes are shown in the "Total Resources" section. While resources from the federal government and from local service contracts have not come into place to the extent expected, such shortfalls have been largely offset by "Designated Reserves," or carryover from the previous fiscal year. The reduction in "Undesignated Reserves" from the original budget is almost entirely explained by an accounting shift of Telephone Consortium reserves from the undesignated to the designated category.

The Budget Summary also portrays the agency's anticipated "Requirements," or expenditures, both as line items and by service area. The largest cutbacks are found in the Senior and Disabled Services Division, where State funding reductions have taken a significant toll. Because LCOG, as a service organization, is "labor intensive," such reductions as have been imposed by the State Legislature are most striking in the area of personal services—staff. The *Revised Budget* calls for an annualized reduction of staff within the S&DS Division of over nine FTE positions. This comes on the heels of a 21.33 FTE reduction in the original fiscal year 2003-04 budget. The loss of some 30

positions is significant; its impacts are felt daily, not only in terms of increased workload for those remaining, but in the more important context of client service. However, LCOG staff and managers are performing outstanding service, and we believe that the worst has past. It is noteworthy that, in addition to State-compelled staffing reductions in the S&DS arena, some of the \$1.2 million recommended cut in the personal services line item, is attributable to a reduction in the PERS employer's rate from 14.27 to 7.56 percent. While the long-term expectation for the agency's retirement cost burden will undoubtedly include rate increases, the fact that the applicable rate for the current year is less than was anticipated last June provides at least a temporary opportunity to realign expenditures to better address service demands.

This *Revised Budget* responds to reductions in revenue from state, federal and local sources by imposing further reductions in administrative and support services, beyond those already imposed in the original fiscal year budget. Annualized, over \$124,000 has been trimmed from "overhead" expense in this proposal.

Looking more specifically at the agency's service areas, it should be noted that reductions are recommended in Board & Executive Management and Local Government Services, as well as Senior & Disabled Services.

In the Board of Directors & Executive Management section (page ___), we are now anticipating a reduced amount in the end-of-year "Undesignated Reserves" category. Further, the *Revised Budget* would substantially reduce capital expenditures in acknowledgement of overall revenue uncertainty. The primary factor impacting this service area on the revenue side was the relocation last summer of S&DS staff from the agency's Springfield office building. That necessary move had the effect of reducing occupancy charges (in lieu of rental payments) to LCOG by \$120,000.

The Local Government Services budget revision reflects only a minor reduction and maintenance of the previously authorized staff complement. However, it should be noted that staff compensation in this division would be reduced by approximately 10 percent. This is possible through changes in the actual positions making up the division's staff and by the PERS savings, noted above. Overall, the LGS work, reflected in this *Revised Budget*, can be viewed as fairly stable to this point in the fiscal year, with some minor increased revenue in the transportation and community safety service areas.

LCOG's Regional Technology Services activities have remained stable during the year. The budget does reflect a significant increase in Telecommunications Consortium reserves.

The changes in Senior & Disabled Services have been touched upon. Staff reductions, initiated last summer, have continued, with a loss of approximately 30 FTE from the level authorized in the fiscal year 2002-03 *Revised Budget* one year ago. Revenue to the

division has fallen off \$745,000 from what was anticipated last June when the original fiscal year budget was adopted. As previously indicated, the State revenue picture remains cloudy at best, but there is hope that, given the undeniable need for services, the division can achieve some rebuilding in the coming fiscal year.

Finally, the Administrative Services section of the *Revised Budget* (page __) reflects a reduction in “overhead” costs for the current year of over \$124,000. Most of that cutback is facilitated by reductions in personal services in the support area. In addition, spending curtailments in the areas of materials and services have helped contain and reduce “indirect costs.”

As a labor-intensive organization, LCOG continues to commit a substantial portion of its resource (nearly 48 percent in this revision) to personal services or staff salaries and benefits. However, this *Revised Budget* reduces that line item by over \$1.2 million—a dollar savings from the original fiscal year budget of 10.7 percent. To achieve such savings, a reduction of 9.3 FTE positions (as compared to the original budget) was necessitated. That, along with PERS savings, will allow LCOG to finish the current fiscal year in a fiscally responsible manner and to position itself for the new year, which will begin in July. The Lane Council of Governments remains an effective resource for its members and a force for achieving continual improvements in the efficiency of public service. Our commitment is stronger than ever, and the agency remains in sound financial condition. Our stakeholders have good reason to be proud of the work of this organization.

Review and consideration of this *Revised Budget* for fiscal year 2003-04 is encouraged. Its adoption is recommended.

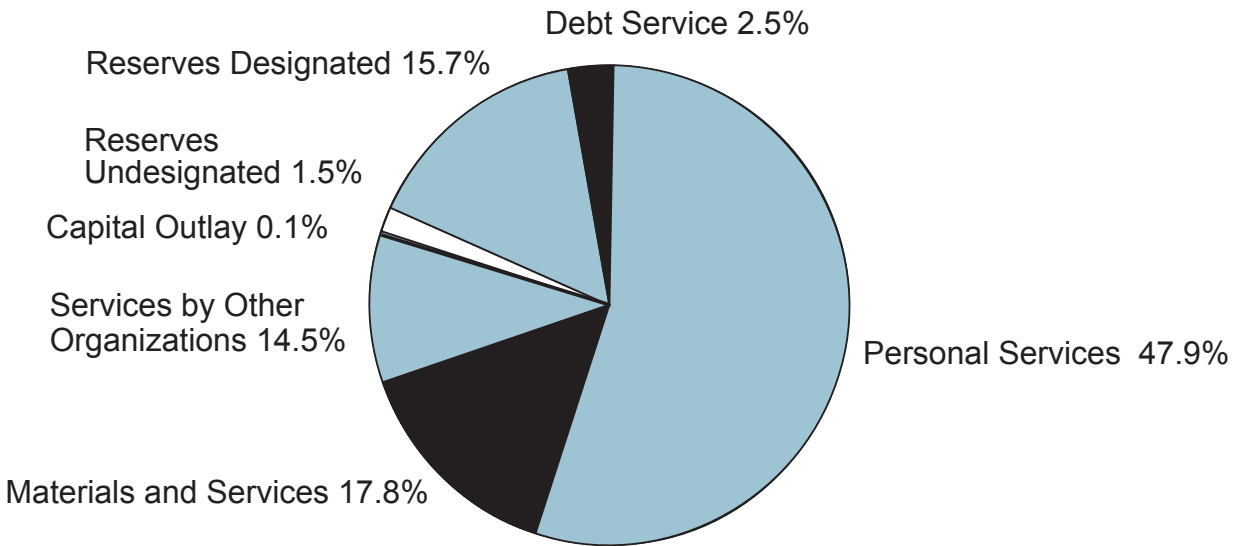
Respectfully submitted,

A handwritten signature in cursive script that reads "George Kloeppe". The signature is written in dark ink and is positioned above the printed name and title.

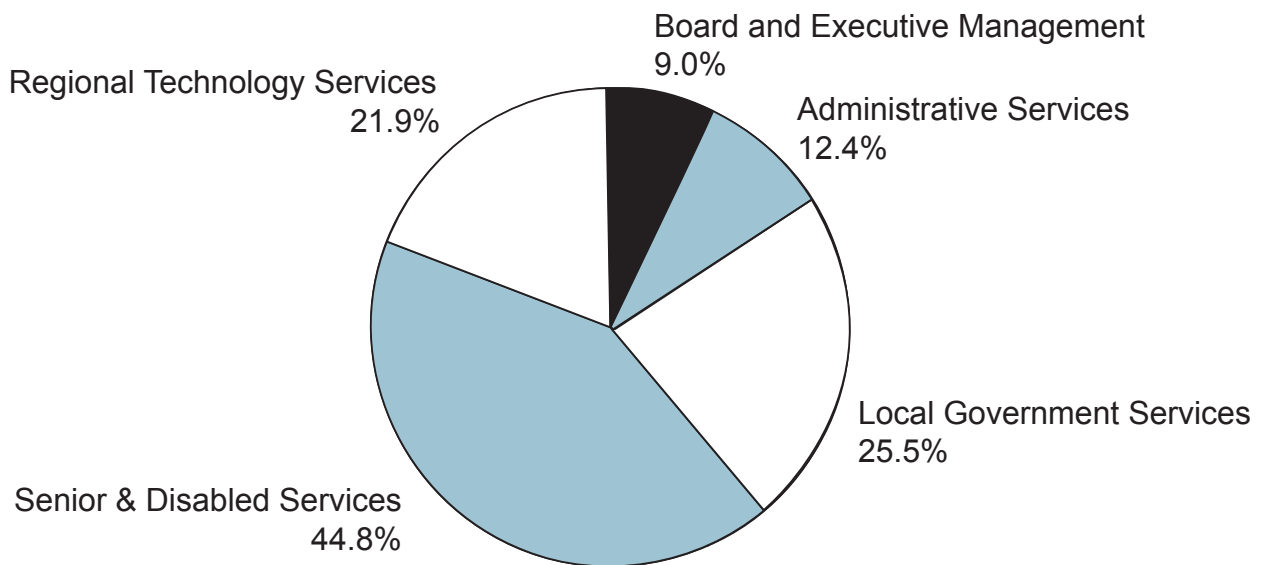
George Kloeppe
Executive Director

Lane Council of Governments Revised 2003-2004 Budget

Requirements by Type

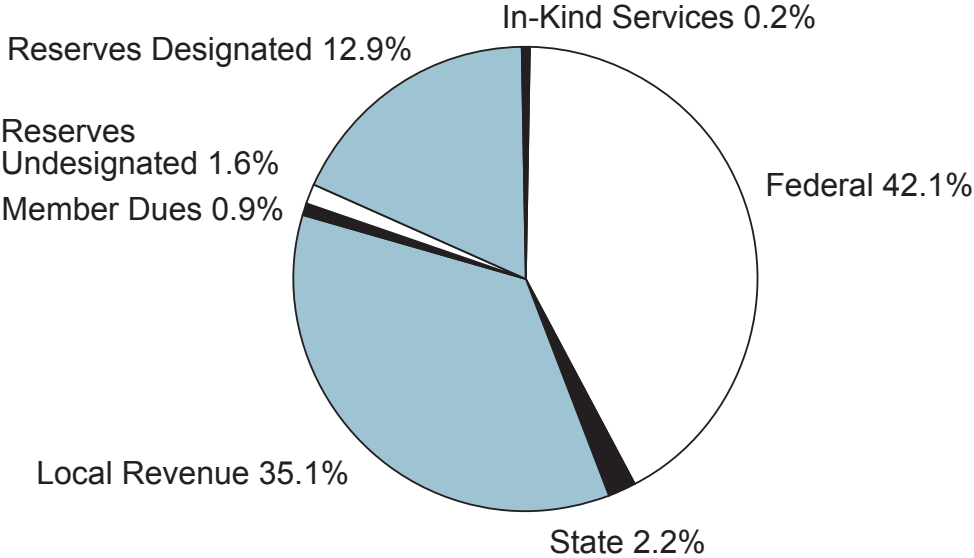


Requirements by Service



**Lane Council of Governments
Revised 2003-2004 Budget**

Revenues by Source



**LANE COUNCIL OF GOVERNMENTS
REVISED 2003-2004 BUDGET**

RESOLUTION 2004-1

Revising the FY 2003-2004 Budget

WHEREAS, the Lane Council of Governments, hereinafter called LCOG, adopted a fiscal year 2003-2004 Budget on June 26, 2003 by Resolution 2003-2, and

WHEREAS, the LCOG Executive Director has determined that certain revisions to that Budget will be necessary in order to effectively address the obligations of the Work Program, and

WHEREAS, it has also been determined that certain changes in revenues and expenses can be expected to accrue to LCOG in fiscal year 2003-2004,

NOW, THEREFORE, BE IT RESOLVED:

1. That the LCOG Board of Directors hereby adopts the attached Revised Budget for fiscal year 2003-2004, and
2. That the following amounts are hereby appropriated for the purposes specified for the fiscal year beginning July 1, 2003:

Personal Services	\$10,421,409
Materials and Services	3,862,147
Services by Other Organizations	3,158,191
Capital Outlay	25,000
Reserves--Undesignated	326,481
Reserves--Designated	3,425,314
Debt Service	<u>545,400</u>
 Total Appropriation	 \$21,763,942

PASSED AND APPROVED THIS 22nd DAY OF APRIL, 2004, BY THE BOARD OF DIRECTORS OF THE LANE COUNCIL OF GOVERNMENTS.

ATTEST:

George Kloeppe
Executive Director
Lane Council of Governments

Jerry Miller, Chair
Lane Council of Governments
Board of Directors

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BUDGET SUMMARY

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
<u>TOTAL RESOURCES</u>	22,081,903	21,763,942	-317,961
FEDERAL	10,085,353	9,172,348	-913,005
STATE	486,738	476,893	-9,845
LOCAL REVENUE	7,879,273	7,630,134	-249,139
IN-KIND SERVICES	64,399	51,399	-13,000
MEMBER DUES	186,906	188,491	1,585
RESERVES-UNDESIGNATED	478,405	343,693	-134,712
RESERVES-DESIGNATED	2,900,829	3,900,984	1,000,155
<u>TOTAL REQUIREMENTS</u>	22,081,903	21,763,942	-317,961
BY EXPENSE TYPE			
PERSONAL SERVICES	11,670,877	10,421,409	-1,249,468
MATERIALS & SERVICES	3,892,752	3,862,147	-30,605
SERVICES BY OTHER ORGANIZATIONS	2,887,317	3,158,191	270,874
CAPITAL OUTLAY	110,000	25,000	-85,000
RESERVES-UNDESIGNATED	525,034	326,481	-198,553
RESERVES-DESIGNATED	2,450,523	3,425,314	974,791
DEBT SERVICE	545,400	545,400	0
BY SERVICE			
BOARD AND EXECUTIVE MGMT	2,074,772	1,950,897	-123,875
LOCAL GOVERNMENT SVCS	5,592,667	5,559,337	-33,330
REGIONAL TECHNOLOGY SVCS	4,224,871	4,755,570	530,699
SENIOR & DISABLED SVCS	10,489,693	9,744,466	-745,227
ADMINISTRATIVE SERVICES	2,813,502	2,688,760	-124,742

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY FUND TYPE

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
<u>GENERAL FUND</u>			
<u>RESOURCES</u>	965,659	907,342	-58,317
STATE	0	0	0
LOCAL REVENUE	322,833	305,661	-17,172
MEMBER DUES	188,906	188,491	-415
RESERVES-UNDESIGNATED	350,650	343,693	-6,957
TRANSFERS	103,270	69,497	-33,773
<u>REQUIREMENTS</u>	965,659	907,342	-58,317
PERSONAL SERVICES	113,419	103,153	-10,266
INDIRECT CHARGES	53,418	133,624	80,206
MATERIALS & SERVICES	37,000	37,000	0
CAPITAL OUTLAY	50,000	5,000	-45,000
RESERVES-UNDESIGNATED	375,034	326,481	-48,553
DEBT SERVICE	90,403	90,403	0
TRANSFERS	246,385	211,681	-34,704
 <u>SPECIAL REVENUE FUND</u>			
<u>RESOURCES</u>	18,535,996	17,820,512	-715,484
FEDERAL	10,085,353	9,172,348	-913,005
STATE	486,738	476,893	-9,845
LOCAL REVENUE	6,138,760	6,032,860	-105,900
IN-KIND SERVICES	64,399	51,399	-13,000
RESERVES-UNDESIGNATED	127,755	0	-127,755
RESERVES-DESIGNATED	1,386,606	1,946,181	559,575
TRANSFERS	246,385	140,831	-105,554
<u>REQUIREMENTS</u>	18,535,996	17,820,512	-715,484
PERSONAL SERVICES	10,009,561	8,935,729	-1,073,832
INDIRECT CHARGES	2,661,325	2,463,662	-197,663
MATERIALS & SERVICES	2,017,256	1,996,338	-20,918
SERVICES BY OTHER ORGANIZATIONS	2,137,317	2,408,191	270,874
CAPITAL OUTLAY	60,000	20,000	-40,000
RESERVES-UNDESIGNATED	150,000	0	-150,000
RESERVES-DESIGNATED	1,500,537	1,995,596	495,059
TRANSFERS	0	996	996

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY FUND TYPE

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
<u>GOVERNMENTAL AND PROPRIETARY FUND</u>			
<u>RESOURCES</u>	2,929,868	3,317,264	387,396
FEDERAL	0	0	0
LOCAL REVENUE	1,415,645	1,291,611	-124,034
RESERVES-DESIGNATED	1,514,223	1,954,803	440,580
TRANSFERS	0	70,850	70,850
<u>REQUIREMENTS</u>	2,929,868	3,317,264	387,396
PERSONAL SERVICES	211,597	188,511	-23,086
INDIRECT CHARGES	98,724	91,472	-7,252
MATERIALS & SERVICES	361,294	334,065	-27,229
CAPITAL OUTLAY	0	0	0
SERVICES BY OTHER ORG.	750,000	750,000	0
RESERVES-DESIGNATED	949,986	1,429,718	479,732
DEBT SERVICE	454,997	454,997	0
TRANSFERS	103,270	68,501	-34,769

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

I. BOARD OF DIRECTORS AND <u>EXECUTIVE MANAGEMENT</u>			ADOPTED 2003-04			REVISED 2003-04	DIFFERENCE
<u>RESOURCES</u>			2,074,772			1,950,897	-123,875
FEDERAL			135,500			101,559	-33,941
STATE			0			0	0
LOCAL REVENUE			1,021,977			906,342	-115,635
MEMBER DUES			188,906			188,491	-415
RESERVES-UNDESIGNATED			350,650			343,693	-6,957
RESERVES-DESIGNATED			327,739			359,816	32,077
TRANSFERS			50,000			50,996	996
<u>REQUIREMENTS</u>			2,074,772			1,950,897	-123,875
	RANGE	FTE		FTE			
PERSONAL SERVICES		0.80	127,853	0.76	132,667		4,814
EXECUTIVE DIRECTOR		0.70	113,419	0.70	103,153		-10,266
ASSOCIATE DIRECTOR	39	0.10	14,434	0.06	9,371		-5,063
OTHER		0.00	0	0.00	20,143		20,143
INDIRECT CHARGES			60,152		142,021		81,869
MATERIALS & SERVICES			475,575		410,219		-65,356
BOARD TRAVEL			5,000		5,000		0
BUILDING & GROUNDS			2,500		2,500		0
BUILDING MAINTENANCE			65,800		55,500		-10,300
CONTRACT SERVICES			151,875		114,385		-37,490
INSURANCE			19,000		20,181		1,181
JANITORIAL			62,600		49,500		-13,100
LEGAL			500		500		0
MEETING SUPPORT			1,000		1,000		0
MEMBERSHIPS			2,050		2,050		0
MISCELLANEOUS			13,960		13,699		-261
PROPERTY MANAGEMENT			18,000		18,000		0
PROPERTY TAXES			12,000		12,264		264
REPAIRS			15,500		13,500		-2,000
TENANT PARKING			18,300		16,700		-1,600
TRAVEL			6,000		6,000		0
UTILITIES			81,490		79,440		-2,050
CAPITAL OUTLAY			50,000		5,000		-45,000
CAPITAL EXPENSE			50,000		5,000		-45,000
RESERVES-UNDESIGNATED			375,034		326,481		-48,553
RESERVES-DESIGNATED			334,373		338,278		3,905
DEBT SERVICE			405,400		405,400		0
DEBT PRINCIPAL			187,632		187,632		0
DEBT INTEREST			217,768		217,768		0
TRANSFERS			246,385		190,831		-55,554
LOCAL GOVERNMENT SERVICES			34,648		94,639		59,991
SENIOR AND DISABLED SERVICE			211,737		96,192		-115,545

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

II. LOCAL GOVERNMENT SERVICES			ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
RESOURCES			5,592,667	5,559,337	-33,330
FEDERAL			1,061,940	1,066,427	4,487
STATE			387,230	176,293	-210,937
LOCAL REVENUE			2,898,970	2,615,254	-283,716
IN-KIND SERVICES			13,000	0	-13,000
RESERVES-DESIGNATED			1,193,129	1,602,224	409,095
TRANSFERS			38,398	99,139	60,741
REQUIREMENTS			5,592,667	5,559,337	-33,330
	RANGE	FTE		FTE	
PERSONAL SERVICES		27.10	2,391,935	2,147,413	-244,522
DIRECTOR--LGS	37	0.00	0	0.03	2,897
PROGRAM MANAGER	31	3.80	422,587	3.80	380,910
PRINCIPAL	28	8.50	834,263	9.20	818,741
SENIOR/MANAGER	25	5.40	495,333	5.40	446,425
ASSOCIATE	20	5.60	423,958	3.10	208,588
ASSISTANT	17	2.80	169,447	3.05	158,465
PROGRAM ANALYST	14	0.10	5,465	0.90	40,830
PROGRAM TECHNICIAN	10	0.90	40,882	0.31	7,608
ADMINISTRATIVE	7	0.00	0	0.80	16,757
OTHER		0.00	0	0.80	66,192
INDIRECT CHARGES			1,056,099	975,067	-81,032
MATERIALS & SERVICES			451,248	344,791	-106,457
ADVERTISING			350	3,470	3,120
AUDIT			90	90	0
COMPUTER SUPPLIES			5,000	0	-5,000
CONFERENCE EXPENSE			18,000	0	-18,000
CONTRACT SERVICES			336,134	234,253	-101,881
INSURANCE			50	750	700
LEGAL			10,000	10,000	0
MEMBERSHIPS			3,100	2,815	-285
MISCELLANEOUS			12,533	12,278	-255
POSTAGE			639	4,189	3,550
PRODUCTION			16,714	14,297	-2,417
SOFTWARE SUPPORT			0	1,680	1,680
TRAVEL			48,638	60,969	12,331

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
II. LOCAL GOVERNMENT SERVICES (Continued)			
SERVICES BY OTHER ORGANIZATIONS	763,000	750,000	-13,000
COMMUNITY SERVICE	13,000	0	-13,000
LOAN PROGRAM EXPENSE	750,000	750,000	0
CAPITAL OUTLAY	0	0	0
RESERVES-DESIGNATED	740,385	1,151,070	410,685
DEBT SERVICE	140,000	140,000	0
DEBT INTEREST	40,000	40,000	0
DEBT PRINCIPAL	100,000	100,000	0
TRANSFERS	50,000	50,996	996
GENERAL FUND	50,000	50,996	996

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

III. REGIONAL TECHNOLOGY SERVICES			ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE	
RESOURCES			4,224,871	4,755,570	530,699	
FEDERAL			0	0	0	
STATE			0	50,600	50,600	
LOCAL REVENUE			3,128,332	3,250,844	122,512	
IN-KIND SERVICES			0	0	0	
RESERVES-UNDESIGNATED			127,755	0	-127,755	
RESERVES-DESIGNATED			968,784	1,454,126	485,342	
TRANSFERS			0	0	0	
REQUIREMENTS			4,224,871	4,755,570	530,699	
		FTE		FTE		
PERSONAL SERVICES		11.90	974,657	12.60	943,952	-30,705
DIRECTOR	37	0.70	77,280	0.70	72,429	-4,851
PRINCIPAL	31	1.80	202,091	1.80	190,813	-11,278
SENIOR/MANAGER	28	1.50	120,603	2.70	227,062	106,459
SENIOR SPECIALIST	25	1.00	101,248	0.60	48,537	-52,711
ASSOCIATE	20	2.00	145,447	1.60	102,673	-42,774
SPECIALIST	18	1.00	75,752	1.00	69,325	-6,427
ASSISTANT	17	0.00	0	0.00	0	0
PROGRAM TECHNICIAN	14	2.00	124,145	3.10	174,299	50,154
PROGRAM TECHNICIAN	10	1.90	114,604	1.10	58,814	-55,790
ADMINISTRATIVE AIDE	1-5	0.00	13,487	0.00	0	-13,487
INDIRECT CHARGES			289,185	296,893	7,708	
MATERIALS & SERVICES			132,142	299,377	167,235	
COMPUTER SUPPLIES			12,000	31,500	19,500	
CONTRACT SERVICES			76,458	208,253	131,795	
EQUIPMENT MAINTENANCE			8,000	5,500	-2,500	
LEGAL			7,600	7,600	0	
MEMBERSHIPS			0	0	0	
MISCELLANEOUS			2,010	2,417	407	
PRODUCTION			0	0	0	
RENT			9,560	9,560	0	
RIS USE			8,264	8,388	124	
SOFTWARE SUPPORT			0	11,057	11,057	
TAPE SALES EXPENSE			1,000	1,000	0	
TELEPHONE			3,400	3,400	0	
TRAVEL			3,850	10,702	6,852	
SERVICES BY OTHER ORGANIZATIONS			1,649,150	1,728,276	79,126	
TELEPHONE OPERATIONS			1,649,150	1,728,276	79,126	
CAPITAL OUTLAY			20,000	20,000	0	
RESERVES-UNDESIGNATED			150,000	0	-150,000	
RESERVES-DESIGNATED			1,009,737	1,467,072	457,335	

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

IV. SENIOR & DISABLED SERVICES			ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE	
RESOURCES			10,489,693	9,744,466	-745,227	
FEDERAL			8,887,913	8,004,363	-883,550	
STATE			99,508	250,000	150,492	
LOCAL REVENUE			827,959	857,694	29,735	
IN-KIND SERVICES			51,399	51,399	0	
RESERVES-DESIGNATED			411,177	484,818	73,641	
TRANSFERS			211,737	96,192	-115,545	
REQUIREMENTS			10,489,693	9,744,466	-745,227	
	RANGE	FTE		FTE		
PERSONAL SERVICES		115.81	6,840,132	106.20	6,003,362	-836,770
DIRECTOR-S&DS	37	1.00	128,880	1.00	119,244	-9,636
PROGRAM MANAGER	31	1.56	154,721	1.50	135,062	-19,659
SENIOR MANAGER	28	0.00	0	0.00	0	0
MANAGER	25	1.08	95,758	1.20	100,904	5,146
BRANCH MANAGER	23	2.00	160,728	1.00	74,280	-86,448
PROGRAM SUPERVISOR	20	7.37	543,308	7.85	532,915	-10,393
SDS SPECIALIST	19	0.80	67,038	0.80	63,821	-3,217
PREADMISSION SCREENER	18	2.00	153,588	2.24	153,342	-246
ASSISTANT	17	1.00	61,332	1.00	57,192	-4,140
CASEMANAGER	13-16	45.36	2,840,729	39.20	2,330,606	-510,123
HUMAN SERVICES SPECIALIST	8-10	29.08	1,499,778	27.81	1,383,151	-116,627
ADMINISTRATIVE AIDE	3-6	16.75	802,253	14.22	632,352	-169,901
SENIOR MEALS SITE COORD		4.91	184,835	5.56	213,390	28,555
KITCHEN ASSISTANT		2.19	59,923	2.82	71,288	11,365
OTHER		0.71	87,261	0.00	135,815	48,554
INDIRECT CHARGES			1,408,031		1,274,777	-133,254
MATERIALS & SERVICES			1,356,585		1,313,018	-43,567
BUILDING AND GROUNDS			9,200		9,200	0
COMPUTER SUPPLIES			25,000		61,039	36,039
CONTRACT SERVICES			13,800		6,300	-7,500
EQUIPMENT MAINTENANCE			5,000		5,000	0
FROZEN MEALS			76,117		79,054	2,937
FUNDRAISING EXPENSE			20,000		20,273	273
INSURANCE			1,000		1,000	0
LEGAL			9,000		9,000	0
MEALS			596,893		595,305	-1,588
MEMBERSHIPS			16,250		23,000	6,750
MISCELLANEOUS			15,125		35,602	20,477
NUTRITION ADMINISTRATION			2,400		2,400	0
NUTRITION SUPPLIES			44,081		44,215	134

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
IV. SENIOR & DISABLED SERVICES (continued)			
MATERIALS & SERVICES (continued)			
OCCUPANCY COSTS	124,685	0	-124,685
OFFICE SUPPLIES	2,163	2,000	-163
POSTAGE	3,500	3,500	0
PRODUCTION	6,500	15,500	9,000
PROFESSIONAL TRAINING	2,000	2,000	0
RENT	26,028	26,028	0
RENT-OTHER	114,614	111,014	-3,600
RIS-NETWORK	7,000	7,000	0
SPACE COSTS	0	500	500
TELEPHONE	10,500	9,000	-1,500
TRAINING	1,850	1,850	0
TRAVEL	87,214	86,573	-641
TRAVEL-VOLUNTEER	15,565	15,565	0
UNEMPLOYMENT	105,000	125,000	20,000
UTILITIES	7,100	7,100	0
VEHICLE MAINTENANCE	9,000	9,000	0
SERVICES BY OTHER ORGANIZATIONS	475,167	679,915	204,748
SENIOR SERVICES	423,768	628,516	204,748
COMMUNITY SERVICE	51,399	51,399	0
CAPITAL OUTLAY	40,000	0	-40,000
RESERVES-DESIGNATED	366,028	468,894	102,866
TRANSFERS	3,750	4,500	750
LOCAL GOVERNMENT SERVICES	3,750	4,500	750

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

BY SERVICE

V. <u>ADMINISTRATIVE SERVICES</u>			ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE	
<u>RESOURCES</u>			2,813,502	2,688,760	-124,742	
INDIRECT CHARGES			2,813,502	2,688,760	-124,742	
<u>REQUIREMENTS</u>			2,813,502	2,688,760	-124,742	
	RANGE	FTE		FTE		
PERSONAL SERVICES		15.63	1,336,300	14.99	1,194,016	-142,284
EXECUTIVE DIRECTOR		0.30	42,779	0.30	38,630	-4,149
ASSOCIATE DIRECTOR	39	0.90	127,597	0.90	118,341	-9,256
DIRECTOR-LGS	37	0.33	36,763	0.30	31,558	-5,205
PROGRAM MANAGER	31	1.90	208,029	2.45	235,206	27,177
SENIOR MANAGER	28	2.40	242,503	2.46	238,838	-3,665
MANAGER	25	0.90	89,174	0.50	40,346	-48,828
SENIOR SPECIALIST	23	0.80	64,654	0.80	59,983	-4,671
ASSOCIATE	20	4.60	324,063	3.07	210,375	-113,688
ASSISTANT	17	1.10	72,338	1.40	87,740	15,402
PROGRAM ANALYST	14	1.40	76,973	1.24	76,831	-142
PROGRAM TECHNICIAN	10	0.00	0	0.55	13,712	13,712
ADMINISTRATIVE AIDE	3	1.00	51,427	1.02	42,456	-8,971
MATERIALS & SERVICES			1,477,202		1,494,744	17,542
ADVERTISING			2,500		3,000	500
AUDIT			27,000		29,813	2,813
BUILDING & GROUNDS			2,500		2,500	0
COMPUTER SUPPLIES			130,000		125,868	-4,132
CONTRACT SERVICES			15,000		20,000	5,000
COPYING			18,000		15,000	-3,000
DEPRECIATION-WF			65,440		65,440	0
DEPRECIATION-LAN			45,200		27,413	-17,787
EDUCATION			0		0	0
EQUIPMENT MAINTENANCE			1,000		2,000	1,000
FURNITURE			1,000		1,000	0
GIS CPA			61,407		61,407	0
GIS MAINTENANCE			18,000		18,000	0
INDIRECT CARRYFORWARD			163,725		163,725	0
INSURANCE			22,300		22,448	148
LEGAL			1,000		8,000	7,000
MEMBERSHIPS			22,500		22,500	0
MISCELLANEOUS			500		500	0
OCCUPANCY COSTS/SCHAEFERS			190,000		190,000	0
OFFICE SUPPLIES			50,000		45,000	-5,000
PAPER			12,000		12,000	0
PLOTTER SUPPLIES			5,000		5,000	0
POSTAGE			60,000		60,000	0
PRODUCTION			10,000		10,000	0
PROFESSIONAL TRAINING			9,000		10,000	1,000
REGIONAL TECH SERVICES			8,298		8,298	0
RENT			264,000		251,000	-13,000
RIS USE			150,832		150,832	0
TELEPHONE			110,000		110,000	0
TRAVEL			8,000		8,000	0
UNEMPLOYMENT			3,000		46,000	43,000

**LANE COUNCIL OF GOVERNMENTS
2003-2004 BUDGET**

	ADOPTED 2003-04	REVISED 2003-04	DIFFERENCE
<u>FIDUCIARY FUNDS</u>			
<u>RESOURCES</u>	1,744,110	2,077,069	332,959
BEGINNING FUND BALANCE	450,000	450,000	0
INTEREST	5,000	5,000	0
STATE	0	157,264	
LOCAL JURISDICTIONS	1,289,110	1,464,805	175,695
<u>REQUIREMENTS</u>	1,744,110	2,077,069	332,959
FIBER SOUTH EXPENSE	0	332,667	
PSAP EXPENSE	1,450,000	1,450,000	0
UNAPPROPRIATED FUND BALANCE	294,110	294,402	292