



Date: August 8, 2018
To: ITP Board
From: Linda Medina, Interim Finance Manager
Subject: MONTHLY FINANCIAL STATEMENTS

ACTION REQUESTED

Attached for your information are the June 2018 Combined Operating Statements and Grant Revenues & Expenditures Statements.

Interurban Transit Partnership
 Combined Operating Statement
 Month Ended 06/30/18

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 75%
Revenue & Operating Assistance						
Passenger Fares						
1. Passenger Fares - Linehaul	6,181,859	6,181,859	497,344	4,355,205	1,826,654	70%
2. Passenger Fares - Paratransit	867,763	867,763	58,258	597,987	269,776	69%
3. Passenger Fares - Other	24,402	24,402	1,417	18,494	5,908	76%
4. Total Passenger Fares	7,074,024	7,074,024	557,019	4,971,686	2,102,338	70%
Sale Of Transportation Services						
5. CMH Contribution	1,161,000	1,161,000	79,948	656,904	504,096	57%
6. Dash Contract	1,369,443	1,369,443	113,380	1,064,057	305,386	78%
7. Grand Valley State University	2,470,886	2,470,886	54,932	2,060,938	409,948	83%
8. Employment Transportation (Van Pool)	150,700	150,700	7,937	88,628	62,072	59%
9. Township Services	559,814	559,814	46,651	419,862	139,952	75%
10. Other	699,762	699,762	35,843	440,733	259,029	63%
11. Total Sale Of Transportation Services	6,411,605	6,411,605	338,691	4,731,122	1,680,483	74%
Other Revenue & Support						
12. State Operating	14,391,236	14,391,236	1,895,105	11,535,485	2,855,751	80%
13. Property Taxes	15,523,888	15,523,888	1,678,176	12,027,436	3,496,452	77%
14. Advertising	150,000	150,000	10,051	118,860	31,140	79%
15. Interest & Miscellaneous	351,735	351,735	35,069	267,655	84,080	76%
16. Total Other Revenue & Support	30,416,859	30,416,859	3,618,401	23,949,436	6,467,423	79%
17. TOTAL REVENUE & OPERATING ASSISTANCE	43,902,488	43,902,488	4,514,111	33,652,244	10,250,244	79%
Expenditures Route Service & Demand Response						
Labor						
18. Administrative Salaries	3,815,678	3,815,678	455,515	2,930,969	884,709	77%
19. Driver Wages	11,870,322	11,870,322	1,214,660	9,044,430	2,825,892	76%
20. Maintenance Wages	1,814,044	1,814,044	183,449	1,189,700	624,344	66%
21. Total Labor	17,500,044	17,500,044	1,853,624	13,165,099	4,334,945	75%
Fringe Benefits						
22. FICA/Medicare Tax	1,445,508	1,445,508	154,377	1,061,558	383,950	73%
23. Pension	1,597,834	1,597,834	96,789	1,062,094	535,740	66%
24. Group Medical	4,035,886	4,035,886	478,670	3,218,178	817,708	80%
25. Unemployment Taxes	70,000	70,000	0	33,793	36,207	48%
26. Worker's Compensation	500,000	500,000	26,743	277,553	222,447	56%
27. Sick Leave	159,901	159,901	16,771	132,220	27,681	83%
28. Holiday	398,711	398,711	61,576	263,266	135,445	66%
29. Vacation	1,110,911	1,110,911	105,939	849,700	261,211	76%

Interurban Transit Partnership
 Combined Operating Statement
 Month Ended 06/30/18

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 75%
30. Bereavement	25,000	25,000	2,381	14,638	10,362	59%
31. Uniforms	112,218	112,218	14,224	77,713	34,505	69%
32. Personal Days	322,384	322,384	24,533	188,422	133,962	58%
33. Fringe Benefits Distributed to Grants	10,000-	10,000-	1,571-	8,892-	1,108-	89%
34. Total Fringe Benefits	9,768,353	9,768,353	980,432	7,170,243	2,598,110	73%
Services						
35. Audit, Legal, and Consultant	575,804	577,804	10,850	304,800	273,004	53%
36. Contract Service: Janitor & Bus Cleaning	1,372,218	1,374,126	110,378	926,216	447,910	67%
37. Contract Service: Other	1,017,175	1,028,406	70,900	614,124	414,282	60%
38. Total Services	2,965,197	2,980,336	192,128	1,845,140	1,135,196	62%
Materials & Supplies						
39. Fuel & Lubricants	2,500,153	2,640,153	267,780	2,129,397	510,756	81%
40. Tires & Tubes	46,017	49,417	0	18,675	30,742	38%
41. Office Supplies	59,426	59,426	3,767	31,211	28,215	53%
42. Printing	44,485	46,835	11,004	141,239	94,404-	302%
43. Repair Parts	1,572,819	1,571,386	93,159	919,084	652,302	58%
44. Other Supplies	113,556	113,556	9,358	52,165	61,391	46%
45. Total Materials & Supplies	4,336,456	4,480,773	385,068	3,291,771	1,189,002	73%
Utilities						
46. Electronic Communications	96,113	96,113	5,512	56,605	39,508	59%
47. Gas Heat	212,000	202,000	11,730	162,640	39,360	81%
48. Electric	461,500	526,500	44,999	409,036	117,464	78%
49. Other	102,000	102,000	8,663	65,505	36,495	64%
50. Total Utilities	871,613	926,613	70,904	693,786	232,827	75%
Casualty & Liability						
51. PL & PD Insurance	1,019,600	1,019,600	64,887	902,638	116,962	89%
52. Building & Other Insurance	288,138	288,138	18,113	252,838	35,300	88%
53. Total Casualty & Liability	1,307,738	1,307,738	83,000	1,155,476	152,262	88%

Interurban Transit Partnership
 Combined Operating Statement
 Month Ended 06/30/18

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 75%
Other						
54. Dues & Subscriptions	75,509	75,708	35,291	65,606	10,102	87%
55. Professional Development	119,289	109,289	4,655	37,403	71,886	34%
56. Marketing & Promotion	225,000	225,000	18,562	168,227	56,773	75%
57. Community Outreach	300,000	300,000	41,698	227,703	72,297	76%
58. Office Equipment	22,000	22,000	2,290	10,606	11,394	48%
59. Shop Tools	44,032	45,657	4,455	19,707	25,950	43%
60. Miscellaneous	92,480	92,480	1,691	57,270	35,210	62%
61. Total Other	878,310	870,134	108,642	586,522	283,612	67%
62. Purchased Transportation	5,622,432	5,622,432	445,674	4,102,608	1,519,824	73%
63. Purchase Transp. - CMH	1,695,000	1,488,720	118,619	966,925	521,795	65%
64. Purchase Transp. - Other	278,792	278,792	27,646	248,026	30,766	89%
65. Purchase Transp. - Suburban Paratransit	178,553	178,553	9,630	101,498	77,055	57%
66. Transfer Out - Grant Budget	0	0	0	0	0	100%
67. Operating Expenses - Capitalized	1,500,000-	1,500,000-	0	0	1,500,000-	0%
68. TOTAL OPERATING EXPENDITURES	43,902,488	43,902,488	4,275,367	33,327,094	10,575,394	76%
69. Net Surplus	0	0	238,744	325,150	325,150	100%
	43,902,488	43,902,488	4,514,111	33,652,244	10,250,244	77%

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 06/30/18

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Page 1

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target	75%
Grant Revenue							
1. Federal Grant Assistance	32,978,174	32,978,174	680,318	4,729,720	28,248,454	14%	14%
2. State Grant Assistance	8,244,543	8,244,543	170,079	1,182,430	7,062,113	14%	14%
3. Transfer In - Operating Budget	0	0	0	0	0	100%	100%
4. Use Of Restricted Net Assets	0	0	0	0	0	100%	100%
5. Other Local	0	0	0	0	0	100%	100%
6. Total Grant Revenue	41,222,717	41,222,717	850,397	5,912,150	35,310,567	14%	14%
Labor							
7. Administrative Salaries	45,000	45,000	3,025	15,869	29,131	35%	35%
8. Driver Wages	0	0	0	0	0	100%	100%
9. Temporary Wages	0	0	0	0	0	100%	100%
10. Fringe Benefit Distribution	22,500	22,500	1,571	8,892	13,608	40%	40%
11. Total Labor	67,500	67,500	4,596	24,761	42,739	37%	37%
Material & Supplies							
12. Tires & Tubes	350,000	350,000	45,779	202,805	147,195	58%	58%
13. Office Supplies	0	0	0	0	0	100%	100%
14. Printing	0	0	0	0	0	100%	100%
15. Total Material & Supplies	350,000	350,000	45,779	202,805	147,195	58%	58%
Purchased Transportation							
16. Purchased Transportation	900,000	900,000	75,000	600,000	300,000	67%	67%
17. Specialized Services	463,289	463,289	0	225,993	237,296	49%	49%
18. Total Purchased Transportation	1,363,289	1,363,289	75,000	825,993	537,296	61%	61%
Other Expenses							
19. Dues & Subscriptions	4,500	4,500	0	575	3,925	13%	13%
20. Professional Development	25,000	25,000	45	7,230	17,770	29%	29%
21. Miscellaneous	10,000	10,000	0	0	10,000	0%	0%
22. Total Other Expenses	39,500	39,500	45	7,805	31,695	20%	20%
Leases							
23. Office Lease	0	0	0	0	0	100%	100%
24. Transit Center Lease	0	0	0	0	0	100%	100%
25. Storage Space Lease	0	0	0	0	0	100%	100%
26. Total Leases	0	0	0	0	0	100%	100%
Capital							
27. Rolling Stock	14,111,880	14,111,880	24-	1,111,735	13,000,145	8%	8%
28. Facilities	15,287,022	15,287,022	366,949	1,027,460	14,259,562	7%	7%
29. Equipment	2,044,526	2,044,526	29,642	72,464	1,972,062	4%	4%
30. Other	6,000,000	6,000,000	313,535	2,493,991	3,506,009	42%	42%
31. Total Capital	37,443,428	37,443,428	710,102	4,705,650	32,737,778	13%	13%
32. Planning Services	459,000	459,000	14,875	145,136	313,864	32%	32%
33. Capitalized Operating	1,500,000	1,500,000	0	0	1,500,000	0%	0%
34. Total Expenditures	41,222,717	41,222,717	850,397	5,912,150	35,310,567	14%	14%

PROFESSIONAL DEVELOPMENT REPORT
 ALL EMPLOYEES
 JUNE 2018

AMOUNT	PURPOSE	EMPLOYEE (s)	LOCATION
\$283.63	Michigan Mobility Challeng	P. Varga	Detroit, MI
\$1,064.28	2018 APTA Rail Conference	P. Varga	Denver, CO
\$765.60	2018 APTA Public Transportation Conference	S. Schipper	San Jose, CA
\$846.89	FTA Triennial Review	J. DeVries	Chicago, IL
\$574.01	TSI Training	J. Mlaker	Tampa, FL
\$44.81	CTAA Conference	S. Green	Pittsburg, PA
\$1,117.48	FMO Workshop	S. Walsh and L. Medina	Chicago, IL
\$528.64	FTA Drug & Alcohol Conference	N. Groendal	Ft. Lauderdale, FL
\$317.65	Abila User Conference	L. Medina, D. Ebels, and E. Wernette	Orlando, FL
\$107.00	APTA M&C Committee	B. Schlacter	Chicago, IL
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\$5,649.99			

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

**Interurban Transit Partnership
Personnel Authorization**

<u>Positions</u>	<u>Authorized</u>	<u>Actual</u>
Senior Managers	15	14
Supervisors & Admins.		
Administration	3	3
Operations	16	18
Professionals		
Administration	4	4
External Relations	2	2
Operations	6	6
Planning & Grants	2	2
Special Services	1	1
Call Takers/Schedulers		
Special Services - Full Time	6	7
Special Services - Part Time	3	3
Administrative Support		
Administration - Full Time	3	3
Administration - Part Time	2	1
Customer Service/Marketing	1	1
External Relations	3	3
Operations	3	3
Operations - Full Time	1	1
Security	4	4
Special Services	2	1
Total Admin. Personnel	<u>77</u>	<u>77</u>
Mechanics - Facilities	7	7
Mechanics - Fleet	30	25
Bus Operators - Full time	261	249
Bus Operators - Part Time	39	33
Total Union Personnel:	<u>337</u>	<u>314</u>
TOTAL PERSONNEL	<u>414</u>	<u>391</u>