

BUDGET SUMMARY

September 2015 - June 2018

| | | | |
|------------------------|---|-------------------------------|--------------|
| Legal Name: | CRAVEN COUNTY | | |
| Address: | PO Box 13605 NEW BERN, NC 28561-3605 | | |
| County: | CRAVEN COUNTY | Congressional District: 1 | |
| Contact Person: | Kelly Walker | | |
| Telephone: | +1 (252) 636-4917 | | |
| Fax: | +1 (252) 636-4919 | | |
| Email: | kwalker@cravencountync.gov | | |
| Web Site: | http://www.cravencountync.gov/departments/trn.cfm | | |
| Federal ID Number: | 56-6000290 | DUNS Number: 091564294 | |
| CFDA # | | | |
| Period of Performance: | Jul 1, 2016 | to | Jun 30, 2018 |
| | | Federal Billable/Non-Billable | Billable |

| I. Total Project Expenditures | | |
|---------------------------------------|-----------|----------------|
| (NCDOT Maximum Participation Amounts) | Requested | NCDOT Use Only |
| Total Expenses | \$351,732 | \$351,732 |
| Total Contra Accts and Fare Revenue | | |
| Total Net Expenses/Cost | \$351,732 | \$351,732 |

| II. Proposed Project Funding* | | | | | |
|-------------------------------|-----------|-----------|---------------------|----------|----------|
| | Total | Federal | Federal Non-Billing | NCDOT | Local |
| | 100.00% | 80.00% | | 5.00% | 15.00% |
| Total Funding | \$351,732 | \$281,385 | \$0 | \$17,586 | \$52,761 |

| IV. Proposed DBE, MBE, WBE Goals (Enter DBE Goal if Federal Funding applies, otherwise enter MBE/WBE Goals) | | | |
|---|-----|-----|-----|
| | DBE | MBE | WBE |
| % | | | |
| Amount | \$0 | \$0 | \$0 |

PROPOSED BUDGET
SALARY AND WAGE DETAIL

Applicant : CRAVEN COUNTY

| Object Code | Position Title | No. | Total Annual Salary | Pct. (%) Oper Transp. Tasks | No. of Years | Budgeted Amount | No.of Positions Approved | NCDOT Maximum Participation |
|--|------------------|-----|---------------------|-----------------------------|--------------|-----------------|--------------------------|-----------------------------|
| FULL TIME EMPLOYEES | | | | | | | | |
| G121 | Director | 1 | \$60,347 | 60% | 1 | \$36,208 | 1 | \$36,208 |
| G121 | Assist Director | 1 | \$45,547 | 60% | 1 | \$27,328 | 1 | \$27,328 |
| G121 | Acct Tech III | 1 | \$39,576 | 60% | 1 | \$23,746 | 1 | \$23,746 |
| G121 | Acct Tech III | 1 | \$36,029 | 60% | 1 | \$21,617 | 1 | \$21,617 |
| G121 | Office Assistant | 1 | \$26,752 | 60% | 1 | \$16,051 | 1 | \$16,051 |
| G121 | | | | | | | | |
| G121 | | | | | | | | |
| G121 | | | | | | | | |
| G121 | | | | | | | | |
| G121 | | | | | | | | |
| TOTAL G121 SALARIES | | 5 | | | | \$124,950 | 5 | \$124,950 |
| PART-TIME EMPLOYEES - RECEIVING BENEFITS | | | | | | | | |
| G125 | | | | | | | | |
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| G125 | | | | | | | | |
| TOTAL G125 SALARIES | | | | | | | | |
| PART-TIME EMPLOYEES - RECEIVING NO BENEFITS | | | | | | | | |
| G126 | | | | | | | | |
| G126 | | | | | | | | |
| G126 | | | | | | | | |
| G126 | | | | | | | | |
| G126 | | | | | | | | |
| G126 | | | | | | | | |
| TOTAL G126 SALARIES | | | | | | | | |
| TOTAL SALARY & WAGE | | 5 | | | | \$124,950 | 5 | \$124,950 |

Applicant: CRAVEN COUNTY

Project Number :

PROPOSED BUDGET
EXPENSES

| Object Code | Title | Total Cost | For NCDOT Use Only |
|-----------------------------------|--|------------------|--------------------|
| G120 | Salaries and Wages | | |
| G121 | Full-time employees | \$124,950 | \$124,950 |
| G122 | Overtime | \$0 | \$0 |
| G125 | Part-time (receives benefits) | | |
| G126 | Temporary and part-time (receives no benefits) | | |
| G127 | Longevity | \$1,245 | \$1,245 |
| Subtotal Salaries: | | \$126,195 | \$126,195 |
| G180 | Fringe Benefits | | |
| G181 | Social security contribution (7.65% of total salaries) | \$9,654 | \$9,654 |
| G182 | Retirement contribution; total salaries X participating percentage \$126,195 X 7.33% | \$9,250 | \$9,250 |
| G183 | Hospitalization insurance; cost per month X no. of months X no. of employees. \$360.00 X 12 X 5 | \$21,600 | \$21,600 |
| G184 | Disability insurance; cost per month X no. of months X no. of employees. \$1.80 X 12 X 5 | \$108 | \$108 |
| G185 | Unemployment compensation; Number of Employees: 6 | | |
| G186 | Workers compensation; Number of Employees: 6 | \$1,401 | \$1,401 |
| G189 | Other: 401K, Life Insurance, Dental Insurance | \$6,909 | \$6,909 |
| Subtotal Fringe: | | \$48,922 | \$48,922 |
| TOTAL SALARY & FRINGE: | | \$175,117 | \$175,117 |
| G190 | Professional Services | | |
| G191 | Accounting | \$0 | \$0 |
| G192 | Legal | \$0 | \$0 |
| G195 | Management Consultant | \$5,000 | \$5,000 |
| G196 | Drug & Alcohol Testing Contract | \$1,000 | \$1,000 |
| G197 | Drug & Alcohol tests Provide # of employees in test pool: 40 | \$2,000 | \$2,000 |
| G198 | Medical review officer | \$250 | \$250 |
| G199 | Other: Criminal Background | \$1,500 | \$1,500 |
| G200 | Supplies and Materials | | |
| G211 | Janitorial Supplies - (Housekeeping) | \$500 | \$500 |
| G212 | Uniforms | \$4,000 | \$4,000 |
| G233 | First Aid supplies (replacement) | | |
| G251 | Motor Fuels and Lubricants | | |
| G252 | Tires and Tubes | | |
| G253 | Associated Capital Maint | | |

| | | | |
|-------------|---|---------|---------|
| G254 | Licenses, tags and fees | | |
| G255 | Vehicle cleaning supplies | | |
| G256 | Hand tools | | |
| G257 | Vehicle signs & Paint Supplies | | |
| G258 | Vehicle touch up paint (non-contract) | | |
| G259 | Other: | | |
| G261 | Office Supplies and Materials | \$2,000 | \$2,000 |
| G281 | Air Conditioner / Furnace Filters | \$0 | \$0 |
| G291 | Computer Supplies | \$2,500 | \$2,500 |
| G292 | Fire Extinguisher- recharging system | | |
| G300 | Travel and Transportation (other than employee development) | | |
| G311 | Travel: Anticipated trips: NCDOT related, NCPTA related, ADA training, ITRE training | \$500 | \$500 |
| G312 | Travel subsistence | \$2,000 | \$2,000 |
| G313 | Transportation of clients/others | \$0 | \$0 |
| G314 | Travel - Motor-pool or leased vehicles (Does NOT include vehicles used in the provision of contracted transportation services.) | \$500 | \$500 |
| G320 | Communications | | |
| G321 | Telephone Service | \$1,500 | \$1,500 |
| G322 | Internet Service Fee | \$0 | \$0 |
| G323 | Combined Service Fee | \$0 | \$0 |
| G325 | Postage | \$1,000 | \$1,000 |
| G329 | Other Communications: | \$0 | \$0 |
| G330 | Utilities | | |
| G331 | Electricity | \$0 | \$0 |
| G332 | Fuel oil | \$0 | \$0 |
| G333 | Natural Gas | \$0 | \$0 |
| G334 | Water | \$0 | \$0 |
| G335 | Sewer | \$0 | \$0 |
| G336 | Trash collection | \$0 | \$0 |
| G337 | Single/combined utility bill | \$2,500 | \$2,500 |
| G339 | Other: | \$0 | \$0 |
| G340 | Printing and Binding | | |
| G341 | Printing and reproduction | \$3,500 | \$3,500 |
| G349 | Other: | \$0 | \$0 |
| G350 | Repairs and Maintenance | | |
| G353 | Vehicles (use 257/258 for vehicle signs & in-house paint supplies) | | |
| G354 | Shop equipment | | |
| G355 | Office and computer equipment | \$0 | \$0 |
| G357 | Communications equipment | \$1,000 | \$1,000 |
| G358 | Other Repairs and Maintenance - Office Related | | |
| G359 | Other-Describe: | | |
| G370 | Advertising/Promotion | | |

| | | | | | |
|-------------|---|---|----|----------|----------|
| G371 | Marketing (paid ads, marketing firm, etc.) Describe: Newspapers, community newspapers, marketing firm, signs, radio and/or tv ads, printing/reproduction costs Minimum Amount (2% of Admin Budget): \$5,860 | | | \$7,000 | \$7,000 |
| G372 | Promotional items Describe: Pens, notepads, calendars, cups, key rings (examples), signs/posters Maximum Amount (25% of G371 Total Cost): \$1,750 | | | \$1,750 | \$1,750 |
| G373 | Other: | | | | |
| G380 | Computer Support Services (contracted) | | | | |
| G381 | Computer programming services | | | \$0 | \$0 |
| G382 | Computer support/technical assistance | | | \$9,400 | \$9,400 |
| G390 | Other Services | | | | |
| G391 | Legal advertising | | | \$1,200 | \$1,200 |
| G392 | Laundry and dry cleaning | | | \$200 | \$200 |
| G393 | Temporary help services | | | \$1,500 | \$1,500 |
| G394 | Cleaning services | | | \$1,200 | \$1,200 |
| G395 | Training - Employee Education Expense | | | \$5,000 | \$5,000 |
| G396 | Management services (contracted transit system mgmt/admin services) | | | \$0 | \$0 |
| G398 | Security services | | | \$400 | \$400 |
| G399 | Other: | | | | |
| G410 | Rental of Real Property (include copy of current lease agreement) | | | | |
| G412 | Rent of building X number of monthly payments | | | | |
| | | X | | | |
| G413 | Rent of offices X number of monthly payments | | | | |
| | \$445 | X | 12 | \$5,340 | \$5,340 |
| G419 | Other: | | | \$0 | \$0 |
| G420 | Lease of Computer Equipment | | | | |
| G421 | Lease of Computer Hardware | | | \$18,202 | \$18,202 |
| G422 | Lease of Computer Software | | | \$0 | \$0 |
| G430 | Lease of Equipment | | | | |
| G431 | Lease of Reproduction equipment | | | \$0 | \$0 |
| G432 | Lease of Postage Meter | | | \$0 | \$0 |
| G433 | Lease of Communications equipment (includes radio, cable lines and antennae) | | | \$0 | \$0 |
| G439 | Other: | | | | |
| G440 | Service and Maintenance Contracts | | | | |
| G441 | Communications equipment | | | \$3,500 | \$3,500 |
| G442 | Office equipment | | | \$0 | \$0 |
| G443 | Reproduction equipment | | | \$0 | \$0 |
| G444 | Vehicles | | | | |
| G445 | Computer equipment | | | \$0 | \$0 |
| G446 | Tires | | | | |
| G448 | Other Service and Maintenance Contracts - Office Related | | | | |
| G449 | Other: | | | \$0 | \$0 |

| | | | | | | |
|---------------------------|---|----|-----------------|----------------|------------------|------------------|
| G450 | Insurance and Bonding | | | | | |
| G451 | Property and general liability (does not include vehicle insurance) | | | | \$0 | \$0 |
| G452 | Vehicles | | | | \$50,000 | \$50,000 |
| | Number of Fleet Vehicle: | 32 | Maximum Amount: | \$80,000 | | |
| G453 | Fidelity | | | | \$0 | \$0 |
| G454 | Professional liabilities | | | | \$3,500 | \$3,500 |
| G455 | Special liabilities | | | | \$0 | \$0 |
| G480 | Indirect Costs | | | | | |
| G481 | Central services: (budget direct cost base) X (percentage rate) | | | | | |
| | \$281,385 | X | 12.50% | Maximum Amount | \$35,173.13 | \$35,173 |
| | Prior approval of Indirect Cost Percentage Rate required. Questions should be directed to NCDOT Financial Management | | | | | |
| G490 | Other Fixed Charges | | | | | |
| G491 | Dues and subscriptions: NCPTA, CTAA, NCSC, etc. | | | | \$2,000 | \$2,000 |
| G499 | Other: | | | | \$0 | \$0 |
| G600 | Private / Public Operator Contracts - Purchase Services | | | | | |
| G611 | Direct purchase of service from privately owned provider | | | | | |
| G612 | User side subsidy | | | | | |
| G621 | Volunteer reimbursement | | | | | |
| G641 | Direct purchase of service from publicly owned provider | | | | | |
| | Total Expenses: | | | | \$351,732 | \$351,732 |
| OPERATING REVENUES | | | | | | |
| | Contra Account | | | | | |
| G821 | General Fund | | | | | |
| G822 | Capital Reserve Fund | | | | | |
| G832 | N.C. Sales Taxes | | | | | |
| G833 | N.C. Gas Tax Refund | | | | | |
| G834 | County Sales Taxes | | | | | |
| G836 | Fed Gas Tax Refund | | | | | |
| G839 | Other Taxes | | | | | |
| G841 | Charter Expenses | | | | | |
| G842 | Garage Services | | | | | |
| G843 | Advertising Expenses | | | | | |
| G844 | Insurance Settlement | | | | | |
| G847 | Inc Elderly/Disable | | | | | |
| G849 | Other Contra Accts | | | | | |
| G991 | Contingency/Prog Res | | | | | |
| | TOTAL CONTRA ACCOUNTS: | | | | | |
| F500 | Fare Revenue | | | | | |
| F511 | General Public Fares | | | | | |
| F521 | Prepaid Fares/Bulk Discounts | | | | | |
| F522 | Senior Citizen Fares | | | | | |
| F523 | Student Fares | | | | | |
| F524 | Child Fares | | | | | |

| | | | |
|---|--------------------------|------------------|------------------|
| F525 | Paratransit Fares | | |
| F533 | Special Route Guarantees | | |
| F529 | Other Special Fares: | | |
| TOTAL FARE REVENUES: | | | |
| TOTAL CONTRA ACCOUNTS AND FARE REVENUES: | | | |
| TOTAL EXPENSES LESS TOTAL CONTRA ACCOUNTS AND FARE REVENUES = TOTAL NET OPERATING EXPENSES (TNOE): | | \$351,732 | \$351,732 |