



Date: February 11, 2016
To: ITP Board
From: Scott Walsh
Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and approval are the January 31 Combined Operating Statement and Grant Revenues & Expenditures Statements.

Interurban Transit Partnership
 Combined Operating Statement
 Month Ended 01/31/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 33%
Revenue & Operating Assistance						
Passenger Fares						
1. Passenger Fares - Linehaul	6,550,749	6,550,749	544,856	2,130,952	4,419,797	33%
2. Passenger Fares - Paratransit	911,592	911,592	85,609	272,116	639,476	30%
3. Passenger Fares - Other	40,278	40,278	3,034	12,708	27,570	32%
4. Total Passenger Fares	7,502,619	7,502,619	633,499	2,415,776	5,086,843	32%
Sale Of Transportation Services						
5. CMH Contribution	1,313,560	1,313,560	97,802	380,801	932,759	29%
6. Dash Contract	1,180,134	1,180,134	84,985	346,490	833,644	29%
7. Grand Valley State University	2,798,995	2,798,995	238,786	1,097,396	1,701,599	39%
8. Employment Transportation (Van Pool)	196,800	196,800	13,249	39,087	157,713	20%
9. Township Services	236,327	236,327	18,671	74,684	161,643	32%
10. Other	658,326	658,326	22,939	86,591	571,735	13%
11. Total Sale Of Transportation Services	6,384,142	6,384,142	476,432	2,025,049	4,359,093	32%
Other Revenue & Support						
12. State Operating	11,759,498	11,759,498	1,004,600	3,900,263	7,859,235	33%
13. Property Taxes	14,738,672	14,738,672	1,228,222	4,912,891	9,825,781	33%
14. Advertising	150,000	150,000	12,500	56,384	93,616	38%
15. Interest & Miscellaneous	407,800	407,800	17,518	47,452	360,348	12%
16. Total Other Revenue & Support	27,055,970	27,055,970	2,262,840	8,916,990	18,138,980	33%
17. TOTAL REVENUE & OPERATING ASSISTANCE	40,942,731	40,942,731	3,372,771	13,357,815	27,584,916	33%
Expenditures Route Service & Demand Response						
Labor						
18. Administrative Salaries	3,562,985	3,562,985	264,122	1,218,500	2,344,485	34%
19. Driver Wages	11,122,918	11,122,918	789,212	3,775,614	7,347,304	34%
20. Maintenance Wages	1,618,052	1,618,052	113,515	536,937	1,081,115	33%
21. Total Labor	16,303,955	16,303,955	1,166,849	5,531,051	10,772,904	34%
Fringe Benefits						
22. FICA/Medicare Tax	1,330,268	1,330,268	101,620	455,408	874,860	34%
23. Pension	1,497,711	1,497,711	121,842	501,678	996,033	33%
24. Group Medical	3,670,254	3,670,254	315,869	1,546,207	2,124,047	42%
25. Unemployment Taxes	107,400	107,400	21,000	42,000	65,400	39%
26. Worker's Compensation	540,000	540,000	89,965	224,892	315,108	42%
27. Sick Leave	141,981	141,981	11,528	54,084	87,897	38%
28. Holiday	374,815	374,815	68,492	199,835	174,980	53%
29. Vacation	934,203	934,203	77,480	320,651	613,552	34%

**Interurban Transit Partnership
Combined Operating Statement
Month Ended 01/31/16**

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 33%
30. Bereavement	15,000	15,000	862	4,768	10,232	32%
31. Uniforms	108,286	108,286	13,549	33,798	74,488	31%
32. Personal Days	309,671	309,671	65,772	104,518	205,153	34%
33. Fringe Benefits Distributed to Grants	25,000-	25,000-	2,309-	8,612-	16,388-	34%
34. Total Fringe Benefits	9,004,589	9,004,589	885,670	3,479,227	5,525,362	39%
Services						
35. Audit, Legal, and Consultant	247,350	267,350	37,347	139,082	128,268	52%
36. Contract Service: Janitor & Bus Cleaning	1,255,174	1,255,474	77,995	271,799	983,675	22%
37. Contract Service: Other	885,609	888,784	54,368	247,257	641,527	28%
38. Total Services	2,388,133	2,411,608	169,710	658,138	1,753,470	27%
Materials & Supplies						
39. Fuel & Lubricants	3,331,030	3,311,030	161,232	748,164	2,562,866	23%
40. Tires & Tubes	38,800	38,800	31	97	38,703	0%
41. Office Supplies	49,943	47,718	4,000	16,322	31,396	34%
42. Printing	42,595	42,851	3,227	5,149	37,702	12%
43. Repair Parts	1,438,330	1,438,030	120,903	433,266	1,004,764	30%
44. Other Supplies	108,685	107,835	5,166	16,831	91,004	16%
45. Total Materials & Supplies	5,009,383	4,986,264	294,559	1,219,829	3,766,435	24%
Utilities						
46. Electronic Communications	97,054	97,054	4,116	25,709	71,345	26%
47. Gas Heat	257,100	257,100	21,396	38,848	218,252	15%
48. Electric	465,000	465,000	37,555	94,783	370,217	20%
49. Other	65,400	65,400	5,274	18,078	47,322	28%
50. Total Utilities	884,554	884,554	68,341	177,418	707,136	20%
Casualty & Liability						
51. PL & PD Insurance	1,125,600	1,125,600	82,439	402,182	723,418	36%
52. Building & Other Insurance	267,164	267,164	0	216,305	50,859	81%
53. Total Casualty & Liability	1,392,764	1,392,764	82,439	618,487	774,277	44%

**Interurban Transit Partnership
Combined Operating Statement**
Month Ended 01/31/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 33%
Other						
54. Dues & Subscriptions	72,753	72,753	2,865	25,714	47,039	35%
55. Professional Development	69,425	69,325	6,055	16,142	53,183	23%
56. Marketing & Promotion	100,000	100,000	3,816	13,550	86,450	14%
57. Community Outreach	150,000	150,000	7,750	22,750	127,250	15%
58. Office Equipment	21,000	21,000	1,495	5,281	15,719	25%
59. Shop Tools	39,583	39,583	1,415	7,828	31,755	20%
60. Miscellaneous	52,500	52,244	2,239	11,705	40,539	22%
61. Total Other	505,261	504,905	25,635	102,970	401,935	20%
62. Purchased Transportation	5,436,398	5,436,398	347,153	1,663,067	3,773,331	31%
63. Purchase Transp. - CMH	1,772,670	1,772,670	130,334	510,673	1,261,997	29%
64. Purchase Transp. - Other	249,545	249,545	19,056	82,930	166,615	33%
65. Purchase Transp. - Suburban Paratransit	274,351	274,351	14,700	62,756	211,595	23%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	2,278,872-	2,278,872-	168,323	748,731-	1,530,141-	33%
68. TOTAL OPERATING EXPENDITURES	40,942,731	40,942,731	3,372,769	13,357,815	27,584,916	33%
69. Net Surplus	0	0	2	0	0	100%
	40,942,731	40,942,731	3,372,771	13,357,815	27,584,916	33%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 01/31/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target
<u>Grant Revenue</u>						
1. Federal Grant Assistance	22,480,054	22,480,054	67,732	1,468,361	21,011,693	7%
2. State Grant Assistance	6,059,894	6,059,894	18,255	395,751	5,664,143	7%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use Of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	0	0	0	0	0	100%
6. Total Grant Revenue	28,539,948	28,539,948	85,987	1,864,112	26,675,836	7%
<u>Labor</u>						
7. Administrative Salaries	41,357	41,357	2,999	13,580	27,777	33%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	25,000	25,000	2,309	8,612	16,388	34%
10. Fringe Benefit Distribution	66,357	66,357	5,308	22,192	44,165	33%
11. Total Labor	132,714	132,714	10,616	44,384	88,330	33%
<u>Material & Supplies</u>						
12. Tires & Tubes	300,000	300,000	43,675	45,320	254,680	15%
13. Office Supplies	500	500	0	0	500	0%
14. Printing	5,000	5,000	0	2,175	2,825	44%
15. Total Material & Supplies	305,500	305,500	43,675	47,495	258,005	16%
<u>Purchased Transportation</u>						
16. Purchased Transportation	785,066	785,066	65,422	261,689	523,377	33%
17. Specialized Services	463,289	463,289	0	0	463,289	0%
18. Total Purchased Transportation	1,248,355	1,248,355	65,422	261,689	986,666	21%
<u>Other Expenses</u>						
19. Dues & Subscriptions	4,775	4,775	0	375	4,400	8%
20. Professional Development	25,000	25,000	0	0	25,000	0%
21. Miscellaneous	12,000	12,000	0	0	12,000	0%
22. Total Other Expenses	41,775	41,775	0	375	41,400	1%
<u>Leases</u>						
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	0	0	0	0	0	100%
26. Total Leases	0	0	0	0	0	100%
<u>Capital</u>						
27. Rolling Stock	15,669,049	15,669,049	0	7,687	15,661,362	0%
28. Facilities	5,050,000	5,050,000	28,828	151,243	4,898,757	3%
29. Equipment	450,000	450,000	5,306	7,962	442,038	2%
30. Other	3,024,837	3,024,837	46,541	470,694	2,554,143	16%
31. Total Capital	24,193,886	24,193,886	80,675	637,586	23,556,300	3%
<u>Planning Services</u>						
32. Planning Services	405,203	405,203	59,230	146,044	259,159	36%
33. Capitalized Operating	2,278,872	2,278,872	168,323-	748,731	1,530,141	33%
34. Total Expenditures	28,539,948	28,539,948	85,987	1,864,112	26,675,836	7%

PROFESSIONAL DEVELOPMENT REPORT
 ALL EMPLOYEES (EXCLUDING VARGA)
 January 2016

AMOUNT	PURPOSE	EMPLOYEE(S)	LOCATION
\$470.78	APTA CEO Seminar	Hartley	Orlando, FL
\$675.64	APTA Safety Conference	Luther	San Antonio, TX
<u>\$2,803.90</u>	Various APTA/MPTA Meetings	Kalczuk	Washington, D.C., Phoenix, AZ
\$3,950.32 *			

* This total does not include incidental travel & meetings expenses such as mileage, parking, lunch meetings, etc.

**INTERURBAN TRANSIT PARTNERSHIP
PERSONNEL AUTHORIZATION COMPARISON
January 31, 2016**

<u>Positions</u>	<u>FY 2016 Authorized</u>	<u>FY 2016 Actual</u>
Senior Managers	15	15
Supervisors & Admins.		
Operations	17	15
Administration	2	2
Professionals		
Operations	5	5
Administration	4	4
Customer Svc./Marketing	2	2
Planning & Grants	2	2
Special Services	1	1
Call Takers/Schedulers		
Special Services	8	8
Administrative Support		
Operations	8	8
Administration	5	5
Customer Svc./Marketing	4	5
Special Services	2	2
Total Admin. Personnel	75	74
Bus Operators - Full Time	255	255
Bus Drivers - Part Time	39	21
Mechanics - Fleet	30	30
Mechanics - Facilities	6	6
Total Union Personnel	330	312
TOTAL PERSONNEL	405	386