

NOTICE OF MEETING

Twin Cities Area Transportation Authority

BOARD MEETING

September 1, 2021

12:00 P.M.

Pursuant to Public Act 228, Sec. 3a. (a), the Twin Cities Area Transportation Authority (TCATA) will hold the TCATA Board meeting for our public conference on Wednesday, September 1, 2021, at 12:00 p.m.

The agenda, public notice and additional information can be found on the web at this address:
<https://www.mywaythere.org/tcatameetings.asp>

Rules regarding public participation are unchanged, and members of the public are invited to participate during the public comment period.

499 W Main St, Benton Harbor, MI 49022 (KINEXUS/MI WORKS-ANCHOR ROOM A)

All public meetings held by TCATA are required to be accessible to persons with disabilities under Title II of the Americans with Disabilities Act (ADA). Accommodations are available upon request to persons with disabilities who require alternately formatted materials or auxiliary aids to ensure effective communication and access to public meetings or programs.

For questions about accessibility or to request accommodations, please call 269-927-2268.
availability.

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Twin Cities Area Transportation Authority
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

MEMORANDUM

TO: TCATA Board Members

FROM: Paul Gillespie, Executive Director *PG*

DATE: August 27, 2021

RE: TCATA Monthly Board Meeting

There is a TCATA board meeting scheduled for **Wednesday September 1, 2021, at 12:00 p.m.**

The monthly board meeting will be held at:

499 W Main St, Benton Harbor, MI 49022 (KINEXUS/MI WORKS-ANCHOR ROOM A)

Please find enclosed a **MEETING NOTICE** with additional information.

If any changes should occur, you will be notified by telephone on Tuesday August 31, 2021, or as soon as possible.

If there are any questions and/or instructions regarding this matter, please contact me at 269-927-2268.



Twin Cities Area Transportation Authority
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

AGENDA

ROLL CALL – 09/01/21

APPROVAL OF AGENDA

SECRETARY'S REPORT

- 2) General Information – 09/01/21
- 3) Minutes 7/6/21, 7/28/21, 7/30/21

CHAIRMAN'S REPORT

- 1) General Information – 09/01/21

DIRECTOR'S REPORT

- 1) Operation Summary,
Ridership & Farebox – 07/21
- 2) Driver of the Month – 07/21
- 3) General Information – 09/01/21
- 4) Approval of Directors Report – 09/01/21

ACCOUNTANT'S REPORT

- 1) Unpaid Bills Detail – 07/21
- 2) Check Detail – 07/21
- 3) Purchases by Vendor Detail – 07/21
- 4) Petty Cash – 07/21
- 5) Wire Transfer– 07/21
- 6) Trial Balance, Profit loss, Profit and
Loss Budget vs. Actual
& Balance Sheet – 07/21
- 7) Approval of Accountant Report – 09/01/21

OLD BUSINESS

- 1)

NEW BUSINESS

- 1) Responsibilities of the Board Chair
- 2) Discuss Board Officers

PUBLIC COMMENTS

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
DIAL-A-RIDE
SPECIAL MEETING
HELD July 6, 2021**

Board Members Present: Lisa Varrie, Secretary
Jerry Edwards, Trustee
James Childs, Chairperson
Dorothy Parker, Trustee

Board Members Absent: Apollonia Williams, Treasurer

Staff Present: Paul Gillespie, Executive Director
TJ Taylor, Assistant Director
Desha King, Grant/Procurement Manager

Public:

The meeting was called to order by Mr. Childs.

Mr. Childs stated that this meeting was called due to him receiving a certified letter in the mail about a bus accident. Mr. Childs stated that there was a passenger on the bus during the accident that is now trying to sue the company. He also stated that there is a video of the accident that they will review. (CORRECTION: THERE WAS NO PASSENGERS ON THE BUS DURING THE ACCIDENT.)

The board members reviewed the video several times. The accident took place on Urbandale and Main Street in Benton Harbor heading towards downtown Benton Harbor.

The discussion related to the bus accident continued for several minutes.

Mr. Childs asked if this accident was mentioned in the board meeting? Ms. Varrie stated that she thought it was mentioned in the meeting. Mr. Taylor stated that the board asked about incidents with employees. Mr. Childs stated that Mr. Taylor mentioned that anything dealing with a passenger or employee would be reported. Mr. Childs stated that the bus accident would have been the first thing on the director's report. Mr. Gillespie stated that if there would have been an injury or worse than they would have reported it. Mr. Childs asked if they thought that the

board should have known about the bus accident. Mr. Taylor stated that usually the board isn't notified about bus accidents. Mr. Childs stated that the board doesn't need to be notified, he just thought it should have been mentioned at the board meeting. Mr. Childs stated that every meeting Mr. Edwards would ask about any incidents, accidents, etc.

Mr. Childs requested to go into a closed session. Mr. Gillespie read off several determining factors for a closed meeting. Mr. Childs stated that he wanted to go into a closed session to discuss the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. Mr. Gillespie asked who is the employee that the board would like to go into a closed session about? Mr. Childs asked Ms. Varrie to explain the issues about the mechanic. Ms. Varrie stated that she thought they were going to discuss those issues at the regular meeting.

Mr. Gillespie stated that if the board is going to discuss information about a specific employee in a closed session, then the closed session has to be at the request of the specific employee. Mr. Childs stated that the discussion is about Mr. Gillespie and asked if he would like the meeting in an open session or closed session.

Mr. Gillespie stated that he preferred the meeting to stay open.

Mr. Childs stated that he has been hearing about complaints. Mr. Childs stated that the board doesn't handle day to day operations so when something like this comes up, they look to Mr. Gillespie for answers.

Mr. Childs stated that from what he is hearing, the operation of Dial-A-Ride is floundering and going down.

There was further discussion about the operations of the company.

Mr. Childs stated that Mr. Gillespie should know about everything that goes on in the company.

Mr. Edwards stated that every time he asked if there was a complaint, the answer was always no. Mr. Childs stated that he should have been more specific when they ask about any complaints.

Mr. Edwards asked how is Mr. Gillespie supposed to handle the situations that are being brought up if he doesn't know about them. Mr. Edwards stated that if something is going on and Mr. Gillespie does know about it then how is this going to work?

Ms. Varrie stated that she has talked to Mr. Gillespie and Mr. Purvis a while ago and she stated that Mr. Taylor is the supervisor of downstairs and when things occur, her thought is that employees should go to Mr. Taylor first. Ms. Varrie stated that if they have a supervisor that is under Mr. Taylor then the employees should go to that supervisor first. Ms. Varrie stated that if that doesn't work then go to Mr. Taylor and if an employee feels that the situation wasn't handled then they should go to Mr. Gillespie.

There being no further discussions, the special meeting was adjourned by Mr. Childs.

Secretary

Date

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
REGULARLY SCHEDULED
BOARD MEETING
HELD July 28, 2021**

Board Members Present: Mr. Jerry Edwards, Trustee
Ms. Lisa Varrie, Secretary
Mr. James Childs, Chairperson
Ms. Dorthoy Parker, Trustee

Board Members Absent: Ms. Apollonia Williams, Treasurer

Staff Present: Mr. Paul Gillespie, Executive Director
Mr. TJ Taylor, Assistant Director
Ms. Chalexis Tyson-Bradley, Finance Director
Ms. Desha King, Grant/Procurement Manager
Mr. Richard Lee, Dispatch Supervisor

Staff Absent:

Public: Todd Shurn
Tywana Williams

The board meeting was called to order by Ms. Varrie.

Agenda: A motion was requested by Ms. Parker to approve the agenda of 7/28/21 as presented, supported by Mr. Edwards. **MOTION CARRIED**

Secretary's Report: **General Information – NONE**

Minutes – A motion was requested by Mr. Edwards to approve the minutes of 6/23/21 as presented, supported by Ms. Parker. **MOTION CARRIED**

Chairperson's Report: The agenda reversed back to the Chairperson's report once the Director's report was complete.

General information – Mr. Childs asked about employees taking a leave of absence. A further discussion was held about several employees that are on leave of absence.

A further discussion took place about what has been going on since Mr. Lee has been the dispatch supervisor.

There was a discussion about the supplemental insurance AFLAC.

A motion was requested by Mr. Childs to terminate Paul Gillespie, Executive Director on July 28, 2021, due to cause. Supported by Mr. Childs, Mr. Edwards; Ms. Parker and Ms. Varrie abstained. Ms. Varrie stated that the company does need to move in a new direction, then changed her vote to support the termination of the director. **MOTION CARRIED**

A motion was requested by Mr. Childs to appoint Steve Wooden as Interim Executive Director, supported by Mr. Childs and Mr. Edwards; Ms. Varrie and Ms. Parker abstained. **MOTION CARRIED**

Mr. Childs stated that the rest of the meeting will resume in August.

Director's Report:

General information – Mr. Gillespie presented his report for the month of June 2021.

Mr. Gillespie stated that the company received some RFPs for the phone system and within the next few weeks the company will confirm who the winner is and get started replacing the phones.

Mr. Gillespie stated that next month the board meeting is scheduled for August 25, 2021, and that he and Ms. King will be attending the Michigan Public Transit Association Conference that same week. Mr. Gillespie stated that he would like an agreement on the date being changed to August 18, 2021.

Operation Summary, Ridership & Fare box – Mr. Gillespie informed the board that the total Demand Response riders for the month of June was 9,600 of these 894 were senior riders and 2,681 were disabled riders, and 376 children, 5,245 regular riders, and Line Haul had 4,066 riders.

1,684.00 gallons of gasoline covering 9,978 miles an average of 5.9 miles per gallon. LP gas we used 6,344.80 gallons covering 30,703 miles an average of 4.8 miles per gallon. Total vehicle hours were 3,216 with an average of 3.0 passengers per vehicle hour.

Mr. Gillespie informed the board that the Ridership Comparison for FY2020 Year to Date was 107,056 passengers on the Demand Response and 43,836 passengers on the Fixed Route. FY2021 Year to Date was 82,056 passengers on the Demand Response and 32,086 passengers on the Fixed Route.

Driver of the month – Jimmy King with 750 passengers for the month of June 2021.

A motion was requested by Mr. Edwards to approve the Director's Report as presented for the month of June 2021, supported by Ms. Varrie. **MOTION CARRIED**

Mr. Shurn presented the University of Michigan/TCATA Project Vision. This presentation included a brief PowerPoint with a planning framework for the company.

Public Comments: None

There being no further discussions, the board meeting was adjourned
by Mr. Childs.

Secretary

Date

dk

**TWIN CITIES AREA TRANSPORTATION AUTHORITY
DIAL-A-RIDE
EMERGENCY MEETING
HELD July 30, 2021**

Board Members Present: Lisa Varrie, Secretary
Jerry Edwards, Trustee
Dorothy Parker, Trustee
Apollonia Williams, Treasurer

Board Members Absent: James Childs, Chairperson

Staff Present: TJ Taylor, Assistant Director
Desha King, Grant/Procurement Manager
Shaniqua Smith, Receptionist
Bill Purvis, Consultant

Public: Louise Wrege
Richard Lee
Veronica Bragg
Doris Sallie
Emma Kinnard
Marvin Haywood
Commissioner Mary Alice Adams
Shalette Austin-Robinson
Patricia Crayton

The meeting was called to order by Ms. Varrie.

A resolution pertaining to the reinstating Paul Gillespie as the Executive Director of TCATA was read to the audience.

Mr. Edwards asked if this resolution opened the door to hire back others that have been dismissed from their positions?

Ms. Varrie stated that per TCATA's attorney and the mayor, the board cannot say who will return as an employee; that decision is up to the Executive Director. Ms. Varrie stated that the director does the hiring

and firing of employees, the board is only here today concerning the Director.

Mr. Edwards stated that the resolution is fine, but the board needs to make sure that what got the company to this point doesn't need to happen again. Mr. Edwards stated that we all know what got the company to this point and Mr. Purvis stated that he doesn't.

Ms. Williams stated that everyone has to move forward with integrity. She also stated that personal vendettas and personal relationships shouldn't be why decisions are being made on individuals lives/jobs.

Ms. Parker stated that she abstained on the voting to terminate Mr. Gillespie because she didn't feel like she had enough information to make that decision on someone's livelihood. Ms. Parker stated that it appeared to her that there were some discussions with some of the board members and not others.

Ms. Adams asked if the discussion was open for the public? Ms. Varrie stated that there is no public communication with the agenda, it's only on the resolution.

Ms. Adams stated that she is wondering why this meeting was not posted to the city clerk to know that this meeting was taking place?

Ms. Varrie stated that the board followed the rules in the Articles of Incorporation.

A motion was requested by Ms. Parker to reinstate Paul Gillespie as the Executive Director retroactive to July 28, 2021, at 1:32 p.m., supported by Ms. Varrie, Ms. Parker, Ms. Williams, and Mr. Edwards. **MOTION CARRIED**

There was further discussion from the public.

There being no further discussions, the special meeting was adjourned by Ms. Varrie.

Secretary

Date

dk

OPERATION SUMMARY

JUL 2021

7,119,403

19,580,493

MILES TO DATE

PASSENGERS TO DATE

Date	Passenger Categories				SR	Dis	Child	Disable	Senior	Regular	MILES TO DATE			VEHICLE DATA			VEHICLE DATA LP			MILES TO DATE		
	1	2	3	4							Line	Haul	Miles	Fuel	Miles	M/Gal	Miles	Fuel	Miles	M/Gal	Hours	Pass/Veh
THUR	1	250	32	111	8	15	416	172	248	3.3	319.8	1360	4.3	131	3.2							
FRI	2	201	36	136	16	12	400	208			360.7	1552	4.3	113	3.5							
SAT	3	130	18	54	12	13	227	96			99.2	774	7.8	58	3.9							
SUN																						
TOTAL		581	85	301	36	40	1043	476	248	3.3	779.7	3686	4.7	302	3.5							
MON						0																
TUE	6	217	54	126	18	20	435	215	201	6.7	242.9	1279	5.3	108	4.0							
WED	7	179	32	128	14	18	371	164	260	7.3	243.9	1455	6.0	140	2.7							
THUR	8	211	41	136	15	16	419	174	652	4.3	258.6	1236	4.8	150	2.8							
FRI	9	193	44	125	17	17	396	169	642	7.9	163.8	1154	7.0	140	2.8							
SAT	10	132	25	61	5	10	233	114	429	7.3	94.5	278	2.9	60	3.9							
SUN																						
TOTAL		932	196	576	69	81	1854	836	2184	6.1	1003.7	5402	5.4	598	3.1							
MON	12	186	49	118	13	18	384	182	642	4.4	165.8	1214	7.3	138	2.8							
TUE	13	214	26	117	22	23	402	178	641	5.0	188.8	1083	5.7	145	2.8							
WED	14	220	49	109	21	25	424	181	675	6.3	170.2	1108	6.5	146	2.9							
THUR	15	237	41	146	28	15	467	216	532	7.2	344.6	1301	3.8	151	3.1							
FRI	16	234	50	122	28	14	448	198	323	7.2	195.8	1446	7.4	133	3.4							
SAT	17	113	21	58	12	10	214	88	287	6.6	132.8	509	3.8	60	3.6							
SUN																						
TOTAL		1204	236	670	124	105	2339	1043	3100	5.7	1197.8	6661	5.6	773	3.0							
MON	19	184	37	95	11	15	342	144	358	5.7	292.2	1354	4.6	143	2.4							
TUE	20	220	38	128	20	22	428	188	492	8.3	238.9	1202	5.0	154	2.8							
WED	21	208	40	147	18	10	424	203	520	8.9	229.4	1354	5.9	155	2.7							
THUR	22	176	34	111	10	14	345	141	329	5.6	271.7	1384	5.0	145	2.4							
FRI	23	233	26	124	9	13	405	192	375	7.9	188.3	1208	6.4	134	3.0							
SAT	24	127	18	54		11	210	90	290	9.7	124.8	636	5.1	68	3.1							
SUN																						
TOTAL		1149	193	659	68	85	2154	958	2364	7.4	1345.3	7118	5.3	799	2.7							
MON	26	220	44	84	16	9	373	166	159	4.2	369.4	1672	4.5	131	2.8							
TUE	27	219	38	95	13	17	382	158	119	12.9	360.9	1551	4.3	125	3.1							
WED	28	174	42	100	7	50	373	154	406	7.2	274.0	1404	5.1	145	2.6							
THUR	29	204	34	104	11	15	368	164	215	4.2	299.9	1455	4.9	140	2.6							
FRI	30	208	36	144	14	20	422	204	324	9.2	236.1	1423	6.0	133	3.2							
SAT	31	119	30	51	4	14	218	106			99.0	801	8.1	60	3.6							
SUN																						
TOTAL		1144	224	578	65	125	2136	952	189.4	6.5	1639.3	8306	5.1	734	2.9							
MONTH TOTAL		5010	934	2784	362	436	9526	4265	1480.3	6.2	5965.8	31173	5.2	3206	3.0							

401

weekday

Fiscal Year 2020

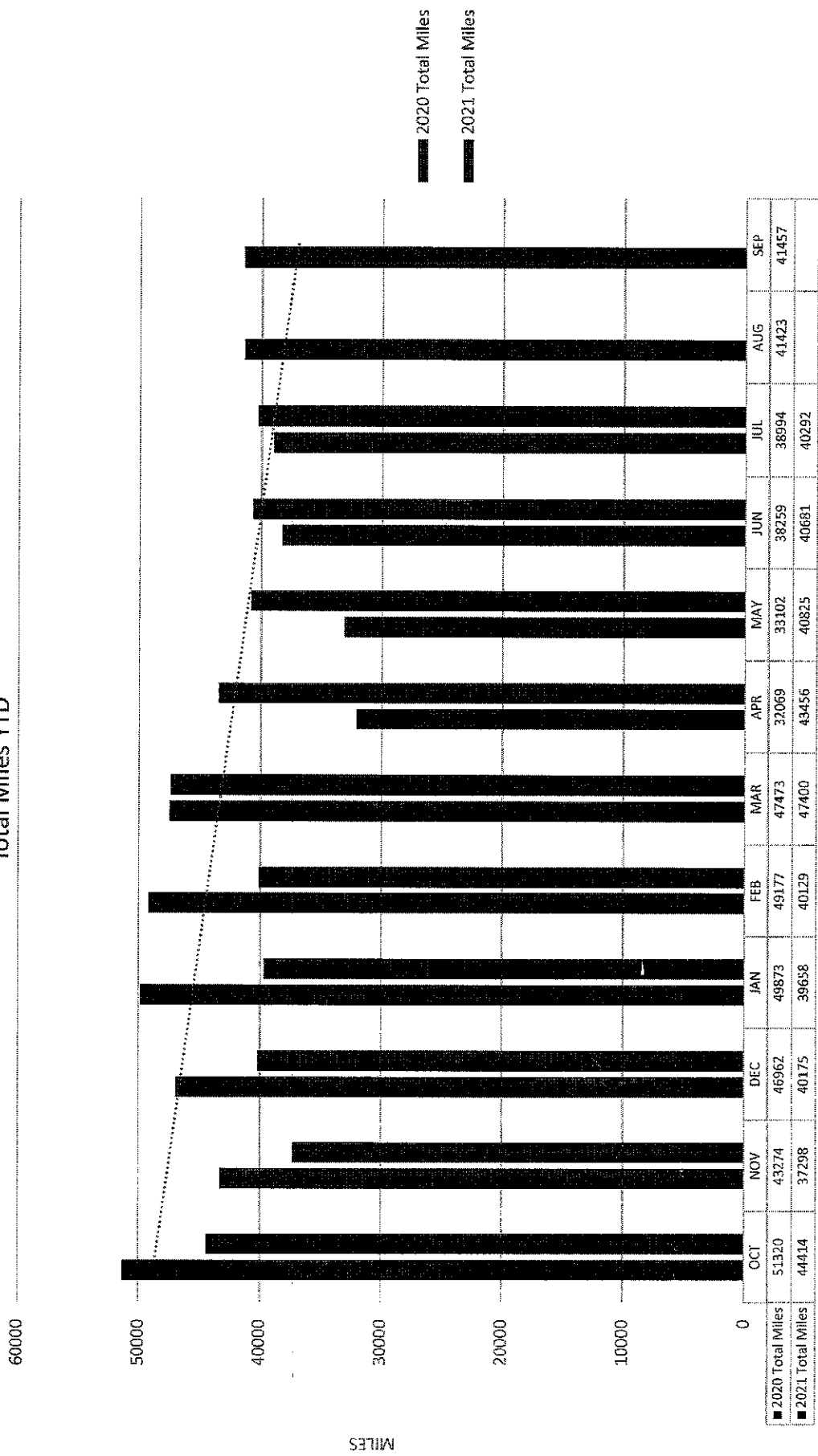
Date	Regular		Senior		Disable		Child		Sr. Dis		Total		Vehicle Data Gas			Vehicle Data LP			VEH.		PASS/ VEH:HR.
	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Miles	Fuel	M/Gal	Miles	Fuel	M/Gal	HOURS	PASS/			
10/19	8329	1714	4919	339	502	15803	5189	2788.1	16381	5.9	8125.6	34939	4.30	4333	3.6						
11/19	8394	1085	3479	328	476	13762	7556	2264.5	13335	5.9	7339.3	29939	4.10	3802	3.6						
12/19	6033	1541	4759	369	445	13147	4840	2073.1	12131	5.9	7915.2	34831	4.4	3986	3.3						
01/20	10374	1016	3684	486	422	15982	6150	2726.8	14555	5.3	8253.73	35318	4.30	4301	3.7						
02/20	7532	1409	4194	391	404	13930	4290	2280.6	13811	6.1	7714.8	35366	4.60	4224	3.3						
03/20	6585	1313	3106	388	360	11752	5078	1857.5	11075	6.0	7913.1	36398	4.60	4326	2.7						
04/20	3609	678	1931	193	202	6613	3171	1167.2	8496	7.3	4938.2	23573	4.77	3449	1.9						
05/20	3954	721	2071	155	264	7165	3437	1213.4	7188	5.9	5605.1	25914	4.62	2806	2.6						
06/20	4853	881	2890	248	230	8902	4125	1684.2	10193	6.1	6181.5	28066	4.54	3264	2.7						
07/20	4852	1025	2997	278	248	9400	4098	1734.7	10306	5.9	5732.0	28688	5.00	3123	3.0						
Total	64515	11383	33830	3175	3553	116456	47934	19790.1	117471	5.9	69718.53	313032	4.49	37614	3.10						

Ridership Comparison

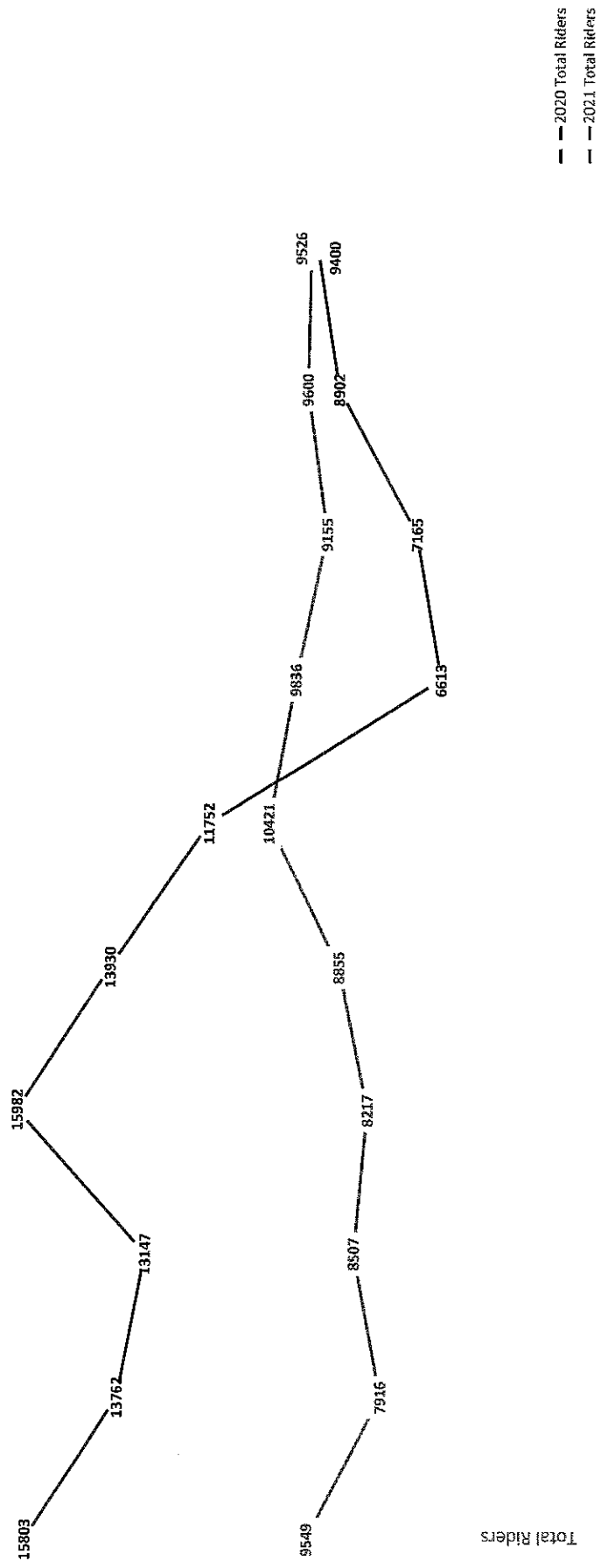
Fiscal Year 2021

Date	Regular		Senior		Disable		Child		Sr. Dis		Total		Vehicle Data Gas			Vehicle Data LP			VEH.		PASS/ VEH:HR.
	Regular	Senior	Disable	Child	Sr. Dis	Total	HAUL	FUEL	MILES	/GAL.	Miles	Fuel	M/Gal	Miles	Fuel	M/Gal	HOURS	PASS/			
10/20	4703	994	3181	275	396	9549	3942	1185.1	8622	7.3	6772	35792	5.3	3581	2.7						
11/20	4189	826	2348	219	334	7916	3125	869.1	5701	6.6	6157	31597	5.1	3212	2.5						
12/20	4438	983	2514	276	296	8507	3393	1062.2	6345	6.0	6802.1	33830	5.0	3508	2.4						
01/21	4390	751	2528	211	337	8217	2991	1408.2	8124	5.8	6825.9	31534	4.62	3198	2.6						
02/21	4890	761	2657	222	325	8855	3198	1941.6	11768	6.1	5683.2	28361	4.99	3150	2.8						
03/21	5684	910	3085	320	422	10421	3969	1745.9	10689	6.1	7745.4	36711	4.74	3750	2.8						
04/21	5595	802	2642	399	398	9836	3791	1177.3	7311	6.2	7165.6	36145	5.04	3378	2.9						
05/21	5205	743	2525	310	372	9155	3611	584.7	3158	5.4	8457.9	37667	4.45	3206	2.9						
06/21	5245	894	2681	376	404	9600	4066	1684.0	9978	5.9	6344.8	30703	4.84	3216	3.0						
07/21	5010	934	2784	362	436	9526	4265	1480.3	9119	6.2	5965.8	31173	5.23	3206	3.0						
Total	49349	8598	26945	2970	3720	91582	36351	13138.4	80815	6.2	67919.7	333513	4.91	33405	2.74						
Change	-15166	-2785	-6885	-205	167	-24874	-11583	-6651.7	-36656	0.2	-1798.8	20481	0.42	4209	-0.35						
% Change	76.5%	75.5%	79.6%	93.5%	104.7%	78.6%	75.8%	66.4%	68.8%	103.6%	97.4%	106.5%	109.4%	88.8%	88.5%						

Total Miles YTD



RIDERSHIP COMPARISON YTD



Months

OCT NOV DEC JAN FEB MAR APR MAY JUN JUL AUG SEP

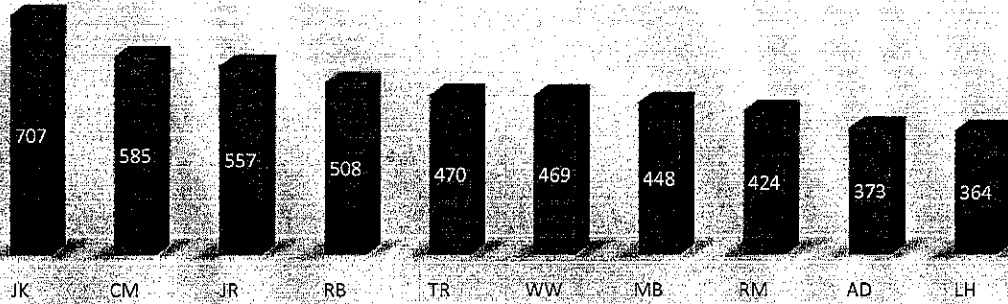
RIDERSHIP

	2020 FY	2020 FY	2021 FY	2021 FY	2021 FY	2021 FY	2021 FY	%
	Month	Year to	Month	Year to	Month	Month	YTD	
	Total	Date	Total	Date	Difference	Difference	Difference	Change
Oct	15,803	15,803	9,549	9,549	-6,254	-6,254	-6,254	-39.57%
Nov	13,762	29,565	7,916	17,465	-5,846	-12,100	-12,100	-40.93%
Dec	13,147	42,712	8,429	25,894	-4,718	-16,818	-16,818	-39.38%
Jan	15,982	58,694	8,217	34,111	-7,765	-24,583	-24,583	-41.88%
Feb	13,930	72,624	8,855	42,966	-5,075	-29,658	-29,658	-40.84%
March	11,752	84,376	10,421	53,387	-1,331	-30,989	-30,989	-36.73%
April	6,613	90,989	9,836	63,223	3,223	-27,766	-27,766	-30.52%
May	7,165	98,154	9,155	72,378	1,990	-25,776	-25,776	-26.26%
June	8,902	107,056	9,600	81,978	698	-25,078	-25,078	-23.43%
July	9,400	116,456	9,526	91,504	126	-24,952	-24,952	-21.43%
Aug								
Sept								
TOTAL	116,456	116,456	91,504	91,504	-24,952	-24,952	-24,952	-23.43%

FARES

	2020 FY	2020 FY	2021 FY	2021 FY	2021 FY	2021 FY	YTD	%
	Month	Year to	Month	Year to	Month	Month	Difference	Change
	Total	Date	Total	Date	Difference	Difference	Difference	
Oct	\$ 26,140.87	\$ 26,140.87	\$ 15,734.72	\$ 15,734.72	\$ (10,406.15)	\$ (10,406.15)	\$ (10,406.15)	-39.81%
Nov	\$ 17,371.76	\$ 43,512.63	\$ 12,913.28	\$ 28,648.00	\$ (4,458.48)	\$ (14,864.63)	\$ (14,864.63)	-34.16%
Dec	\$ 23,215.30	\$ 66,727.93	\$ 11,487.23	\$ 40,135.23	\$ (11,728.07)	\$ (26,592.70)	\$ (26,592.70)	-39.85%
Jan	\$ 18,757.33	\$ 85,485.26	\$ 11,743.29	\$ 51,878.52	\$ (7,014.04)	\$ (33,606.74)	\$ (33,606.74)	-39.31%
Feb	\$ 19,521.10	\$ 105,006.36	\$ 15,023.84	\$ 66,902.36	\$ (4,497.26)	\$ (38,104.00)	\$ (38,104.00)	-36.29%
March	\$ 15,973.23	\$ 120,979.59	\$ 17,412.71	\$ 84,315.07	\$ 1,439.48	\$ (36,664.52)	\$ (36,664.52)	-30.31%
April	\$ 8,985.62	\$ 129,965.21	\$ 13,523.87	\$ 97,838.94	\$ 4,538.25	\$ (32,126.27)	\$ (32,126.27)	-24.72%
May	\$ 8,737.93	\$ 138,703.14	\$ 13,449.86	\$ 111,288.80	\$ 4,711.93	\$ (27,414.34)	\$ (27,414.34)	-19.76%
June	\$ 13,071.86	\$ 151,775.00	\$ 13,112.77	\$ 124,401.57	\$ 40.91	\$ (27,373.43)	\$ (27,373.43)	-18.04%
July	\$ 12,363.96	\$ 164,138.96	\$ 25,825.98	\$ 150,227.55	\$ 13,462.02	\$ (13,911.41)	\$ (13,911.41)	-8.48%
Aug								
Sept								
TOTAL	\$ 164,138.96	\$ 164,138.96	\$ 150,227.55	\$ 150,227.55	\$ (13,911.41)	\$ (13,911.41)	\$ (13,911.41)	-8.48%

Driver of the Month JULY 2021



- | | |
|-----------------|--------|
| 1 J. King | 707 JK |
| 2 C. Modelewski | 585 CM |
| 3 J. Rayford | 557 JR |
| 4 T. Brook | 508 RB |
| 5 T. Rolfe | 470 TR |
| 6 W. Wright | 469 WW |
| 7 M. Brown | 448 MB |
| 8 R. Mckinney | 424 RM |
| 9 A. Dwints | 373 AD |
| 10 L. Henderson | 364 LH |

TOTAL	4905
Average passenger per month	491

	WEEKDAY	SATURDAY	TOTAL	LAST MONTH
BLUE	1738	227	1965	1769
BLUE JARC	857	90	947	790
RED JARC	713	114	827	1074
YELLOW	140		140	108
TOTAL LINE HAULS	3448	431	3879	3741
LAST MONTH	3385	356	3741	
Difference	63	75	138	

Check Detail

As of July 31, 2021

Date	Num	Name	Memo	Credit
10101 · TCF BANK				
07/01/2021	29171	ADT	17466	66.15
07/01/2021	29172	Aetna	17473	26.20
07/01/2021	29173	Barbara Tsaturova	07012021	70.13
07/01/2021	29174	BILL PURVIS	17467	2,400.00
07/01/2021	29175	Colonial Life & Accidental Ins. Co	07012021	118.27
07/01/2021	29176	Delta Dental	17470	1,767.64
07/01/2021	29177	DONNEL KYLE	148.50	148.50
07/01/2021	29178	Kenneth Bragg	07012021	148.50
07/01/2021	29179	MISDU	07012021	1,015.18
07/01/2021	29180	Priority Health	17468	20,731.09
07/01/2021	29181	Southwest Michigan Planning Commission	17465	14,354.14
07/01/2021	29182	Standard Insurance Company	17471	901.13
07/01/2021	29183	TRANSAMERICA	52411	636.09
07/01/2021	29184	UNION DUES	07012021	388.80
07/01/2021	29185	VSP INSURANCE CO.	17472	420.73
07/01/2021	29186	Westfield	17469	9,003.00
07/13/2021	29187	AT&T	VOID: 17476	
07/13/2021	29188	ComCast	17475	560.74
07/13/2021	29189	Indiana Michigan Power	17477	1,393.00
07/13/2021	29190	MICH GAS	17474	121.00
07/13/2021	29191	AT&T	17476	357.50
07/15/2021	29192	Barbara Tsaturova	JE 071521	36.41
07/15/2021	29193	BILL PURVIS	17478	650.00
07/15/2021	29194	Colonial Life & Accidental Ins. Co	JE 071521	253.45
07/15/2021	29195	MISDU	JE 071521	1,015.18
07/15/2021	29196	TRANSAMERICA	52411	586.56
07/20/2021	29197	CITY OF BH	17488	341.17
07/22/2021	29198	HOEKSTRA TRANSPORTATION	17506	243,553.46
07/28/2021	29199	ALL CITIES OCCUPATIONAL	17498	213.00
07/28/2021	29200	Angel Trak	17487	16,090.80
07/28/2021	29201	Auto-Wares Group	17496	35.05
07/28/2021	29202	Belle Tire	17484	2,211.00
07/28/2021	29203	BEST WAY DISPOSAL	17461	168.00
07/28/2021	29204	Car Brite Distributors	17486	448.00
07/28/2021	29205	Hanson Beverage Co.	17505	110.15
07/28/2021	29206	HEI WIRELESS		981.34
07/28/2021	29207	MICHIANA SUPPLY	17497	75.13
07/28/2021	29208	O'Reilly Auto Parts	17483	241.73
07/28/2021	29209	Orkin	17442	106.00
07/28/2021	29210	PARRETT BUSINESS	17500	22.45
07/28/2021	29211	Pri Mar Petroleum		380.20
07/28/2021	29212	STAPLES	17501	156.16
07/28/2021	29213	SUMMIT COMPANIES	17485	1,686.50
07/28/2021	29214	TAYLOR RENTAL	512121	1,393.45
07/28/2021	29215	TCA-SynerTech, LLC		1,410.56
07/28/2021	29216	THAYER	17443	926.09
07/28/2021	29217	UniFirst Corp. 099	17481	341.49
07/28/2021	29218	WSJM Tower Operations	17462	561.64
07/29/2021	29219	Barbara Tsaturova	JE 0727-21	90.66
07/29/2021	29220	BILL PURVIS	17507	2,000.00
07/29/2021	29221	Colonial Life & Accidental Ins. Co	JE 0727-21	253.45
07/29/2021	29222	MISDU	JE 0727-21	1,015.18
07/29/2021	29223	TRANSAMERICA	52411	586.56
Total 10101 · TCF BANK				332,568.61
TOTAL				332,568.61

Chairpersons Approval

Date

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
July 2021

Memo	Amount
ADT	
503072 security	66.15
Total ADT	66.15
Aetna	
HEALTH INSURANCE OPERATION	26.20
Total Aetna	26.20
ALL CITIES OCCUPATIONAL	
503991	275.00
Total ALL CITIES OCCUPATIONAL	275.00
AT&T	
503031 Operation Service	357.50
Total AT&T	357.50
Auto-Wares Group	
504032 Maintenance Supplies	216.32
Total Auto-Wares Group	216.32
Belle Tire	
504021 operations tires	2,063.73
Total Belle Tire	2,063.73
BEST WAY DISPOSAL	
503992 sanitation	168.00
Total BEST WAY DISPOSAL	168.00
BILL PURVIS	
Consulting Service 503993	2,400.00
Consulting Service 503993	650.00
Consulting Service 503993	2,000.00
Total BILL PURVIS	5,050.00
Car Brite Distributors	
504032 Maintenance Supplies	186.85
504032 Maintenance Supplies	365.10
Total Car Brite Distributors	551.95
CITY OF BH	
505043 Administration Water	68.43
505042 Maintenance Water	442.16
505041 Operations water	15.82
Total CITY OF BH	526.41
CITY PLUMBING	
503032 Maintenance Service	831.91
503032 Maintenance Service	213.70
Total CITY PLUMBING	1,045.61
ComCast	
505053 administration telephone	125.59
505051 operations telephone	293.27
503033 Administration Service	141.88
Total ComCast	560.74
D&S Heavy Duty & Trailer Repair	
503032 Maintenance Service	5,514.83
Total D&S Heavy Duty & Trailer Repair	5,514.83

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
July 2021

Memo	Amount
Delta Dental	
10403 prepaid health	1,767.64
Total Delta Dental	1,767.64
Hanson Beverage Co.	
512123 rental administration	66.65
Total Hanson Beverage Co.	66.65
HEI WIRELESS	
503031 Operation Service	305.04
503031 Operation Service	205.20
Total HEI WIRELESS	510.24
Humana Insurance Co.	
HEALTH INSURANCE OPERATION	58.50
HEALTH INSURANCE OPERATION	58.50
HEALTH INSURANCE OPERATION	58.50
Total Humana Insurance Co.	175.50
Indiana Michigan Power	
505021 Electric - Operation	35.88
505022 Electric - Maintenance	1,004.35
505023 - Electric - Administration	155.45
Total Indiana Michigan Power	1,195.68
Internal Revenue Service	
507003 taxes and fees	6,173.24
Total Internal Revenue Service	6,173.24
MICH DEPT.OF TREASURY	
17540	15,295.00
Total MICH DEPT.OF TREASURY	15,295.00
Mich. Transit Pool - Liability Trust Fund	
10401 prepaid vehicle insurance	16,959.00
Total Mich. Transit Pool - Liability Trust Fund	16,959.00
Mitchell1	
503032 Maintenance Service	130.00
Total Mitchell1	130.00
O'Reilly Auto Parts	
504032 Maintenance Supplies	911.80
Total O'Reilly Auto Parts	911.80
Orkin	
503032 Maintenance Service	106.00
503032 Maintenance Service	3.34
Total Orkin	109.34
PARRETT BUSINESS	
503052 Contract maintenance for maintenance	48.26
Total PARRETT BUSINESS	48.26
Petro Tank & Line Testing LLC	
503032 Maintenance Service	1,373.20
Total Petro Tank & Line Testing LLC	1,373.20

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Purchases by Vendor Detail
July 2021

Memo	Amount
Pri Mar Petroleum	
504032 Maintenance Supplies	5.62
Total Pri Mar Petroleum	5.62
Priority Health	
10403 prepaid health	20,731.09
Total Priority Health	20,731.09
RAPID PRINT	
504033 Administration Supplies	1,951.69
Total RAPID PRINT	1,951.69
RLS & Associates	
Consulting Service 503993	400.00
Total RLS & Associates	400.00
Southwest Michigan Planning Commission	
New Freedom Program Contract Expenses	14,354.14
Total Southwest Michigan Planning Commission	14,354.14
Standard Insurance Company	
10403 prepaid health	901.13
Total Standard Insurance Company	901.13
TCA-SynerTech, LLC	
503033 Administration Service	58.53
503033 Administration Service	779.31
Total TCA-SynerTech, LLC	837.84
THAYER	
504032 Maintenance Supplies	283.09
Total THAYER	283.09
UniFirst Corp. 099	
512122 maintenance rental	346.71
Total UniFirst Corp. 099	346.71
VSP INSURANCE CO.	
10403 prepaid health	420.73
Total VSP INSURANCE CO.	420.73
Westfield	
10405 prepaid building	9,003.00
Total Westfield	9,003.00
WSJM Tower Operations	
512121 operations rental	561.64
Total WSJM Tower Operations	561.64
TOTAL	110,934.67

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Unpaid Bills Detail
As of July 31, 2021

Type	Date	Num	Due Date	Aging	Open Balance
ALL CITIES OCCUPATIONAL					
Bill	07/01/2021	17538	07/01/2021	30	275.00
Total ALL CITIES OCCUPATIONAL					275.00
Auto-Wares Group					
Bill Pmt -Check	12/22/2020	28839			-0.09
Bill	11/25/2020	17181	12/25/2020	218	0.09
Bill	07/25/2021	17532	07/25/2021	6	216.32
Total Auto-Wares Group					216.32
Belle Tire					
Bill	07/31/2021	17550	07/31/2021		2,063.73
Total Belle Tire					2,063.73
BEST WAY DISPOSAL					
Bill	07/01/2021	17504	07/01/2021	30	168.00
Total BEST WAY DISPOSAL					168.00
Car Brite Distributors					
Bill	07/01/2021	17539	07/01/2021	30	186.85
Bill	07/31/2021	17526	07/31/2021		365.10
Total Car Brite Distributors					551.95
CITY PLUMBING					
Bill	07/01/2021	17542	07/01/2021	30	831.91
Bill	07/25/2021	17533	07/25/2021	6	213.70
Total CITY PLUMBING					1,045.61
D&S Heavy Duty & Trailer Repair					
Bill	07/01/2021	17536	07/01/2021	30	5,514.83
Total D&S Heavy Duty & Trailer Repair					5,514.83
Hanson Beverage Co.					
Bill	07/26/2021	17522	07/26/2021	5	66.65
Total Hanson Beverage Co.					66.65
HEI WIRELESS					
Bill	07/07/2021	17517	07/07/2021	24	305.04
Bill	07/14/2021	17518	07/14/2021	17	205.20
Total HEI WIRELESS					510.24
Internal Revenue Service					
Bill	07/12/2021	17479	07/12/2021	19	6,173.24
Total Internal Revenue Service					6,173.24
MICH DEPT.OF TREASURY					
Bill	07/01/2021	17540	07/01/2021	30	15,295.00
Total MICH DEPT.OF TREASURY					15,295.00
Mich. Transit Pool - Liability Trust Fund					
Bill	07/25/2021	17534	07/25/2021	6	16,959.00
Total Mich. Transit Pool - Liability Trust Fund					16,959.00
Mitchell1					
Bill	07/22/2021	17530	07/22/2021	9	130.00
Total Mitchell1					130.00

TWIN CITIES AREA TRANSPORTATION AUTHORITY
Unpaid Bills Detail
As of July 31, 2021

Type	Date	Num	Due Date	Aging	Open Balance
O'Reilly Auto Parts					
Bill	07/22/2021	17529	07/22/2021	9	911.80
Total O'Reilly Auto Parts					911.80
Orkin					
Bill	07/09/2021	17495	07/09/2021	22	109.34
Total Orkin					109.34
PARRETT BUSINESS					
Bill	07/01/2021	17543	07/01/2021	30	48.26
Total PARRETT BUSINESS					48.26
Petro Tank & Line Testing LLC					
Bill	07/07/2021	17519	07/07/2021	24	1,373.20
Total Petro Tank & Line Testing LLC					1,373.20
Pri Mar Petroleum					
Bill	07/31/2021	17546	07/31/2021		5.62
Total Pri Mar Petroleum					5.62
RAPID PRINT					
Bill	07/01/2021	17541	07/01/2021	30	1,951.69
Total RAPID PRINT					1,951.69
RLS & Associates					
Bill	07/22/2021	17528	07/22/2021	9	400.00
Total RLS & Associates					400.00
TCA-SynerTech, LLC					
Bill	07/01/2021	17493	07/01/2021	30	58.53
Bill	07/01/2021	17494	07/01/2021	30	779.31
Total TCA-SynerTech, LLC					837.84
THAYER					
Bill	07/01/2021	17503	07/01/2021	30	283.09
Total THAYER					283.09
UniFirst Corp. 099					
Bill	07/01/2021	17537	07/01/2021	30	346.71
Total UniFirst Corp. 099					346.71
WSJM Tower Operations					
Bill	07/01/2021	17482	07/01/2021	30	561.64
Total WSJM Tower Operations					561.64
TOTAL					55,798.76



Twin Cities Area Transportation Authority
(269) 927-2268 • Fax (269) 927-2310

275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

TCF BANK DEBIT CARD ACTIVITY

07/01 TO 07/31

Debit Card Amounts

VENDORS

O'Reilly Auto Parts	\$	55.65
LOWES	\$	557.25
USPS	\$	39.75
Dropbox	\$	720.00
Secretary of State	\$	39.57
Harbor Freight	\$	27.01
Amazon	\$	1,381.45
Michigan Public Transit Assoc	\$	650.00
Crystal Mountain Lodging	\$	1,475.40
Mid Country Lawnn & Garden	\$	26.48
Family Dollar	\$	29.26
Chicken Coop	\$	64.11
Staples	\$	31.79

TOTAL DEBIT CARD ACTIVITIES

\$ 5,097.72

July 2021 Debit Card Purchases

TJ'S CARD

Total: \$2,194.41

Family Dollar	\$29.26	Bags for wipes, bleach
USPS	\$39.75	Board Packets
Crystal Mountain	\$737.70	MPTA Conference
Crystal Mountain	\$737.70	MPTA Conference
Michigan Public Transit Assoc.	\$650.00	Conference Registration

DESHA'S CARD

Total: \$2,903.31

Lowes	\$268.97	Edge Auger, Wheeled Edger
	\$91.96	Edger, Trimmer Line (Full Refund – Edger)
	\$59.34	Spotlight
	\$136.98	Lawn Supplies
Chicken Coop	\$64.11	Board Meeting
Harbor Freight	\$27.01	Hex Key Handle, Compressor Oil
DropBox	\$720.00	Annual Coverage (Recordings, Triennial Files)
Amazon	\$208.02	Bank Bag, office supplies
	\$52.01	Self guide for ASE Certification
	\$419.50	Typewriter
	\$539.30	Coin sorter/wrapper, thermal printer
	\$79.98	Protection Plan (coin sorter)
	\$14.82	Unknown/Disputing
	\$67.82	Unknown/Disputing

July 2021 Debit Card Purchases

O'Reilly	\$7.99	Battery Terminal
	\$47.66	Bus parts
Staples	\$31.79	Micro SD Card (Meeting Recordings) (Full refund)
Sec of State	\$39.57	Titles for Buses
Mid Country Lawn/Garden	\$26.48	Lawn Supplies



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TCF AUTOMATIC CLEARING HOUSE

DATE	FUEL	PRICE PER/GL	TOTAL AMOUNT
7/2/2021	CRYSTAL FLASH PROPANE	1.42	\$ 1,068.07
7/5/2021	CRYSTAL FLASH PROPANE	1.42	\$ 904.05
7/9/2021	CRYSTAL FLASH PROPANE	1.42	\$ 1,017.20
7/12/2021	CRYSTAL FLASH PROPANE	1.42	\$ 1,307.30
7/16/2021	CRYSTAL FLASH PROPANE	1.42	\$ 548.06
7/19/2021	CRYSTAL FLASH PROPANE	1.42	\$ 1,400.78
7/23/2021	CRYSTAL FLASH PROPANE	1.42	\$ 664.76
7/26/2021	CRYSTAL FLASH PROPANE	1.42	\$ 1,045.24
7/30/2021	CRYSTAL FLASH PROPANE	1.42	\$ 956.75
Total			<u>\$ 8,912.21</u>



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275 East Wall Street, P.O. Box 837, Benton Harbor, MI 49023

PETTY CASH

Prepared by Chalexis Tyson-Bradley

DATE	DESCRIPTION OF ITEMS	Debit	Credit	Balance
1-Jul	Balance			\$ 248.03
14-Jul	Certified Mailing	\$ 12.25		\$ 235.78
26-Jul	Advisory Board Meeting	\$ 29.14		\$ 206.64
				\$ 206.64
				\$ 206.64
				\$ 206.64
				\$ 206.64
				\$ 206.64
				\$ 206.64

Gas	
Farebox	\$ -
Ofc supplies	
Admin supplies	\$ 12.25
Maint supplies	\$ -
Admin Meeting	\$ 29.14
Total	<u>\$ 41.39</u>