Date: May 8, 2019

To: ITP Board

From: Linda Medina, Finance Manager

Subject: MARCH 2019 FINANCIAL REPORT

We are in the process of projecting revenues and expenses through year end. It appears that some revenue areas are likely to come under budget and expense areas over budget. The anticipated net effect is to use the full preventive maintenance as budgeted with some increase in preventive maintenance.

Please feel free to reach out to me directly at (616) 774-1149 or lmedina@ridetherapid.org with any additional questions regarding the financial report.

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 03/31/19

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 50%
Grant Revenue						
1. Federal Grant Assistance	45,823,710	45,823,710	250,284	11,206,234	34,617,476	24%
2. State Grant Assistance	11,455,928	11,455,928	62,571	2,801,559	8,654,369	24%
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	57,279,638	57,279,638	312,855	14,007,793	43,271,845	24%
Labor						
7. Administrative Salaries	20,000	20,000	1,913	12,754	7,246	64%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	10,000	10,000	714	7,490	2,510	75%
11. Total Labor	30,000	30,000	2,627	20,244	9,756	67%
Material & Supplies						
12. Tires & Tubes	416,160	416,160	51,863	134,748	281,412	32%
13. Office Supplies	0	0	0	0	0	100%
14. Printing	0	0	0	0	0	100%
15. Total Material & Supplies	416,160	416,160	51,863	134,748	281,412	32%
Purchased Transportation						
16. Purchased Transportation	700,000	700,000	58,333	350,000	350,000	50%
17. Specialized Services	463,289	463,289	0	122,506	340,783	26%
18. Total Purchased Transportation	1,163,289	1,163,289	58,333	472,506	690,783	41%
Other Expenses						
19. Dues & Subscriptions	4,000	4,000	0	575	3,425	14%
20. Professional Development	12,000	12,000	799	3,358	8,642	28%
21. Miscellaneous	0	0	0	0	0	100%
22. Total Other Expenses	16,000	16,000	799	3,933	12,067	25%
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	11,527,392	11,527,392	0	10,440,921	1,086,471	91%
28. Facilities	32,272,495	32,272,495	22,102	1,390,801	30,881,694	4%
29. Equipment	4,468,180	4,468,180	6,529	39,425	4,428,755	1%
30. Other	5,823,461	5,823,461	159,734	1,361,777	4,461,684	23%
31. Total Capital	54,091,528	54,091,528	188,365	13,232,924	40,858,604	24%
32. Planning Services	312,661	312,661	10,868	143,438	169,223	46%
33. Capitalized Operating	1,250,000	1,250,000	0	0	1,250,000	0%
34. Total Expenditures	57,279,638	57,279,638	312,855	14,007,793	43,271,845	24%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/19

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
Revenue & Operating Assistance						
Passenger Fares						
1. Passenger Fares - Linehaul	5,613,189	5,613,189	403,127	2,570,691	3,042,498	46%
2. Passenger Fares - Paratransit	797,316	797,316	71,520	477,357	319,959	60%
3. Passenger Fares - Other	21,350	21,350	4,259	19,291	2,059	90%
4. Total Passenger Fares	**6,431,855**	**6,431,855**	**478,906**	**3,067,339**	**3,364,516**	**48%**
Sale Of Transportation Services						
5. CMH Contribution	909,370	909,370	51,233	363,529	545,841	40%
6. Dash Contract	2,165,936	2,165,936	194,381	1,169,486	996,450	54%
7. Grand Valley State University	2,446,547	2,446,547	305,521	1,602,414	844,133	65%
8. Employment Transportation (Van Pool)	150,000	150,000	9,431	49,530	100,470	33%
9. Township Services	548,036	548,036	45,670	274,018	274,018	50%
10. Route 19	468,547	468,547	38,586	233,353	235,194	50%
11. Other	718,021	718,021	72,091	275,344	442,677	38%
12. Total Sale Of Transportation Services	**7,406,457**	**7,406,457**	**716,913**	**3,967,674**	**3,438,783**	**54%**
Other Revenue & Support						
13. State Operating	15,415,231	15,415,231	1,199,686	7,639,833	7,775,398	50%
14. Property Taxes	16,815,000	16,815,000	1,347,118	8,082,702	8,732,298	48%
15. Advertising	150,000	150,000	12,500	111,870	38,130	75%
16. Interest & Miscellaneous	595,031	595,031	27,336	158,530	436,501	27%
17. Total Other Revenue & Support	**32,975,262**	**32,975,262**	**2,586,640**	**15,992,935**	**16,982,327**	**48%**
18. TOTAL REVENUE & OPERATING ASSISTANCE	**46,813,574**	**46,813,574**	**3,782,459**	**23,027,948**	**23,785,626**	**48%**
Expenditures Route Service & Demand Response						
Labor						
19. Administrative Salaries and Wages	4,347,030	4,370,392	356,127	2,120,599	2,249,793	49%
20. Driver Wages	12,220,039	12,220,039	999,579	6,501,536	5,718,503	53%
21. Maintenance Wages	1,739,706	1,739,706	155,549	936,529	803,177	54%
22. Total Labor	**18,306,775**	**18,330,137**	**1,511,255**	**9,558,664**	**8,771,473**	**52%**
Fringe Benefits						
23. FICA/Medicare Tax	1,508,241	1,508,241	118,807	773,537	734,704	51%
24. Pension	1,770,353	1,770,353	150,882	661,645	1,108,708	37%
25. Group Medical	4,028,068	4,028,068	118,891	2,510,394	1,517,674	62%
26. Unemployment Taxes	70,000	70,000	0	29,650	40,350	42%
27. Worker's Compensation	450,000	450,000	27,129	197,306	252,694	44%
28. Sick Leave	169,974	169,974	14,202	95,177	74,797	56%
29. Holiday	469,784	469,784	24	212,332	257,452	45%

Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/19

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
30. Vacation	1,149,252	1,149,252	98,197	572,004	577,248	50%
31. Bereavement	26,250	26,250	512	9,478	16,772	36%
32. Uniforms	138,277	138,277	8,803	59,665	78,612	43%
33. Personal Days	393,846	393,846	11,904	136,274	257,572	35%
34. Fringe Benefits Distributed to Grants	10,000-	10,000-	714-	7,490-	2,510-	75%
35. Total Fringe Benefits	**10,164,045**	**10,164,045**	**548,637**	**5,249,972**	**4,914,073**	**52%**
Services						
36. Audit, Legal, and Consultant	273,500	279,040	27,950	136,961	142,079	49%
37. Contract Service: Janitor & Bus Cleaning	1,412,544	1,488,744	165,876	638,607	850,137	43%
38. Contract Service: Other	1,304,564	1,291,973	85,993	408,069	883,904	32%
39. Total Services	**2,990,608**	**3,059,757**	**279,819**	**1,183,637**	**1,876,120**	**39%**
Materials & Supplies						
40. Fuel & Lubricants	3,117,945	3,051,745	323,040	1,395,259	1,656,486	46%
41. Tires & Tubes	44,218	44,218	0	16,396	27,822	37%
42. Office Supplies	60,821	61,891	5,276	22,980	38,911	37%
43. Printing	339,475	307,073	168	47,322	259,751	15%
44. Repair Parts	1,566,579	1,566,579	174,777	812,797	753,782	52%
45. Other Supplies	118,259	117,289	9,947	43,423	73,866	37%
46. Total Materials & Supplies	**5,247,297**	**5,148,795**	**513,208**	**2,338,177**	**2,810,618**	**45%**
Utilities						
47. Electronic Communications	125,721	125,721	9,450	45,926	79,795	37%
48. Gas Heat	210,000	200,000	39,831	107,049	92,951	54%
49. Electric	598,400	598,400	69,149	275,221	323,179	46%
50. Other	120,300	120,300	4,334	19,887	100,413	17%
51. Total Utilities	**1,054,421**	**1,044,421**	**122,764**	**448,083**	**596,338**	**43%**
Casualty & Liability						
52. PL & PD Insurance	1,039,600	1,039,600	104,696	762,831	276,769	73%
53. Building & Other Insurance	285,614	297,925	130	263,268	34,657	88%
54. Total Casualty & Liability	**1,325,214**	**1,337,525**	**104,826**	**1,026,099**	**311,426**	**77%**

Interurban Transit Partnership
Combined Operating Statement
Month Ended 03/31/19

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target= 50%
Other						
55. Dues & Subscriptions	79,188	80,101	1,337	29,532	50,569	37%
56. Professional Development	124,480	139,880	11,614	52,209	87,671	37%
57. Marketing & Promotion	200,000	197,367	261	79,430	117,937	40%
58. Community Outreach	300,000	300,000	0	27,288	272,712	9%
59. Office Equipment	23,000	23,000	937	6,980	16,020	30%
60. Shop Tools	45,523	45,523	1,939	10,972	34,551	24%
61. Miscellaneous	108,355	98,355	5,456	54,204	44,151	55%
62. Total Other	**880,546**	**884,226**	**21,544**	**260,615**	**623,611**	**29%**
63. Purchased Transportation	6,018,527	6,018,527	522,004	2,988,600	3,029,927	50%
64. Purchase Transp. - CMH	1,337,226	1,337,226	74,123	537,560	799,666	40%
65. Purchase Transp. - Other	333,853	333,853	28,909	162,344	171,509	49%
66. Purchase Transp. - Suburban Paratransit	155,062	155,062	18,627	92,709	62,353	60%
67. Transfer Out - Grant Budget	0	0	0	0	0	100%
68. Operating Expenses - Capitalized	1,250,000-	1,250,000-	0	0	1,250,000-	0%
69. Designated Board Reserve	250,000	250,000	0	0	250,000	0%
70. TOTAL OPERATING EXPENDITURES	**46,813,574**	**46,813,574**	**3,745,716**	**23,846,460**	**22,967,114**	**51%**
71. Net Surplus	0	0	36,743	818,512-	818,512	100%
	46,813,574	46,813,574	3,782,459	23,027,948	23,785,626	49%

PROFESSIONAL DEVELOPMENT REPORT
ALL EMPLOYEES
MARCH 2019

AMOUNT	PURPOSE	EMPLOYEE (s)	LOCATION
$1,101.48	TAM Training	K. Wisselink	Orlando, FL
$2,073.49	Shared Used Mobility Summit	S. Green. T. Schweitzer, A. Johnson	Chicago, IL
$3,769.01	APTA Marketing Workshop	A. Johnson, L. Young, B. Schlacter	New Orleans, LA
$4,041.37	APTA Legislative Conference	A. Johnson, D. Reed, S. Gilbert	Washington D.C.
$795.00	Transit CEO Seminar	A. Johnson	Chicago, IL
$260.00	MPTA Legislative Conference	A. Johnson, B. Pouget	Lansin, MI
$840.00	TSI Supervisor Certification Course	S. Luther et al.	The Rapid
$207.20	PDS Vista Conference	N. Groendal	Naples, FL
$13,087.55			

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

Interurban Transit Partnership
Personnel Authorization

Positions	Authorized	Actual
Senior Managers	19	15
Supervisors & Admins.		
Administration	3	2
Operations	16	18
Professionals		
Administration	5	5
External Relations	3	2
Operations	5	5
Planning & Grants	3	3
Special Services	1	1
Call Takers/Schedulers		
Special Services - Full Time	6	7
Special Services - Part Time	3	2
Administrative Support		
Administration - Full Time	3	3
Administration - Part Time	2	0
Customer Service/Marketing	1	0
External Relations	3	4
Operations	3	4
Operations - Full Time	1	1
Security	4	4
Special Services	2	1
Total Admin. Personnel	**83**	**77**
Mechanics - Facilities	7	7
Mechanics - Fleet	30	29
Bus Operators - Full time	272	271
Bus Operators - Part Time	49	14
Total Union Personnel:	**358**	**321**
TOTAL PERSONNEL	**441**	**398**