

**CURRY COUNTY**  
**PUBLIC TRANSIT**  
**SERVICE DISTRICT**

*APPROVED BUDGET*

**FISCAL YEAR**

**2017 - 2018**

# **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**

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

## **BUDGET COMMITTEE**

Sam Scaffo  
Carl King  
Tom Brand

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

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## Budget Message for Curry County Public Transit Service District Fiscal Year 2017-2018

To: Members of the Budget Committee

The following presentation is the Curry County Public Transit District's (the District) budget for the 2017-2018 fiscal year (July 1, 2017 through June 30, 2018). 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 (2 vans and 9 buses) to support the 'Coastal Express' and 'Dial-A-Ride' operations throughout Curry County with connections to Coos County and Del Norte County, CA. CPTI also leased two new buses directly from RVTD.

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 purchased two buses in the 2016-2017 fiscal year using federal grant funds. One bus is anticipated to be purchased in the 2017-2018 fiscal year.

The District Board is presenting a balanced budget for the 2017-2018 fiscal year totaling \$523,707.

## **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,

Board of Directors- Curry County Public Transit Service District

**FORM LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the CURRY COUNTY PUBLIC TRANSIT SERVICE DISTRICT BOARD OF COMMISSIONERS will be held on JUNE 21, 2017 at 10:10 AM at COMMISSIONERS HEARING ROOM, 94235 Moore St., Gold Beach, OR 97444. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Curry County Public Transit Service District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Curry County Clerk's Office, between the hours of 9:00 a.m. and noon and 1:00 - 4:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Louise Kallstrom, Finance Director

Telephone: 541-247-3232 Email: kallstroml@co.curry.or.us

**FINANCIAL SUMMARY - RESOURCES**

TOTAL OF ALL FUNDS	Actual Amount Year 2015-16	Adopted Budget Year 2016-17	Approved Budget Next Year 2017-18
Beginning Fund Balance/Net Working Capital	6,305	5,635	2,800
Federal, State and All Other Grants, Gifts, Allocations and Donations	769,200	536,834	460,707
All Other Resources Except Property Taxes	43,392	60,000	60,200
Property Taxes Estimated to be Received			
<b>Total Resources</b>	<b>818,897</b>	<b>602,469</b>	<b>523,707</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services	0	0	0
Materials and Services	419,173	438,369	425,957
Capital Outlay	396,206	164,100	97,750
Unappropriated Ending Balance and Reserved for Future Expenditure			
<b>Total Requirements</b>	<b>815,379</b>	<b>602,469</b>	<b>523,707</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM \***

Name of Organizational Unit or Program FTE for that unit or program			
2.39 Curry County Public Transit Service District FTE	815,379	602,469	523,707
<b>Total Requirements</b> FTE	<b>815,379</b> 0.00	<b>602,469</b> 0.00	<b>523,707</b> 0.00

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

No changes in activities or sources of funding. The primary source of funds are Federal transportation grants passing through Oregon Department Of Transportation - Public Transit Division. The Secondary source is State general funds passing through the State ODOT - PTD. federal / state grants are included to purchase 1 bus.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit _\$0.00_ per \$1,000)	0	0	0

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
<b>Total</b>	\$0	

***FISCAL YEAR 2017-2018  
OPERATING BUDGETS***

**CCPTD Proposed FUND DETAILED RESOURCES/REQUIREMENTS**

L I N E #	HISTORICAL DATA			L I N E #	2017-2018 CURRY COUNTY PUBLIC TRANSIT DISTRICT		Grant Number	Range	Budget for Next Year 2017-2018			L I N E #	
	Actual		Adopted Budget This Year 2016-17		RESOURCE/REQUIREMENT DESCRIPTION Approved Budget	Account Number			Account Description	Proposed by Budget Officer	Approved by Budget Committee		Adopted by Governing Body
	Second Preceding Year 2014-15	First Preceding Year 2015-16											
1	91,332	80,000	80,000	1	2.39-415.16-331.10-000-00	State - ODOT-STF/STO			67,000	67,000	-	1	
2	-	-	164,100	2	2.39-415.16-331.10-000-02	State - ODOT-STF Discretionary			97,750	97,750	-	2	
3	-	-	-	3	2.39-415.16-334.00-000-05	ODOT- 5311 - ARRA.....CFDA 20.509			-	-	-	3	
4	-	396,206	-	4	2.39-415.16-334.00-000-10	Grant-ODOT-5339 - 5 buses			-	-	-	4	
5	-	-	-	5	2.39-415.16-364.00-000-10	Match - 5339 - 5 buses			-	-	-	5	
6	-	-	-	6	2.39-415.16-334.00-000-20	Grant - ODOT STIP - 2 buses			-	-	-	6	
7	-	-	-	7	2.39-415.16-364.00-000-20	Match - STIP - 2 buses			-	-	-	7	
8	126,961	114,654	114,654	8	2.39-415.16-335.00-000-30	ODOT-5310-Dial A Ride ...CFDA 20.513			109,725	109,725	-	8	
9	168,000	178,340	178,080	9	2.39-415.16-336.00-000-30	ODOT-5311-Coastal Exp...CFDA 20.509			186,232	186,232	-	9	
10	55,893	42,581	60,000	10	2.39-415.16-380.00-000-00	Misc Revenue- Fuel Reimb			60,000	60,000	-	10	
11	-	-	-	11	2.39-415.16-390.00-000-00	Reimbursement - Misc			-	-	-	11	
12	95	129	-	12	2.39-415.16-391.99-000-00	Allocated Interest			200	200	-	12	
13	2,421	682	-	13	2.39-415.16-392.20-000-00	Sales of Vehicles			-	-	-	13	
14	-	-	-	14	2.39-415.16-399.00-000-00	Assigned Fund Balance			-	-	-	14	
15	7,410	6,305	5,635	15	2.39-415.16-399.02-000-00	Committed Fund Balance			2,800	2,800	-	15	
<b>16</b>	<b>452,112</b>	<b>818,897</b>	<b>602,469</b>	<b>16</b>		<b>TOTAL RESOURCES</b>			<b>523,707</b>	<b>523,707</b>	-	<b>16</b>	
17	5,025	4,625	4,000	17	2.39-415.16-490.00-325-00	Pro Svcs - Audit Fees			4,460	4,460	-	17	
18	89,332	78,000	76,000	18	2.39-415.16-490.00-480-00	Intergov-ODOT - STF/STO			65,000	65,000	-	18	
19	-	-	-	19	2.39-415.16-490.00-480-02	Intergov-ODOT - STF Discretionary			-	-	-	19	
20	-	-	-	20	2.39-415.16-490.00-480-06	INTERGOV - ODOT CPTI EXP REIMB			-	-	-	20	
21	-	-	-	21					-	-	-	21	
22	168,000	178,340	178,080	22	2.39-415.16-490.00-480-07	Intergov-ODOT - Coastal Express			186,232	186,232	-	22	
23	126,861	114,654	114,654	23	2.39-415.16-490.00-480-10	Intergov-ODOT - DIAL A Ride			109,725	109,725	-	23	
24	-	-	-	24	2.39-415.16-490.00-480-20	Intergov-ODOT - ARRA			-	-	-	24	
25	-	-	-	25					-	-	-	25	
26	287	736	325	26	2.39-415.16-490.00-541-00	Advertising - Legal			300	300	-	26	
27	4,186	-	5,000	27	2.39-415.16-490.00-615-00	Other Materials & Services			-	-	-	27	
28	32,461	31,871	39,000	28	2.39-415.16-490.00-626-00	Sup-Gas			39,000	39,000	-	28	
29	19,345	10,710	21,000	29	2.39-415.16-490.00-627-00	Sup-Diesel			21,000	21,000	-	29	
30	310	238	310	30	2.39-415.16-490.00-650-00	Membership-Dues			240	240	-	30	
31	445,807	419,173	438,369	31		<i>TOTAL MATERIALS &amp; SERVICES</i>			425,957	425,957	-	31	
32	-	-	164,100	32	2.39-415.16-490.00-742-00	CAPITAL OUTLAY - VEHICLE			97,750	97,750	-	32	
33	-	396,206	-	33	2.39-415.16-490.00-742-10	Capital Outlay - 5339 5 Buses			-	-	-	33	
34	-	-	-	34	2.39-415.16-490.00-742-20	Capital Outlay - STIP 2 Buses			-	-	-	34	
35	-	396,206	164,100	35		<i>TOTAL CAPITAL OUTLAY</i>			97,750	97,750	-	35	
<b>36</b>	<b>445,807</b>	<b>815,379</b>	<b>602,469</b>	<b>36</b>		<b>TOTAL REQUIREMENTS</b>			<b>523,707</b>	<b>523,707</b>	-	<b>36</b>	
37	6,305	3,518	-	37		<i>CONTRIBUTION TO/(FROM) FUND</i>			-	-	-	37	



**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	RESOURCE/REQUIREMENT 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- ARRA .....CFDA 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
10	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	<b>TOTAL RESOURCES</b>				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
23	305,871	312,399	580,016	23	<b>TOTAL MATERIALS &amp; SERVICES</b>				438,191	438,191	- 23
24	-	-	144,968	24	2.39-415.16-490.00-742-00-	CAPITAL OUTLAY - VEHICLE					24
25	-	-	144,968	25	<b>TOTAL INTER-FUND TRANSFERS</b>				-	-	- 25
24	-	-	-	24	2.39-415.16-491.14-000-00	Tran To-Road					24
25	-	-	-	25	<b>TOTAL INTER-FUND TRANSFERS</b>				-	-	- 25
26	305,871	312,399	724,984	26	<b>TOTAL REQUIREMENTS</b>				438,191	438,191	- 26
27	(145,492)	(140,249)	-	27	<b>CONTRIBUTION TO/(FROM) FUND</b>				-	-	- 27

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

**BUDGET FORM LEGEND**