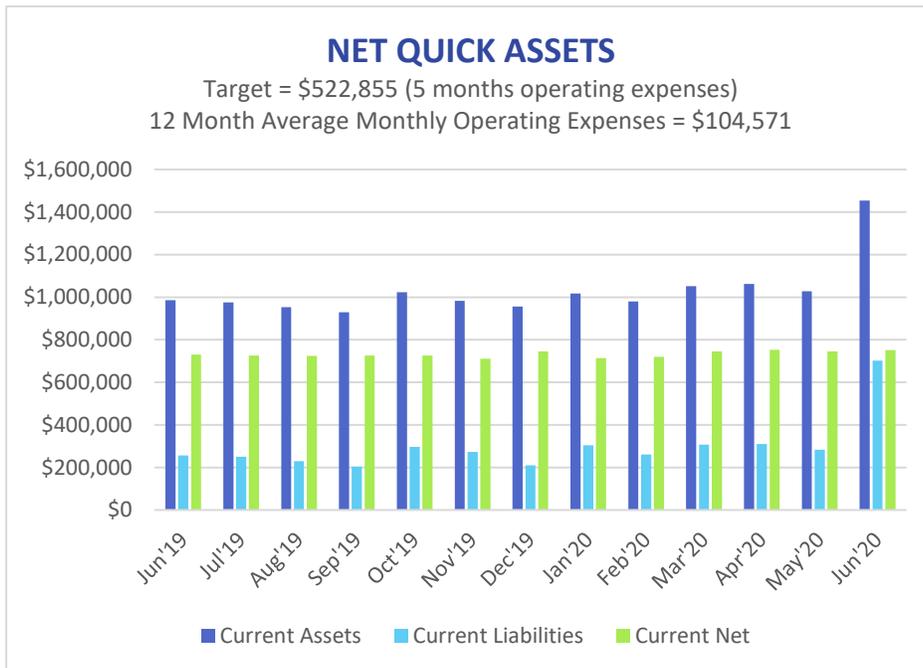
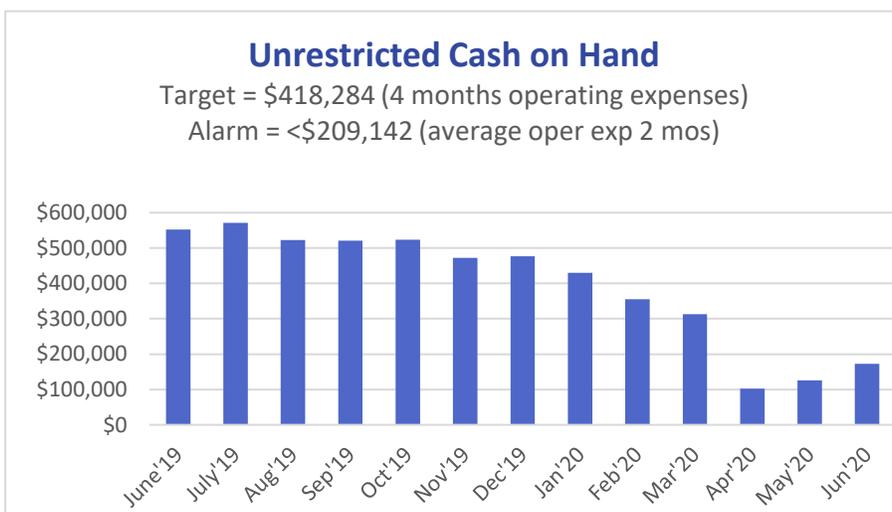


FINANCIAL DASHBOARD Through June 30, 2020



Jun'19 = \$730,707
Jul'19 = \$725,313
Aug'19 = \$723,877
Sep'19 = \$725,255
Oct'19 = \$735,829
Nov'19 = \$710,578
Dec'19 = \$745,566
Jan'20 = \$713,207
Feb'20 = \$719,287
Mar'20 = \$744,936
Apr'20 = \$752,299
May'20 = \$744,520
Jun'20 = \$751,339

NET QUICK ASSETS are the highly liquid assets held by the agency, including cash, marketable securities and accounts receivable. Net quick assets (NQA) are calculated as current assets (cash + marketable securities + prepaid assets + accounts receivable) minus current liabilities of payables and deferred revenue. The target is 5 months of operating expenses (TJPDC costs minus pass-through and project contractual expenses), based on a rolling twelve-month average. The Commission has earmarked excess NQA above the target as Capital Reserves. TJPDC had just over 7 months of operating expenses at the end of the month. The rolling twelve-month average operating expenses increased at \$104,571. The 3-month average of expenses is \$105,305. Actual operating expenses for June were \$95,200 compared to \$106,996 in May. Capital reserves = \$751,339 - \$522,855 = \$224,484.

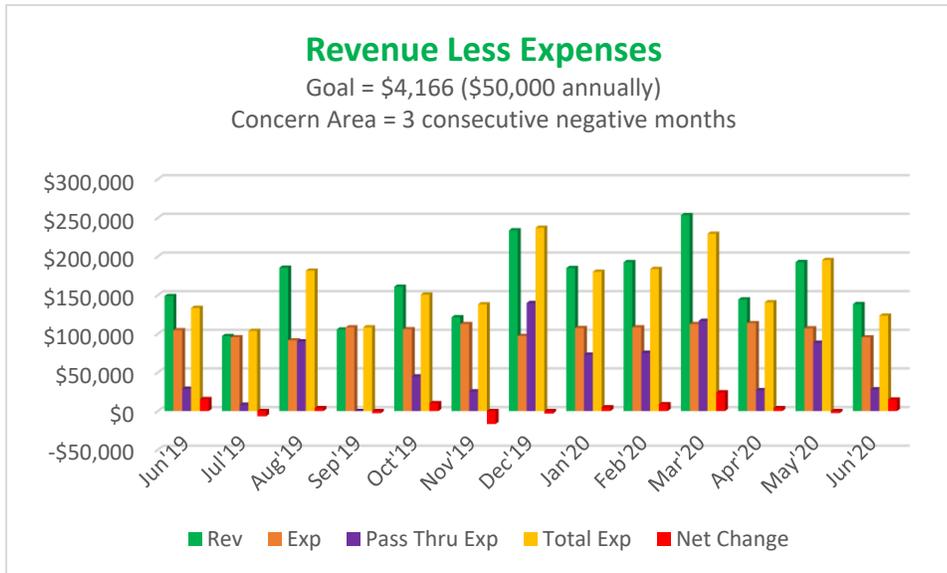


UNRESTRICTED CASH ON HAND consists of funds held in checking and money market accounts immediately available to TJPDC for expenses. Cash does not include pass-through deposits in transit. Total cash minus notes payable minus deferred revenue = Unrestricted Cash on Hand.

MONTHS OF UNRESTRICTED CASH divides unrestricted cash

on hand by the agency's average monthly operating expenses to give the number of months of operation without any additional cash received. **The end of month level of Unrestricted Cash on Hand of \$174,343 represents 1.67 months of operating expenses, over 2 months below the 4-month target and below the 2-month alarm level. Unrestricted cash has increased from an April level of \$102,049 to \$172,222. We have since June received overdue 2nd & 3rd quarter USDA payments for the HPG of approximately \$80,000.**

FINANCIAL DASHBOARD Through June 30, 2020



Monthly Net Revenue

Jun'19 =	\$15,756
Jul'19 =	(\$6,706)
Aug'19 =	\$3,765
Sep'19 =	(\$2,733)
Oct'19 =	\$10,130
Nov'19 =	(\$16,753)
Dec'19 =	(\$3,154)
Jan'20 =	\$4,862
Feb'20 =	\$8,863
Mar'20 =	\$24,130
Apr'20 =	\$3,722
May'20 =	(\$2,591)
Jun'20 =	\$14,870

NET REVENUE is the surplus or shortfall resulting from monthly revenues minus expenses. The FY20 Budget adopted in March 2020 is estimating a \$40,908 net gain. There was a loss for the month of May of \$2,651 but a gain in June of \$14,870 resulting in a net gain of \$ 33,863 for the year to date. (Expenses are revised over time as they may be reclassified from operating expenses to assets) The Accrued Revenue Report shows available funds of \$124,142 per month for FY20. Actual operating expenses for June were \$95,200.

NOTES

1. Target is a reasonable expectation that the TJPDC may reach this level to achieve our long-range financial goals. A plan will be developed showing how these target goals are expected to be achieved through daily financial management practices.
2. Concern is a level where staff will immediately identify causes of the change in financial position, whether this is a special one-time circumstance caused by a financial action or whether a trend is emerging caused by one of more operational or financial circumstances and prepare a plan of action to correct or reverse the trend.
3. Back up documentation and details of this Financial Dashboard can be found in the monthly financial statements of Balance Sheet, Consolidated Profit and Loss Report, and the Accrued Revenue Report supplied to the TJPDC Commissioners.
4. The average monthly operating expense is a rolling twelve-month average of operating expenses (TJPDC costs minus pass-through and project contractual expenses).
5. The TJPDC earmarked some of TJPDC's reserves for a building or capital fund in FY18, tied to Net Quick Assets.

Thomas Jefferson Planning District Commission
Consolidated Profit and Loss
 June 2020

10:08 AM
 07/23/20
 Accrual Basis

	<u>Jun 20</u>	<u>Budget</u>	<u>Jul '19 - Jun 20</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	87,132	75,296	1,170,710	903,551	903,551
4120 · State Funding Source	22,977	24,463	276,948	293,549	293,549
4130 · Local Source	14,915	45,043	390,375	541,340	541,340
4131 · Event Sponsors & Fees	0	0	0	0	0
42000 · Local Match Per Capita	13,066	13,979	156,717	156,968	156,968
4280 · Interest Income	200	833	10,983	10,000	10,000
Total Income	<u>138,291</u>	<u>159,614</u>	<u>2,005,733</u>	<u>1,905,408</u>	<u>1,905,408</u>
Gross Profit	138,291	159,614	2,005,733	1,905,408	1,905,408
Expense					
61000 · Personnel	82,806	74,355	966,262	982,500	982,500
6900 · Overhead Allocation	0	0	0	0	0
62391 · Postage Expense	123	274	1,298	3,285	3,285
62392 · Subscriptions, Publications	141	146	1,525	1,750	1,750
62393 · Supplies	361	1,015	9,424	12,224	12,224
62394 · Audit -Legal Expenses	1,500	0	15,525	16,500	16,500
6240 · Advertising	672	1,592	20,042	19,929	19,929
62404 · Meeting Expenses	49	1,484	8,741	17,809	17,809
62410 · TJPDC Contractual	(4,889)	4,295	50,921	51,866	51,866
6281 · Dues	(1,029)	819	10,654	9,832	9,832
62850 · Insurance	360	233	4,281	3,300	3,300
62890 · Printing/Copier	246	396	4,887	4,941	4,941
63200 · Rent Expense	7,766	7,678	92,604	92,134	92,134
63210 · Equipment/Data Use	3,939	3,625	20,796	43,502	43,502
63220 · Telephone Expense	914	418	7,426	5,020	5,020
63300 · Travel-Vehicle	574	1,926	15,002	23,238	23,238
6345 · Janitorial Service	347	691	6,961	8,288	8,288
6390 · Professional Development	1,471	1,523	18,651	18,281	18,281
Total Expense	<u>95,351</u>	<u>100,470</u>	<u>1,255,001</u>	<u>1,314,399</u>	<u>1,314,399</u>
Net Ordinary Income	42,939	59,144	750,732	591,009	591,009
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	23,295	34,268	612,065	411,216	411,216
8399 · Grants Contractual Services	4,775	11,574	104,804	138,885	138,885
Total Other Expense	<u>28,070</u>	<u>45,842</u>	<u>716,869</u>	<u>550,101</u>	<u>550,101</u>
Net Other Income	<u>(28,070)</u>	<u>(45,842)</u>	<u>(716,869)</u>	<u>(550,101)</u>	<u>(550,101)</u>
Net Income	<u>14,870</u>	<u>13,302</u>	<u>33,863</u>	<u>40,908</u>	<u>40,908</u>

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of June 30, 2020

	<u>Jun 30, 20</u>	<u>Jun 30, 19</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	842,318.30	591,202.98	251,115.32
1189 · Capital Reserve	224,484.00	171,911.00	52,573.00
Total Checking/Savings	<u>1,066,802.30</u>	<u>763,113.98</u>	<u>303,688.32</u>
Accounts Receivable			
1190 · Receivable Grants	355,833.94	193,478.48	162,355.46
Total Accounts Receivable	<u>355,833.94</u>	<u>193,478.48</u>	<u>162,355.46</u>
Other Current Assets			
1310 · Prepaid Rent	781.22	1,250.00	-468.78
1330 · Prepaid Insurance	17,956.00	5,907.57	12,048.43
1360 · Prepaid Other	12,082.05	10,389.19	1,692.86
Total Other Current Assets	<u>30,819.27</u>	<u>17,546.76</u>	<u>13,272.51</u>
Total Current Assets	<u>1,453,455.51</u>	<u>974,139.22</u>	<u>479,316.29</u>
Fixed Assets			
1411 · Power Edge T340 Server	9,175.61	0.00	9,175.61
1413 · Server Software	5,197.50	5,197.50	0.00
1400 · Office furniture and Equipment	117,477.79	111,737.79	5,740.00
1410 · Server	0.00	11,384.00	-11,384.00
1499 · Accumulated Depreciation	-114,012.05	-121,369.81	7,357.76
Total Fixed Assets	<u>17,838.85</u>	<u>6,949.48</u>	<u>10,889.37</u>
TOTAL ASSETS	<u><u>1,471,294.36</u></u>	<u><u>981,088.70</u></u>	<u><u>490,205.66</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	29,785.03	49,336.66	-19,551.63
Total Accounts Payable	<u>29,785.03</u>	<u>49,336.66</u>	<u>-19,551.63</u>
Credit Cards			
2155 · Accounts Payable Credit Card	4,356.86	7,090.53	-2,733.67
Total Credit Cards	<u>4,356.86</u>	<u>7,090.53</u>	<u>-2,733.67</u>
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2800 · Deferred Revenue	667,974.99	188,692.15	479,282.84
Total Other Current Liabilities	<u>667,974.99</u>	<u>188,692.15</u>	<u>479,282.84</u>
Total Current Liabilities	<u>702,116.88</u>	<u>245,119.34</u>	<u>456,997.54</u>
Long Term Liabilities			
2200 · Leave Payable	42,799.23	42,052.77	746.46
Total Long Term Liabilities	<u>42,799.23</u>	<u>42,052.77</u>	<u>746.46</u>
Total Liabilities	<u>744,916.11</u>	<u>287,172.11</u>	<u>457,744.00</u>
Equity			
3000 · General Operating Fund	467,680.61	412,661.64	55,018.97
3100 · Restricted Capital Reserve	224,484.00	230,565.00	-6,081.00
3600 · Net Investment in Fixed Assets	350.38	1,751.98	-1,401.60
Net Income	<u>33,863.26</u>	<u>48,937.97</u>	<u>-15,074.71</u>
Total Equity	<u>726,378.25</u>	<u>693,916.59</u>	<u>32,461.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,471,294.36</u></u>	<u><u>981,088.70</u></u>	<u><u>490,205.66</u></u>

Accrued Revenue by Grant or Contract
For Year Ending June 30, 2021

Grant or Contract	GRANT- CONTRACT START DATE	GRANT- CONTRACT END DATE	GRANT- CONTRACT TOTAL	JULY FY20	AUG FY20	SEPT FY20	OCT FY20	NOV FY20	DEC FY20	JAN FY20	FEB FY20	MARCH FY20	APRIL FY20	MAY FY20	JUNE FY20	YEAR TO DATE FY21	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY22	GRANT TO DATE	GRANT- CONTRACT REMAINING FY21	NOTES
MPO-FTA	07/01/20	06/30/21	102,624													0			0	102,624	MPO FTA Transit Planning
MPO-PL	07/01/20	06/30/21	187,626													0			0	187,626	MPO PL Transp Planning
HOME TJPDC	07/01/20	06/30/21	64,475													0		9,047	0	55,428	HUD HOME Housing Grants Admin
HOME PASS-THRU	07/01/20	06/30/21	580,277													0			0	580,277	HUD HOME Housing Grants Construction
HOUSING HPG	07/01/20	06/30/21	28,656													0			0	28,656	USDA Housing Repair Admin
HPG PASS-THRU	07/01/20	06/30/21	191,043													0			0	191,043	USDA Housing Repair Construction
STATE SUPPORT TO PDC	07/01/20	06/30/21	75,971													0			0	75,971	State funding to TJPDC General
RIDESHARE	07/01/20	06/30/21	177,070													0		16,404	0	160,666	Rideshare TDM Program Marketing & Management
RURAL TRANSPORTATION	07/01/20	06/30/21	58,000													0			0	58,000	VDOT Rural Transp Planning
RTP-TDM	07/01/20	06/30/21	33,068													0		0	0	33,068	Regional Transit Partnership
RTP Pass Through	07/01/20	06/30/21	16,932													0			0	16,932	
LOVINGSTON	11/01/18	06/30/21	15,854													0	0	0	0	15,854	CDBG Downtown Plan Grant
LOVINGSTON PASS THRU	11/01/18	06/30/21	14,146													0	0	0	0	14,146	
TJPDC CORPORATION	07/01/20	06/30/21	0													0			0	0	Non-profit Arm
LEGISLATIVE LIAISON	07/01/20	06/30/21	102,171													0			0	102,171	
VAPDC-ED	07/01/20	06/30/21	50,000													0			0	50,000	Contract for Admin Services
SOLID WASTE	07/01/20	06/30/21	10,500													0		0	0	10,500	Contract for annual reporting
RIVANNA RIVER CORRIDOR Ph 2	07/01/20	06/30/21	87,464													0	33,165	0	33,165	54,299	Regional River Plan
RRBC	07/01/20	06/30/21	10,500													0			0	10,500	Rivanna Commission
WIP PHASE III	06/01/18	12/30/20	50,997													0		0	0	50,997	Chesapeake Watershed Assistance to DEQ
Hazard Mitigation		06/30/21	36													0			0	36	24 month planning project resiliency
Haz Mit Pass Through		06/30/21	0													0	0		0	0	
TJCLT	10/19/17	06/30/21	53,970													0			0	53,970	Contract for Admin Land Trust
AFFORDABLE HSG																0			0	0	Regional Housing Partnership
REGL HSG PLAN	10/31/18	06/30/21	95,875													0	55,823	0	55,823	40,052	Regional Housing Plan Grant
RHP PASS-THROUGH	10/31/18	06/30/21	54,125													0	54,125		54,125	0	Housing Plan Contract with others
MEMBER PER CAPITA	07/01/20	06/30/21	158,365													0			0	158,365	Local Govt Annual Contributions
WATER STREET CENTER	07/01/20	06/30/21	3,570													0			0	3,570	Rental Fees
OFFICE LEASES - RENT	07/01/20	06/30/21	13,230													0			0	13,230	Rental Fees
STANARDSVILLE TAP	04/06/15	10/01/20	25,500													0	17,856	0	17,856	7,644	VDOT Streetscape Contract
RMRP	04/01/20	12/31/20	22,500													0				22,500	Regional Rent Relief Grants COVID
RMRP Pass Through			427,500													0				427,500	
5TH STREET TAP	11/16/16	10/01/20	0													0	0	0	0	0	VDOT Bike Path Grant
5th STREET TAP Pass Through	11/16/16	10/01/20	0													0	0	0	0	0	VDOT Bike Path Design & Constr
BANK INTEREST	07/01/20	06/30/21	12,000													0			0	12,000	Investment Pool Savings Income
TOTAL			2,724,045	0	0	0	0	0	0	0	0	0	0	0	0	0	160,969	25,451	160,969	2,537,625	

Op Expenses	12 month average	\$104,571	Pass-through funds	\$1,229,898
	3 month average	\$105,305	Contract funds	
	last month	\$95,200	TJPDC Available Funds	\$1,307,727
			Available funds per month	\$108,977.25

Possible new funding grants non shown: additional RMRP up to \$2.2m total; CEDS \$125,000; Amtrak \$717,000; Alb Transit \$107,000; Regional Transit \$400,000
Possible loss: Rideshare (\$100,000); HOME reduction (\$100,000); HPG transfer to FY22 (\$50,000)