



Muskegon Heights Public Schools

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Date: February 14, 2019

To: Receivership Transition Advisory Board (RTAB)
Muskegon Heights Public Schools Board of Education

From: John Lewis, Assistant Superintendent

Re: Board Meeting Packet for February 20, 2019

Attached, please find the Muskegon Heights Public Schools 2018/19 Budget to Actual Revenue and Expenditure Report, Cash Flow Statement, and Liabilities Report for your review.

Budget to Actual Revenue and Expenditure Report

Attached you will find the budget to actual report for 2018/19 as of February 11, 2019.

We have yet to receive any tax disbursements from our winter levy. I will be following up with the city to see where we are at before the end of this month. I was hopeful that we would've received something in January, but that was not the case.

There are no notable changes to expenditures for this month.

Cash Flow Statement

Cash flow continues remain positive for the next year. As stated in the previous section, I am planning on a large disbursement from the city in February. I foresee no issues in meeting our obligations for the coming year.

Liabilities Report

No changes to report for this period.

Fund	Rate	Description	Issuance Date	Original Amount	Term Length	Principal	Interest	Total Amount	Projected Maturity Date	As of Date
GF		Payable to MDE - At-Risk Payback			Short			\$ 371,436	N/A	1/31/2019
GF	2.45%	Restructured Emergency Loan #1 - 2018	5/23/2018	\$ 6,990,000	Long	\$ 6,990,000	\$ 2,339,648	\$ 9,329,648	6/15/2042	1/31/2019
GF	2.35%	Restructured Emergency Loan #2 - 2018	5/23/2018	\$ 3,165,000	Long	\$ 3,165,000	\$ 1,122,155	\$ 4,287,155	6/15/2042	1/31/2019
GF	3.45%	Restructured Emergency Loan #3 - 2018	5/23/2018	\$ 1,400,000	Long	\$ 1,400,000	\$ 608,565	\$ 2,008,565	6/15/2043	1/31/2019
GF	2.70%	2017/18 Emergency Loan #4 - 2018	5/23/2018	\$ 2,449,000	Long	\$ 2,449,000	\$ 1,748,299	\$ 4,197,299	6/15/2047	1/31/2019
GF	NA	2007 Energy Conservation Improvement Bonds	12/19/2007		Long	\$ 3,149,000	\$ -	\$ 3,149,000	12/19/2022	1/31/2019
DF	5.00%	2016 Refunding Bonds, Series A	3/29/2016		Long	\$ 12,845,000	\$ 3,632,047	\$ 16,477,047	5/1/2029	1/31/2019
DF	1.74%-2.61%	2016 Refunding Bonds, Series B	3/26/2016		Long	\$ 4,225,000	\$ 46,044	\$ 4,271,044	5/1/2021	1/31/2019
DF	3.41%	School Bond Loan Fund	Annual		Long	\$ 2,212	\$ 163	\$ 2,375	5/1/2035*	1/31/2019
DF	3.41%	School Loan Revolving Fund	Annual		Long	\$ 2,048,249	\$ 42,681	\$ 2,090,930	5/1/2035*	1/31/2019
				\$ 14,004,000		\$ 36,273,461	\$ 9,539,600	\$ 46,184,497		

Note: GF - General Fund (18 mill levy); DF - Debt Service Fund (13 mill levy)

*Indicates Mandatory Repayment Date

Liability

Usage Explanation:

EL #1 Majority of proceeds used to retire SAN received in August 2011. Remainder used for final payrolls and other prior year expenses
EL #2 Legacy costs
EL #3 Legacy costs
EL #4 Proceeds used to retire ORS and UIA debt
Total Emergency Loans issued: \$14,004,000

Projected Monthly Cash Flow - One Year Projection

Date 2/11/2019

School District Muskegon Heights Public Schools
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	February 19	March 19	April 19	May 19	June 19	July 19	August 19	September 19	October 19	November 19	December 19	January 20
Beginning Balance	\$ 337,701	\$ 593,715	\$ 768,729	\$ 764,251	\$ 929,077	\$ 557,264	\$ 499,486	\$ 733,899	\$ 749,249	\$ 740,170	\$ 784,483	\$ 464,567
Estimated Receipts												
Taxes	\$ 267,000	\$ 180,000		\$ 173,892			\$ 240,000	\$ 40,000		\$ 50,000	\$ 50,000	
Taxes - Tech Millage	\$ 27,000	\$ 25,000			\$ 21,187			\$ 15,000	\$ 15,000	\$ 15,000		
Authorizer Fees	\$ 13,572	\$ 13,572	\$ 13,572	\$ 13,572	\$ 13,572	\$ 13,572	\$ 13,572		\$ 13,572	\$ 13,572	\$ 13,572	\$ 13,572
ELN Proceeds												
Other Revenue	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Total Available Funds	\$ 646,273	\$ 813,287	\$ 783,301	\$ 952,715	\$ 964,836	\$ 571,836	\$ 754,058	\$ 789,899	\$ 778,821	\$ 819,742	\$ 849,055	\$ 479,139
Less Estimated Expenditures:												
Payrolls	\$ 12,500	\$ 14,070	\$ 14,070	\$ 18,658	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070
Other Expenditures	\$ 13,058	\$ 5,488	\$ 4,980	\$ 4,980	\$ 4,780	\$ 58,280	\$ 4,580	\$ 11,580	\$ 9,580	\$ 4,680	\$ 10,337	\$ 5,820
Emergency Loan Payment	\$ -	\$ -	\$ -	\$ -	\$ 367,535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177,989	\$ -
Tech Millage to PSA	\$ 27,000	\$ 25,000	\$ -	\$ -	\$ 21,187	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -
Other Liens/Loans (Totals)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,092	\$ -
Estimated Ending Balance	\$ 593,715	\$ 768,729	\$ 764,251	\$ 929,077	\$ 557,264	\$ 499,486	\$ 733,899	\$ 749,249	\$ 740,170	\$ 784,483	\$ 464,567	\$ 459,249

Expenses by Month

	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Totals
Payrolls (including contracted staff)	\$ 12,500	\$ 14,070	\$ 14,070	\$ 18,658	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 174,878
Consumers - electric	\$ 500	\$ 510	\$ 500	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 700	\$ 500	\$ 500	\$ 8,010
DTE - natural gas	\$ 1,977	\$ 1,998	\$ 1,500	\$ 1,200	\$ 1,000	\$ 500	\$ 800	\$ 800	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ 13,575
Waste & Water utility	\$ 64	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 2,484
Audit Fees								\$ 7,000	\$ 5,000				\$ 12,000
Legal Fees	\$ 3,564	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 3,267	\$ 2,500	\$ 19,771
Property Insurance						\$ 54,000							\$ 54,000
MAISD Tech Fee	\$ 4,396										\$ 3,750		\$ 8,146
Epicenter													\$ -
Bank Fees	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 7,200
Misc.	\$ 1,957	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,957
EL Loan Payments					\$367,535						\$177,989		\$ 545,523
Tech Millage Flowthrough	\$ 27,000	\$ 25,000	\$ -	\$ -	\$ 21,187	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 118,187
QZAB Energy Bonds											\$182,092		\$ 182,092
Totals	\$ 52,558	\$ 44,558	\$ 19,050	\$ 23,638	\$ 407,572	\$ 72,350	\$ 20,159	\$ 40,650	\$ 38,650	\$ 35,259	\$ 384,488	\$ 19,890	\$ 1,158,823

Muskegon Heights Public Schools
 Revenues, Expenditures, and Fund Balance
 GENERAL FUND
 2018-19
 2/11/2019

	Budget 2018-19	Actuals to Date	Under/(Over) to Date
Beginning Fund Balance	\$ 29,385	\$ 29,385	
Revenue			
Property taxes	\$ 1,181,020	\$ 434,416	\$ 746,604
Oversight fees	\$ 176,310	\$ 59,093	\$ 117,217
Transfers and Other	\$ 9,500	\$ 3,535	\$ 5,965
Total Revenue	\$ 1,366,830	\$ 497,044	
Expenditures			
Data Technology	\$ 4,520	\$ 247	\$ 4,273
Board of Education	\$ 30,170	\$ 24,112	\$ 6,059
Executive Administration	\$ 68,770	\$ 28,802	\$ 39,968
Business Services	\$ 101,960	\$ 60,446	\$ 41,514
Interest and Fees Expense	\$ 6,400	\$ 3,068	\$ 3,332
Unpaid Auction and Delinquent Tax Fees	\$ 50,670	\$ -	\$ 50,670
Building Services	\$ 98,170	\$ 72,492	\$ 25,678
District Technology	\$ 920	\$ 374	\$ 546
Emergency Loan Payments	\$ 570,750	\$ 203,209	\$ 367,541
Transfers and Other	\$ 305,730	\$ 230,557	\$ 75,173
Total Expenditures	\$ 1,238,060	\$ 623,308	
Revenues Less Expenditures	\$ 128,770	\$ (126,264)	
Projected Ending Fund Balance	\$ 158,155	\$ (96,879)	

REVENUES	DESCRIPTION	SUM
11-0111-0000-000-0000-000000-000000-	PROPERTY TAXES CURRENT	-379,026.44
11-0111-0000-100-0000-000000-000000-	OTHER TAXES	0.00
11-0121-0000-000-0000-000000-000000-	TECH MILLAGE FLOWTHROUGH	-48,465.03
11-0124-0000-000-0000-000000-000000-	PENALTY & INT ON DEL TAXES	0.00
11-0151-0000-000-0000-000000-000000-	EARNINGS ON INVEST & DEPOSITS	0.00
11-0191-0000-000-0000-000000-000000-	RENTALS	-3,400.00
11-0199-0000-000-0000-000000-000000-	MISCELLANEOUS	-135.00
11-0321-0000-000-0000-000000-000000-	PPT REIMBURSEMENT	-6,924.60
11-0519-0000-001-0000-000000-000000-	3% AUTHORIZER FEE - MHPSA	-59,093.04
11-0519-0000-100-0000-000000-000000-	SHARED BUSINESS SVCS	0.00
11-0591-0000-000-0000-000000-000000-	PROCEEDS FROM ISSUANCE OF BOND	0.00
		-497,044.11

EXPENDITURES	DESCRIPTION	AMOUNT	SUMS
11-1-225-7410-840-0000-00000-000000-	LICENSING FEES & RENEWALS		
11-1-226-4220-899-0000-00000-000000-	COPY MACHINE	247.20	\$ 247.20
11-1-231-3170-000-0000-00000-000000-	LEGAL SERVICES	11,246.50	
11-1-231-3180-000-0000-00000-000000-	AUDIT SERVICES	12,740.00	
11-1-231-3220-007-0000-00000-000000-	TRAVEL - TRINELL SCOTT	115.00	
11-1-231-7410-000-0000-00000-000000-	DUES & FEES	10.00	\$ 24,111.50
11-1-232-3150-000-0000-00000-000000-	CONTRACTED SERVICES	28,802.40	
11-1-232-3210-000-0000-00000-000000-	COST OF TRAVEL (MILEAGE)		
11-1-232-3430-000-0000-00000-000000-	MAILING		
11-1-232-7910-000-0000-00000-000000-	MISCELLANEOUS		\$ 28,802.40
11-1-252-1620-033-0000-00000-000000-	ACCOUNTING SPECIALIST	36,923.04	
11-1-252-2130-000-0000-00000-000000-	HOSPITALIZATION	10,735.24	
11-1-252-2820-033-0000-00000-000000-	CONTRIB TO ST&LOC RETIRE FUNDS	9,220.36	
11-1-252-2830-033-0000-00000-000000-	EMPLOYER SOCIAL SECURITY	2,824.64	
11-1-252-2840-033-0000-00000-000000-	WORKMAN'S COMPENSATION	-54.88	
11-1-252-3150-030-0000-00000-000000-	CONTRACTED SERVICES		
11-1-252-3220-030-0000-00000-000000-	TRAVEL & CONFERENCE		
11-1-252-5910-030-0000-00000-000000-	OFFICE SUPPLIES	797.91	\$ 60,446.31
11-1-252-7410-000-0000-00000-000000-	INTEREST & FEES EXPENSE	3,067.74	\$ 3,067.74
11-1-259-7610-000-0000-00000-000000-	TAXES ABATED & WRITTEN OFF		\$ -
11-1-261-3190-100-0000-00000-000000-	CONTRACTED SERVICES	4,248.78	
11-1-261-3410-000-0000-00000-000000-	TELEPHONE CHARGES	173.65	
11-1-261-3830-000-0000-00000-000000-	WATER & SEWAGE	796.44	
11-1-261-3840-000-0000-00000-000000-	WASTE & TRASH DISPOSAL	384.00	
11-1-261-3910-000-0000-00000-000000-	INSURANCE	54,814.00	
11-1-261-4110-000-0000-00000-000000-	LAND AND BLDGS-REPAIRS & MAINT		
11-1-261-5510-000-0000-00000-000000-	HEATING FUEL	7,746.61	
11-1-261-5520-000-0000-00000-000000-	ELECTRICITY	4,328.61	\$ 72,492.09
11-1-284-3410-000-0000-00000-000000-	CELL PHONE CHARGES	373.95	\$ 373.95
11-1-411-8910-000-0000-00000-000000-	TRANSFERS TO MHPSA	48,465.03	
11-1-511-7110-994-0000-00000-000000-	PRINCIPAL PMT - EMERGENCY LOAN		
11-1-511-7230-994-0000-00000-000000-	INTEREST PMT - EMERGENCY LOANS	203,209.41	\$ 203,209.41
11-1-634-8110-000-0000-00000-000000-	QZAB TRANSFER - DEBT RETIREMEN	182,092.42	\$ 230,557.45
		\$ 623,308.05	\$ 623,308.05

Muskegon Heights Public Schools
Revenues, Expenditures, and Fund Balance
DEBT SERVICE - 2016 REFUNDING BONDS
2018-19
2/11/2019

	Actuals to Date
Beginning Fund Balance	\$ 148,927
Revenue	
Tax Revenues	\$ 458,175
SBLF/SLRF (State Bond Loan Programs)	\$ -
Total Revenue	\$ 458,175
Expenditures	
Tax Chargebacks & Auction Property	\$ -
Principal Payments	\$ -
Interest Payments	\$ 369,790
Total Expenditures	\$ 369,790
Revenues Less Expenditures	\$ 88,385
Projected Ending Fund Balance	\$ 237,312

Account	Description	
32-0111-0000-000-0000-000000-000000-	PROPERTY TAX LEVY	-366,546.45
32-0111-0000-100-0000-000000-000000-	OTHER TAXES-HSBF	0.00
32-0124-0000-000-0000-000000-000000-	PENALTY & INT ON DEL TAXES	0.00
32-0151-0000-000-0000-000000-000000-	EARNINGS ON INVESTMENTS-HSBF	-168.85
32-0321-0000-000-0000-000000-000000-	PPT REIMBURSEMENT	-91,459.55
32-0591-0000-000-0000-000000-000000-	BOND PROCEEDS	0.00
32-0595-0000-000-0000-000000-000000-	STATE LOAN PROGRAM-HSBF	0.00
32-0596-0000-000-0000-000000-000000-	PROCEEDS FROM REFINANCING DEBT	0.00
32-0596-0000-001-0000-000000-000000-	PREMIUM ON REFUNDING BONDS	0.00
32-0599-9000-000-0000-000000-000000-	DUE TO/FROM	0.00
32-0631-0000-000-0000-000000-000000-	TRANSFER IN	0.00
		-458,174.85

Account	Description	
32-1-252-3180-000-0000-000000-000000-	AUDIT SERVICES	0.00
32-1-252-7410-000-0000-000000-000000-	PAYING AGENT FEES	0.00
32-1-259-3610-000-0000-000000-000000-	PRINTING	0.00
32-1-259-7610-000-0000-000000-000000-	TAXES ABATED & WRITTEN OFF	0.00
32-1-511-7110-000-0000-000000-000000-	PRINCIPAL - 2006 REF BDS	0.00
32-1-511-7230-000-0000-000000-000000-	INTEREST-HSBF	369,790.00
32-1-511-7310-000-0000-000000-000000-	OTHER BOND ISSUANCE COSTS	0.00
32-1-511-7330-000-0000-000000-000000-	BOND DISCOUNT	0.00
32-1-511-7410-000-0000-000000-000000-	PAYING AGENT FEES-HSBF	0.00
32-1-512-7320-000-0000-000000-000000-	PAYMENTS TO BOND ESCROW AGENT	0.00

Muskegon Heights Public Schools
Revenues, Expenditures, and Fund Balance
QZAB Fund
2018-19
2/11/2019

	Actuals to Date
Beginning Fund Balance	\$ 2,016,299
Revenue	
Earnings on Investment	\$ 20,357
Transfers In	\$ 182,092
Total Revenue	\$ 202,450
Expenditures	
	\$ -
Total Expenditures	\$ -
Revenues Less Expenditures	\$ 202,450
Projected Ending Fund Balance	\$ 2,218,749

Account	Description	
34-0151-0000-000-0000-000000-	EARNINGS ON INVESTMENTS	-20,357.36
34-0611-0000-000-0000-000000-	QZAB TRANSFER	-182,092.42