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April 30, 2025

**MEMO TO:** CSPDC Executive Committee

**FROM:** Ann W. Cundy, Executive Director

**SUBJECT:** May 6, 2025, Executive Committee Meeting (Rescheduled from 4/21/25)

The Executive Committee of the Central Shenandoah Planning District Commission will hold a **VIRTUAL** meeting on **Tuesday, May 6th at 5:00 p.m.** RSVP to Kimberly Miller at 540-885-5174 ext. 101 or email [kimberly@cspdc.org](mailto:kimberly@cspdc.org).

Virtual Meeting Link (via Teams): [Join the meeting now](#)

### **Agenda**

1. Call to Order
2. Consideration of October 21, 2024 Minutes\*
3. Public Comment
4. Auditor Procurement (EC Memo 25-01)
5. Discussion of Virginia Retirement System (EC Memo 25-02)
6. Discussion of FY26 Budget (EC Memo 25-03)
7. Other Business
8. Adjournment

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*\*Action Needed*



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**Minutes**  
**Central Shenandoah Planning District Commission**  
**Executive Committee Meeting**  
**Shenandoah Valley Airport**  
**77 Aviation Circle, Weyers Cave, VA 24486**  
**October 21, 2024, 6:00 p.m.**

**Member Jurisdiction Representatives**

	<b>City of Buena Vista</b>		<b>City of Waynesboro</b>		<b>Staff</b>
✓	Tyson Cooper		Terry Short, Treasurer	✓	Ann Cundy
	<b>City of Harrisonburg</b>		<b>Highland County</b>	✓	Kimberly Miller
✓	Laura Dent	✓	Henry Budzinski, Vice Chair	✓	Donnie Kern
	<b>City of Lexington</b>		<b>Rockbridge County</b>		
✓	Frank Friedman, Chair	✓	Jay Lewis		
	<b>City of Staunton</b>				
✓	Sharon Angle				

**Call To Order**

The Executive Committee meeting of October 21, 2024, was called to order at 6:00 p.m. by Chairperson Frank Friedman.

**Consideration of Minutes**

Chair Friedman presented the minutes from July 30, 2024. The Executive Committee meeting minutes were approved unanimously.

**Public Comment**

Chair Friedman opened the floor for public comments. There were no public comments.

**Executive Director's Report**

Chair Friedman proceeded to the Executive Director's Report. Ms. Cundy provided the following updates:

- The CSPDC is now fully staffed. Since the meeting in August four new staff members have been hired. They are Rich Sagui, in the Accountant position reporting to Mr. Kern; Danielle Gannon, in the Transit Planner role, reporting to Ms. Thompson; Elizabeth Goodloe, as Regional Planner, reporting to Mr. Crute; and beginning on November 4<sup>th</sup>, Carrie Sensabaugh, in the Administrative Assistant role, reporting to Ms. Miller. We are also hosting a JMU Master of Public Administration graduate student, Hardi Kamali.
- The Lewis Street Hub Ribbon-Cutting ceremony was held in August. The Hub was opened for transit service on August 29, 2024. Dominion Energy is working to finish the connections for the lighting. The contractor is responsible for keeping the new plantings alive for one year, then maintenance will fall to the contracted landscaper.

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- 55th Anniversary: For the past two months, staff have worked with a creative director/producer and videography team to create a promotional video for the CSPDC to celebrate our 55<sup>th</sup> anniversary, and to have a marketing piece to use for years to come. Ms. Cundy thanked the localities and staff for contributions to the video, including their participation in interviews and shared footage that helped reduce the cost of production. The video will be debuted during the 55<sup>th</sup> Anniversary reception to follow this meeting.
  - Regional Manager's Lunches are being hosted around the region to better accommodate those in outlying areas and to provide the managers with an opportunity to showcase their localities. The lunch meetings have been held in Monterrey, Harrisonburg and Staunton so far. The county, city, and town managers continue to hold bi-weekly Zoom calls which are a valuable opportunity to hear from them about their localities' projects and to share updates on statewide and regional activities and news.
  - Mr. Kern, Mr. Sagui, and the program directors have done a great job of catching up on the backlog of drawdown requests from various federal agencies, particularly transit-related. Staff have worked with the Virginia Association of PDCs to get acceptance by VDEM of our indirect cost rate on the All Hazards Mitigation Plan. This means that approximately \$120,000 of indirect and fringe costs will be reimbursable by the grant.
  - Staff have been busy around the state learning and representing the PDC at the Rural Planning Caucus, the Governor's Transportation and Housing conferences and ARC input sessions this fall. The CSPDC hosted a 6-hour training course for all the management staff to help them grow in their supervisory roles. Training for non-management staff is being planned that focuses on project management to help them continue to grow in their roles.
  - Going forward through the end of 2024 and into 2025, the CSPDC will be focused on completing major planning efforts across transportation, housing and environmental/emergency planning, as well as preparing to start two new regional projects. The first of these new regional projects is a full update to the GoVirginia Region 8 Growth and Diversification Plan, and the second is the DEQ Water Supply Plan, which is a multi-year effort. Regular communication to locality managers about this effort has been ongoing from the CSPDC. As in 2011, the CSPDC will take the lead in coordinating the two plans for the region (or by watershed), as well as working with localities to advocate for sufficient funding in the State budget for DEQ. This is important so the cost isn't an unfunded mandate and doesn't fall as heavily on our localities. The Housing Study will be completed soon, and work will continue on the regional All Hazards Mitigation Plan, which will wrap up in December of 2025.
  - In 2025, the CSPDC will be working with a consultant to help us develop and prepare a comprehensive, forward-looking, full-service, turn-key request for proposals for a BRITE service provider (Virginia Regional Transit is the current contracted service provider). Proposals will be reviewed thoroughly to ensure compliance with federal laws and guidelines. The new service contract must be in place by July 1, 2026.

Chair Friedman mentioned that managing the transit system was originally a "temporary" arrangement until the MPO or other organization could take over the management. Ms. Cundy stated that management by the MPO means the CSPDC would still be running it. For another organization to set themselves up to receive federal funds, she explained that the organization requires a director and staff

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and must be able to qualify to be a federal grantee. Ms. Cundy gave a brief background of the building in Fishersville that had been built and owned by Virginia Regional Transit (VRT). Because the building had been built using FTA funds, once VRT became ineligible to receive URBAN funds for continued operations (due to updated Census numbers in 2010), the FTA required ownership of the building to be transferred to an organization qualified to receive federal funds; the CSPDC became this recipient.

Chair Friedman asked about the rollout plan for the Housing Study. Ms. Cundy answered that because this is a regional study with tailored recommendations for each locality that participated, they are each being given the opportunity to review and provide input on the recommendations to make sure they fit with local priorities and strategies. Once everyone has had the opportunity for this review and provide feedback, the study in its entirety is complete. Ms. Dent asked about the timeline and Ms. Cundy stated that she expects it to be completed in January.

In response to a question about the need for funding for DEQ, Ms. Cundy explained the process for the Water Supply planning and how the planning effort will be divided amongst subregions in the state. At this time, the DEQ funding allocated to this effort statewide is insufficient to cover expenses. Ms. Cundy also answered another question by stating that jurisdictions are not divided for planning purposes, even if they are physically in two watersheds.

#### **Treasurer's Report**

Chair Friedman called for the Treasurer's Report. Mr. Kern stated that the CSPDC's financial position remains strong. He stated that about \$2 million of checks were processed in September and October from the drawdowns and will be reflected on upcoming statements.

Chair Friedman asked a question about miscellaneous income. Mr. Kern stated that rental income and interest income are included in this category.

There being no objections, the Treasurer's Report was approved as presented.

#### **Adjournment**

There being no further business to come before the Committee, a motion for adjournment was unanimously passed at 6:30 p.m.

Respectfully submitted,



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Kimberly Miller, Commission Clerk



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April 14, 2025

**MEMO TO:** CSPDC Executive Committee

**FROM:** Ann W. Cundy, Executive Director

**SUBJECT:** Executive Committee Memo #25-01  
Auditor Procurement

**Executive Summary:**

CSPDC's contract with Brown Edwards Expired in December, 2024. We issued a Request for Proposals (RFP) for auditing services in March, 2025 and received a single response from Brown Edwards. Following our Procurement Policy, we inquired of other firms why they did not submit proposals to assure that the RFP was reasonable. Another local firm assured us that they considered the Request and concluded that they lacked the staff capacity at this time.

We successfully negotiated a scope and fee for three audits with Brown Edwards and signed the Engagement Letter on Monday, April 14<sup>th</sup>.

**Enclosures:**

Brown Edwards Communication Letter

## **Communication with Those Charged with Governance During Planning**

To the Commissioners  
Central Shenandoah Planning District Commission  
112 MacTanly Place  
Staunton, Virginia 22401

We are engaged to audit the financial statements of the governmental activities and each major fund of the Central Shenandoah Planning District Commission (the "Commission") for the year ended June 30, 2025. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you at your request to discuss this information further since a two-way dialogue can provide valuable information for the audit process.


### **Our Responsibilities under U.S. Generally Accepted Auditing Standards, Government Auditing Standards, and the Uniform Guidance**

As stated in our engagement letter dated April 11, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the Commission's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the Commission's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Commission's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the Commission's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the RSI referenced in our engagement letter, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be



audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the supplemental information referenced in our engagement letter, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on the introductory section, which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.


## **Planned Scope and Timing of the Audit, Significant Risks, and Other**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the Commission and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Commission or to acts by management or employees acting on behalf of the Commission. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

While planning has not concluded and modifications may be made, we have identified the following significant risks of material misstatement as part of our audit planning:

- Management override: management and/or those charged with governance are in a unique position to perpetrate fraud because of management's ability to manipulate accounting records and prepare fraudulent financial statements by overriding internal controls, even where such internal controls might otherwise appear to be operating effectively. Although the level of risk of management override of internal controls will vary from entity to entity, the risk is, nevertheless, present in all entities.
- Separation of duties: in general, internal controls are designed to safeguard assets and help prevent losses from employee dishonesty or error. A fundamental concept of internal control is



the separation of duties. The basic premise of this concept is that no one employee should have access to all phases of a transaction. Due to the limited size of the staff and employee turnover, a proper separation may not be maintained.

- Accounts receivable: the Commission receives a significant amount of grant funding. Due to the nature of the Commission's operations, there is a risk that amounts could be missed or recorded in the wrong period.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Our review and understanding of the Commission's internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of internal control. Management is responsible for designing and maintaining an effective internal control environment.

We expect to begin our audit in May 2025 and issue our report in December 2025, provided there is no delay receiving adequate documentation for audit procedures. Megan Argenbright is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

## **The Concept of Materiality in Planning and Executing the Audit**

In planning the audit, the materiality limit is viewed as the maximum aggregate amount of misstatements, which if detected and not corrected, would not cause us to modify our opinion on the financial statements. The materiality limit is an allowance not only for misstatements that will be detected and not corrected but also for misstatements that may not be detected by the audit. Our assessment of materiality throughout the audit will be based on quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. At the end of the audit, we will inform you of all individual unrecorded misstatements aggregated by us unless clearly inconsequential in connection with your evaluation of our audit test results.

## **Inquiries Concerning Fraud**

As part of the planning process, we assess the risk of misstatements in the financial statements, whether from fraud or error. Your consideration of the following questions is valuable in planning our engagement.

- Are you aware of any fraud, suspected fraud, or allegations of fraud?
- Are there departments or processes where you think fraud could easily occur and remain undetected?
- Are you comfortable with the integrity of management?
- Are you aware of any illegal acts or noncompliance with laws or grant agreements?
- Are you confident that personnel possess appropriate skill sets, and are committed to providing high quality financial information?
- Are there particular areas in the financial statements where you have concern that misstatements could occur?



- Are there any circumstances that you believe should be of interest to your auditors, but of which management is unaware or might have reason to not fully disclose to us?
- Are you satisfied that those charged with governance are actively involved in the Commission's assessment of the risks of fraud and the programs and controls established to mitigate those risks?
- Are there any significant unusual transactions that the Commission entered into during the year?
- Do you have any concerns about the Commission's related-party relationships and transactions?

If your consideration of these questions yields no concerns, we do not require that you respond to us. However, if you have any concerns or would like to simply discuss these (or any other) issues relating to the audit, please contact us at:

Megan Argenbright, Partner  
(540) 434-6736  
MArgenbright@BEcpas.com

## Independence

Our independence policies and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable professional independence standards. Our policies address financial interests, business and family relationships, and non-audit services that may be thought to bear on independence. We are not aware of any circumstances that have impaired our independence with respect to our engagement as described in our engagement letter.

This information is intended solely for the use of those charged with governance and management and is not intended to be and should not be used by anyone other than these specified parties.

*Brown, Edwards & Company, L.L.P.*

CERTIFIED PUBLIC ACCOUNTANTS

Harrisonburg, Virginia  
April 11, 2025



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April 14, 2025

**MEMO TO:** CSPDC Executive Committee

**FROM:** Ann W. Cundy, Executive Director

**SUBJECT:** Executive Committee Memo #25-02  
Discussion of Virginia Retirement System (VRS)

**Executive Summary:**

During the interview process for the Executive Director Position, the Executive Committee gave me direction to explore joining VRS to help us retain employees and recruit new hires previously employed by state or local governments.

Starting in the Fall of 2024, we engaged in conversations with VRS staff who assist agencies with the joining process. We are at a decision point and wish to brief the Executive Committee and seek your direction on pursuing this transition in 2025, or at a later date.

**Process:**

We shared our current Money Purchase Pension Plan with VRS staff and they provided us with two joining scenarios:

**Scenario 1:**

Join VRS with employees earning VRS service going forward.

- a. New hires are enrolled in VRS.
- b. Active employees will have the option to move over to VRS, or stay with the MPPP.

This study scenario cost is \$3,000.

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**Scenario 2:**

Join VRS with the Commission certifying their employees' past service (i.e., purchase of prior service), allowing the employee the option to purchase all prior service with CSPDC.

- a. New hires are enrolled in VRS.
- b. Active employees will have the option to elect to move over to VRS.
- c. This gives your employees the option to purchase all prior service with CSPDC. They will have 12 months to complete the purchase of prior service.
- d. To implement the purchase, employees must transfer the entire MPPP balance to VRS.
- e. We will use their MPPP account balance to determine how much of their months/years of service can be purchased with that balance.
- f. Any amount of service that was not purchased with the plan-to-plan transfer, may be purchased by the employee.

The plan-to-plan purchase of prior service requires the actuaries to produce up to two calculations per employee. Assuming 14 employees, the cost for this scenario will range from \$10,500 - \$21,000. We provide a range because only employees that choose to join VRS and pursue a plan-to-plan transfer will require a second calculation.

The total cost for both scenarios will fall within a range of \$13,500 - \$24,000

**Considerations for the Executive Committee:**

- Joining VRS requires us to join Social Security.
- An employer joining VRS cannot have two primary retirement plans. The Commission's Money Purchase Pension Plan (MPPP) is a primary plan. We have two options regarding the current MPPP. We can either close the MPPP to new enrollments or dissolve the Plan.
- In each joining scenario the Code of Virginia § 51.1-134 makes membership in VRS optional for eligible employees in service on the date of coverage. Employees have one year to make the decision to join VRS. The election these employees make is an irrevocable decision so long as they are employed by CSPDC.

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- We could keep the Empower MPPP open for anyone who doesn't want to join, but this would require us to expand our HR program to manage two retirement accounts.
  - We still need to discuss with Empower how to handle retired employees still drawing from their fund.
  - Is it a good year to change plans given the market's volatility? Will our employees lose buying power?



April 14, 2025

**MEMO TO:** CSPDC Executive Committee

**FROM:** Donnie Kern, Finance Director

**SUBJECT:** Executive Committee Memo #25-03  
Discussion of FY26 Budget

**Executive Summary**

The draft budget for FY2026 anticipates revenues of \$5,626,570. Federal and State revenues are projected to decrease in FY2026 compared to past years due to the completion of the Lewis Street Hub and the Bath-Highland VATI project nearly complete. Local funding and use of money and property are level year-over-year.

**Budget Priorities**

The focus of our budget is the long-term financial health of the CSPDC, operational effectiveness, and leveraging resources efficiently to grow the quality of services we provide to our local region.

In FY2026 we will allocate costs such as IT subscriptions and a portion of the annual audit to grant-funded programs in order to stabilize our indirect rate and maintain sustainable program funding across the fiscal year.

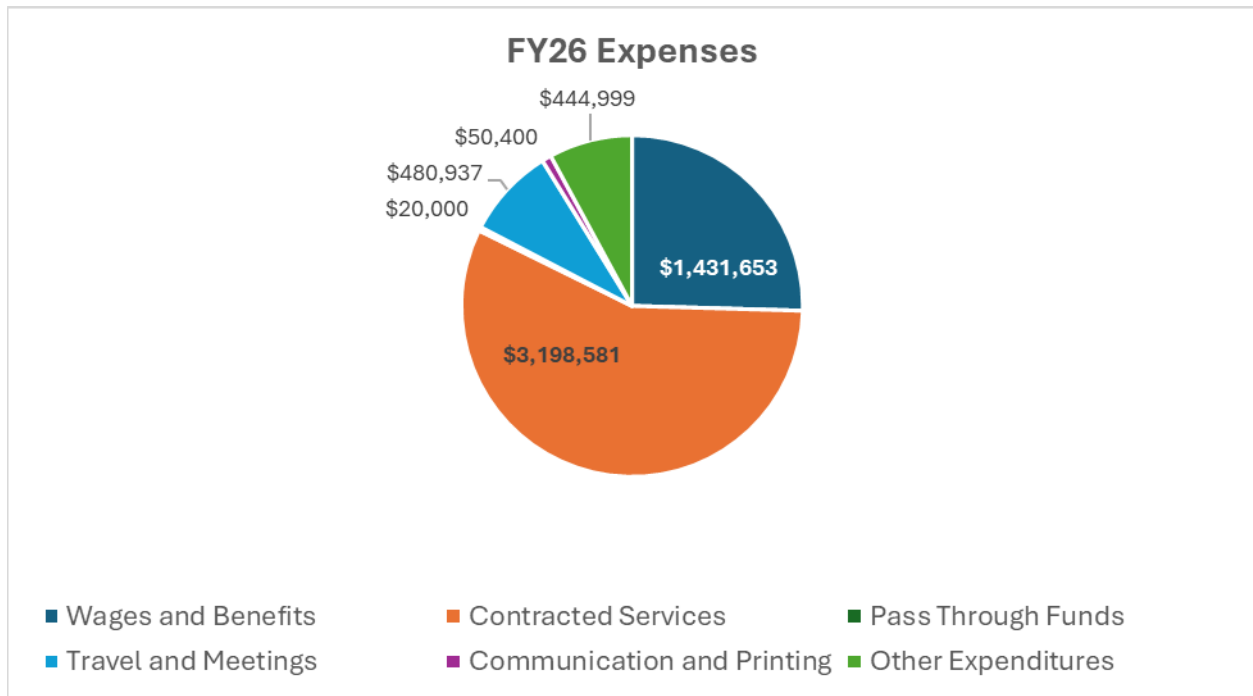
The FY26 budget includes IT equipment replacements and facility projects to keep the office building and grounds in a state of good repair.

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## Budget Breakdown

Major Expense Categories which make up our budgeted expenses of \$5,626,570 are:



## Revenues

The CSPDC will have some new initiatives in FY2026, including the Goshen and Briery Brach CDBG projects, Stillwater IRF project, Water Supply Planning Assistance, and GoVirginia Growth and Diversification Plan funding. While we cannot recognize the revenues in the FY26 budget yet, we could add approximately \$100,000 from pending grant awards for Emergency Operations Planning, Virginia Housing Development programming, Airport Feasibility Study administrative fees, and a Lexington Comprehensive Plan contract as well.

## Challenges and Mitigations

The CSPDC currently has not received or been invited to apply for our annual grants from the Economic Development Administration (EDA) or Appalachian Regional Commission (ARC). The programs are 50% matching grant funds representing approx. \$123,000 in federal funding.

We have drafted an alternative budget in the event that EDA and ARC are not funded in FY2026. This alternative budget will assume steady funding by localities and the PDC will flex staff to different programs in Transportation and Watershed Improvement Program to fully fund their positions. The CSPDC will also scale back technology and facility projects. The alternative budget will diminish the need to potentially pull from the Virginia Investment Pool funds.

	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
<b>REVENUES</b>			
FEDERAL FUNDING	\$ 4,298,451	\$ 3,776,527	\$ 3,133,057
STATE FUNDING	1,786,779	1,767,135	1,401,281
LOCAL FUNDING & SERVICES	995,204	1,153,597	930,205
USE OF MONEY & PROPERTY	188,141	136,800	162,026
OTHER INCOME	142,841	-	-
<b>TOTAL REVENUES</b>	<b>\$ 7,411,416</b>	<b>\$ 6,834,059</b>	<b>\$ 5,626,570</b>
<b>EXPENSES</b>			
WAGES AND BENEFITS	\$ 1,350,112	\$ 1,468,538	\$ 1,431,653
CONTRACTUAL SERVICES	2,847,718	3,129,923	3,198,581
PASS-THROUGH FUNDS	1,374,552	1,164,418	20,000
FUEL, TRAVEL, AND MEETINGS	415,514	600,975	480,937
COMMUNICATION SERVICES	27,408	36,692	32,484
PRINTING	12,144	23,559	17,916
OTHER EXPENSES	202,625	346,154	328,989
CAPITAL PURCHASES	977,371	22,800	79,510
PRINCIPAL AND INTEREST	40,200	41,000	36,500
<b>TOTAL EXPENSES</b>	<b>\$ 7,247,644</b>	<b>\$ 6,834,059</b>	<b>\$ 5,626,570</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
ISSUANCE OF LEASES	\$ -	\$ -	\$ -
TRANSFERS IN		-	-
TRANSFERS OUT		-	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET INCOME/(NET LOSS)</b>	<b>\$ 163,772</b>	<b>\$ -</b>	<b>\$ -</b>

	FY 2024 ACTUAL	FY 2025 BUDGET	FY 2026 BUDGET
<b>WAGES AND BENEFITS</b>			
SALARIES AND WAGES	\$ 973,577	\$ 1,052,589	\$ 1,068,055
PAYOUT OF ACCRUED LEAVE	16,700	-	-
HEALTH INSURANCE	165,304	215,067	174,018
RETIREMENT PLANS	147,553	152,079	157,983
FICA AND MEDICARE TAXES	15,666	17,156	15,643
LIFE AND DISABILITY INSURANCE	25,937	26,228	10,754
UNEMPLOYMENT INSURANCE	409	3,564	3,326
WORKERS' COMP INSURANCE	702	1,854	1,874
OTHER	4,264	-	-
<b>TOTAL WAGES AND BENEFITS</b>	<b>\$ 1,350,112</b>	<b>\$ 1,468,538</b>	<b>\$ 1,431,653</b>
<b>NET INCOME/LOSS</b>	<b>\$ 163,772</b>	<b>\$ -</b>	<b>\$ -</b>



DRAFT CSPDC FY 2026 Budget

	LOCAL	EMERGENCY	ENVIRONMENTAL	ECONOMIC	TRANSPORTATION	ADMIN	
	LOCAL SERVICES	EMERGENCY SERVICES	ENVIRONMENTAL SERVICES	ECONOMIC SERVICES	TRANSPORTATION SERVICES	NON-PROGRAM	FY 2026 BUDGET
<b>REVENUES</b>							
FEDERAL FUNDING	\$ -	\$ 27,500	\$ 77,600	\$ 130,616	\$ 2,897,341	\$ -	\$ 3,133,057
STATE FUNDING	\$ -	\$ 2,000	\$ 17,768	\$ 199,000	\$ 1,067,542	114,971	1,401,281
LOCAL FUNDING & SERVICES	\$ 24,000	\$ 500	\$ 23,600	\$ 223,499	\$ 618,893	39,713	930,205
USE OF MONEY & PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ 117,306	44,721	162,026
OTHER INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
<b>TOTAL REVENUES</b>	<b>\$ 24,000</b>	<b>\$ 30,000</b>	<b>\$ 118,968</b>	<b>\$ 553,115</b>	<b>\$ 4,701,082</b>	<b>\$ 199,405</b>	<b>\$ 5,626,570</b>
<b>EXPENSES</b>							
WAGES & BENEFITS	\$ 16,115	\$ 20,251	\$ 53,761	\$ 371,670	\$ 615,802	\$ 354,053	\$ 1,431,653
CONTRACTED SERVICES	-	-	-	16,216	3,102,865	79,500	3,198,581
PASS-THROUGH FUNDS	-	-	20,000	-	-	-	20,000
TRAVEL & MEETINGS	200	150	2,150	13,405	443,432	21,600	480,937
COMMUNICATION & PRINTING	-	-	-	1,800	24,200	24,400	50,400
OTHER OPERATING EXPENDITURES	111	81	17,790	10,414	225,365	75,229	328,989
CAPITAL & OTHER ACTIVITIES	-	-	-	-	-	69,710	69,710
PRINCIPAL & INTEREST	-	-	-	-	-	46,300	46,300
INDIRECT COSTS	7,574	9,518	25,267	139,610	289,419	(471,388)	-
<b>TOTAL EXPENSES</b>	<b>\$ 24,000</b>	<b>\$ 30,000</b>	<b>\$ 118,968</b>	<b>\$ 553,115</b>	<b>\$ 4,701,082</b>	<b>\$ 199,405</b>	<b>\$ 5,626,570</b>
<b>NET INCOME</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

DRAFT CSPDC FY 2026 Budget

15.85%      1.89%      2.49%      7.87%      7.45%      64.45%      100.00%

SPECIAL REVENUE FUNDS

	GENERAL FUND	ARC FUND	EDA FUND	HRMPO FUND	SAWMPO FUND	TRANSIT FUND	FY 2026 BUDGET
<b>REVENUES</b>							
FEDERAL FUNDING	\$ 170,600	\$ 53,116	\$ 70,000	\$ 354,332	\$ 335,565	\$ 2,149,443	\$ 3,133,057
STATE FUNDING	445,739	-	-	44,292	41,946	869,305	1,401,281
LOCAL FUNDING & SERVICES	230,696	53,116	70,000	44,292	41,946	490,156	930,205
USE OF MONEY & PROPERTY	44,721	-	-	-	-	117,306	162,026
<b>TOTAL REVENUES</b>	<b>\$ 891,756</b>	<b>\$ 106,232</b>	<b>\$ 140,000</b>	<b>\$ 442,915</b>	<b>\$ 419,457</b>	<b>\$ 3,626,210</b>	<b>\$ 5,626,570</b>
<b>EXPENSES</b>							
WAGES & BENEFITS	\$ 760,340	\$ 68,555	\$ 90,301	\$ 139,595	\$ 154,830	\$ 218,032	\$ 1,431,653
CONTRACTED SERVICES	104,335	250	-	198,400	158,270	2,737,326	\$ 3,198,581
PASS-THROUGH FUNDS	20,000	-	-	-	-	-	\$ 20,000
TRAVEL & MEETINGS	35,742	3,400	2,300	10,988	9,850	418,657	\$ 480,937
COMMUNICATION & PRINTING	26,806	-	400	1,958	1,758	19,478	\$ 50,400
OTHER EXPENDITURES	260,043	1,807	4,559	26,367	21,980	130,243	\$ 444,999
INDIRECT CHARGES	(315,510)	32,220	42,440	65,608	72,768	102,474	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 891,756</b>	<b>\$ 106,232</b>	<b>\$ 140,000</b>	<b>\$ 442,915</b>	<b>\$ 419,457</b>	<b>\$ 3,626,210</b>	<b>\$ 5,626,570</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
OTHER EXPENSES	213,743	1,807	4,559	26,367	21,980	130,243	398,699
CAPITAL PURCHASES	-	-	-	-	-	-	-
PRINCIPAL & INTEREST	46,300	-	-	-	-	-	46,300
<b>OTHER EXPENDITURES</b>	<b>\$ 260,043</b>	<b>\$ 1,807</b>	<b>\$ 4,559</b>	<b>\$ 26,367</b>	<b>\$ 21,980</b>	<b>\$ 130,243</b>	<b>\$ 444,999</b>
TOTAL HOURS WORKED	12,840	1,131	1,506	2,208	2,457	3,459	<b>23,601</b>
% OF TOTAL HOURS WORKED	54.4%	4.8%	6.4%	9.4%	10.4%	14.7%	100.0%