

CURRY COUNTY
PUBLIC TRANSIT
SERVICE DISTRICT

PROPOSED BUDGET

FISCAL YEAR

2018 - 2019

CURRY COUNTY PUBLIC TRANSIT **SERVICE DISTRICT**

This fund was created to allow the pass through of Federal and State grant funding to the County's non-profit transit operator, Curry Public Transit, Inc. (Operating as both the Dial-A-Ride and the Coastal Express).

CURRY COUNTY PUBLIC TRANSIT
SERVICE DISTRICT

DISTRICT - BOARD OF DIRECTORS

Sue Gold, Chair
Thomas Huxley, Vice Chair
Court Boice, Commissioner
PROPOSED BUDGET

BUDGET COMMITTEE

William Ostrowski
Tom Brand
Carl King

District Counsel - John HuttI

District Budget Officer - Louise Kallstrom

TRANSIT CONTRACT OPERATOR

Curry Public Transit, Inc.
PO Box 1444
Brookings, OR 97415

Operations Manager - Kathy Bernhardt



Budget Message for Curry County Public Transit Service District

Fiscal Year 2018-2019

To: Members of the Budget Committee

The following presentation is the Curry County Public Transit District's (the District) budget for the 2018-2019 fiscal year (July 1, 2018 through June 30, 2019). The District was formed in 2006 as a non-taxing special district pursuant to ORS Chapter 451. The budget is a financial and operational plan that presents the revenues and expenditures for the next fiscal year.

The District contracts with Curry Public Transit, Inc. (CPTI) (the Contractor), an Oregon Non-Profit Corporation formed in 2006 to provide regular, safe, reliable and affordable public transportation to senior citizens, persons with disabilities, and the general public of Curry County. The District provides the fleet to support the 'Coastal Express' and 'Dial-A-Ride' operations throughout Curry County with connections to Coos County and Del Norte County, CA.

Funding is primarily sourced with Federal grants to Oregon Department of Transportation - Public Transit Division (ODOT): \$186,232 Coastal Express, and \$109,725 Dial A Ride. The District then passes these grant monies through to its contractor. Both federally funded grants require cash match. The \$67,000 Special Transportation Fund Program grant is State general fund money and may be used as federal grants cash match

The District Board is presenting a balanced budget for the 2018-2019 fiscal year totaling \$750,277.

Financial Policies

Basis of Accounting

The District uses the modified accrual basis of accounting. This means that revenues are recognized when they become measurable and available. The District, through its contractor, prepares and forwards grant funding requests to ODOT on a quarterly basis. When received those grant funds are passed through as inter-governmental pass-through payments to the District's contractor to fund its operations. The district uses accounting procedures that are in compliance with Generally Accepted Accounting Principles (GAAP). Financial statements are issued in compliance with standards as determined by the Governmental Accounting Standards Board (GASB) and are included in the Curry County Annual Report as a component unit.

SUMMARY

The District Board is encouraged that continuing improvements in operations and administration made this past year by the District's contractor, Curry Public Transit, Inc., are reflecting more effective and efficient public transit services in Curry County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Louise Kallstrom", written over a horizontal line.

Louise Kallstrom, Budget Officer

2018-2019 CURRY COUNTY PUBLIC TRANSIT DISTRICT
PROPOSED FUND DETAILED RESOURCES/REQUIREMENTS

<u>Fund/Department</u> <u>Fund</u>	<u>Personal</u> <u>Services</u>	<u>Materials &</u> <u>Services</u>	<u>Capital</u> <u>Outlay</u>	<u>Debt</u> <u>Service</u>	<u>Interfund</u> <u>Transfers</u>	<u>Operating</u> <u>Contingencies</u>	<u>Other Expenses</u>	<u>Total</u> <u>Appropriations</u>
Public Transit Service District Fund		427,697	322,580					750,277
District Fund Total	-	427,697	322,580	-	-	-	-	750,277

***FISCAL YEAR 2018-2019
OPERATING BUDGET***

CCPTD Budget FUND DETAILED RESOURCES/REQUIREMENTS

L I N E #	HISTORICAL DATA			L I N E #	2018-2019 CURRY COUNTY PUBLIC TRANSIT DISTRICT		Grant Number	Range	Budget for Next Year 2018-2019			L I N E #	
	Actual		Adopted Budget This Year 2017-18		RESOURCE/REQUIREMENT DESCRIPTION Proposed Budget	Account Number			Account Description	Proposed by Budget Officer	Approved by Budget Committee		Adopted by Governing Body
	Second Preceeding Year 2015-16	First Preceeding Year 2016-17											
1	80,000	80,000	67,000	1	2.39-415.16-331.10-000-00	State - ODOT-STF/STO			67,000	-	-	1	
2	-	157,000	97,750	2	2.39-415.16-331.10-000-02	State - ODOT-STF Discretionary			322,580	-	-	2	
3	-	-	55,550	3	2.39-415.16-331.20-000-00	State - ODOT-STF Discretionary			-	-	-	3	
4	396,206	-	-	4	2.39-415.16-334.00-000-10	Grant-ODOT-5339 - 5 buses			-	-	-	4	
5	114,654	114,654	109,725	5	2.39-415.16-335.00-000-30	ODOT-5310-Dial A Ride ..CFDA 20.513			109,725	-	-	5	
6	178,340	177,806	186,232	6	2.39-415.16-336.00-000-30	ODOT-5311-Coastal Exp...CFDA 20.509			186,232	-	-	6	
7	42,581	26,736	60,000	7	2.39-415.16-380.00-000-00	Misc Revenue- Fuel Reimb			60,000	-	-	7	
8	129	181	200	8	2.39-415.16-391.99-000-00	Allocated Interest			200	-	-	8	
9	682	6,730	-	9	2.39-415.16-392.20-000-00	Sales of Vehicles			-	-	-	9	
10	6,305	3,518	2,800	10	2.39-415.16-399.02-000-00	Committed Fund Balance			4,540	-	-	10	
11	818,897	566,625	579,257	11		TOTAL RESOURCES			750,277	-	-	11	
12	4,625	5,320	4,460	12	2.39-415.16-490.00-325-00	Pro Svcs - Audit Fees			6,000	-	-	12	
13	78,000	78,000	65,000	13	2.39-415.16-490.00-480-00	Intergov-ODOT - STF/STO			65,000	-	-	13	
14	178,340	177,806	186,232	14	2.39-415.16-490.00-480-07	Intergov-ODOT - Coastal Express			186,232	-	-	14	
15	114,654	114,654	109,725	15	2.39-415.16-490.00-480-10	Intergov-ODOT - DIAL A Ride			109,725	-	-	15	
16	-	-	55,550	16	2.39-415.16-490.00-480-21	Intergov-ODOT - 2016/18 #31363			-	-	-	16	
17	736	500	300	17	2.39-415.16-490.00-541-00	Advertising - Legal			500	-	-	17	
18	-	-	-	18	2.39-415.16-490.00-615-00	Other Materials & Services			-	-	-	18	
19	31,871	15,912	39,000	19	2.39-415.16-490.00-626-00	Sup-Gas			39,000	-	-	19	
20	10,710	10,824	21,000	20	2.39-415.16-490.00-627-00	Sup-Diesel			21,000	-	-	20	
21	238	238	240	21	2.39-415.16-490.00-650-00	Membership-Dues			240	-	-	21	
22	419,173	403,254	481,507	22		<i>TOTAL MATERIALS & SERVICES</i>			427,697	-	-	22	
23	396,206	157,000	97,750	23	2.39-415.16-490.00-742-00	CAPITAL OUTLAY - VEHICLE			322,580	-	-	23	
24	396,206	157,000	97,750	24		<i>TOTAL CAPITAL OUTLAY</i>			322,580	-	-	24	
25	815,379	560,254	579,257	25		TOTAL REQUIREMENTS			750,277	-	-	25	
26	3,518	6,371	-	26		<i>CONTRIBUTION TO/(FROM) FUND</i>			-	-	-	26	

Budget Legend FUND DETAILED RESOURCES/REQUIREMENTS

L I N E #	HISTORICAL DATA			L I N E #	HISTORICAL DATA IS LOCATED TO THE	FUTURE DATA IS LOCATED TO THE	Budget for Next Year 2010-2011			L I N E #	
	Actual		Adopted Budget This Year 2009-2010				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
	Second Preceding Year 2007-08	First Preceding Year 2008-09									
Account Number	Account Description	Grant Number	Range								
1	40,000	40,000	40,000	1	2.39-415.16-331.10-000-00	State - ODOT-STF	#25674		40,922	40,922	1
2			42,000	1	2.39-415.16-331.10-000-02	State - ODOT-STO	#26359		42,139	42,139	1
1			28,035	1	2.39-415.16-331.11-000-00	State - ODOT - Senior & Dis	#25929		28,035	28,035	1
1			102,000	1	2.39-415.16-331.11-000-06	State - ODOT - JTA.....CFDA 20.51	#26502		190,705	190,705	1
6			5,840	6	2.39-415.16-334.00-000-04	ODOT- ARRACFDA 20.509	#25712		5,840	5,840	6
7			271,069	7	2.39-415.16-334.00-000-05	ODOT- 5311 - ARRA.....CFDA 20.509	#25626		25,000	25,000	7
ED	111,326	125,995	80,406	10	2.39-415.16-335.00-000-30	ODOT-5310-Dial A Ride ..CFDA 20.510	#26048		-	-	10
13			150,784	13	2.39-415.16-336.00-000-30	ODOT-5311-Formula.....CFDA 20.5C	#25814		100,000	100,000	13
15	9,053	6,154	4,850	15	2.39-415.16-399.00-00-00	Unrestricted Fund Balance			5,550	5,550	15
16	160,379	172,149	724,984	16	TOTAL RESOURCES				438,191	438,191	- 16
17		2,750	2,900	17	2.39-415.16-490.00-325-00	Pro Svcs - Audit Fees			3,400	3,400	17
18			38,000	18	2.39-415.16-490.00-480-00	Intergov-ODOT - STF	#25674		38,000	38,000	18
18			42,000	18	2.39-415.16-490.00-480-02	Intergov-ODOT - STO	#26359		40,139	40,139	18
18			28,035	18	2.39-415.16-490.00-480-05	Intergov-ODOT - SR&D	#25929		28,035	28,035	18
18			102,000	18	2.39-415.16-490.00-480-06	Intergov-ODOT - JTA CFDA	#26502		190,705	190,705	18
18	302,983	309,094	150,784	18	2.39-415.16-490.00-480-07	Intergov-ODOT - Coastal	#25814		100,000	100,000	18
18			80,406	18	2.39-415.16-490.00-480-10	Intergov-ODOT - DIALA	#26048		-	-	18
18			126,101	18	2.39-415.16-490.00-480-20	Intergov-ODOT - ARRA	#25626		25,000	25,000	18
18			5,840	18	2.39-415.16-490.00-480-30	Intergov-ODOT - ARRA	#25712		5,840	5,840	18
19	2,888	552	3,950	19	2.39-415.16-490.00-615-00	Other Materials & Services			7,072	7,072	19
20		3		20	2.39-415.16-490.00-626-00	Sup-Gas					20
21				21	2.39-415.16-490.00-627-00	Sup-Diesel					21
3 - 2	305,871	312,399	580,016	23	TOTAL MATERIALS & SERVICES				438,191	438,191	- 23
			144,968	24	2.39-415.16-490.00-742-00-	CAPITAL OUTLAY - VEHICLE					24
25	-	-	144,968	25	TOTAL INTER-FUND TRANSFERS				-	-	- 25
24	-	-		24	2.39-415.16-491.14-000-00	Tran To-Road					24
25	-	-	-	25	TOTAL INTER-FUND TRANSFERS				-	-	- 25
26	305,871	312,399	724,984	26	TOTAL REQUIREMENTS				438,191	438,191	- 26
27	(145,492)	(140,249)	-	27	CONTRIBUTION TO/(FROM) FUND				-	-	- 27

LINE NUMBERS APPEAR IN THREE POSITIONS
TO HELP LOCATE DETAILS FOR EACH ACCOUNT

BUDGET FORM LEGEND