May 20, 2013

Honorable Board of Directors
Marin County Transit District
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Marin County Transit District Third Quarter
Financial Report

Dear Board Members:

RECOMMENDATION: Accept report.

SUMMARY:
This report represents all financial transactions related through the
third quarter of Fiscal Year 2013. The intent of this quarterly
report is to allow your Board an opportunity to review the District's
financial status and provide fiscal and operational accountability.

Unaudited revenues and expenditures are shown on a full accrual
basis consistent with Generally Accepted Accounting Principals
(GAAP) for special districts. All known revenues and expenditures
for the period are reported even if they have not been received or
are awaiting payment. This includes recorded estimates for
property tax and other significant transactions.

This year’s budget included a $1.5 million increase in Measure A
revenue to adjust for higher than anticipated receipts in the prior
year and reflect the improving economy. The recently approved
Intergovernmental Agreement between Marin Transit and the
Golden Gate Bridge and Highway Transportation District
(GGBHTD), combined with this increase in revenue, result in the
District no longer engaging in deficit spending. The District will be
able to begin rebuilding the Board adopted contingency reserves
this year.

This quarter, State bond sales funded $3.4 million in Marin Transit
PTMISEA projects. These funds will pay for three of the new Muir
Woods Shuttle vehicles, bus stop improvements including the
local match for the Federal State of Good Repair project and 85% of
the nine new shuttle vehicles to be delivered in July.
Marin Transit submitted four new grant applications to fund new and existing transit service and service planning, outreach and Muir Woods Capital needs. This includes applications for
- Federal Section 5311(f) to funds ($300,000) to operate a new Rural Service connecting Tomales to Petaluma;
- A Federal Lands Access Program (FLAP) grant for $2,546,219 to contribute towards five years of operating and capital cost for the Muir Woods Shuttle;
- A State Planning Grant to evaluate school service; and
- US Communities Grant ($20,000) to expand outreach to non-English speakers.

Operating Expenses
The FY2012/13 operating expenditures through the third quarter (Attachment A, Page 2) are $17,458,029, which is 66% of the annual budget of $26,470,116.

With these expenditures, Marin Transit successfully delivered transit services shown in Table 1. Marin Transit also completed a successful move to a new office location. Local bus service costs are significantly below budget due to the new contract rate and lower actual revenue hours than budgeted (Attachment A, Page 5).

<table>
<thead>
<tr>
<th>Service</th>
<th>Annual Estimate</th>
<th>Q3 Actuals</th>
<th>% of Annual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Large Bus Fixed Route</td>
<td>113,524 revenue hours</td>
<td>81,870</td>
<td>72.1%</td>
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<tr>
<td>Community Shuttles</td>
<td>11,657 service hours</td>
<td>8,693</td>
<td>74.6%</td>
</tr>
<tr>
<td>Muir Woods Shuttle</td>
<td>3,000 service hours</td>
<td>1,720</td>
<td>57.3%</td>
</tr>
<tr>
<td>Novato Dial-A-Ride</td>
<td>2,200 service hours</td>
<td>1,607</td>
<td>73.0%</td>
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<tr>
<td>West Marin Stagecoach Service</td>
<td>12,800 service hours</td>
<td>9,270</td>
<td>72.4%</td>
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<tr>
<td>Local Paratransit Service</td>
<td>54,596 revenue hours</td>
<td>42,721</td>
<td>78.2%</td>
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<tr>
<td>Volunteer Driver</td>
<td>NA</td>
<td>15,954</td>
<td>NA</td>
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</table>

Operating Revenue
Marin Transit's FY2012/13 operating revenues through the third quarter (Attachment A, Page 2) are $17,927,642 or 70% of the annual budget of $25,589,281.

Capital Budget
Marin Transit's expenditures in the Capital Budget (Attachment A, Page 3) through the second quarter were $2,409,469 or 30% of the $7.7 million budget. Table 2 shows a progress report on the major Capital Projects budgeted in FY2012/13. Capital revenues tie closely to expenditures as they tend to be on a reimbursement basis.
Table 2: Capital Project Status Update

<table>
<thead>
<tr>
<th>Project</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase of Five Muir Woods Shuttle vehicles</td>
<td>Completed</td>
</tr>
<tr>
<td>Replacement of Three paratransit vehicles</td>
<td>Deferred to FY2013/14</td>
</tr>
<tr>
<td>Purchase Community Shuttle Vehicles</td>
<td>Ordered</td>
</tr>
<tr>
<td>South Novato Bus Stop Improvements</td>
<td>In progress, Expected completion in 2013</td>
</tr>
<tr>
<td>Downtown Novato (Redwood Blvd and Grant Ave) Transit Hub</td>
<td>Design Phase in progress</td>
</tr>
<tr>
<td>A bus stop improvement and passenger information program</td>
<td>Ordering signage, Design phase for stops in progress</td>
</tr>
<tr>
<td>Advanced Vehicle Location (AVL)</td>
<td>Complete</td>
</tr>
</tbody>
</table>

**FISCAL/STAFFING IMPACT:** There is no net fiscal impact from this report.

Respectfully submitted,

[Signature]

Lauren Gradia
Director of Finance and Capital Programs

Attachment B: Summary of FY2012/13 Budget Adjustments
<table>
<thead>
<tr>
<th></th>
<th>FY2011/12 Actual</th>
<th>FY2012/13 Original Budget</th>
<th>FY2012/13 Revised Budget</th>
<th>FY2012/13 Current Period Actuals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operations</strong></td>
<td>22,967,828</td>
<td>25,513,245</td>
<td>25,589,281</td>
<td>17,927,643</td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td>2,800,651</td>
<td>7,038,711</td>
<td>7,649,399</td>
<td>2,409,489</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Change in Fund Balance</strong></td>
<td>($1,581,750)</td>
<td>($899,836)</td>
<td>($922,986)</td>
<td>$469,613</td>
</tr>
<tr>
<td><strong>Emergency Reserve</strong></td>
<td>4,091,597</td>
<td>4,402,180</td>
<td>4,411,711</td>
<td>4,411,711</td>
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<tr>
<td><strong>Contingency Reserve</strong></td>
<td>1,702,936</td>
<td>492,517</td>
<td>492,836</td>
<td>1,852,435</td>
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<tr>
<td><strong>Fund Balance (total reserve)</strong></td>
<td>$5,794,533</td>
<td>$4,894,697</td>
<td>$4,871,547</td>
<td>$6,264,146</td>
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</table>

Note: Emergency Reserve is equal to two months operating expenses.
<table>
<thead>
<tr>
<th>Category</th>
<th>FY22 Actual</th>
<th>Total Budget $ -</th>
<th>Current Period Actual</th>
<th>Percent Total Budget Used</th>
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<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Revised</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fare Revenue</td>
<td>3,610,175</td>
<td>3,690,651</td>
<td>3,690,651</td>
<td>2,761,973</td>
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<tr>
<td>Advertising &amp; Other Revenue</td>
<td>456,149</td>
<td>444,183</td>
<td>444,183</td>
<td>325,275</td>
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<tr>
<td>Fee for Service</td>
<td>1,783,457</td>
<td>1,740,583</td>
<td>1,740,583</td>
<td>1,284,472</td>
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<tr>
<td>Interest</td>
<td>6,473</td>
<td>6,000</td>
<td>6,000</td>
<td>1,917</td>
</tr>
<tr>
<td>Measure A</td>
<td>8,323,168</td>
<td>10,321,194</td>
<td>10,346,629</td>
<td>7,003,590</td>
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<tr>
<td>Measure B</td>
<td>276,677</td>
<td>707,000</td>
<td>755,600</td>
<td>376,617</td>
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<tr>
<td>Property Taxes</td>
<td>3,159,754</td>
<td>3,168,485</td>
<td>3,168,485</td>
<td>2,294,760</td>
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<tr>
<td>Redevelopment Area (RDA) Fees</td>
<td>8,012</td>
<td>12,185</td>
<td>12,185</td>
<td>29,670</td>
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<tr>
<td>State Transit Assistance (STA)</td>
<td>1,390,390</td>
<td>1,844,540</td>
<td>1,844,540</td>
<td>1,027,853</td>
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<td>Transit Development Act (TDA)</td>
<td>3,451,219</td>
<td>3,036,615</td>
<td>3,036,615</td>
<td>2,625,084</td>
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<tr>
<td>Other State</td>
<td>20,206</td>
<td>20,124</td>
<td>20,124</td>
<td>10,062</td>
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<tr>
<td>FTA Funds</td>
<td>372,066</td>
<td>439,899</td>
<td>439,899</td>
<td>194,612</td>
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<td>National Park Service</td>
<td>152,482</td>
<td>150,000</td>
<td>150,000</td>
<td>75,849</td>
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<tr>
<td>Cost Center Transfers</td>
<td>(42,481)</td>
<td>(68,213)</td>
<td>(68,213)</td>
<td>(82,076)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>23,967,827</strong></td>
<td><strong>25,513,245</strong></td>
<td><strong>25,589,283</strong></td>
<td><strong>17,937,647</strong></td>
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<td>Salaries and Benefits</td>
<td>1,415,820</td>
<td>1,722,349</td>
<td>1,722,349</td>
<td>1,132,788</td>
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<tr>
<td>Consultant Services</td>
<td>341,668</td>
<td>457,228</td>
<td>457,228</td>
<td>248,092</td>
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<td>Indirect County Overhead</td>
<td>36,888</td>
<td>50,000</td>
<td>50,000</td>
<td>27,666</td>
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<tr>
<td>Mobility Management Support Programs</td>
<td>28,047</td>
<td>64,000</td>
<td>64,000</td>
<td>17,631</td>
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<td>Office Supplies</td>
<td>45,411</td>
<td>127,048</td>
<td>122,048</td>
<td>87,502</td>
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<td>General Insurance</td>
<td>17,819</td>
<td>25,500</td>
<td>25,500</td>
<td>25,433</td>
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<td>Contract Service Operation</td>
<td>21,810,961</td>
<td>23,005,662</td>
<td>23,077,497</td>
<td>15,160,568</td>
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<td>Membership &amp; Prof Development</td>
<td>17,995</td>
<td>21,115</td>
<td>21,115</td>
<td>18,990</td>
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<td>Mileage and Travel</td>
<td>12,487</td>
<td>18,400</td>
<td>18,400</td>
<td>10,768</td>
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<td>Marketing</td>
<td>121,467</td>
<td>206,787</td>
<td>206,787</td>
<td>47,881</td>
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<tr>
<td>Communication</td>
<td>49,963</td>
<td>77,019</td>
<td>77,019</td>
<td>55,918</td>
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<tr>
<td>Fuel</td>
<td>704,196</td>
<td>852,591</td>
<td>859,791</td>
<td>666,981</td>
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<td>Mice Services</td>
<td>25,850</td>
<td>25,000</td>
<td>25,000</td>
<td>19,634</td>
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<tr>
<td>Office - Rental and Overhead</td>
<td>138,815</td>
<td>137,655</td>
<td>120,655</td>
<td>104,403</td>
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<tr>
<td>Cost Center Transfers</td>
<td>(217,809)</td>
<td>(377,273)</td>
<td>(377,273)</td>
<td>(166,226)</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>24,549,580</strong></td>
<td><strong>26,413,081</strong></td>
<td><strong>26,470,119</strong></td>
<td><strong>17,458,029</strong></td>
</tr>
<tr>
<td><strong>Net Revenue Over Expenditures</strong></td>
<td>(1,581,753)</td>
<td>(899,836)</td>
<td>(880,835)</td>
<td>469,613</td>
</tr>
<tr>
<td></td>
<td>FY13 Actual</td>
<td>Original</td>
<td>Revised</td>
<td>Actual</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------</td>
<td>----------</td>
<td>---------</td>
<td>--------</td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fee For Service</td>
<td>3,046</td>
<td>8,953</td>
<td>8,953</td>
<td>(43,339)</td>
</tr>
<tr>
<td>Measure A Sales Tax</td>
<td>954,427</td>
<td>1,314,494</td>
<td>1,455,778</td>
<td>421,651</td>
</tr>
<tr>
<td>State - Proposition 1B</td>
<td>341,885</td>
<td>1,168,430</td>
<td>1,637,834</td>
<td>650,353</td>
</tr>
<tr>
<td>State- 51FP Program</td>
<td>668,117</td>
<td>1,823,000</td>
<td>1,821,000</td>
<td>120,420</td>
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<tr>
<td>Fed-FTA 5309 (State of Good Repair)</td>
<td>29,493</td>
<td>860,000</td>
<td>860,000</td>
<td>44,923</td>
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<tr>
<td>Fed-FTA 5307 Urbanized Area Formula</td>
<td>0</td>
<td>195,621</td>
<td>195,621</td>
<td>0</td>
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<td>Fed-FTA 5307 ABRA</td>
<td>403,728</td>
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<td>0</td>
<td>61,025</td>
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<tr>
<td>Fed-FTA 5316 JMAC</td>
<td>0</td>
<td>300,000</td>
<td>300,000</td>
<td>0</td>
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<td>FTA-5320 Transit in the Parks</td>
<td>340,224</td>
<td>1,100,000</td>
<td>1,100,000</td>
<td>1,059,000</td>
</tr>
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<td>Misc.-Reimbursement</td>
<td>14,497</td>
<td>200,000</td>
<td>200,000</td>
<td>0</td>
</tr>
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<td>Sale of Assets</td>
<td>2,894</td>
<td>0</td>
<td>0</td>
<td>9,364</td>
</tr>
<tr>
<td>Property Tax Transfer</td>
<td>42,401</td>
<td>68,213</td>
<td>68,213</td>
<td>86,092</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>2,800,651</td>
<td>7,038,711</td>
<td>7,649,399</td>
<td>2,409,489</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assets Under Construct</td>
<td>319,067</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Revenue Vehicles</td>
<td>1,605,181</td>
<td>2,454,708</td>
<td>3,065,396</td>
<td>1,765,071</td>
</tr>
<tr>
<td>Communication &amp; Data</td>
<td>71,880</td>
<td>375,000</td>
<td>385,000</td>
<td>69,460</td>
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<td>Furniture and Fixtures</td>
<td>0</td>
<td>0</td>
<td>32,000</td>
<td>33,694</td>
</tr>
<tr>
<td>Facilities &amp; Stays</td>
<td>0</td>
<td>3,196,000</td>
<td>3,196,000</td>
<td>135,641</td>
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<tr>
<td>Non-Revenue Vehicles</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6,300</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>1,907,138</td>
<td>6,027,708</td>
<td>6,680,396</td>
<td>7,010,166</td>
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<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consultant Services</td>
<td>16,443</td>
<td>0</td>
<td>0</td>
<td>385</td>
</tr>
<tr>
<td>Bus Step Maintenance</td>
<td>29,117</td>
<td>100,000</td>
<td>100,000</td>
<td>1,325</td>
</tr>
<tr>
<td>Small Fmnl/Equip</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>475</td>
</tr>
<tr>
<td>Software</td>
<td>30,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>AVL Equipment</td>
<td>2,250</td>
<td>14,000</td>
<td>14,000</td>
<td>11,094</td>
</tr>
<tr>
<td>Fare Collection Equip</td>
<td>16,202</td>
<td>30,000</td>
<td>30,000</td>
<td>551</td>
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<tr>
<td>MDT Equipment</td>
<td>26,550</td>
<td>14,724</td>
<td>14,724</td>
<td>0</td>
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<tr>
<td>Infrastructure Support</td>
<td>0</td>
<td>20,000</td>
<td>20,000</td>
<td>13,472</td>
</tr>
<tr>
<td>Communication-MERA Radio</td>
<td>25,739</td>
<td>25,770</td>
<td>25,770</td>
<td>25,044</td>
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<td>Marketing</td>
<td>176</td>
<td>0</td>
<td>0</td>
<td>3,782</td>
</tr>
<tr>
<td>Cost Center Transfers</td>
<td>160,626</td>
<td>292,273</td>
<td>292,273</td>
<td>149,898</td>
</tr>
<tr>
<td>Leases and Rentals - Passenger Vehicles</td>
<td>64,386</td>
<td>50,000</td>
<td>50,000</td>
<td>53,467</td>
</tr>
<tr>
<td>Signs</td>
<td>32,500</td>
<td>0</td>
<td>0</td>
<td>32,500</td>
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<tr>
<td>Capital Lease Payment</td>
<td>431,736</td>
<td>431,736</td>
<td>431,736</td>
<td>138,283</td>
</tr>
<tr>
<td>Related Parties - Vehicle</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,007</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>803,521</td>
<td>1,011,003</td>
<td>1,011,003</td>
<td>398,323</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>3,800,649</td>
<td>7,038,711</td>
<td>7,691,399</td>
<td>5,409,489</td>
</tr>
</tbody>
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### Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>PY12 Actual</th>
<th>Revised</th>
<th>Current Period Actual</th>
<th>Percent Total</th>
</tr>
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<tbody>
<tr>
<td>Interest</td>
<td>4079400</td>
<td>6,473</td>
<td>6,000</td>
<td>1,917</td>
</tr>
<tr>
<td>Development Fees</td>
<td>4079950</td>
<td>8,012</td>
<td>11,185</td>
<td>9,172</td>
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<tr>
<td>Residual ABX 325</td>
<td>4079954</td>
<td>0</td>
<td>1,000</td>
<td>26,498</td>
</tr>
<tr>
<td>PropTax-Curr/Secured</td>
<td>4080101</td>
<td>2,780,018</td>
<td>2,827,830</td>
<td>2,003,853</td>
</tr>
<tr>
<td>County Fee-SV2357/Admin Basic Tax</td>
<td>4080102</td>
<td>(40,344)</td>
<td>(58,979)</td>
<td>(22,742)</td>
</tr>
<tr>
<td>Property Tax-Unlietary</td>
<td>4080103</td>
<td>24,877</td>
<td>24,652</td>
<td>13,955</td>
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<tr>
<td>PropTax-Curr/Unlietary</td>
<td>4080104</td>
<td>65,388</td>
<td>63,473</td>
<td>120,782</td>
</tr>
<tr>
<td>Ed/Pac Rev Augm Fund-Real</td>
<td>4080105</td>
<td>294,320</td>
<td>289,709</td>
<td>154,663</td>
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### Expense

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<th>Description</th>
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<td>Salaries and Benefits</td>
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<td>42,978</td>
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<td>10,300</td>
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<td>Copier Suppl &amp; Svc</td>
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<td>(1,672,349)</td>
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<td>(607,557)</td>
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<td>County Transfer - Computer</td>
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<td>125,655</td>
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<td>Office Rental</td>
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<td>115,569</td>
<td>(22,001)</td>
<td>437,439</td>
<td>1987.36%</td>
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Total Expense = 115,569 (22,001) 437,439 1987.36%

Net Revenue Over Expenditures = (9,208) 72,003 482,432 2192.72%
### Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>FY12 Actual</th>
<th>Revised</th>
<th>Current Period</th>
<th>Percent Total</th>
<th>Budget Used</th>
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<tbody>
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<td>Advertising Revenue</td>
<td>406301</td>
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<td>11,542</td>
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<td>588,079</td>
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<td>Fed-FTA 5316 JARC</td>
<td>413931</td>
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<td>National Park Service</td>
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<td>152,465</td>
<td>150,000</td>
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<tr>
<td>Fed-FTA 5304 State Planning</td>
<td>4139961</td>
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<td>3,306,276</td>
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<td>1,461,599</td>
<td>1,546,324</td>
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<td>Program Revenue Transfer</td>
<td>4700002</td>
<td>152,307</td>
<td>108,000</td>
<td>50,000</td>
<td>30.00%</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>16,474,593</strong></td>
<td><strong>18,311,555</strong></td>
<td><strong>11,921,838</strong></td>
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<td><strong>65.11%</strong></td>
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### Expense

<table>
<thead>
<tr>
<th>Description</th>
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<th>Current Period</th>
<th>Percent Total</th>
<th>Budget Used</th>
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</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
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<td>11,439</td>
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<td>80,000</td>
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<td><strong>Total Expense</strong></td>
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<td><strong>19,214,562</strong></td>
<td><strong>11,921,838</strong></td>
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<td><strong>62.65%</strong></td>
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**Net Revenue Over Expenditures**

(1,573,455) (952,087) 0 0%
### Rural

<table>
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<tr>
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<tr>
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<td>15,394</td>
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**Net Revenue Over Expenditures**: 0 0 (2,809) 0.09%
## Revenue

<table>
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<td>(50,000)</td>
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</table>

## Expense

<table>
<thead>
<tr>
<th>Expense</th>
<th>FY12 Actual</th>
<th>Revised</th>
<th>Actual</th>
<th>Budget Used</th>
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<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>5010200</td>
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<td>0</td>
<td>0.00%</td>
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<tr>
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<td><strong>Total Expense</strong></td>
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<td><strong>6,262,772</strong></td>
<td><strong>4,467,299</strong></td>
<td><strong>64.98%</strong></td>
</tr>
</tbody>
</table>

## Net Revenue Over Expenditures

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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