



Meeting Date: January 29<sup>th</sup>, 2020

Agenda Item: # 7

## AGENDA SUMMARY REPORT

**SUBJECT:**

Unaudited Financial Statements July-November 2019

**SUMMARY:**

Draft Unaudited Financial Reports for the first five months of 2019-2020 from MTA's QuickBooks accounting system including the Balance Sheet and Statement of Revenues and Expenses.

**STAFF RECOMMENDATION:**

Accept Unaudited Financial Statements for July-November 2019

**ATTACHMENTS:**

Balance Sheet as of November 30th, 2019  
Statement of Revenues and Expenses July-November, 2019

**Mendocino Transit Authority**  
**Balance Sheet**  
As of November 30, 2019

**ASSETS****Current Assets**

## Checking/Savings

101.900 · Cash

Total 101.900 · Cash

1,814,255.20

## Total Checking/Savings

1,814,255.20

## Total Accounts Receivable

97,028.51

**Other Current Assets**

Total 102.900 · Receivables Other

72,610.67

Total 102.990 · Grants Receivable Total

1,570,682.00

Total 103.990 · Inventory

114,870.37

Total 104.199 · Prepaid Expenses Total

213,735.03

104.200 · Undeposited Funds

3,274.32

## Total Other Current Assets

1,975,172.39

## Total Current Assets

3,886,456.10

**Fixed Assets**

Total 111.900 · Fixed Assets

20,953,702.09

Total 111.910 · Accumulated Depreciation

-10,752,185.29

Total 121.900 · Intangible Total

15,000.00

Total 121.910 · Accum Amortization Total

-15,000.00

## Total Fixed Assets

10,201,516.80

**Other Assets**

Total 131.900 · Deferred Outflows of Resource

705,833.00

## Total Other Assets

705,833.00

**TOTAL ASSETS**

14,793,805.90

**LIABILITIES & EQUITY****Liabilities****Current Liabilities**

Total Accounts Payable

551,168.94

**Other Current Liabilities**

Total 203.160 · CalPERS Loan Repayments

-5,810.25

205.700 · Uncashed Checks

6,491.04

205.900 · Accruals Total

202.100 · Deferred Revenue

1,203,428.57

203.100 · Federal Payroll Tax Payable

11,281.54

203.110 · Medicare Payroll Tax Payable

4,874.85

203.120 · State Income Tax Payable

3,455.85

203.130 · State Disability Payable

1,153.05

203.140 · Misc Deductions

-729.10

203.150 · Garnishments Payable

-2,346.87

203.200 · Workers Comp Payable

-10,663.64

205.200 · Accrued Payroll

84,823.22

205.300 · Accrued Retirement

7,025.61

205.400 · Accrued Deferred Comp

4,089.34

205.500 · Accrued Vacation

89,853.72

**Mendocino Transit Authority**  
**Balance Sheet**  
 As of November 30, 2019

|  |                      |
|--|----------------------|
| 205.600 · Accrued Sick Leave                 | 29,887.49            |
| 205.900 · Accruals Total - Other             | 15,292.67            |
| <b>Total 205.900 · Accruals Total</b>        | <b>1,441,426.30</b>  |
| <b>Total Other Current Liabilities</b>       | <b>1,442,107.09</b>  |
| <b>Total Current Liabilities</b>             | <b>1,993,276.03</b>  |
| <b>Long Term Liabilities</b>                 |                      |
| 231.900 · Prov-Restricted Funds              |                      |
| 231.100 · Provision for Liability            | 7,233.97             |
| 231.200 · Provision for Vehicle Damage       | 10,246.60            |
| 231.300 · Provision for Unemployment         | 80,462.42            |
| 231.400 · Provision for Cafeteria Plan       | 16,974.64            |
| 231.500 · Provision for Worker's Comp        | 18,858.76            |
| <b>Total 231.900 · Prov-Restricted Funds</b> | <b>133,776.39</b>    |
| 235.300 · Deferred Inflows of Resource       | 148,130.00           |
| 235.910 · Pension Liabilities                |                      |
| 231.101 · Net Pension Liability              | 1,518,557.02         |
| <b>Total 235.910 · Pension Liabilities</b>   | <b>1,518,557.02</b>  |
| <b>Total Long Term Liabilities</b>           | <b>1,800,463.41</b>  |
| <b>Total Liabilities</b>                     | <b>3,793,739.44</b>  |
| <b>Equity</b>                                |                      |
| 32000 · Unrestricted Net Assets              | -2,320,857.16        |
| 399.900 · Equity                             |                      |
| 304.100 · Equity-Contributed Capital         | 15,890,100.96        |
| 304.500 · Accum Depr-Contributed Capital     | -3,568,956.72        |
| 304.600 · Equity Capital                     | 512,349.13           |
| 305.100 · Retained Earnings                  | 619,658.84           |
| <b>Total 399.900 · Equity</b>                | <b>13,453,152.21</b> |
| <b>Net Income</b>                            | <b>-132,228.59</b>   |
| <b>Total Equity</b>                          | <b>11,000,066.46</b> |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>14,793,805.90</b> |

| Cash & Fund Balances | MTA                    | MCOG                   | TOTAL                  |
|----------------------|------------------------|------------------------|------------------------|
| Operating Cash       | \$ 350,764.47          |                        | \$ 350,764.47          |
| Operating Reserve    | \$ 125,034.30          |                        | \$ 125,034.30          |
| PTIMSEA              | \$ 366,225.38          |                        | \$ 366,225.38          |
| LCTOP                | \$ 340,755.60          |                        | \$ 340,755.60          |
| CAL OES              | \$ 100,717.82          |                        | \$ 100,717.82          |
| CAPITAL #4100        | \$ 530,757.63          |                        | \$ 530,757.63          |
| STA                  |                        | \$ 681,819.11          | \$ 681,819.11          |
| STA -Unallocated     |                        | \$ 494,727.95          | \$ 494,727.95          |
| Fuel Reserve         |                        | \$ 175,000.00          | \$ 175,000.00          |
| State of Good Repair |                        | \$ 129,579.00          | \$ 129,579.00          |
| <b>Total</b>         | <b>\$ 1,814,255.20</b> | <b>\$ 1,481,126.06</b> | <b>\$ 3,295,381.26</b> |

**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
 July through November 2019

| Ordinary Income/Expense                            | TOTAL               |                     |               |
|--|---------------------|---------------------|---------------|
|  | Jul - Nov 19        | Budget              | % of Budget   |
|  | 41.67%              | 100% of Year        |               |
| <b>Income</b>                                      |                     |                     |               |
| <b>411.000 · OPERATING REVENUE.</b>                |                     |                     |               |
| 411.105 · Fixed Route Farebox Revenue              | 235,523.72          | 690,000.00          | 34.13%        |
| 412.005 · Dial-A-Ride Farebox Revenue              | 0.00                | 0.00                | 0.0%          |
| 413.000 · Redwood Coast Regional Center            | 21,450.00           | 65,000.00           | 33.0%         |
| 414.000 · Sonoma County Contract                   | 71,750.00           | 172,000.00          | 41.72%        |
| <b>Total 411.000 · OPERATING REVENUE.</b>          | <b>328,723.72</b>   | <b>927,000.00</b>   | <b>35.46%</b> |
| <b>420.000 · REVENUES FROM OTHER SOURCES</b>       |                     |                     |               |
| 421.000 · Local Transportation Fund (LTF)          | 1,247,135.00        | 3,025,911.00        | 41.22%        |
| 421.500 · State Transit Assistance                 | 236,544.75          | 946,179.00          | 25.0%         |
| 422.000 · 5310 Operating Assistance                | 71,528.83           | 225,000.00          | 31.79%        |
| 423.000 · 5311 Operating Assistance                | 191,400.00          | 484,742.00          | 39.49%        |
| 424.000 · 5311(f) Operating Assistance             | 100,000.00          | 300,000.00          | 33.33%        |
| 424.250 · LCTOP Cap & Trade                        | 0.00                | 110,000.00          | 0.0%          |
| 425.000 · Advertising Contract                     | 36,949.87           | 120,000.00          | 30.79%        |
| 426.000 · Ag Van Leases                            | 35,987.20           | 20,000.00           | 179.94%       |
| 426.250 · Senior Center Administration             | 12,692.76           | 0.00                | 100.0%        |
| 426.500 · Maintenance Labor Revenue                | 23,533.81           | 25,000.00           | 94.14%        |
| 428.000 · RTAP                                     | 0.00                | 2,000.00            | 0.0%          |
| 429.000 · Investment(Interest) Income              | 2,854.46            | 15,000.00           | 19.03%        |
| 440.000 · Other - Fuel Rebates, Etc.               | 1,579.57            | 800.00              | 197.45%       |
| <b>Total 420.000 · REVENUES FROM OTHER SOURCES</b> | <b>1,960,206.25</b> | <b>5,274,632.00</b> | <b>37.16%</b> |
| <b>Total Income</b>                                | <b>2,288,929.97</b> | <b>6,201,632.00</b> | <b>36.91%</b> |
| <b>Expense</b>                                     |                     |                     |               |
| <b>501.100 · WAGES</b>                             |                     |                     |               |
| <b>Total 501.100 · WAGES</b>                       | <b>913,785.56</b>   | <b>2,710,682.00</b> | <b>33.71%</b> |
| <b>510.000 · BENEFITS</b>                          |                     |                     |               |
| <b>Total 510.000 · BENEFITS</b>                    | <b>331,993.42</b>   | <b>1,262,000.00</b> | <b>26.31%</b> |
| <b>520.000 · SERVICE/USER FEES</b>                 |                     |                     |               |
| 521.000 · Vehicle Technical Services               | 0.00                | 2,700.00            | 0.0%          |
| 521.250 · Towing                                   | 1,816.74            | 2,700.00            | 67.29%        |
| 521.500 · Property Maintenance Services            | 3,496.19            | 4,500.00            | 77.69%        |
| 521.700 · Contract IT Services                     | 2,250.00            | 32,500.00           | 6.92%         |
| 522.500 · Legal Counsel                            | 6,923.50            | 21,000.00           | 32.97%        |
| 522.750 · Purch. Trans (Willits DAR)               | 726.75              | 900.00              | 80.75%        |
| 523.000 · Marketing                                | 22,826.00           | 32,000.00           | 71.33%        |
| 523.250 · Advertising, Legal Notices               | 10,495.17           | 35,000.00           | 29.99%        |
| 524.000 · Software Maintenance Fees                | 0.00                | 3,250.00            | 0.0%          |
| 524.200 · Drug & Alcohol Services                  | 2,722.50            | 12,000.00           | 22.69%        |
| 525.000 · Facility Security System                 | 1,500.00            | 7,200.00            | 20.83%        |
| 525.500 · Accident / Incident Payables             | 0.00                | 12,000.00           | 0.0%          |
| 526.000 · Professional & Technical Svcs            | 24,632.98           | 65,000.00           | 37.9%         |
| <b>Total 520.000 · SERVICE/USER FEES</b>           | <b>77,389.83</b>    | <b>230,750.00</b>   | <b>33.54%</b> |

**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
 July through November 2019

|   | TOTAL             |                   |               |
|---|-------------------|-------------------|---------------|
|   | Jul - Nov 19      | Budget            | % of Budget   |
| <b>530.000 · MATERIALS &amp; SUPPLIES</b>               |                   |                   |               |
| 531.000 · Fuel  | 197,569.77        | 450,000.00        | 43.9%         |
| 531.500 · Tires   | 10,899.92         | 30,000.00         | 36.33%        |
| 532.000 · Lubrication                                   | 10,890.39         | 11,000.00         | 99.0%         |
| 532.500 · Tools   | 428.24            | 3,500.00          | 12.24%        |
| 533.000 · Vehicle Maint & Repair Parts                  | 21,178.58         | 53,000.00         | 39.96%        |
| 533.250 · Parts   | 302.89            | 3,100.00          | 9.77%         |
| 533.500 · Shop Supplies                                 | 17,300.63         | 7,250.00          | 238.63%       |
| 534.000 · Vehicle Accessories                           | 0.00              | 1,200.00          | 0.0%          |
| 534.500 · Facilities,Maint & Repair Parts               | 10,500.83         | 25,000.00         | 42.0%         |
| 535.500 · Office Supplies                               | 35,289.07         | 21,000.00         | 168.04%       |
| 536.500 · Printing (Schedules,brochures)                | 7,095.23          | 17,500.00         | 40.54%        |
| 536.700 · Computer Programs & Supplies                  | 0.00              | 12,000.00         | 0.0%          |
| 537.000 · Safety & Emergency Supplies                   | 12.00             | 2,500.00          | 0.48%         |
| 537.500 · Other Materials & Supplies                    | 75.00             | 8,500.00          | 0.88%         |
| <b>Total 530.000 · MATERIALS &amp; SUPPLIES</b>         | <b>311,542.55</b> | <b>645,550.00</b> | <b>48.26%</b> |
| <b>540.000 · UTILITIES.</b>                             |                   |                   |               |
| 541.000 · MTA Base -Water, Sewer & Waste                | 4,488.30          | 20,900.00         | 21.48%        |
| 541.250 · FB-Water,Sewer, Waste & Propane               | 863.72            | 4,800.00          | 17.99%        |
| 541.500 · Willitts-Water, Sewer & Waste                 | 1,145.56          | 2,100.00          | 54.55%        |
| 542.000 · PG&E-Ukiah, Fort Bragg,Willitts               | 2,267.72          | 9,500.00          | 23.87%        |
| 543.000 · TPX- Ukiah Phones / Internet                  | 15,916.35         | 20,500.00         | 77.64%        |
| 543.250 · Comcast-Fort Bragg Phones/Inter               | 325.08            | 3,100.00          | 10.49%        |
| 543.500 · SEAKAY-South Coast Tel/Internet               | 0.00              | 1,600.00          | 0.0%          |
| 544.000 · Verizon-Admin / OPS Cellular                  | 11,015.43         | 13,500.00         | 81.6%         |
| <b>Total 540.000 · UTILITIES.</b>                       | <b>36,022.16</b>  | <b>76,000.00</b>  | <b>47.4%</b>  |
| <b>560.000 · VEHICLE,CASUALTY &amp; LIABILITY</b>       |                   |                   |               |
| 561.000 · Premiums - Liab & Prop Dam Ins                | 265,436.49        | 370,000.00        | 71.74%        |
| <b>Total 560.000 · VEHICLE,CASUALTY &amp; LIABILITY</b> | <b>265,436.49</b> | <b>370,000.00</b> | <b>71.74%</b> |
| <b>570.000 · TAXES</b>                                  |                   |                   |               |
| 571.000 · Taxes-State Bd of Equalization                | 0.00              | 36,575.00         | 0.0%          |
| 573.000 · Other Licensing & Fees                        | 0.00              | 5,225.00          | 0.0%          |
| <b>Total 570.000 · TAXES</b>                            | <b>0.00</b>       | <b>41,800.00</b>  | <b>0.0%</b>   |
| <b>580.000 · MISCELLANEOUS</b>                          |                   |                   |               |
| 580.500 · Dues & Subscriptions                          | 6,146.50          | 7,300.00          | 84.2%         |
| 582.000 · Travel  | 8,830.82          | 7,500.00          | 117.74%       |
| 582.250 · Board Expenses                                | 217.50            | 7,300.00          | 2.98%         |
| 583.000 · Safety Program                                | 0.00              | 6,500.00          | 0.0%          |
| 584.000 · Training                                      | 2,647.00          | 5,250.00          | 50.42%        |
| 584.500 · CDL & DOT Physical Expenses                   | 0.00              | 4,500.00          | 0.0%          |
| 586.000 · Other Miscellaneous                           | 172.90            | 7,500.00          | 2.31%         |
| <b>Total 580.000 · MISCELLANEOUS</b>                    | <b>18,014.72</b>  | <b>45,850.00</b>  | <b>39.29%</b> |
| <b>590.000 · LEASES &amp; RENTALS</b>                   |                   |                   |               |
| 591.000 · Leases & Rentals                              | 628.73            | 19,000.00         | 3.31%         |

**Mendocino Transit Authority  
Statement of Revenues, Expenses**

July through November 2019

TOTAL

|  | <u>Jul - Nov 19</u>        | <u>Budget</u>       | <u>% of Budget</u>   |
|--|----------------------------|---------------------|----------------------|
| Total 590.000 · LEASES & RENTALS         | 628.73                     | 19,000.00           | 3.31%                |
| 592.000 · RESERVE ACCOUNTS               |                            |                     |                      |
| 592.250 · Operating Reserve              | 0.00                       | 500,000.00          | 0.0%                 |
| 592.500 · CalPERS Liability Reserve      | 0.00                       | 300,000.00          | 0.0%                 |
| Total 592.000 · RESERVE ACCOUNTS         | <u>0.00</u>                | <u>800,000.00</u>   | <u>0.0%</u>          |
| <b>Total Expense</b>                     | <u>1,955,363.56</u>        | <u>6,201,632.00</u> | <u>31.53%</u>        |
| <b>Net Income Before Depreciation</b>    | <u><u>333,566.41</u></u>   | <u><u>0.00</u></u>  | <u><u>100.0%</u></u> |
| <br>Depreciation Expense                 | <br>465,795.00             |                     |                      |
| <br><b>Net Income After Depreciation</b> | <br><b>\$ (132,228.59)</b> |                     |                      |