



Muskegon Heights Public Schools

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Date: March 12, 2019

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

From: John Lewis, Assistant Superintendent

Re: Board Meeting Packet for March 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 March 12, 2019.

While we have received some taxes for the debt retirement account, we have yet to receive any operating taxes from our winter levy. Today, I have placed a call to the city finance director and I am waiting for a call back to get an idea of when we will be receiving these funds. I am hopeful this will not be an issue for our next report.

There are no notable changes to expenditures for this month.

Cash Flow Statement

Cash flow will remain stable for the coming year. There has been in delay in receiving taxes, but I do not foresee it being a huge issue and I'm sure we will be able to meet all obligations on time.

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	2/28/2019
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	2/28/2019
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	2/28/2019
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	2/28/2019
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	2/28/2019
GF	NA	2007 Energy Conservation Improvement Bonds	12/19/2007		Long	\$ 3,149,000	\$ -	\$ 3,149,000	12/19/2022	2/28/2019
DF	5.00%	2016 Refunding Bonds, Series A	3/29/2016		Long	\$ 12,845,000	\$ 3,632,047	\$ 16,477,047	5/1/2029	2/28/2019
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	2/28/2019
DF	3.41%	School Bond Loan Fund	Annual		Long	\$ 2,212	\$ 163	\$ 2,375	5/1/2035*	2/28/2019
DF	3.41%	School Loan Revolving Fund	Annual		Long	\$ 2,048,249	\$ 42,681	\$ 2,090,930	5/1/2035*	2/28/2019
				\$ 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
3/12/2019

School District
Muskegon Heights Public Schools

	March 19	April 19	May 19	June 19	July 19	August 19	September 19	October 19	November 19	December 19	January 20	February 20
Beginning Balance	\$ 330,153	\$ 772,167	\$ 767,689	\$ 932,514	\$ 560,702	\$ 502,924	\$ 737,336	\$ 752,686	\$ 743,608	\$ 787,921	\$ 469,772	\$ 464,954
Estimated Receipts												
Taxes	\$ 447,000		\$ 173,892			\$ 240,000	\$ 40,000		\$ 50,000	\$ 50,000		\$ 267,000
Taxes - Tech Millage				\$ 21,187			\$ 15,000	\$ 15,000	\$ 15,000			\$ 27,000
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	\$ 791,725	\$ 786,739	\$ 956,153	\$ 968,273	\$ 575,274	\$ 757,496	\$ 793,336	\$ 782,258	\$ 823,180	\$ 852,493	\$ 484,344	\$ 773,526
Less Estimated Expenditures:												
Payrolls	\$ 14,070	\$ 14,070	\$ 18,658	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 14,070
Other Expenditures	\$ 5,488	\$ 4,980	\$ 4,980	\$ 4,780	\$ 58,280	\$ 4,580	\$ 11,580	\$ 9,580	\$ 4,680	\$ 8,570	\$ 5,320	\$ 5,320
Emergency Loan Payment	\$ -	\$ -	\$ -	\$ 367,535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177,989	\$ -	\$ -
Tech Millage to PSA	\$ -	\$ -	\$ -	\$ 21,187	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 27,000
Other Liens/Loans (Totals)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,092	\$ -	\$ -
Estimated Ending Balance	\$ 772,167	\$ 767,689	\$ 932,514	\$ 560,702	\$ 502,924	\$ 737,336	\$ 752,686	\$ 743,608	\$ 787,921	\$ 469,772	\$ 464,954	\$ 727,136

Expenses by Month

	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Totals
Payrolls (including contracted staff)	\$ 14,070	\$ 14,070	\$ 18,658	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 15,579	\$ 14,070	\$ 14,070	\$ 14,070	\$ 176,448
Consumers - electric	\$ 510	\$ 500	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 700	\$ 500	\$ 500	\$ 500	\$ 8,010
DTE - natural gas	\$ 1,998	\$ 1,500	\$ 1,200	\$ 1,000	\$ 500	\$ 800	\$ 800	\$ 800	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	\$ 13,598
Waste & Water utility	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 220	\$ 2,640
Audit Fees							\$ 7,000	\$ 5,000					\$ 12,000
Legal Fees	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,160	\$ 1,500	\$ 1,500	\$ 1,500	\$ 14,940
Property Insurance					\$ 54,000								\$ 54,000
MAISD Tech Fee										\$ 3,750			\$ 3,750
Epicenter													\$ -
Bank Fees	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 7,200
Misc.	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000
EL Loan Payments				\$367,535						\$177,989			\$ 545,523
Tech Millage Flowthrough	\$ -	\$ -	\$ -	\$ 21,187	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 27,000	\$ 93,187
QZAB Energy Bonds										\$182,092			\$ 182,092
Totals	\$ 19,558	\$ 19,050	\$ 23,638	\$407,572	\$ 72,350	\$ 20,159	\$ 40,650	\$ 38,650	\$ 35,259	\$382,721	\$ 19,390	\$ 46,390	\$1,125,388

Muskegon Heights Public Schools
Revenues, Expenditures, and Fund Balance
GENERAL FUND
2018-19
3/12/2019

	Budget 2018-19	Actuals to Date	Under/(Over) to Date
Beginning Fund Balance	\$ 29,385	\$ 29,385	
Revenue			
Property taxes	\$ 1,181,020	\$ 462,060	\$ 718,960
Oversight fees	\$ 176,310	\$ 72,666	\$ 103,644
Transfers and Other	\$ 9,500	\$ 3,535	\$ 5,965
Total Revenue	\$ 1,366,830	\$ 538,260	
Expenditures			
Data Technology	\$ 4,520	\$ 4,643	\$ (123)
Board of Education	\$ 30,170	\$ 27,676	\$ 2,495
Executive Administration	\$ 68,770	\$ 34,039	\$ 34,731
Business Services	\$ 101,960	\$ 68,563	\$ 33,397
Interest and Fees Expense	\$ 6,400	\$ 3,406	\$ 2,994
Unpaid Auction and Delinquent Tax Fees	\$ 50,670	\$ -	\$ 50,670
Building Services	\$ 98,170	\$ 76,987	\$ 21,183
District Technology	\$ 920	\$ 448	\$ 472
Emergency Loan Payments	\$ 570,750	\$ 203,209	\$ 367,541
Transfers and Other	\$ 305,730	\$ 258,201	\$ 47,529
Total Expenditures	\$ 1,238,060	\$ 677,173	
Revenues Less Expenditures	\$ 128,770	\$ (138,913)	
Projected Ending Fund Balance	\$ 158,155	\$ (109,528)	

REVENUES	DESCRIPTION	AMOUNT
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	-76,108.63
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	-72,665.58
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
		-538,260.25

EXPENDITURES	DESCRIPTION	AMOUNT	SUM
11-1-225-7410-840-0000-00000-000000-	LICENSING FEES & RENEWALS	4,396.00	
11-1-226-4220-899-0000-00000-000000-	COPY MACHINE	247.20	\$ 4,643.20
11-1-231-3170-000-0000-00000-000000-	LEGAL SERVICES	14,810.50	
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	\$ 27,675.50
11-1-232-3150-000-0000-00000-000000-	CONTRACTED SERVICES	34,039.20	
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		\$ 34,039.20
11-1-252-1620-033-0000-00000-000000-	ACCOUNTING SPECIALIST	41,538.42	
11-1-252-2130-000-0000-00000-000000-	HOSPITALIZATION	12,418.13	
11-1-252-2820-033-0000-00000-000000-	CONTRIB TO ST&LOC RETIRE FUNDS	10,428.66	
11-1-252-2830-033-0000-00000-000000-	EMPLOYER SOCIAL SECURITY	3,177.72	
11-1-252-2840-033-0000-00000-000000-	WORKMAN'S COMPENSATION	-54.74	
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	1,055.26	\$ 68,563.45
11-1-252-7410-000-0000-00000-000000-	INTEREST & FEES EXPENSE	3,406.11	\$ 3,406.11
11-1-259-7610-000-0000-00000-000000-	TAXES ABATED & WRITTEN OFF		\$ -
11-1-261-3190-100-0000-00000-000000-	CONTRACTED SERVICES	6,244.83	
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	448.00	
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	9,723.56	
11-1-261-5520-000-0000-00000-000000-	ELECTRICITY	4,786.71	\$ 76,987.19
11-1-284-3410-000-0000-00000-000000-	CELL PHONE CHARGES	447.69	\$ 447.69
11-1-411-8910-000-0000-00000-000000-	TRANSFERS TO MHPSA	76,108.63	
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	\$ 258,201.05
		\$ 677,172.80	\$ 677,172.80

Muskegon Heights Public Schools
Revenues, Expenditures, and Fund Balance
DEBT SERVICE - 2016 REFUNDING BONDS
2018-19
3/12/2019

	Actuals to Date
Beginning Fund Balance	\$ 148,927
Revenue	
Tax Revenues	\$ 499,679
SBLF/SLRF (State Bond Loan Programs)	\$ -
Total Revenue	\$ 499,679
Expenditures	
Tax Chargebacks & Auction Property	\$ -
Principal Payments	\$ -
Interest Payments	\$ 369,790
Total Expenditures	\$ 369,790
Revenues Less Expenditures	\$ 129,889
Projected Ending Fund Balance	\$ 278,816

Account	Description	Amount
32-0111-0000-000-0000-000000-000000-	PROPERTY TAX LEVY	-408,023.52
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	-196.29
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
		-499,679.36

Account	Description	Amount
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
3/12/2019

	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