Date: May 12, 2016

To: ITP Board

From: Scott Walsh

Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and approval are the April 30th Combined Operating Statement and Grant Revenues & Expenditures Statements.

THE rapid

Interurban Transit Partnership

Date: May 12, 2016

To: ITP Board

From: Scott Walsh

Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your review and approval are the April 30, 2016 Combined Operating Statements and Grant Revenues & Expenditures Statements.

Interurban Transit Partnership
Combined Operating Statement
Month Ended 04/30/16

		Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 58%
	Revenue & Operating Assistance						
	Passenger Fares						
1.	Passenger Fares - Linehaul	6,550,749	6,550,749	429,646	3,764,311	2,786,438	57%
2.	Passenger Fares - Paratransit	911,592	911,592	73,530	491,666	419,926	54%
3.	Passenger Fares - Other	40,278	40,278	3,353	21,871	18,407	54%
4.	**Total Passenger Fares**	**7,502,619**	**7,502,619**	**506,529**	**4,277,848**	**3,224,771**	**57%**
	Sale Of Transportation Services						
5.	CMH Contribution	1,313,560	1,313,560	19,699	666,733	646,827	51%
6.	Dash Contract	1,180,134	1,180,134	75,726	606,165	573,969	51%
7.	Grand Valley State University	2,798,995	2,798,995	327,116	2,041,538	757,457	73%
8.	Employment Transportation (Van Pool)	196,800	196,800	12,915	78,903	117,897	40%
9.	Township Services	236,327	236,327	50,639	215,487	20,840	91%
10.	Other	658,326	658,326	27,646	175,699	482,627	27%
11.	**Total Sale Of Transportation Services**	**6,384,142**	**6,384,142**	**513,741**	**3,784,525**	**2,599,617**	**59%**
	Other Revenue & Support						
12.	State Operating	11,759,498	11,759,498	1,004,600	7,274,242	4,485,256	62%
13.	Property Taxes	14,738,672	14,738,672	1,228,223	8,597,559	6,141,113	58%
14.	Advertising	150,000	150,000	12,500	94,852	55,148	63%
15.	Interest & Miscellaneous	407,800	407,800	111,630	225,152	182,648	55%
16.	**Total Other Revenue & Support**	**27,055,970**	**27,055,970**	**2,356,953**	**16,191,805**	**10,864,165**	**60%**
17.	**TOTAL REVENUE & OPERATING ASSISTANCE**	**40,942,731**	**40,942,731**	**3,377,223**	**24,254,178**	**16,688,553**	**60%**
	Expenditures Route Service & Demand Response						
	Labor						
18.	Administrative Salaries	3,562,985	3,562,985	296,146	2,095,831	1,467,154	59%
19.	Driver Wages	11,122,918	11,122,918	915,922	6,440,168	4,682,750	58%
20.	Maintenance Wages	1,618,052	1,618,052	131,311	930,758	687,294	58%
21.	**Total Labor**	**16,303,955**	**16,303,955**	**1,343,379**	**9,466,757**	**6,837,198**	**58%**
	Fringe Benefits						
22.	FICA/Medicare Tax	1,330,268	1,330,268	105,932	766,421	563,847	58%
23.	Pension	1,497,711	1,497,711	122,804	872,438	625,273	58%
24.	Group Medical	3,670,254	3,670,254	303,280	2,443,350	1,226,904	67%
25.	Unemployment Taxes	107,400	107,400	21,000	29,996	77,404	28%
26.	Worker's Compensation	540,000	540,000	44,982	359,839	180,161	67%
27.	Sick Leave	141,981	141,981	12,727	90,546	51,435	64%
28.	Holiday	374,815	374,815	0	199,982	174,833	53%
29.	Vacation	934,203	934,203	79,107	557,385	376,818	60%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 04/30/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 58%
30. Bereavement	15,000	15,000	3,548	10,395	4,605	69%
31. Uniforms	108,286	108,286	7,445	51,251	57,035	47%
32. Personal Days	309,671	309,671	6,866	135,314	174,357	44%
33. Fringe Benefits Distributed to Grants	25,000-	25,000-	1,274-	13,189-	11,811-	53%
34. Total Fringe Benefits	**9,004,589**	**9,004,589**	**706,417**	**5,503,728**	**3,500,861**	**61%**
Services						
35. Audit, Legal, and Consultant	247,350	366,100	28,329	251,752	114,348	69%
36. Contract Service: Janitor & Bus Cleaning	1,255,174	1,249,929	150,508	539,275	710,654	43%
37. Contract Service: Other	885,609	888,784	95,992	447,867	440,917	50%
38. Total Services	**2,388,133**	**2,504,813**	**274,829**	**1,238,894**	**1,265,919**	**49%**
Materials & Supplies						
39. Fuel & Lubricants	3,331,030	3,215,030	219,403	1,253,623	1,961,407	39%
40. Tires & Tubes	38,800	38,800	8,831	9,852	28,948	25%
41. Office Supplies	49,943	52,718	3,875	27,611	25,107	52%
42. Printing	42,595	44,551	1,016	23,321	21,230	52%
43. Repair Parts	1,438,330	1,442,575	116,587	773,338	669,237	54%
44. Other Supplies	108,685	107,835	5,732	34,177	73,658	32%
45. Total Materials & Supplies	**5,009,383**	**4,901,509**	**355,444**	**2,121,922**	**2,779,587**	**43%**
Utilities						
46. Electronic Communications	97,054	97,054	7,725	50,428	46,626	52%
47. Gas Heat	257,100	257,100	16,205	121,953	135,147	47%
48. Electric	465,000	465,000	39,531	228,421	236,579	49%
49. Other	65,400	65,400	6,191	32,786	32,614	50%
50. Total Utilities	**884,554**	**884,554**	**69,652**	**433,588**	**450,966**	**49%**
Casualty & Liability						
51. PL & PD Insurance	1,125,600	1,125,600	75,773	626,160	499,440	56%
52. Building & Other Insurance	267,164	267,164	0	249,332	17,832	93%
53. Total Casualty & Liability	**1,392,764**	**1,392,764**	**75,773**	**875,492**	**517,272**	**63%**

Interurban Transit Partnership
Combined Operating Statement
Month Ended 04/30/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 58%
Other						
54. Dues & Subscriptions	72,753	72,758	442	27,038	45,720	37%
55. Professional Development	69,425	67,320	1,976	21,530	45,790	32%
56. Marketing & Promotion	100,000	100,000	19,933	35,736	64,264	36%
57. Community Outreach	150,000	150,000	101,300	138,050	11,950	92%
58. Office Equipment	21,000	21,000	856	11,793	9,207	56%
59. Shop Tools	39,583	40,583	1,034	13,446	27,137	33%
60. Miscellaneous	52,500	44,794	616	14,389	30,405	32%
61. Total Other	**505,261**	**496,455**	**126,157**	**261,982**	**234,473**	**53%**
62. Purchased Transportation	5,436,398	5,436,398	461,033	3,002,352	2,434,046	55%
63. Purchase Transp. - CMH	1,772,670	1,772,670	147,192	894,481	878,189	50%
64. Purchase Transp. - Other	249,545	249,545	22,568	155,139	94,406	62%
65. Purchase Transp. - Suburban Paratransit	274,351	274,351	19,934	117,011	157,340	43%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	2,278,872-	2,278,872-	0	0	2,278,872-	0%
68. TOTAL OPERATING EXPENDITURES	**40,942,731**	**40,942,731**	**3,602,378**	**24,071,346**	**16,871,385**	**59%**
69. Net Surplus	0	0	225,155-	182,832	182,832	100%
	40,942,731	40,942,731	3,377,223	24,254,178	16,688,553	59%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 04/30/16

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 58%
Grant Revenue						
1. Federal Grant Assistance	22,480,054	22,480,054	378,949	4,112,948	18,367,106	18%
2. State Grant Assistance	6,059,894	6,059,894	102,152	1,108,718	4,951,176	18%
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	481,101	5,221,666	23,318,282	18%
Labor						
7. Administrative Salaries	41,357	41,357	2,485	22,577	18,780	55%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	25,000	25,000	1,274	13,189	11,811	53%
11. Total Labor	66,357	66,357	3,759	35,766	30,591	54%
Material & Supplies						
12. Tires & Tubes	300,000	300,000	26,681	137,388	162,612	46%
13. Office Supplies	500	500	0	0	500	0%
14. Printing	5,000	5,000	0	5,438	438-	109%
15. Total Material & Supplies	305,500	305,500	26,681	142,826	162,674	47%
Purchased Transportation						
16. Purchased Transportation	785,066	785,066	65,422	457,955	327,111	58%
17. Specialized Services	463,289	463,289	0	112,353	350,936	24%
18. Total Purchased Transportation	1,248,355	1,248,355	65,422	570,308	678,047	46%
Other Expenses						
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%
Leases						
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%
Capital						
27. Rolling Stock	15,669,049	15,669,049	20,918-	2,428,629	13,240,420	15%
28. Facilities	5,050,000	5,050,000	41,111	294,255	4,755,745	6%
29. Equipment	450,000	450,000	75	13,743	436,257	3%
30. Other	3,024,837	3,024,837	274,141	1,383,960	1,640,877	46%
31. Total Capital	24,193,886	24,193,886	294,409	4,120,587	20,073,299	17%
32. Planning Services	405,203	405,203	90,830	351,804	53,399	87%
33. Capitalized Operating	2,278,872	2,278,872	0	0	2,278,872	0%
34. Total Expenditures	28,539,948	28,539,948	481,101	5,221,666	23,318,282	18%

PROFESSIONAL DEVELOPMENT REPORT
ALL EMPLOYEES (EXCLUDING VARGA)
April 2016

AMOUNT	PURPOSE	EMPLOYEE(s)	LOCATION
$582.81	Streetcar Summit	Monoyios	Kansas City, MO
$820.11	Drug & Alcohol Conference	Groendal	Sacramento, CA
$1,362.96	Security Systems Workshop	Wieringa	San Diego, CA
$380.00	Michigan Safety Conference	Wieringa, Luther	local
$3,654.00	Employee Training Conference	Mlaker	Arlington, VA
$2,200.00	APTA Universities Conference	Joyce, Kalczuk, Bulthuis, Schlacter	local
$1,392.15	APTA Bus & Paratransit Conference	Joyce, Kalczuk	Charlotte, NC
$1,105.20	APTA Fare Collections Workshop	Ghearing	San Diego, CA
$897.06	Various APTA/MPTA Meetings	Kalczuk	various
$12,394.29	*		

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

INTERURBAN TRANSIT PARTNERSHIP
PERSONNEL AUTHORIZATION COMPARISON
April 30, 2016

Positions	FY 2016 Authorized	FY 2016 Actual
Senior Managers	15	15
Supervisors & Admins.		
Operations	16	16
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	4
Customer Svc./Marketing	4	4
Special Services	2	2
Total Admin. Personnel	74	73
Bus Operators - Full Time	255	248
Bus Drivers - Part Time	39	27
Mechanics - Fleet	30	30
Mechanics - Facilities	6	6
Total Union Personnel	330	311
TOTAL PERSONNEL	**404**	**384**