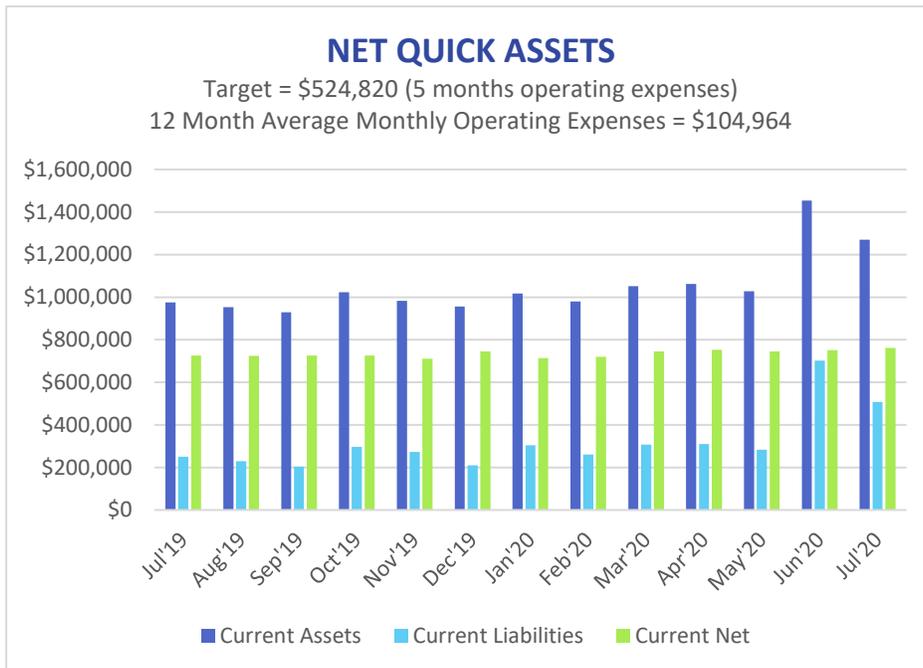
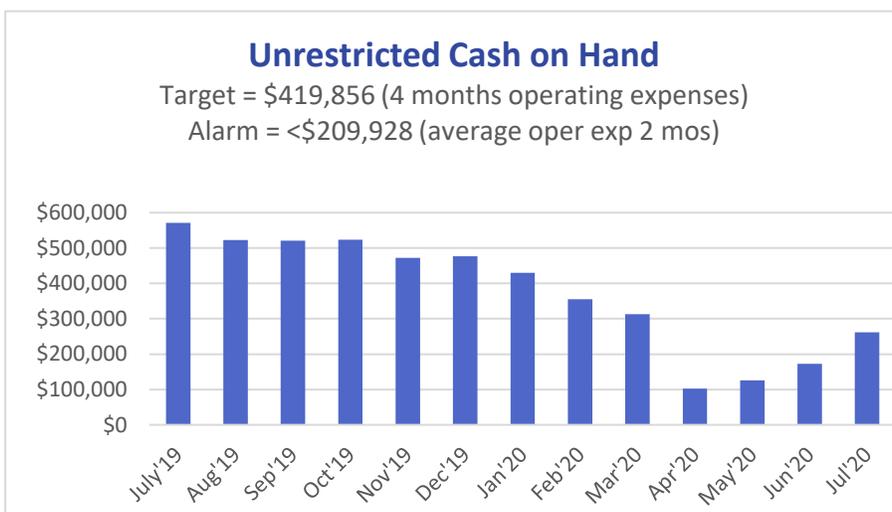


## FINANCIAL DASHBOARD Through July 31, 2020



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  
Jul'20 = \$761,878

**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 \$104,964. The 3-month average of expenses is \$101,607. Actual operating expenses for July were \$102,654 compared to \$95,200 in June. Capital reserves = \$761,878 - \$522,854 = \$237,058.

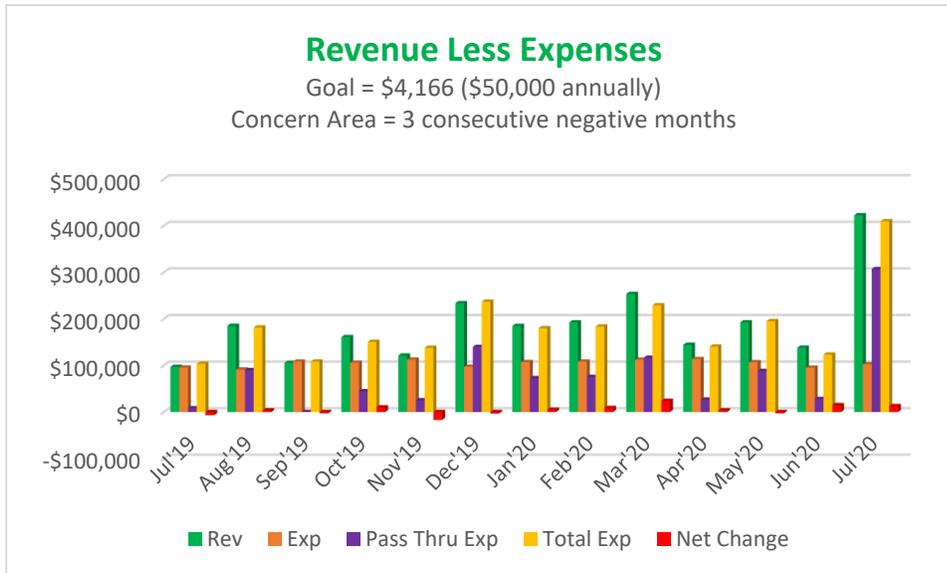


**UNRESTRICTED CASH ON HAND** consists of funds held in checking and money market accounts immediately available to TJPDC for expenses. Cash does not include pass-through deposits in transit. Total cash minus notes payable minus deferred revenue = Unrestricted Cash on Hand.

**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 \$237,058 represents 2.49 months of operating expenses. Unrestricted cash has increased from an April level of \$102,049 to \$237,058. We are concerned that DRPT will be paying only quarterly in 2021.

**FINANCIAL DASHBOARD  
Through July 31, 2020**



Monthly Net Revenue

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
Jul'20 =	\$12,974

NET REVENUE is the surplus or shortfall resulting from monthly revenues minus expenses. The FY21 Budget adopted is estimating a \$ 0 net gain. There was a gain in July of \$12,974 resulting in a net gain of \$ 12,974 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 \$112,760 per month for FY21. Actual operating expenses for July were \$102,654.

**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**  
 July 2020

10:40 AM  
 08/26/20  
 Accrual Basis

	<u>Jul 20</u>	<u>Budget</u>	<u>Jul 20</u>	<u>YTD B...</u>	<u>Annual B...</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
41100 · Federal Funding Source	365,555	97,131	365,555	97,131	1,165,569
4120 · State Funding Source	21,373	29,552	21,373	29,552	354,622
4130 · Local Source	25,494	41,204	25,494	41,204	495,278
42000 · Local Match Per Capita	9,946	18,531	9,946	18,531	158,365
4280 · Interest Income	177	833	177	833	10,000
<b>Total Income</b>	<u>422,547</u>	<u>187,251</u>	<u>422,547</u>	<u>187,251</u>	<u>2,183,834</u>
<b>Gross Profit</b>	422,547	187,251	422,547	187,251	2,183,834
<b>Expense</b>					
61000 · Personnel	83,287	85,890	83,287	85,890	1,032,784
62391 · Postage Expense	347	159	347	159	1,904
62392 · Subscriptions, Publications	84	46	84	46	550
62393 · Supplies	584	937	584	937	11,200
62394 · Audit -Legal Expenses	0	0	0	0	16,500
6240 · Advertising	386	1,936	386	1,936	24,061
62404 · Meeting Expenses	77	857	77	857	10,286
62410 · TJPDC Contractual	5,621	4,068	5,621	4,068	46,100
6281 · Dues	811	818	811	818	9,820
62850 · Insurance	481	236	481	236	3,336
62890 · Printing/Copier	221	387	221	387	4,642
63200 · Rent Expense	7,766	7,860	7,766	7,860	94,319
63210 · Equipment/Data Use	2,339	1,483	2,339	1,483	17,800
63220 · Telephone Expense	226	489	226	489	5,862
63300 · Travel-Vehicle	37	1,828	37	1,828	22,080
6345 · Janitorial Service	174	827	174	827	9,920
6390 · Professional Development	261	1,495	261	1,495	17,944
<b>Total Expense</b>	<u>102,704</u>	<u>109,316</u>	<u>102,704</u>	<u>109,316</u>	<u>1,329,108</u>
<b>Net Ordinary Income</b>	319,842	77,935	319,842	77,935	854,726
<b>Other Income/Expense</b>					
<b>Other Expense</b>					
83000 · HOME Pass-Through	83,050	48,356	83,050	48,356	580,277
8399 · Grants Contractual Services	223,869	22,871	223,869	22,871	274,449
<b>Total Other Expense</b>	<u>306,919</u>	<u>71,227</u>	<u>306,919</u>	<u>71,227</u>	<u>854,726</u>
<b>Net Other Income</b>	<u>(306,919)</u>	<u>(71,227)</u>	<u>(306,919)</u>	<u>(71,227)</u>	<u>(854,726)</u>
<b>Net Income</b>	<u><b>12,923</b></u>	<u><b>6,708</b></u>	<u><b>12,923</b></u>	<u><b>6,708</b></u>	<u><b>0</b></u>

**Thomas Jefferson Planning District Commission**  
**Balance Sheet Prev Year Comparison**  
As of July 31, 2020

	<u>Jul 31, 20</u>	<u>Jul 31, 19</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
1100 · Cash	725,933.23	554,071.58	171,861.65
1189 · Capital Reserve	237,058.00	230,565.00	6,493.00
<b>Total Checking/Savings</b>	<u>962,991.23</u>	<u>784,636.58</u>	<u>178,354.65</u>
<b>Accounts Receivable</b>			
1190 · Receivable Grants	263,661.78	154,719.73	108,942.05
<b>Total Accounts Receivable</b>	<u>263,661.78</u>	<u>154,719.73</u>	<u>108,942.05</u>
<b>Other Current Assets</b>			
1310 · Prepaid Rent	520.80	1,041.67	-520.87
1330 · Prepaid Insurance	17,877.37	4,903.22	12,974.15
1360 · Prepaid Other	24,718.78	15,215.66	9,503.12
<b>Total Other Current Assets</b>	<u>43,116.95</u>	<u>21,160.55</u>	<u>21,956.40</u>
<b>Total Current Assets</b>	<u>1,269,769.96</u>	<u>960,516.86</u>	<u>309,253.10</u>
<b>Fixed Assets</b>			
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	119,135.29	111,737.79	7,397.50
1410 · Server	0.00	11,384.00	-11,384.00
1499 · Accumulated Depreciation	-114,528.11	-121,630.99	7,102.88
<b>Total Fixed Assets</b>	<u>18,980.29</u>	<u>6,688.30</u>	<u>12,291.99</u>
<b>TOTAL ASSETS</b>	<u><u>1,288,750.25</u></u>	<u><u>967,205.16</u></u>	<u><u>321,545.09</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2100 · Accounts Payable-General	27,666.06	28,780.88	-1,114.82
<b>Total Accounts Payable</b>	<u>27,666.06</u>	<u>28,780.88</u>	<u>-1,114.82</u>
<b>Credit Cards</b>			
2155 · Accounts Payable Credit Card	3,365.77	7,582.62	-4,216.85
<b>Total Credit Cards</b>	<u>3,365.77</u>	<u>7,582.62</u>	<u>-4,216.85</u>
<b>Other Current Liabilities</b>			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2800 · Deferred Revenue	476,930.36	201,478.89	275,451.47
<b>Total Other Current Liabilities</b>	<u>476,930.36</u>	<u>201,478.89</u>	<u>275,451.47</u>
<b>Total Current Liabilities</b>	<u>507,962.19</u>	<u>237,842.39</u>	<u>270,119.80</u>
<b>Long Term Liabilities</b>			
2200 · Leave Payable	42,799.23	42,269.27	529.96
<b>Total Long Term Liabilities</b>	<u>42,799.23</u>	<u>42,269.27</u>	<u>529.96</u>
<b>Total Liabilities</b>	<u>550,761.42</u>	<u>280,111.66</u>	<u>270,649.76</u>
<b>Equity</b>			
3000 · General Operating Fund	487,794.11	466,724.61	21,069.50
3100 · Restricted Capital Reserve	237,058.00	225,440.00	11,618.00
32000 · Unrestricted Net Assets	-20.00	0.00	-20.00
3600 · Net Investment in Fixed Assets	233.58	1,635.18	-1,401.60
Net Income	12,923.14	-6,706.29	19,629.43
<b>Total Equity</b>	<u>737,988.83</u>	<u>687,093.50</u>	<u>50,895.33</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,288,750.25</u></u>	<u><u>967,205.16</u></u>	<u><u>321,545.09</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 FY21	AUG FY21	SEPT FY21	OCT FY21	NOV FY21	DEC FY21	JAN FY21	FEB FY21	MARCH FY21	APRIL FY21	MAY FY21	JUNE FY21	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	11,439												11,439			11,439	91,185	MPO FTA Transit Planning
MPO-PL	07/01/20	06/30/21	187,626	21,600												21,600			21,600	166,026	MPO PL Transp Planning
HOME TJPDC	07/01/20	06/30/21	64,475	3,806												3,806		9,047	3,806	51,622	HUD HOME Housing Grants Admin
HOME PASS-THRU	07/01/20	06/30/21	580,277	83,050												83,050			83,050	497,227	HUD HOME Housing Grants Construction
HOUSING HPG	07/01/20	06/30/21	28,656	2,002												2,002			2,002	26,654	USDA Housing Repair Admin
HPG PASS-THRU	07/01/20	06/30/21	191,043	10,139												10,139			10,139	180,904	USDA Housing Repair Construction
STATE SUPPORT TO PDC	07/01/20	06/30/21	75,971	6,330												6,330			6,330	69,641	State funding to TJPDC General
RIDESHARE	07/01/20	06/30/21	177,070	10,121												10,121		16,404	10,121	150,545	Rideshare TDM Program Marketing & Management
RURAL TRANSPORTATION	07/01/20	06/30/21	58,000	3,969												3,969			3,969	54,031	VDOT Rural Transp Planning
RTP-TDM	07/01/20	06/30/21	33,068	726												726		0	726	32,342	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	2,234												2,234	13,673	0	15,907	-53	CDBG Downtown Plan Grant
LOVINGSTON PASS THRU	11/01/18	06/30/21	14,146													0	0	0		14,146	
NELSON CARES 2020	08/12/20	12/31/20	15,000																	15,000	
Pass Thorughs	08/12/20	12/31/20	335,000																	335,000	
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	6,581												6,581			6,581	95,590	
VAPDC-ED	07/01/20	06/30/21	50,000	4,167												4,167			4,167	45,833	Contract for Admin Services
SOLID WASTE	07/01/20	06/30/21	10,500	384												384		0	384	10,116	Contract for annual reporting
RIVANNA RIVER CORRIDOR Ph 2	07/01/20	06/30/21	87,464	1,676												1,676	33,165	0	34,841	52,623	Regional River Plan
RRBC	07/01/20	06/30/21	10,500	933												933			933	9,567	Rivanna Commission
WIP PHASE III	06/01/18	12/30/20	50,997	2,801												2,801	0	0	2,801	48,196	Chesapeake Watershed Assistance to DEQ
Hazard Mitigation		06/30/21	31,040													0			0	31,040	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	7,508												7,508			7,508	46,462	Contract for Admin Land Trust
AFFORDABLE HSG																0			0	0	Regional Housing Partnership
REGL HSG PLAN	10/31/18	06/30/21	95,875	3,275												3,275	55,823	0	59,098	36,777	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	9,946												9,946			9,946	148,419	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	950												950			950	12,280	Rental Fees
STANARDSVILLE TAP	04/06/15	10/01/20	25,500	462												462	17,856	0	18,318	7,182	VDOT Streetscape Contract
RMRP	04/01/20	12/31/20	45,000	14,541												14,541	6,562		21,103	23,897	Regional Rent Refief Grants COVID
RMRP Pass Through			855,000	213,730												213,730			213,730	641,270	
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	177												177			177	11,823	Investment Pool Savings Income
<b>TOTAL</b>			<b>3,555,049</b>	<b>422,547</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>422,547</b>	<b>181,204</b>	<b>25,451</b>	<b>603,751</b>	<b>2,925,847</b>	

Op Expenses	12 month average	\$104,964	Pass-through funds	\$1,685,479
	3 month average	\$101,667	Contract funds	
	last month	\$102,654	TJPDC Available Funds	\$1,240,368
			Available funds per month	\$112,760.73

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)