



Meeting Date: December 6th, 2023

Agenda Item: # C.2

## AGENDA SUMMARY REPORT

**SUBJECT:**

Preliminary Unaudited Financial Statements July 2023 – September 2023

**SUMMARY:**

Preliminary Unaudited Financial Reports for the Months of July 2023 through September 2023 from MTA's QuickBooks accounting system including the Statement of Net Position and Statement of Revenues and Expenses.

Revenue of \$1,415,089 is 19.6% of budgeted revenue of \$7,202,627 for the year, with 25.0% of year elapsed.

Expenses of \$1,714,242 are 24.4% of budgeted expenses of \$7,055,977 for the year, with 25.0% of year elapsed.

As of the date these preliminary financial statements were prepared, Mendocino County had not yet closed FY2022-2023 on their MUNIS accounting system which has an impact on our QuickBooks data. There may be additional adjustments.

**STAFF RECOMMENDATION:**

Accept Unaudited Financial Statements for July 2023 through September 2023.

**ATTACHMENTS:**

Statement of Net Position as of September 30th, 2023  
Statement of Revenues and Expenses July 2023 – September 2023.

**Mendocino Transit Authority**  
**Statement of Net Position**  
As of September 30th, 2023

**ASSETS**

Current Assets

Checking/Savings

101.900 · Cash

101.100 · Cash-Operating

Operating Cash 3,688,130

LCTOP Operating 167,356

Senior Operating 97,483

Payroll & Benefits Operating 258,192

Total 101.100 · Cash-Operating Total 4,211,162

101.200 · Cash-Capital

101.202 · Capital Wkg-MUNIS #4100 6,518

101.203 · Cap CALOES -MUNIS #4140 2,399

101.204 · Capital PTMISEA-MUNIS #4230 2,771

Total 101.200 · Cash-Capital 11,689

Total 101.900 · Cash 4,222,850

Total 102.000 · Accounts Receivable 1,457,848

Other Current Assets

Total 102.300 · Grants Receivable 426,478

Total 102.100 · Accounts Receivable Other 45,601

Total 103.990 - Inventory 33,478

104.199 · Prepaid Expenses Total

104.101 · Prepaid Expenses 13,764

104.102 · Prepaid Insurance 78,826

104.103 · Prepaid Workers Comp 60,916

Total 104.199 · Prepaid Expenses Total 153,506

Total 104.200 · Undeposited Funds 719

Total Other Current Assets 659,782

Total Current Assets 6,340,480

Fixed Assets

Total 111.900 · Fixed Assets 22,770,984

Total 111.910 · Accumulated Depreciation -13,864,184

Total 121.900 · Intangible Total 15,000

Total 121.910 · Accum Amortization Total -15,000

Total 122.900 · Right to Use - Willits Lease Net 45,150

Total Fixed Assets 8,951,950

Other Assets

Total 131.900 · Deferred Outflows of Resource 1,410,508

Total Other Assets 1,410,508

**TOTAL ASSETS 16,702,938**

**Mendocino Transit Authority**  
**Statement of Net Position**  
As of September 30th, 2023

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 995,903

Credit Cards

201.300 · Umpqua Credit Card -5,484.31

Total Credit Cards -5,484.31

Other Current Liabilities

202.100 - Deferred Grant Revenue 481,390

203.160 · CalPERS Loan Repayments

203.170 · CalPERS Svc Credit BuyBack 530.45

203.160 · CalPERS Loan Repayments - Other 958.55

Total 203.160 · CalPERS Loan Repayments 1,489.00

205.700 · Uncashed Checks 9,422

205.900 · Accruals Total

201.101 · Accrued Expenses 51,352

203.140 · Misc Deductions 15,246

205.200 · Accrued Payroll 101,819

205.400 · Accrued Deferred Comp 7,605

205.300 · Accrued Retirement 8,679

205.500 · Accrued Vacation 183,644

205.600 · Accrued Sick Leave 102,326

Total 205.900 · Accruals Total 474,410

206.900 · Lease Liabilities

206.000 · Lease Liability - Willits Lease 45,687.00

Total 206.900 · Lease Liabilities 45,687.00

Total Other Current Liabilities 1,012,398

Total Current Liabilities 2,002,817

Long Term Liabilities

231.900 · Prov-Restricted Funds

231.100 · Provision for Liability 18,415

231.200 · Provision for Vehicle Damage 10,054

231.300 · Provision for Unemployment 149,814

231.400 · Provision for Cafeteria Plan 19,134

Total 231.900 · Prov-Restricted Funds 197,417

235.300 · Deferred Inflows of Resource 244,062

235.910 · Pension Liabilities 3,142,654

Total Long Term Liabilities 3,584,133

Total Liabilities 5,586,950

Equity

Total 399.900 · Equity 11,708,740

Net Income -592,753

Total Equity 11,115,987

**TOTAL LIABILITIES & EQUITY 16,702,938**

**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
July 2023 - September 2023

Ordinary Income/Expense	TOTAL		
	Jul '23-Sep '23	Budget	% of Budget
<b>Income</b>			
<b>411.000 - OPERATING REVENUE.</b>			
401.110 Fixed Route Farebox Revenue	63,548	225,000	28.2%
401.111 Dial-A-Ride Farebox Revenue	14,781	70,000	21.1%
402.100 Redwood Coast Regional Center	16,346	65,000	25.1%
409.200 - Sonoma County Contract	45,000	181,000	24.9%
<b>Total 411.000 - OPERATING REVENUE.</b>	<b>139,675</b>	<b>541,000</b>	<b>25.8%</b>
<b>420.000 - REVENUES FROM OTHER SOURCES</b>			
406.100 - Advertising Contract	25,589	125,000	20.5%
407.100 - Maintenance Revenue	12,681	30,500	41.6%
407.400 - Investment(Interest) Income	11	7,500	0.1%
407.500 - Other - Fuel Rebates, Etc.	715	14,000	5.1%
409.100 - Local Transportation Fund (LTF)	803,538	3,721,782	21.6%
409.109 - LTF - Senior Centers - income	251,300	681,249	36.9%
510.100 - LTF - Senior Centers - expense	-179,311	-681,249	26.3%
407.115 - Senior Center Administration	0	26,500	0.0%
409.110 - State Transit Assistance (STA)	360,891	1,293,571	27.9%
422.000 - 5310 Operating Assistance	0	150,000	0.0%
413.101 - 5311 Operating Assistance	0	717,774	0.0%
413.110 - 5311(f) Operating Assistance	0	300,000	0.0%
413.113 - 5311 CARES Assistance	0	200,000	0.0%
413.113 - 5311(f) CARES Assistance	0	75,000	0.0%
<b>Total 420.000 - REVENUES FROM OTHER SOURCES</b>	<b>1,275,414</b>	<b>6,661,627</b>	<b>19.1%</b>
<b>Total Income</b>	<b>1,415,089</b>	<b>7,202,627</b>	<b>19.6%</b>
<b>Expense</b>			
<b>Total 501.100 - WAGES</b>	<b>949,365</b>	<b>3,298,155</b>	<b>28.8%</b>
<b>Total 510.000 - BENEFITS</b>	<b>314,435</b>	<b>1,711,847</b>	<b>18.4%</b>
<b>520.000 - SERVICE/USER FEES</b>			
521.000 - Vehicle Technical Services	1,271	10,000	12.7%
521.250 - Towing	0	2,400	0.0%
521.500 - Property Maintenance Services	98	3,500	2.8%
521.700 - Contract IT Services	8,000	32,000	25.0%
503.202 - Legal Counsel	1,403	30,000	4.7%
508.100 - Purch. Trans (Willits DAR)	0	2,400	0.0%
523.000 - Marketing	2,798	12,000	23.3%
509.300 - Advertising, Legal Notices	4,549	48,000	9.5%
524.000 - Software Maintenance Fees	4,956	45,000	11.0%
524.200 - Drug & Alcohol Services	185	8,500	2.2%
525.000 - Facility Security System	314	2,500	12.6%
525.500 - Accident / Incident Payables	-16,121	25,000	-64.5%
503.200 - Professional & Technical Svcs	51,925	250,000	20.8%
<b>Total 520.000 - SERVICE/USER FEES</b>	<b>59,378</b>	<b>471,300</b>	<b>12.6%</b>
<b>530.000 - MATERIALS &amp; SUPPLIES</b>			
504.110 - Fuel	166,016	650,000	25.5%
504.120 - Tires	1,868	52,000	3.6%
504.115 - Lubrication	134	27,000	0.5%
532.500 - Tools	431	3,500	12.3%
504.100 - Vehicle Maint & Repair Parts	12,340	62,500	19.7%
504.200 - Expensed Parts	166	3,125	5.3%
504.610 - Shop Supplies	580	10,000	5.8%
504.620 - Facilities,Maint & Repair Parts	7,292	45,000	16.2%
504.400 - Office Supplies	4,086	35,000	11.7%

**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
July 2023 - September 2023

	TOTAL		
	Jul '23-Sep '23	Budget	% of Budget
509.200 · Printing (Schedules,brochures)	1,665	15,000	11.1%
537.000 · Safety & Emergency Supplies	240	5,000	4.8%
537.500 · Other Materials & Supplies	4,066	25,000	16.3%
<b>Total 530.000 · MATERIALS &amp; SUPPLIES</b>	<b>198,883</b>	<b>933,125</b>	<b>21.3%</b>
<b>540.000 · UTILITIES.</b>			
541.000 · MTA Base -Water, Sewer & Waste	3,339	12,500	26.7%
541.250 · FB-Water,Sewer, Waste & Propane	1,056	7,000	15.1%
541.500 · Willits-Water, Sewer & Waste	310	3,000	10.3%
542.000 · PG&E-Ukiah, Fort Bragg,Willits	4,397	27,500	16.0%
543.000 · TPX- Ukiah Phones / Internet	11,226	50,000	22.5%
543.250 · Comcast-Fort Bragg Phones/Inter	356	1,750	20.3%
544.000 · Verizon-Admin / OPS Cellular	9,280	35,000	26.5%
<b>Total 540.000 · UTILITIES.</b>	<b>29,965</b>	<b>136,750</b>	<b>21.9%</b>
<b>Total 560.000 · VEHICLE,CASUALTY &amp; LIABILITY</b>	<b>154,323</b>	<b>375,000</b>	<b>41.2%</b>
<b>570.000 · TAXES</b>			
571.000 · Taxes-State Bd of Equalization	127	600	21.2%
572.000 · Vehicle Licensing & Reg Fees	0	1,700	0.0%
<b>Total 570.000 · TAXES</b>	<b>127</b>	<b>2,300</b>	<b>5.5%</b>
<b>580.000 · MISCELLANEOUS</b>			
504.510 · Dues & Subscriptions	915	16,000	5.7%
502.700 · Travel	5,048	50,000	10.1%
582.250 · Board Expenses	372	6,500	5.7%
583.000 · Safety Program	138	2,000	6.9%
509.800 · Training	3,770	20,000	18.9%
584.500 · CDL & DOT Physical Expenses	1,548	7,000	22.1%
509.100 · Other Miscellaneous	3,502	15,000	23.3%
<b>Total 580.000 · MISCELLANEOUS</b>	<b>15,292</b>	<b>116,500</b>	<b>13.1%</b>
<b>590.000 · LEASES &amp; RENTALS</b>			
591.000 · Leases & Rentals	2,474	11,000	22.5%
<b>Total 590.000 · LEASES &amp; RENTALS</b>	<b>2,474</b>	<b>11,000</b>	<b>22.5%</b>
<b>Total Expense</b>	<b>1,724,242</b>	<b>7,055,977</b>	<b>24.4%</b>
<b>Net Ordinary Income Before Depreciation</b>	<b>-309,153</b>	<b>146,650</b>	
<b>Depreciation Expense</b>	<b>283,600</b>		
<b>Net Ordinary Income After Depreciation</b>	<b>-592,753</b>		