STATE OF MINNESOTA Office of the State Auditor



Rebecca Otto State Auditor

RAINBOW RIDER LOWRY, MINNESOTA

FOR THE YEAR ENDED DECEMBER 31, 2008

Description of the Office of the State Auditor

The mission of the Office of the State Auditor is to oversee local government finances for Minnesota taxpayers by helping to ensure financial integrity and accountability in local governmental financial activities.

Through financial, compliance, and special audits, the State Auditor oversees and ensures that local government funds are used for the purposes intended by law and that local governments hold themselves to the highest standards of financial accountability.

The State Auditor performs approximately 160 financial and compliance audits per year and has oversight responsibilities for over 3,300 local units of government throughout the state. The office currently maintains five divisions:

Audit Practice - conducts financial and legal compliance audits of local governments;

Government Information - collects and analyzes financial information for cities, towns, counties, and special districts;

Legal/Special Investigations - provides legal analysis and counsel to the Office and responds to outside inquiries about Minnesota local government law; as well as investigates allegations of misfeasance, malfeasance, and nonfeasance in local government;

Pension - monitors investment, financial, and actuarial reporting for approximately 730 public pension funds; and

Tax Increment Financing - promotes compliance and accountability in local governments' use of tax increment financing through financial and compliance audits.

The State Auditor serves on the State Executive Council, State Board of Investment, Land Exchange Board, Public Employees Retirement Association Board, Minnesota Housing Finance Agency, and the Rural Finance Authority Board.

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For the Year Ended December 31, 2008



Audit Practice Division Office of the State Auditor State of Minnesota This page was left blank intentionally.

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Introductory Section

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ORGANIZATION DECEMBER 31, 2008

The Rainbow Rider Transit Board consists of two members from each of the participating counties.

Name	Position	County
Board		
Dan Olson	Vice Chair	Douglas
Norm Salto	Member	Douglas
Dean Paulson	Member	Pope
Randy Shaw	Member	Pope
Herb Kloos	Chair	Stevens
Larry Sayre	Member	Stevens
William Gibson	Member	Traverse
David Naatz	Member	Traverse
Harold Jennissen	Transit Director	

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Financial Section

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STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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INDEPENDENT AUDITOR'S REPORT

Rainbow Rider Transit Board Lowry, Minnesota

We have audited the accompanying basic financial statements of Rainbow Rider as of and for the year ended December 31, 2008, as listed in the table of contents. These financial statements are the responsibility of Rainbow Rider's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Rainbow Rider at December 31, 2008, and the changes in its financial position and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

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In accordance with *Government Auditing Standards*, we have also issued our report dated April 7, 2010, on our consideration of Rainbow Rider's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

/s/Rebecca Otto

/s/Greg Hierlinger

REBECCA OTTO STATE AUDITOR GREG HIERLINGER, CPA DEPUTY STATE AUDITOR

April 7, 2010

MANAGEMENT'S DISCUSSION AND ANALYSIS

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MANAGEMENT'S DISCUSSION AND ANALYSIS DECEMBER 31, 2008 (Unaudited)

The Rainbow Rider Transit Board's (Board) Management's Discussion and Analysis (MD&A) provides an overview of Rainbow Rider's financial activities for the fiscal year ended December 31, 2008. Since this information is designed to focus on the current year's activities, resulting changes, and currently known facts, it should be read in conjunction with Rainbow Rider's financial statements.

Rainbow Rider is a joint powers enterprise operation among Douglas, Pope, Stevens, and Traverse Counties created to provide a coordinated service delivery and funding source for public transportation for the mutual benefit of each of the joint participants.

OVERVIEW OF THE FINANCIAL STATEMENTS

This MD&A is intended to serve as an introduction to the basic financial statements. Rainbow Rider's basic financial statements consist of two parts: the financial statements and the notes to the financial statements. The MD&A (this section) is required to accompany the basic financial statements and, therefore, is included as required supplementary information.

The financial statements consist of the following:

- The statement of net assets compares the assets and liabilities to give an overall view of the financial health of Rainbow Rider.
- The statement of revenues, expenses, and changes in net assets provides information on an aggregate view of Rainbow Rider's finances. All of the current year's revenues and expenses are taken into account regardless of when the cash was received or paid.
- The statement of cash flows provides sources and uses of cash for Rainbow Rider.

FINANCIAL ANALYSIS

Net Assets

	 2008	 2007	Increase Decrease)	Percentage Change (%)
Assets				
Current and other assets Capital assets, net	\$ 1,059,141 1,437,049	\$ 422,704 989,018	\$ 636,437 448,031	150.56 45.30
Total Assets	\$ 2,496,190	\$ 1,411,722	\$ 1,084,468	76.82
Liabilities				
Current liabilities	\$ 393,535	\$ 122,648	\$ 270,887	220.87
Noncurrent liabilities	 503,794	 3,281	 500,513	15,254.89
Total Liabilities	\$ 897,329	\$ 125,929	\$ 771,400	612.57
Net Assets				
Invested in capital assets	\$ 1,041,279	\$ 989,018	\$ 52,261	5.28
Unrestricted	 557,582	 296,775	 260,807	87.88
Total Net Assets	\$ 1,598,861	\$ 1,285,793	\$ 313,068	24.35

The increase in current and other assets is from cash invested with escrow agent for a shop/garage building and a long-term receivable from the federal government for the construction of a shop/garage building. The increase in capital assets is from construction in progress for the shop/garage building and the addition of four buses and two vans. The increase in current liabilities is from contracts payable for the shop/garage building. The increase in noncurrent liabilities is from a capitalized lease for the shop/garage building.

Changes in Net Assets

	 2008	 2007	-	ncrease Decrease)	Percentage Change (%)
Operating revenues					
Charges for services	\$ 553,595	\$ 470,241	\$	83,354	17.73
Miscellaneous	89,965	60,761		29,204	48.06
Nonoperating revenues					
Operating grants	926,570	816,203		110,367	13.52
Interest earnings	21,971	14,025		7,946	56.66
Gain on disposal of assets	 -	 9,432		(9,432)	(100.00)
Total Revenues	\$ 1,592,101	\$ 1,370,662	\$	221,439	16.16

(Unaudited)

	 2008	 2007	Increase Decrease)	Percentage Change (%)
Operating expenses				
Personal services	\$ 976,795	\$ 779,468	\$ 197,327	25.32
Administrative charges	107,396	92,115	15,281	16.59
Operating charges	461,376	338,914	122,462	36.13
Insurance	25,443	17,448	7,995	45.82
Depreciation	232,971	191,113	41,858	21.90
Nonoperating expense				
Interest expense	 16,714	 -	 16,714	N/A
Total Expenses	\$ 1,820,695	\$ 1,419,058	\$ 401,637	28.30
Income (loss) before contributions	\$ (228,594)	\$ (48,396)	\$ (180,198)	(372.34)
Capital contributions	 541,662	 185,600	 356,062	191.84
Change in Net Assets	\$ 313,068	\$ 137,204	\$ 175,864	128.18
Net Assets - January 1	 1,285,793	 1,148,589	 137,204	11.95
Net Assets - December 31	\$ 1,598,861	\$ 1,285,793	\$ 313,068	24.35

Net assets increased from 2007 to 2008 due mainly to a federal grant recorded as capital contributions for the shop/garage building.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets (Net of Depreciation)

	 2008	 2007	Increase Decrease)	Percentage Change (%)
Land	\$ 32,227	\$ 32,227	\$ -	-
Construction in progress	403,607	-	403,607	100.00
Land improvements	7,837	8,669	(832)	(9.60)
Buildings and structures	511,549	528,988	(17,439)	(3.30)
Revenue vehicles and equipment	477,656	410,148	67,508	16.46
Office furniture and equipment	 4,173	 8,986	 (4,813)	(53.56)
Total Capital Assets	\$ 1,437,049	\$ 989,018	\$ 448,031	45.30

In 2008, Rainbow Rider entered into a \$500,000 lease and purchase option for the construction of a new bus garage. At December 31, 2008, Rainbow Rider owed \$500,000 on this lease.

The major additions this year included four buses, two vans, and the construction of a shop/garage building. Additional information on capital assets can be found in Note 2.D. to the financial statements.

CONTACTING RAINBOW RIDER'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers, and creditors with a general overview of Rainbow Rider's finances and to show the Board's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Transit Director, Harold Jennissen, P. O. Box 136, Lowry, Minnesota 56349.

BASIC FINANCIAL STATEMENTS

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EXHIBIT 1

STATEMENT OF NET ASSETS DECEMBER 31, 2008

Assets

Current assets		
Cash and investments	\$	361,785
Petty cash		15
Cash with escrow agent		310,675
Accounts receivable		30,065
Due from other governments		27,696
Inventories		6,019
Total current assets	<u>\$</u>	736,255
Noncurrent assets		
Long-term receivables	<u>\$</u>	322,886
Capital assets		
Nondepreciable	\$	435,834
Depreciable - net		1,001,215
Total capital assets	\$	1,437,049
Total noncurrent assets	<u>\$</u>	1,759,935
Total Assets	<u>\$</u>	2,496,190
Liabilities		
Current liabilities		
Accounts payable	\$	60,971
Salaries payable		41,834
Contracts payable		206,445
Due to other governments		10,803
Accrued interest payable		1,479
Unearned revenue		44,661
Compensated absences payable		27,342
Total current liabilities	\$	393,535
Noncurrent liabilities		
Lease payable	\$	500,000
Compensated absences payable		3,794
Total noncurrent liabilities	\$	503,794
Total Liabilities	\$	897,329
Net Assets		
Invested in capital assets - net of related debt	\$	1,041,279
Unrestricted		557,582
Total Net Assets	<u>\$</u>	1,598,861
The notes to the financial statements are an integral part of this statement.		Page 8

The notes to the financial statements are an integral part of this statement.

EXHIBIT 2

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2008

Operating Revenues		
Charges for services	\$	553,595
Miscellaneous		89,965
Total Operating Revenues	\$	643,560
Operating Expenses		
Personal services	\$	976,795
Administration charges		107,396
Operating charges		461,376
Insurance		25,443
Depreciation		232,971
Total Operating Expenses	<u>\$</u>	1,803,981
Operating Income (Loss)	<u>\$</u>	(1,160,421)
Nonoperating Revenues (Expenses)		
Operating grants		
State		
Greater Minnesota Transit Fund	\$	199,100
Public transit participation program		419,105
Federal		
Public transit for nonurbanized areas		308,365
Investment earnings		21,971
Interest expense		(16,714)
Total Nonoperating Revenues (Expenses)	<u>\$</u>	931,827
Income (loss) before contributions	\$	(228,594)
Capital contributions		541,662
Change in Net Assets	\$	313,068
Net Assets - January 1		1,285,793
Net Assets - December 31	\$	1,598,861

The notes to the financial statements are an integral part of this statement.

EXHIBIT 3

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2008 Increase (Decrease) in Cash and Cash Equivalents

Cash Flows from Operating Activities		
Receipts from customers	\$	643,559
Payments to suppliers		(585,247)
Payments to employees		(925,326)
Net cash provided by (used in) operating activities	\$	(867,014)
Cash Flows from Noncapital Financing Activities		
Operating grants	\$	968,034
Cash Flows from Capital and Related Financing Activities		
Proceeds from lease payable	\$	500,000
Capital contributions		221,847
Interest paid on lease payable		(15,235)
Purchases of capital assets		(474,557)
Net cash provided by (used in) capital and related financing		
activities	\$	232,055
Cash Flows from Investing Activities		
Interest received	\$	21,971
Net Increase (Decrease) in Cash and Cash Equivalents	\$	355,046
Cash and Cash Equivalents at January 1		317,429
Cash and Cash Equivalents at December 31	\$	672,475
Reconciliation of Cash and Cash Equivalents to the Statement of Net Assets Cash and Cash Equivalents		
Cash and pooled investments	\$	361,785
Petty cash		15
Cash with escrow agent		310,675
Total Cash and Cash Equivalents	<u>\$</u>	672,475

EXHIBIT 3 (Continued)

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2008 Increase (Decrease) in Cash and Cash Equivalents

Reconciliation of operating income (loss) to net cash provided by (used in) operating activities		
Operating income (loss)	\$	(1,160,421)
Adjustments to reconcile operating income (loss) to net cash		
provided by (used in) operating activities		
Depreciation expense	\$	232,971
(Increase) decrease in accounts receivable		(7,846)
(Increase) decrease in due from other governments		5,922
(Increase) decrease in inventories		(1,116)
Increase (decrease) in accounts payable		26,332
Increase (decrease) in salaries payable		22,439
Increase (decrease) in compensated absences payable		3,794
Increase (decrease) in due to other governments		8,988
Increase (decrease) in unearned revenue		1,923
Total adjustments	\$	293,407
Net Cash Provided by (Used in) Operating Activities	<u>\$</u>	(867,014)
Noncash investing, capital, and financing activities		
Capital assets purchased on account - Construction in Progress	<u>\$</u>	206,445

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

1. <u>Summary of Significant Accounting Policies</u>

The financial reporting policies of Rainbow Rider conform to generally accepted accounting principles.

A. Financial Reporting Entity

Rainbow Rider was established December 1, 1994, by a joint powers agreement among Douglas, Grant, Pope, Stevens, and Traverse Counties. Operations did not begin until 1995. The agreement was established to provide a coordinated service delivery and funding source for public transportation for the mutual benefit of each of the joint participants. The joint powers agreement remains in force until any single county notifies the other parties of its intentions to withdraw, at least 90 days before the termination takes effect. The remaining counties may agree to continue the agreement with the remaining counties as members. Grant County terminated its membership in Rainbow Rider on May 31, 1999.

Control is vested in the Rainbow Rider Transit Board (Board). The Board consists of two members from each county. The members of the Board are appointed by the County Commissioners of the county they represent. Members of the Board serve an annual term and may be reappointed by their respective county boards.

Rainbow Rider is a joint venture with no county having control over the Board. Each county has an ongoing responsibility to provide funding for the operating costs of the Board allocated in accordance with the actual expenses incurred by representatives of the respective counties on the Board.

B. Basic Financial Statements

The accounts of Rainbow Rider are organized as an enterprise fund. Operating revenues result from exchange transactions associated with its principal activity. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as intergovernmental revenue, result from nonexchange transactions or incidental activities. Rainbow Rider's net assets are reported in two parts: (1) invested in capital assets and (2) unrestricted net assets.

1. <u>Summary of Significant Accounting Policies</u> (Continued)

C. Measurement Focus and Basis of Accounting

Rainbow Rider's financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Pursuant to Governmental Accounting Standards Board (GASB) Statement 20, Rainbow Rider has elected to not apply accounting standards issued by the Financial Accounting Standards Board after November 30, 1989.

D. Assets, Liabilities, and Net Assets

1. Assets

Cash and Cash Equivalents

For purposes of the statement of cash flows, cash and cash equivalents include cash and investments, petty cash, and cash with escrow agent with an original maturity of three months or less when purchased.

Inventories

Inventories are valued at last invoice price, which is substantially the first-in, first-out method.

Capital Assets and Depreciation

Capital assets, which include property, buildings, furniture, equipment, and vehicles, are reported in the financial statements. Capital assets are defined by the Board as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of three years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

1. Summary of Significant Accounting Policies

D. Assets, Liabilities, and Net Assets

1. Assets

Capital Assets and Depreciation (Continued)

Depreciation is determined using the straight-line method for the estimated useful lives of the assets:

Classification	Range
Land improvements	15 years
Buildings	30 years
Furniture and equipment	3 to 10 years
Vehicles	5 years

2. Liabilities

Unearned Revenue

Unredeemed bus fare tickets are reported as unearned revenue until they are redeemed.

Compensated Absences

The accompanying financial statements include a liability for unused vacation that has vested. Rainbow Rider's personnel policy provides that employees earn vacation leave dependent upon their years of service. Vacation leave may be accumulated to a maximum of 21 days. Sick leave is accumulated at one day per month for full-time employees. Part-time employees earn vacation and sick leave on a prorated basis.

Unvested sick leave, approximately \$24,181 at December 31, 2008, is available to employees in the event of illness-related absences and is not paid to them at termination.

1. Summary of Significant Accounting Policies

D. <u>Assets, Liabilities and Net Assets</u> (Continued)

3. <u>Net Assets</u>

The portion of net assets invested in capital assets, net of related debt, represents the capital assets of Rainbow Rider, net of accumulated depreciation and reduced by the outstanding balance of borrowing (net of unspent related loan proceeds) attributable to the construction of those assets. The remaining net assets are reported as unrestricted net assets.

E. <u>Revenues and Expenses</u>

1. <u>Revenues</u>

In accordance with GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, revenues for nonexchange transactions are recognized based on the principal characteristics of the revenue. Exchange transactions are recognized as revenue when the exchange occurs.

Nonexchange Transactions

Government-mandated nonexchange transactions occur when a government at one level provides resources to a government at another level and requires that government to use them for a specific purpose. The provider government establishes purpose restrictions and also may establish time requirements. Federal and state perform grants mandating Rainbow Rider particular programs are government-mandated nonexchange transactions. Revenues are recognized when eligibility and time requirements are met, usually when the corresponding expense is incurred. Capital contributions received are reported as a separate item and an increase in the net assets on the statement of revenues, expenses, and changes in net assets.

Voluntary nonexchange transactions result from legislative or contractual agreements, such as grants, entitlements, appropriations, and donations. The provider may establish purpose restrictions or eligibility requirements. Revenues are recognized in the year to which they apply according to the statute or contract. Gifts and contributions from individuals are also considered voluntary nonexchange transactions and are generally recognized when received.

1. Summary of Significant Accounting Policies

E. <u>Revenues and Expenses</u>

1. <u>Revenues</u> (Continued)

Exchange Transactions

Other revenues, such as charges for services and investment income, are recognized as revenue when earned.

2. Expenses

Rainbow Rider recognizes expenses, including compensated absences, when incurred.

F. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. Detailed Notes

A. Budget to Actual

Following is a summary statement of budgeted and actual revenues and expenses for the year ended December 31, 2008.

	Budget Actual		Variance Favorable (Unfavorable)		
Operating Revenues Charges for services Miscellaneous	\$	558,355 87,129	\$ 553,595 89,965	\$	(4,760) 2,836
Total Operating Revenues	\$	645,484	\$ 643,560	\$	(1,924)

2. Detailed Notes

A. Budget to Actual (Continued)

	Delect	Astrol		Variance Favorable (Unfavorable)		
	 Budget		Actual	(Ur	itavorable)	
Operating Expenses						
Personal services	\$ 928,207	\$	976,795	\$	(48,588)	
Administrative charges	122,518		107,396		15,122	
Operating charges	488,852		461,376		27,476	
Insurance	25,443		25,443		-	
Depreciation	 251,439*	<u> </u>	232,971		18,468	
Total Operating Expenses	\$ 1,816,459	\$	1,803,981	\$	12,478	
Operating Income (Loss)	\$ (1,170,975)	\$	(1,160,421)	\$	10,554	
Nonoperating Revenues (Expenses) Operating grants						
State	\$ 659,822	\$	618,205	\$	(41,617)	
Federal	275,178		308,365		33,187	
Investment earnings	14,134		21,971		7,837	
Interest expense	 -		(16,714)		(16,714)	
Total Nonoperating Revenues						
(Expenses)	\$ 949,134	\$	931,827	\$	(17,307)	
Income (loss) before contributions	\$ (221,841)	\$	(228,594)	\$	(6,753)	
Capital contributions	 218,776		541,662		322,886	
Change in Net Assets	\$ (3,065)	\$	313,068	\$	316,133	
Net Assets - January 1	 1,285,793		1,285,793		-	
Net Assets - December 31	\$ 1,282,728	\$	1,598,861	\$	316,133	

* - Budgeted depreciation represents expected capital purchases.

2. <u>Detailed Notes</u> (Continued)

B. Deposits and Investments

Rainbow Rider's total deposits and investments follow:

Cash and investments Petty cash Cash with escrow agent	\$ 361,785 15 310,675
Total Deposits and Investments	\$ 672,475

1. Deposits

Rainbow Rider is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to designate a depository for public funds and to invest in certificates of deposit. Rainbow Rider is required by Minn. Stat. § 118A.03 to protect deposits with insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit at the close of the financial institution's banking day, not covered by insurance or bonds.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better or revenue obligations rated "AA" or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution not owned or controlled by the financial institution furnishing the collateral.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a financial institution failure, Rainbow Rider's deposits may not be returned to it. Rainbow Rider does not have a deposit policy for custodial credit risk. As of December 31, 2008, Rainbow Rider's deposits were not exposed to custodial credit risk.

2. Detailed Notes

B. <u>Deposits and Investments</u> (Continued)

2. <u>Investments</u>

Rainbow Rider may invest in the following investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05:

- (1) securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress, except mortgage-backed securities defined as "high risk" by Minn. Stat. § 118A.04, subd. 6;
- (2) mutual funds through shares of registered investment companies provided the mutual fund receives certain ratings depending on its investments;
- (3) general obligations of the State of Minnesota and its municipalities, and in certain state agency and local obligations of Minnesota and other states provided such obligations have certain specified bond ratings by a national bond rating service;
- (4) bankers' acceptances of United States banks;
- (5) commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category by two nationally recognized rating agencies and matures in 270 days or less; and
- (6) with certain restrictions, in repurchase agreements, securities lending agreements, joint powers investment trusts, and guaranteed investment contracts.

During the year ended December 31, 2008, Rainbow Rider had no investments.

2. <u>Detailed Notes</u> (Continued)

C. <u>Receivables</u>

Receivables as of December 31, 2008, are as follows:

	Sche Total Collec		ounts Not eduled for etion During sequent Year	
Accounts receivable Due from other governments Long-term receivable	\$	30,065 27,696 322,886	\$	322,886
Total	\$	380,647	\$	322,886

D. Capital Assets

Capital asset activity for the year ended December 31, 2008, was as follows:

		Beginning Balance	I	ncrease	De	crease		Ending Balance
Capital assets not depreciated Land Construction in progress	\$	32,227	\$	- 403,607	\$	-	\$	32,227 403,607
Total capital assets not depreciated	\$	32,227	\$	403,607	\$	_	\$	435,834
Capital assets depreciated	\$	10 492	\$		\$		\$	10 492
Land improvements Buildings and structures	2	12,483 596,929	\$	- 2,543	\$	-	Э	12,483 599,472
Revenue vehicles and equipment		1,315,235		2,343 274,852		-		1,590,087
Office furniture and equipment		22,788		-				22,788
Total capital assets depreciated	\$	1,947,435	\$	277,395	\$	-	\$	2,224,830
Less: accumulated depreciation for								
Land improvements	\$	3,814	\$	832	\$	-	\$	4,646
Buildings and structures		67,941		19,982		-		87,923
Revenue vehicles and equipment		905,087		207,344		-		1,112,431
Office furniture and equipment		13,802		4,813		-		18,615
Total accumulated depreciation	\$	990,644	\$	232,971	\$		\$	1,223,615
Total capital assets depreciated, net	\$	956,791	\$	44,424	\$	-	\$	1,001,215
Capital Assets, Net	\$	989,018	\$	448,031	\$	-	\$	1,437,049

2. <u>Detailed Notes</u> (Continued)

E. Liabilities

1. Payables

Payables as of December 31, 2008, are as follows:

Accounts payable Salaries payable	\$ 60,971 41,834
Contracts payable	206,445
Due to other governments	 10,803
Total	\$ 320,053

2. Long-Term Debt

Type of Indebtedness	Maturity	Amount Due	Interest Rate (%)	Original Issue Amount	Bal Decen	anding ance nber 31, 008
Lease payable	June 1, 2011	\$500,000	3.55	\$ 500,000	\$	500,000

3. Debt Service Requirements

Debt service requirements at December 31, 2008, were as follows:

Year Ending		Loans Payable				
December 31	Prin	cipal	Interest			
2009	\$	-	\$	17,750		
2010		-		17,750		
2011		500,000		8,875		
Total	\$	500,000	\$	44,375		

On January 22, 2008, Rainbow Rider entered into a \$500,000 lease and purchase option agreement with Wells Fargo Brokerage Service, LLC, for the purpose of construction of a new bus garage on property Rainbow Rider owns. Semi-annual interest payments are required, with the final interest payment, along with a single principal payment, due on June 1, 2011. At the end of the lease period, Rainbow Rider has the option to purchase the bus garage for \$1.
2. Detailed Notes

E. <u>Liabilities</u> (Continued)

4. <u>Changes in Long-Term Liabilities</u>

Long-term liability activity for the year ended December 31, 2008, was as follows:

	Beginning Balance		A	Additions		Reductions		Ending Balance		Due Within One Year	
Lease payable Compensated absences	\$	27,342	\$	500,000 27,855	\$	24,061	\$	500,000 31,136	\$	- 27,342	
Long-Term Liabilities	\$	27,342	\$	527,855	\$	24,061	\$	531,136	\$	27,342	

F. <u>Unearned Revenue</u>

Unearned revenue consists of \$44,661 of unredeemed sold tickets.

G. <u>Risk Management</u>

Rainbow Rider is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; employee health coverage; and natural disasters. Rainbow Rider is a member of the Minnesota Counties Insurance Trust (MCIT). For items not covered by MCIT, Rainbow Rider carries commercial insurance. Rainbow Rider retains risk for the deductible portions of the insurance policies. The amounts of these deductibles are considered immaterial to the financial statements. There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past two fiscal years.

Risk of loss associated with injuries to employees is covered by membership in the MCIT Workers' Compensation Division. The risk associated with Rainbow Rider operations has not been separately identified.

The Workers' Compensation Division of MCIT is self-sustaining based on the contributions charged, so that total contributions plus compounded earnings on these contributions will equal the amount needed to satisfy claims liabilities and other expenses. MCIT participates in the Workers' Compensation Reinsurance Association with coverage at \$410,000 per claim in 2008 and \$430,000 per claim in 2009. Should the MCIT Workers' Compensation Division liabilities exceed assets, MCIT may assess Rainbow Rider in a method and amount to be determined by MCIT.

2. Detailed Notes

G. <u>Risk Management</u> (Continued)

The Property and Casualty Division of MCIT is self-sustaining, and Rainbow Rider pays an annual premium to cover current and future losses. MCIT carries reinsurance for its property lines to protect against catastrophic losses. Should the MCIT Property and Casualty Division liabilities exceed assets, MCIT may assess Rainbow Rider in a method and amount to be determined by MCIT.

3. <u>Pension Plans</u>

A. <u>Plan Description</u>

All full-time and certain part-time employees of Rainbow Rider are covered by defined benefit pension plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the Public Employees Retirement Fund, which is a cost-sharing, multiple-employer retirement plan. The plan is established and administered in accordance with Minn. Stat. chs. 353 and 356.

Public Employees Retirement Fund members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security, and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and benefits to survivors upon death of eligible members. Benefits are established by state statute and vest after three years of credited service. The defined retirement benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for Coordinated and Basic Plan members. The retiring member receives the higher of a step-rate benefit accrual formula (Method 1) or a level accrual formula (Method 2). Under Method 1, the annuity accrual rate for a Basic Plan member is 2.2 percent of average salary for each of the first ten years of service and 2.7 percent for each year thereafter. For a Coordinated Plan member, the annuity accrual rate is 1.2 percent of average salary for each of the first ten years and 1.7 percent for each successive year. Using Method 2, the annuity accrual rate is 2.7 percent of average salary for Basic Plan members and 1.7 percent for Coordinated Plan members for each year of service.

3. <u>Pension Plans</u>

A. <u>Plan Description</u> (Continued)

For Public Employees Retirement Fund members whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Normal retirement age is 65 for members hired prior to July 1, 1989, and is the age for unreduced Social Security benefits capped at age 66 for Coordinated Plan members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants. Vested, terminated employees who are entitled to benefits but are not yet receiving them are bound by the provisions in effect at the time they last terminated public service.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the Public Employees Retirement Fund. That report may be obtained on the internet at www.mnpera.org; by writing to PERA at 60 Empire Drive, Suite 200, Saint Paul, Minnesota 55103-2088; or by calling 651-296-7460 or 1-800-652-9026.

B. <u>Funding Policy</u>

Pension benefits are funded from member and employer contributions and income from the investment of fund assets. Rates for employer and employee contributions are set by Minn. Stat. ch. 353. Rainbow Rider makes annual contributions to the pension plans equal to the amount required by state statutes. Public Employees Retirement Fund Basic Plan members and Coordinated Plan members were required to contribute 9.1 and 6.0 percent, respectively, of their annual covered salary in 2008. Contribution rates in the Coordinated Plan did not increase in 2009.

Rainbow Rider is required to contribute the following percentages of annual covered payroll in 2008 and 2009:

	2008	2009
Public Employees Retirement Fund Basic Plan members	11.78%	11.78%
Coordinated Plan members	6.50	6.75

3. <u>Pension Plans</u>

B. Funding Policy (Continued)

Rainbow Rider's contributions for the years ending December 31, 2008, 2007, and 2006, for the Public Employees Retirement Fund were:

2008		 2007	 2006		
\$	41,332	\$ 33,504	\$ 30,928		

These contribution amounts are equal to the contractually required contributions for each year as set by state statute.

Management and Compliance Section This page was left blank intentionally.

<u>Schedule 1</u>

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED DECEMBER 31, 2008

I. SUMMARY OF AUDITOR'S RESULTS

- A. Our report expresses an unqualified opinion on the basic financial statements of Rainbow Rider.
- B. Significant deficiencies in internal control were disclosed by the audit of financial statements of Rainbow Rider and are reported in the "Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards.*" One of the significant deficiencies is a material weakness.
- C. No instances of noncompliance material to the financial statements of Rainbow Rider were disclosed during the audit.
- D. No matters involving internal control over compliance relating to the audit of the major federal award programs were reported in the "Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133."
- E. The Auditor's Report on Compliance for the major federal award programs for Rainbow Rider expresses an unqualified opinion.
- F. No findings were disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133.
- G. The major programs are:

Highway Planning and Construction	CFDA #20.205
Formula Grants for Other Than Urbanized Areas	CFDA #20.509

- H. The threshold for distinguishing between Types A and B programs was \$300,000.
- I. Rainbow Rider was not determined to be a low-risk auditee.

II. FINDINGS RELATED TO FINANCIAL STATEMENTS AUDITED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

INTERNAL CONTROL

PREVIOUSLY REPORTED ITEM NOT RESOLVED

06-1 Internal Control/Segregation of Duties

Management is responsible for establishing and maintaining effective internal control. This responsibility includes monitoring ongoing activities, selecting and applying appropriate accounting principles, ensuring fair presentation of the financial statements and related notes, and designing and implementing programs and controls to prevent and detect fraud. Adequate segregation of duties is a key internal control in an organization's accounting system. The size of Rainbow Rider and its staffing limits the internal control that management can design and implement in the organization.

Management should be aware that segregation of duties is not adequate from an internal control point of view. To a large extent, staff has the ability to access assets and process and record both receipt and disbursement transactions. Ideally, one person should not have both access to assets and responsibility for maintaining the accountability of those assets. In addition, the work of one individual should be either independent of, or serve to check on, the work of another. Such arrangements reduce the risk of undetected errors and limit opportunities to misappropriate assets or conceal intentional misstatement.

Following are considerations for segregating duties when there is as little as two staff. The first staff person may have access to, process, and post receipts to the accounting records and prepare the bank deposit. A second person should take the deposit to the bank and verify the deposit slip with the amount recorded. This second person should sign and mail checks that the first staff person has processed and written. Finally, the second person should review the bank reconciliations prepared by the first staff person.

Management is also responsible for controls over the period-end financial reporting process, including controls over procedures used to enter transaction totals into the general ledger; initiate, authorize, record, and process journal entries into the general ledger; and record recurring and nonrecurring adjustments to the financial statements. Management has requested that the Office of the State Auditor prepare the annual financial statements and related notes. This arrangement is not unusual for an organization the size of Rainbow Rider. This decision was based on the availability of Rainbow Rider's staff and the cost benefit of using our expertise.

We recommend the Transit Board be mindful that limited staffing and segregation of duties causes inherent risks in safeguarding Rainbow Rider's assets and the proper reporting of its financial activity. Incompatible receipt and disbursement functions should be redistributed. We recommend the Transit Board continue to implement oversight procedures and monitor those procedures to determine if they are still effective internal controls.

Client's Response:

Rainbow Rider management is aware of the lack of segregation which is due to minimal staff. Rainbow Rider management is continuously working at correcting this problem by segregating duties with what staff is available.

ITEM ARISING THIS YEAR

08-1 Accounting Policies and Procedures Manual

Rainbow Rider does not have a current and comprehensive accounting policies and procedures manual. Written accounting policies and procedures should exist to document significant internal controls in the accounting system; be a source for guidance when staffing changes occur; and support management's risk identification, evaluation, and mitigation.

We recommend a written accounting policies and procedures manual be prepared that is approved by the Transit Board to emphasize its importance and authority. The documentation should describe procedures as they are intended to be performed, indicate which employees are to perform which procedures, and explain the design and purpose of control-related procedures. The Board should periodically monitor procedures to re-assess risk and determine whether the established internal controls are still effective or if changes are needed. Changes may be necessary due to such things as organizational restructuring, updates to information systems, or changes to services provided. The monitoring activity should be documented to show the results of the review, any changes required, and who performed the work.

Client's Response:

Rainbow Rider management has already started preparing an Accounting Policies and Procedures Manual. At this point, the manual consists of policies and procedures for Accounts Payable and Payroll, which were both reviewed and approved by the Rainbow Rider Transit Board effective February 11, 2010. Management's intent is to cover all accounting policies and procedures and complete this manual during fiscal year 2010.

<u>Schedule 1</u> (Continued)

III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARD PROGRAMS

None.

IV. OTHER FINDINGS AND RECOMMENDATIONS

MINNESOTA LEGAL COMPLIANCE

ITEM ARISING THIS YEAR

08-2 <u>Electronic Funds Transfers</u>

Rainbow Rider uses electronic funds transfers for expenditure transactions. Rainbow Rider is required by Minn. Stat. § 385.071 to establish policies and procedures regarding the use of electronic funds transfers. The Transit Board has not established written policies regarding the use of electronic funds transfers.

We recommend the Transit Board establish written policies and procedures for electronic funds transfers as required by Minn. Stat. § 385.071.

Client's Response:

Rainbow Rider management completed a policy on Invoice Approval, Auto Payments and Signature Stamping. The Rainbow Rider Transit Board reviewed and approved this policy effective December 10, 2009.



STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Rainbow Rider Transit Board Lowry, Minnesota

We have audited the basic financial statements of Rainbow Rider as of and for the year ended December 31, 2008, and have issued our report thereon dated April 7, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Rainbow Rider's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Rainbow Rider's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Rainbow Rider's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph of this section and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Rainbow Rider's ability to initiate, authorize,

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record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of Rainbow Rider's financial statements that is more than inconsequential will not be prevented or detected by Rainbow Rider's internal control. We considered the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as items 06-1 and 08-1 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by Rainbow Rider's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we consider item 06-1 to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Rainbow Rider's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Minnesota Legal Compliance

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minnesota Legal Compliance Audit Guide for Local Government*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. Accordingly, the audit included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The *Minnesota Legal Compliance Audit Guide for Local Government* contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous provisions. Our study included all of the listed categories.

The results of our tests indicate that, for the items tested, Rainbow Rider complied with the material terms and conditions of applicable legal provisions, except as described in the Schedule of Findings and Questioned Costs as item 08-2.

Rainbow Rider's written responses to the significant deficiency, material weakness, and legal compliance finding identified in our audit have been included in the Schedule of Findings and Questioned Costs. We did not audit Rainbow Rider's responses and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the Transit Board, management, others within Rainbow Rider, and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

/s/Greg Hierlinger

REBECCA OTTO STATE AUDITOR GREG HIERLINGER, CPA DEPUTY STATE AUDITOR

April 7, 2010

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REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Rainbow Rider Transit Board Lowry, Minnesota

Compliance

We have audited the compliance of Rainbow Rider with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2008. Rainbow Rider's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Rainbow Rider's management. Our responsibility is to express an opinion on Rainbow Rider's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Rainbow Rider's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Rainbow Rider's compliance with those requirements.

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In our opinion, Rainbow Rider complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2008.

Internal Control Over Compliance

The management of Rainbow Rider is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Rainbow Rider's 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, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Rainbow Rider's internal control over compliance.

A control deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Rainbow Rider's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by Rainbow Rider's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by Rainbow Rider's internal control.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

Schedule of Expenditures of Federal Awards

We have audited the basic financial statements of Rainbow Rider as of and for the year ended December 31, 2008, and have issued our report thereon dated April 7, 2010. Our audit was performed for the purpose of forming an opinion on Rainbow Rider's basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of the Transit Board, management and others within Rainbow Rider, and federal awarding agencies and pass-through entities and is not intended to be, and should not be, used by anyone other than those specified parties.

/s/Rebecca Otto

/s/Greg Hierlinger

REBECCA OTTO STATE AUDITOR GREG HIERLINGER, CPA DEPUTY STATE AUDITOR

April 7, 2010

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Schedule 2

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2008

Federal Grantor Pass-Through Agency Grant Program Title	Federal CFDA Number	Expenditures		
U.S. Department of Transportation Passed Through Minnesota Department of Transportation Highway Planning and Construction	20.205	\$	322,886	
Formula Grants for Other Than Urbanized Areas	20.509		452,365	
Total Federal Awards		\$	775,251	

Notes to Schedule of Expenditures of Federal Awards

- 1. The Schedule of Expenditures of Federal Awards presents the activity of federal award programs expended by Rainbow Rider. Rainbow Rider's reporting entity is defined in Note 1 to the basic financial statements.
- 2. The expenditures on this schedule are on the accrual basis of accounting.
- 3. All of the expenditures under CFDA No. 20.205 and \$144,000 of the expenditures under CFDA No. 20.509 are shown in the financial statements as capital contributions (along with \$74,776 in local capital contributions).
- 4. During 2008, Rainbow Rider did not pass any federal money to subrecipients.
- 5. Pass-through grant numbers were not assigned by the pass-through agency.